



Michigan State Youth Soccer Association

Risk Management Instructions for Adult Athletes

These instructions are intended for any **adult athlete** (aged 18 years and up) who will be registered & participating as a **player** with a club or league that is affiliated with MSYSA. A free background screening and SafeSport Training are required for any athletes who are at least 18 years old. For more information about these requirements, review a summary [here](#).

Background Screening Instructions

- **For ADULT athletes who are at least 18 years old:** The adult athlete must complete the [Background Screening Consent Form](#) to initiate the background screening process
- **For MINOR athletes who are under 18 years old:** It is strongly encouraged, but not required*, for a *parent/guardian* to complete the [Parent/Guardian Consent Form](#). This gives consent for the minor athlete to complete the SafeSport Training and permits MSYSA to conduct a background screening on the minor athlete.

Once the online consent form is submitted, please allow up to one week for the 'Athlete Background Screening' status to be added in the player's GotSport account.

SafeSport Training Instructions

NOTE: For minor athletes, the [Parent/Guardian Consent Form](#) must be submitted prior to the athlete taking the SafeSport Training.

1. The SafeSport Training is done on the SafeSportTrained.org website. Use the [Sign Up form](#) if you do not already have an account**.
- **Enrollment Key Name:** JJFAQsQPWNRj01edWcPr
2. After account creation, you'll be redirected to your Dashboard. Click on 'Catalog.' Find the 'SafeSport Trained – U.S. Soccer Federation' course and click enroll.
3. Click Start, then click enroll, and then click Start again. This should open the course for you to complete.
[to view a quick tutorial video on the above two steps, [click here](#)]
4. When finished with the course, return to your Dashboard. Click the Menu icon (three horizontal lines) in the top-right corner of the page. Click the 'Transcript' button. On this page you can click 'Print Transcript' or you should see a 'Download' button for any completed courses (under the Certificates section).
5. Ask your club or league administrator how they want you to send in your transcript or certificate:
 - If you know your GotSport login information, you can upload the file directly into your GotSport player account (to be reviewed/approved by MSYSA Staff)
 - Club administrators can upload the file directly into your GotSport player account (to be reviewed/approved by MSYSA Staff)
 - Certificates/transcripts can also be emailed to MSYSA: safesport@michiganyouthsoccer.org

Once your certificate/transcript has been submitted to MSYSA (via upload or email), please allow up to one week for your 'SafeSport' status to be added in your GotSport player account.

*This process is optional. Athletes who are currently 17 years old but will turn 18 during the seasonal year (through July 31st) are STRONGLY ENCOURAGED to obtain a Background Screening and complete the SafeSport Training before the season starts, to avoid a potential lapse in eligibility.

**If you already have an account on SafeSportTrained.org, complete the next available course under 'My Courses'. Accepted courses to meet the SafeSport Training Requirement are SafeSport Trained, Refresher 1, Refresher 2, and Refresher 3.

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