

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.**

##### **New Learners:**

- a. Go to this [link](#) to begin.
- b. A “**Sign Up**” page will appear. Add your information and click **Sign Up**.

##### **Returning Learners**

- a. Individuals that have previously trained on [athletesafety.org](#) or [safesport.org](#) and/or are activating their profile for the first time on [Safesporttrained.org](#)
- b. Log in or use the password reset option. DO NOT create a new profile.
- c. From the home page, click the **Enrollment Key** button. Enter your **Enrollment Key**: **FAERC-gXmQnw**

#### 2. **Identify your course.**

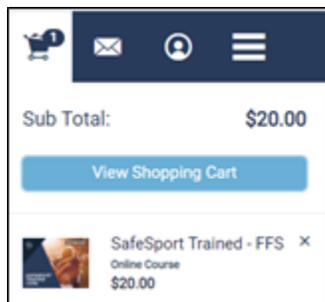
From your home page, go to the **My Courses** and select the course title required by your organization. Select the cart at the bottom of the tile to purchase the course. (Do not select any course that indicates Completed)



3. A Shopping Cart icon displays at the top right.
4. Select the Shopping Cart icon.

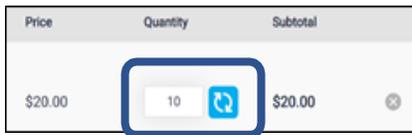


5. The course you selected displays. **Select the View Shopping Cart** button.



**Note:** If you want to remove a course from your cart, select the **X** icon at the right of that course.

6. The Shopping Cart information displays. Update the number of courses you want to purchase in the **Quantity** field at the right. This is 1 seat if you are purchasing for yourself and 2+ if you are purchasing for others.



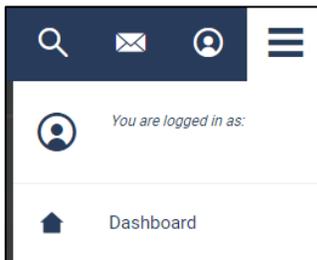
7. Enter the coupon code if applicable, then select the **Apply** button.



8. Select the **Proceed to Checkout** button at the right.



9. Follow the prompts to complete your purchase.  
10. Return to your dashboard to view your course by selecting the menu option on the right corner.



11. Select **My Courses**.



OR scroll down to view your courses.

12. **Begin your training.** Find your course tile. Click **"Start"** to begin your training. (You can pause and resume the course as needed.)

13. **Complete your course.** Remember to save this certificate and send to your group administrator.

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