

NORTHERN VIRGINIA SWIM LEAGUE-NVSL (Parents, Youth and Kids courses Self-Access Instructions)

The U.S. Center for SafeSport is an independent 501c(3) non-profit organization focused on ending all forms of abuse in sport. Your organization will join the one million SafeSport™ Trained athletes, coaches, officials, and administrators who have pledged their commitment to keeping sport free of abuse.

INSTRUCTIONS:

1. **Connect to your account.** You will connect either as a new or returning learner.

New Learners:

- a. Go to this [link](#) only to begin. If you already have an account, please do not use these instructions. Reach out to the help portal [here](#) to request help on signing in.
- b. A “**Sign Up**” page will appear. Add your information and click **Sign Up**.
- c. Please enter the Record ID **14926812681** in the field labeled “Organization Member ID”. This is a required field.

Organization Member ID (or enter N/A)	Required
<input type="text"/>	

- d. You will be navigated back to your dashboard.

2. Once logged into your newly created account. On the Home Page, select the **Catalog** tile.




3. **Identify your course.**

From your home page, go to **My Courses** and select the course title required by your organization. **Parents Guide to Misconduct in Sport, SafeSport for Youth Athletes (Ages 13-17) or SafeSport for Kids (Ages 5-12)**



4. Once you find the course you want to take, click the + sign to enroll in that course.



5. Select **My Courses**.  OR scroll down to view the course.
6. **Begin your training.** Find your course tile. Click “**Start**” to begin your training. (You can pause and resume the course as needed.)
7. **Complete your course.** Remember to save this certificate and send it to your group administrator.

Need technical assistance? You can contact our Help Desk by clicking here: [Help Portal](#).

*Give your organization, location, email associated to your profile, and the issue you are having.
The Help Desk hours are M – F: 8am – 9pm EST; Weekends: noon – 5pm EST.*

Thank you for being part of the U.S. Center for SafeSport training. Champion Respect. End Abuse.