



# SafeSport Abuse Prevention Training: Help Guide - Adult Participant New or Returning

## SafeSport Abuse Prevention Training Policy - Federal Law

**SafeSport** is a yearly requirement; the first course is Core training (1.5 hours).

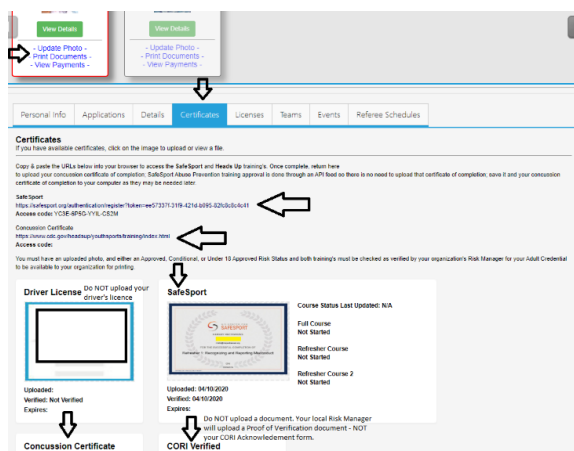
- Adults who continue to participate must complete a refresher course (20 minutes) on an annual basis. After the 3rd refresher course, they will take Core Training again.
- Mass Youth Soccer Adult Registration/U.S. Soccer Connect is connected to the U.S. Soccer Learning Center and U.S. Center for SafeSport.
  - 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.**

## →NEW SafeSport 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/approved in your Mass Youth Soccer adult registration 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](#).
  - Always download and save your certificate of completion in case auto approval fails.
1. After you register online with Mass Youth Soccer, go back and log into your [Mass Youth Soccer Adult Registration](#), which is in U.S. Soccer Connect and called **“My Account.”**
  2. Click on the **“Certificates”** tab that is located under your photo.
  3. Click on the SafeSport training link with Enrollment Key.
  4. Complete the pop-up “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.
  6. Download your Certificate of Completion.
    - a. Should you need further directions, click [HERE](#) for more Login Instructions.

- b. If not auto approved in your Mass Youth Soccer Adult Registration account within 24 hrs., log into your [Mass Youth Soccer Adult Registration](#) account and upload your certificate for manual verification/approval. **To Upload:**
- c. Click on the “Certificates” tab located under your photo.
- d. Click on the box listing the name of the certificate you are uploading.
- e. Choose your certificate from your computer and click upload.
- f. Notify your organization’s Risk Manager once the certificate is uploaded.



## → RETURNING SafeSport USERS

1. After you register online with Mass Youth Soccer, go back and log into your [Mass Youth Soccer Adult Registration](#), which is called “**My Account.**”
2. Click on the “**Certificates**” tab that is located under your photo.
3. Click on the SafeSport training link with Enrollment Key.
4. 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. Should you need further directions, click [HERE](#) for more Login Instructions.
5. Refer to Step 6 above.

→**For assistance with SafeSport**, contact the SafeSport Help Desk online by [clicking here](#) or call 1-720-676-6417.

Questions regarding your adult registration? Call the **U.S. Soccer Connect Help line at 855-703-2558** or contact your participating organization’s Registrar or Risk Manager.

**NOTE:** You will not see an expiration date in your adult registration account for this training. The expiration date is based on 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 check mark 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.