

# **SYSA Soccer Coach Registration Steps**

## **Computer Directions**

**VERY IMPORTANT:** For all websites, use the SAME legal first name, legal last name, date of birth, & same email address.

Complete the training certifications (2 certificates) (**Use the Google Chrome Browser**). Please note that progress is automatically saved through US Soccer; you do not need to complete it in one sitting.

### **Safesport certificate and Intro to Safety certificate**

1. Log in to or create an account at US Soccer Learning Site <https://learning.ussoccer.com/>
2. Upper left corner, under courses, click on available courses
3. Upper left corner, click on Supplemental courses
4. On the left side of the screen, click on Safesport
5. On the right side of the screen, click Start Safesport
6. Click Launch Safesport training (if the video is not launching, make sure you are using the Google Chrome Browser)
7. Once the video appears on your screen, click next in the bottom right corner to start the course.
8. When the course is completed (**important to click continue**), continue on to the Intro to Safety video.
9. If you decide not to complete the Intro to Safety and want to return at a later time, use the instructions above but choose the Intro to Safety. Once you complete the course, your two trainings are complete.
10. To ensure your courses have been completed, go to your profile, in upper right corner, click on profile, down the right side of the screen, click on "show more details" under Safe Soccer. You should see both certificates with an issue date and expiration date.

\*\*Certificates may take up to half an hour to merge into your Blue Sombrero account. If you don't see your certificates in your account, log out of your Blue Sombrero account and log back in.

**DO NOT COMPLETE/PAY FOR THE BACKGROUND CHECK ON THE US SOCCER SITE**

### **Complete background check on Blue Sombrero Account FREE (required annually)**

1. Log in to Blue Sombrero <https://clubs.bluesombrero.com/spokaneysa>
2. Choose Volunteer
3. Check the box for Risk Status
4. Renew and Update
5. Enter your Social Security Number
6. Submit
7. Want to proceed with a background check? **You MUST click submit again to confirm.**
8. Thank you for getting through these steps! Please email [Renee@sysa.com](mailto:Renee@sysa.com) once finished.

# SYSA Soccer Coach Registration Steps

## Phone Directions

**VERY IMPORTANT:** For all websites, use the SAME legal first name, legal last name, date of birth, & same email address.

Complete the training certifications (2 certificates) (**Use Google Chrome APP**). Please note that progress is automatically saved through US Soccer; you do not need to complete it in one sitting.

### **Safesport certificate and Intro to Safety certificate**

1. Log in to or create an account at US Soccer Learning Site <https://learning.ussoccer.com/>
2. Click on Coaching Education
3. Click on Register for a course
4. Click on Supplemental Courses
5. Click on Safesport
6. Click Launch Safesport training (if the video is not launching, make sure you are using the Google Chrome App)
7. Once the video appears on your screen, click next in the bottom right corner to start the course.
8. When the course is completed, be sure to click the submit button to get course credit.
9. Close out of the video.
10. Start the same process as above for Intro to Safety, click Coach Education, register for a course, supplemental courses, and then choose Intro to Safety.
11. If you decide not to complete the Intro to Safety and want to return at a later time, use the instructions above but choose the Intro to Safety.
12. Once you complete the course, your two trainings are complete.
13. To ensure your courses have been completed, go to your profile, click on the circle with the person in the middle of the screen at the top, and click on View Details in the box titled Safe Soccer. Here you will see the certificates that you completed with Issue dates and Expiration Dates.

\*\*Certificates may take up to half an hour to merge into your Blue Sombrero account. If you don't see your certificates in your account, log out of your Blue Sombrero account and log back in.

**DO NOT COMPLETE/PAY FOR THE BACKGROUND CHECK ON THE US SOCCER SITE**

### **Complete background check on Blue Sombrero Account FREE (required annually)**

1. Log in to Blue Sombrero <https://clubs.bluesombrero.com/spokaneyssa>
2. Choose Volunteer
3. Check the box for Risk Status
4. Renew and Update
5. Enter your Social Security Number
6. Submit
7. Want to proceed with a background check? **You MUST click submit again to confirm.**
8. Thank you for getting through these steps! Please email [Renee@sysa.com](mailto:Renee@sysa.com) once finished.