

### LEARNER INSTRUCTIONS

### STEP 1 CONNECT TO YOUR ACCOUNT

New Learners: Click on link below. "Sign up" page will appear add your information and sign up.

URL:

Returning Learners: If you already have an account enter with the U.S. Center for SafeSport. From your dashboard page. Enter enrollment key:

Enrollment Key:

#### STEP 2 IDENTIFY YOUR PREPAID COURSE

From your Home Page, go to "My Courses" and select the course title required by your organization. Select "Start" at the bottom of the title. (Do not select any course that indicates Completed)













# STEP 3 BEGIN YOUR TRAINING

Click "start" to begin training. (You can pause and resume the course as needed).

# STEP 4 COMPLETE YOUR COURSE

Remember to save this certificate and send it to your group administrator.

Need technical assistance?

**CONTACT HELP DESK** 

You will be asked to provide your organization, location, email associated to your profile and the issue at hand. Help Desk hours are 8 a.m. to 9 p.m. EST on weekdays; noon to 5 p.m. EST on weekends.

THANK YOU FOR BEING A PART OF OUR MISSION TO END ABUSE IN SPORT.