



Michigan State Youth Soccer Association

SafeSport Training

SafeSport Refresher Instructions (from within GotSoccer)

The SafeSport Training is online training regarding child abuse prevention, offered by the U.S. Center for SafeSport. The training is available at no cost to MSYSA members if an Access Code is used during initial account registration. In accordance with the MSYSA Athlete and Participant Safety Program, the SafeSport Training is required for all Covered Adults.

There are two main types of SafeSport Training:

- The **“Core” SafeSport Training** course is the initial training requirement which takes 90+ minutes to complete. Users are issued a “SafeSport Trained” certificate upon course completion, which is valid for one year.
- **SafeSport “Refresher”** courses become available on the SafeSport.org training platform so individuals can maintain their SafeSport Certification in subsequent years. Although multiple “Refresher” courses may become available over time (e.g., “Refresher 1” and “Refresher 2”), only one Refresher course should be completed each year. Each Refresher certificate is also considered to be valid for one year, and will take 15-30 minutes to complete.

The steps below outline how to access the SafeSport Refresher course(s) from within GotSoccer. These instructions should only be used if you previously completed the “Core” SafeSport Training and are due to complete a Refresher training course in order to maintain your SafeSport Certification. In order to maximize your 1-year SafeSport Certification period, do not complete the next Refresher course until shortly before your most recent “Core” or “Refresher” SafeSport Certification will expire.

1. Start by logging into your GotSoccer account. Coaches should use the [Coach Login page](#). Managers (also known as “Team Officials” in GotSoccer) should use the [Manager Login section on this page](#).
2. Once logged into your GotSoccer account, on the homepage there is a section called “SafeSport Certification”. Click on the “Learning Center Courses” button in this section. If you are due to take a Refresher course, find and click the “Access SafeSport” link.
3. When you click the “Access SafeSport” link, the SafeSport.org website will open in a new tab or window, and you’ll be prompted to log in to your existing SafeSport account.
4. Once logged in to your SafeSport account, you’ll be redirected to your Learning Dashboard. This is where you will see the any courses you’ve already completed as well as any Refresher courses that are now available to you. Note: Although multiple Refresher courses may become available to you within your account over time, only one Refresher course should be completed each year in order to maximize your 1-year SafeSport Certification period.
 - a. If this is your first time completing a Refresher, find and select the “Refresher 1” training course.
 - b. If you’ve previously completed one or more Refresher training courses, find and select the appropriate next Refresher training course that you are due to complete.
5. Once you’ve selected the appropriate Refresher training, the course will likely open up in a different tab or window. You can start and stop the training at any time.
6. After you have completed the Refresher training, there should be a button to download your Refresher certificate. Download and/or print a copy of your certificate, and retain a copy for your own records.

Note: It may take 24-48 hours for your new SafeSport Certification completion date to be updated in GotSoccer. However, you will know you have maintained your SafeSport Certification as long as your Refresher certificate is available to you from within your SafeSport account. If you do not see an updated SafeSport Certification date on your GotSoccer account within a few business days, you may email a copy of your Refresher certificate to safesport@michiganyouthsoccer.org. Please include your full name, date of birth, and email address in your message so MSYSA can locate your GotSoccer account(s) and update the SafeSport Certification date accordingly.

Please keep in mind that MSYSA does not have access on the back-end of SafeSport.org to help with SafeSport account/password lookups, restoring training progress, downloading a copy of SafeSport certificates, or other IT questions. The SafeSport Online Training Help Desk can assist with these issues. You may call (720) 676-6417 to reach the Help Desk directly, submit a help request online (<https://www.safesport.org/contact>), or you can email the Help Desk: help.desk@safesport.org.

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