

Step 1 (15-20 minutes): Register with US Soccer Connect and initiate CORI/background checks

Go to the HYSA Soccer Connect site <http://holliston.mayouthsoccerconnect.org/home.php>

Click on the Register Now button

Enter your email and a password then click the "Sign On" button.

Fill out requested information and click the "Sign In" button

Select yourself and click "Add Registration for Selected Person"

Select "BoD/Coach/Asst/OtherVol" and click the "Continue to Registration Information" button

Fill out all of the requested information, including your official full name (no nicknames!), birthdate, gender, height, driver's license expiration and number, and your parents' full names

Select Y (yes) or N (no) to answer the Kidsafe Disclosure questions

Click on the "Continue To Photos" button

Click on "Choose File" button to upload a photo of yourself. Photos must be a head shot of just you (no group shots), facing the camera, without hat or sunglasses. You will be able to crop the photo as necessary once it's uploaded.

Then click on the "Continue to Waivers" button

1) Background Check

Enter your FULL social security number and electronic signature, then click on the "Next Waiver" button

2) Request for a Criminal History Authorization [labeled Part 2]

Select the "Acknowledge" button and click on the "Next Waiver" button

3) Adult Participant Agreement [labeled Part 1]

Select the "Acknowledge" button and click on the "Next Waiver" button

4) Adult Participant Registration, Background Check/Disclosure

Select the "Acknowledge" button and click on the "Continue to Review" button

Click on the "Confirm Registration" button.

Congratulations! You have finished Part 1 of 3

Next, check the email account you used to register above. You will receive a confirmation message saying "Thanks for Registering" with links to the last two requirements.

Step 2 (1-2 hrs): online SafeSport Certification Training 1 (Abuse Prevention)

Start with the confirmation email you received after registering with Soccer Connect, titled “Holliston Youth Soccer Online Registration” and click on *SafeSport Certification Training* link. Click on and log into the account you set up during Safesport registration. Enter your email and a password then click the “Sign On” button.

Or, log into directly to SoccerConnect (<http://holliston.mayouthsoccerconnect.org/home.php>), and click on the “Learn More” button next to Abuse Prevention Certification.

Make a note of the Acces code and click on the “Begin Safesport Training” button. If the Add Membership window isn’t already populated with Organization = US Soccer and Access Code = YC3E-6P5G-YYIL-CS2M, then enter the information and click Save.

Enter your name and email, choose a password and click Save. Note that your first name, last name, and date of birth must match the information in Soccer Connect (step 1) to link the completed course to your registration.

Enter the profile information requested, including a photograph, and click Save. Note that the information must match Soccer Connect (step 1) to link the completed course to your registration.

You will then see an “account succesfully created” screen which directs you back to your email to confirm your account and sign in again. Go back to your email and open the message titled “SafeSport: Account Created”. Click on the “Confirm Email Address” link

Back on the SafeSport signup, enter your password and Click the Sign In button.

On the “Training Dashboard”, click on the Safe Sport Trained arrow. This will bring you to the actual SafeSport Abuse Prevention Training segment.

Click on the blue right arrow to start.

Take online training, continuing to click on the blue right arrow or “next question” or video play button to advance each screen.

Note: During videos, you can click on the “View Transcript” button to open a transcription of the audio below the video screen.

If you seem to be stuck on a screen, click on the subjects or statements in the middle of the screen to open further information before the next section will be unlocked.

There are 3 sections, each with a pre-test and a post-test. You must receive 100% on each post-test to unlock the next section (you can retake it immediately, or go back to review sections and then retake it).

Unit 1: Sexual Misconduct Awareness and Education

Unit 2: Mandatory Reporting

Unit 3: Physical and Emotional Misconduct

After passing all 3 sections, you’ll end on the Congratulations page. Click on the green Certificate bar. Save the pdf.

If you log back into SoccerConnect (<http://holliston.mayouthsoccerconnect.org/home.php>), you will see that the “Abuse Prevention” certificate is now checked. If not, upload the pdf you just created.

THANK YOU!

Step 3 (30 minutes): online Training 2 (CDC Concussion)

Start with the confirmation email you received after registering with Soccer Connect, titled “Holliston Youth Soccer Online Registration” and click on *CDC Concussion Training* link. Click on and log into the account you set up during Safesport registration. Enter your email and a password then click the “Sign On” button.

Or, log into directly to SoccerConnect (<http://holliston.mayouthsoccerconnect.org/home.php>), and click on the “Learn More” button next to Concussion Training Certification

If you have already taken CDC training *within the past year* through another sport, schools, etc, click on the blue “Upload Certificate” button. As directed, upload the PDF certificate from your earlier training, and you are done.

Or, if this is your first time taking Concussion Training, click on the blue “Start your Training” button

Click on the orange “Log In – Register” button

Click on the black “I want to create an account” button

Scroll down, enter your email and a password, and click on the orange “create an account” button

Go back to your email and open the message titled “Account Details for XXXXX at heads-up-coaches”
Click on the link given

Click on the Orange “Launch Training” button

Take online training, continuing to click on the video play button or answer the screen questions to advance

After you watch the opening video, take the 25 question pretest and start the training. There are 5 section/lessons

Lesson 1: Concussion Basics

Lesson 2: Recognizing a Concussion

Lesson 3: Responding to Concussions

Lesson 4: Getting Back in the Game

Lesson 5: Creating a Culture of Safety Around Concussion

Note: sometimes it may take a while after you click Next for the screen to refresh. Please be patient.

After you go through the lessons, take the Post Test & Survey. If you pass the test, you will be taken to the “congratulations” screen. Click on the Orange “Next” button to enter your name

Click on the “Full Certificate” button within the black banner to download and save the certificate.

Unlike the first training, the CDC certificate is not automatically updated once you pass. So, log back into SoccerConnect (<http://holliston.mayouthsoccerconnect.org/home.php>)

Click on Concussion Training Certification

Click on the blue “Upload Certificate” button

There is no Save button. Click on the small x in the upper right corner to exit and you’re done.

THANK YOU!

Note: you can ignore the “Safety/Additional Certificate” option under your member profile; it’s not relevant to Mass Youth Soccer requirements and Stack Sports will eventually remove it.