



SAFESPORT ABUSE PREVENTION TRAINING – Help Guide

- **SafeSport** is a yearly requirement; the first course is Core training (1.5 hours).
- Adult Participants that continue to participate must complete a refresher course on an annual basis (20 minutes), beginning the calendar year after completing the SafeSport Trained Core training.
- Every four years, Adult Participants will complete the SafeSport Trained Core training.
- NEW: Mass Youth Soccer Adult Registration/U.S. Soccer Connect is now connected to the U.S. Soccer Learning Center.
 - U.S. Soccer Connect goes directly to SafeSport/U.S. Soccer Learning Center to find your completed training, you do not upload your certificate of completion; **however, to be auto approved, you must have the exact same first and last name and email address in both your adult registration and SafeSport/U.S. Soccer Learning Center accounts.**

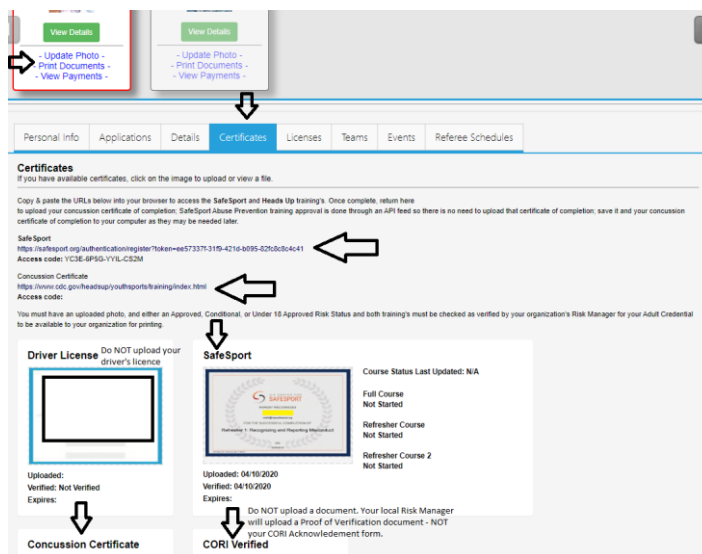
RETURNING USERS, read step 4 a then click on the link in # 3.

1. **NEW USERS, to create your SafeSport account, you MUST use the exact same first and last name and email address you used for your Mass Youth Soccer registration.**
 - If you do, your certificate will be automatically saved to your Mass Youth Soccer account.
 - If you do not use the same name and email address, you will need to upload your certificate to [your Mass Youth Soccer account](#).
 - Download your certificate of completion and save it to your computer; in case you are not auto approved.
2. **Copy this Access Code: YC3E-6P5G-YYIL-CS2M**
3. **Go to [SafeSport](#)**
4. **NEW USERS: In the pop-up window (Add Membership – U.S. Soccer), paste that access code into the "Access Code" field, then click "Save".**

4 a - NOTE FOR RETURNING USERS: If you have a SafeSport account, click the “Cancel” button. In the next window, click the “Sign in” link at the top-right side of the page.

SIGN IN → Once signed in, you are presented with your completed and available training. You can also update your email address along with other account information.

5. Add all required information to create your account and save it.
6. **SafeSport will send an email to verify the account;** log back into your SafeSport account and begin the training.
 - a. **Download your certificate of completion.**
 - b. If not auto approved in 24 hrs., upload your certificate for manual verification/approval.
7. **To upload certificate: Log into your Mass Youth Soccer Adult Registration, “My Account”:** <https://mayouthsoccer.sportsaffinity.com/Foundation/Login.aspx?sessionguid=>
 - a. **Click on the “Certificates” tab that is located under your photo.**
 - b. **Click on the box listing the name of the certificate you are uploading.**
 - c. **Choose your certificate from your computer and click upload.**



NOTE: You will not see an expiration date in your adult registration account for this training. The expiration date is based off the policy information noted above. Training must be taken anytime within the calendar year of which the adult is registering into i.e., Fall 2021 – Spring 2022 training must have been completed January 1, 2021, or later... If you see a cloud with an upload arrow, it is time to take/retake that training. If you see a ✓ and the word verified, you cannot upload your new certificate and may be all set for this registration year. If you are unsure how to proceed, or need assistance, contact your organizations Risk Manager Training Help Desk at **(720) 676-6417**.

Questions regarding your adult registration - call the **US Soccer Connect Help line at 855-703-2558** or contact your participating organizations Registrar or Risk Manager.

To log into your account, click [here](#).