TCSL Adult Registration

Pursuant to U.S. Soccer rules, staff registration is required of all individuals working with or managing youth players, regardless of whether they are volunteers or paid staff, or registered with another U.S. Soccer member organization. This includes all coaches, assistant coaches, and team managers assigned to a team with youth players.

Adult participants must complete the following every two years.

1. Become "SafeSport Trained" **effective as of the 2018-2019 registration year** (FREE)
   *****Please [click here to send an email to SafeSport@usclubsoccer.org](mailto:SafeSport@usclubsoccer.org) and receive an auto-reply with the link, U.S. Soccer access code, and instructions to take the course. (The U.S. Center for SafeSport and U.S. Soccer will not allow the code to be posted publicly.)*****
   The U.S. Center for SafeSport online training covers the following subjects: sexual abuse, hazing, bullying, emotional misconduct, physical misconduct, harassment (non-sexual) as well as reporting obligations. There are three modules required to become "SafeSport Trained": a) Mandatory Reporting: Understanding Your Responsibilities; b) Sexual Misconduct Awareness Education; and c) Emotional and Physical Misconduct. Once all three modules are completed, you will be able to download a master "SafeSport Trained" certificate. You will be required to upload it into your next US Club Soccer background screening application beginning with the 2018-19 registration year, as a condition of US Club Soccer staff registration.

2. Complete Sideline Sports Doc (SSD) online course. [usclubsoccer.sidelinesportsdoc.com/]
   Effective July 1, all coaches and staff members registering with US Club Soccer must complete this course each time a background check is required

(approximately every two years). Users will receive a certificate number when the course is complete, which must then be entered into the corresponding background screening application (see #2 below). The SSD certificate number must be entered into the background screening application in order to proceed. Invalid SSD certificate numbers will delay registration. This step must be completed by the person registering with US Club Soccer.

3. Complete background screening. [US Club Soccer Background Screening Application]
   US Club Soccer substantially increased its background screening standard and transitioned the application and process to the SportsEngine platform. A valid SSD certificate number is required to complete the background screening application. This step must be completed by the person registering with US Club Soccer.

Either the person completing the background screening application, or his/her club, will pay SportsEngine $18 for the cost of each background check via one of the following options. The charge will appear from "US Club Soccer".

A) APPLICANT TO PAY DIRECTLY: Payment will be made by the person completing the background screening application via a credit card or bank draft transaction as part of the application process. This is the default option.

or

B) PREPAID CODES: Through this process, a club may purchase one-time use, prepaid codes for any number of background screening applications and then distribute these unique codes to some or all of their coaches/staff members for use during the application process. All applicants will have the opportunity to enter a prepaid code during the background screening application process. If the applicant has not been given a prepaid code, he or

she will be prompted for payment by credit card or bank draft during the application process.

US Club Soccer Background Screening Prepaid Code Request Form

4. Register, by requesting a staff passcard in KYCK Play.
US Club Soccer registration is not complete, nor is insurance valid, until the staff passcard/rec registration have been approved and processed by US Club Soccer. In most cases, this step is completed by the club/organization's registrar on behalf of the individual coach/staff member. This step may be completed before #1 and #2 above, but the registration will not be approved until all three steps are completed.