



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 along with the U.S. Center for Center for SafeSport.
 - 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 SafeSport USERS, read step 6.**

- 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. After you register online with Mass Youth Soccer, **go back and log into your Mass Youth Soccer Adult Registration, “My Account”:**
<https://mayouthsoccer.sportsaffinity.com/Foundation/Login.aspx?sessionguid=>
 - 1. **Click on the “Certificates” tab that is located under your photo.**

- 3. Click on the SafeSport training link with Enrollment Key.

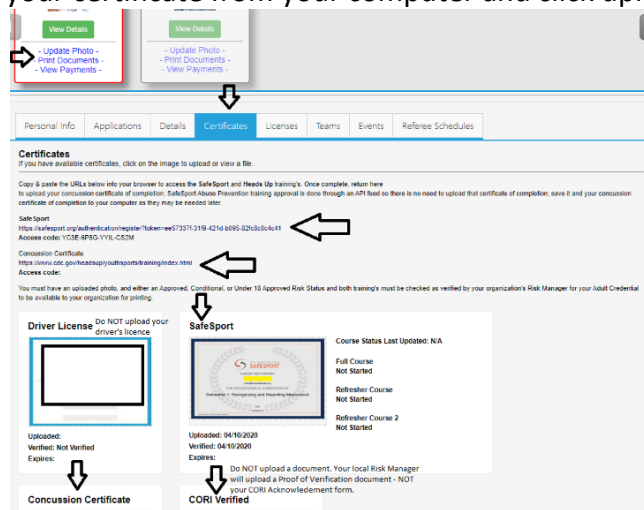
- 4. Complete the popup “Sign Up” form adding all required information to create your account, choose your “Role” and add the name of the sport you are participating in (Soccer), and then click the blue “Sign Up” button and agree to terms and conditions.

- 5. **Click on “CATALOG”** and enroll in the “SafeSport Trained – U.S. Soccer Federation” course and take the 90-minute Core training. The enrollment key may show next time you log back into your SafeSport account, click on it and continue.

- 6. **Returning SafeSport user**, follow step 2 and 3, then login (top right of landing page) and follow all prompts. After you log into your account the enrollment key will popup, click

on enroll, then my courses next, click on the catalog button to show all available courses.

- a. **Download your certificate of completion.**
- b. If not auto approved in your Mass Youth Soccer adult registration account within 24 hrs., upload your certificate into your Adult Registration account for manual verification/approval.
- c. **To upload certificate: Log into your Mass Youth Soccer Adult Registration, “My Account”:**
<https://mayouthsoccer.sportsaffinity.com/Foundation/Login.aspx?sessionguid=>
- d. **Click on the “Certificates” tab that is located under your photo.**
- e. Click on the box listing the name of the certificate you are uploading.
- f. 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 organization’s Risk Manager.

For **assistance with any SafeSport account** contact the SafeSport help desk at: <https://safesport.atlassian.net/servicedesk/customer/portal/4> or [CLICK HERE](#) or call **1-720-676-6417**

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](#).