



# U.S. Soccer Learning Center Concussion Training Instructions

## How to Complete the U.S. Soccer Learning Center Concussion Training (30 Minutes):


*For your adult registration to be auto approved, you must use the same legal first and last name and email address when creating both your U.S. Soccer Learning Center and Sports Connect account.*

1. [Click here to create a U.S. Soccer Learning Center account.](#)
2. [Click here to take the "Introduction to Safe and Healthy Playing Environments" course.](#)
  - a. *Scroll to the bottom of this page and click on SAFEGUARDING*
  - b. *Take course(s)*
  - c. *Copy and save your USSF ID# as it may be needed later.*

## Once the Course is Completed:

1. Log into your [Sports Connect](#) account.
2. Click on the "Certificates" tab under your photo to verify auto-approval/verification of your course completion; you should see Concussion Certificate - Verified:



- a. *If you don't see a check mark and the word verified, you are not auto approved/verified; go to step 3.*
3. Click on the "Licenses" tab under your photo.
    - a. *If you do not see a "Licenses" tab, review **step 6 b below.***
  4. Click on the "GET LEARNING CENTER UPDATES" button at the bottom of the page.  
; this should initiate the connection between the two accounts.
    - a. You should see your USSF ID# here.

5. Go back to your "Certificates" tab; you should see Concussion Certificate - Verified:



6. If you don't see your USSF ID#, or still don't see the USSF Learning Center concussion training showing as completed, verify that your first and last name and email address in your U.S. Soccer Learning Center account matches your Sports Connect account.
  - a. If your name and email address *doesn't match* in both accounts, you will need to update one of the accounts to establish the connection, then complete steps 1-4 again.
  - b. If your U.S. Soccer Connect account does not have the USSF ID# field populated, contact the U.S. Soccer Connect Help Center, provide them with your ID#, and have them add it to your account; this will update your concussion training to approved/verified.

**IMPORTANT:** If all information matches and the account is not auto updated, call Sports Connect at (855) 703-2558. If they cannot resolve the issue, contact the USSF at [learningcentersupport@ussoccer.org](mailto:learningcentersupport@ussoccer.org).

**NOTE:** you will not see an expiration date in your adult registration account for training. The expiration date is based on the policy information noted above.

If you see a cloud with an upload arrow, it is time to take/retake that training.

If you see a check mark and 'verified,' you are in compliance for this registration year.

If you are unsure how to proceed or need assistance, contact your organization's Risk Manager.

#### Concussion Training Policy:

Mass Youth Soccer has a two-year approval policy for concussion training. If you completed your training June 1<sup>st</sup> or later, of the prior year you are registering into, you are in fulfillment of the Mass Youth Soccer policy of two years. *For example: for coaches/volunteers in the Fall 2022-Spring 2023 season, training must have been completed June 1, 2021, or later.*

→ Your organization may have a one-year approval policy: it is your responsibility to check with your organization's Risk Manager.