Creating a Youth Volunteer Account

1. **Sign in to your Blue Sombrero Account from your Region’s Portal (must already have a Parent or Guardian Account).**

2. **Select “Volunteer” from your “My Account” Portal.**

3. **Select “Find Volunteer Roles.”**
4. *Find and Select “Volunteer Registration – MY17” and then click “View Roles.”*

5. *Scroll down to Youth Referee or Youth VIP Buddy and click continue.*
6. Click “Invite New Account User” and select “Continue.”

7. Fill in Youth Volunteer’s First Name and Last Name, all appropriate fields, and information.

8. It’s important to fill in an email that is different from the parent’s. An invitation for Youth Volunteering will be sent to this email for the Youth Volunteer to accept.
9. **Read and Accept Waiver Form.**

10. **Select “Click Here to eSign Form” and Continue.**

11. **Read, Agree, and eSign as the parent or legal guardian of youth volunteer and select “Continue to review.”**

12. **Submit signed volunteer application.**
13. Go to Youth Volunteer’s Email and accept parent invitation.
   - ACTION NEEDED: Adele Adkins volunteered you to be a Youth Refer...

   Hey,

   Adele Adkins created an account on the Region website and invited you to join it! By accepting this invitation you’ll be asked to create a new username and password. You’ll then have access to manage your joint account and participants as well as sign up as a team staff member or club volunteer.

   Please Note:
   In order to accept a volunteer position, you will be required to create an account.

   Accept Invite

14. Create a New Username and set a New Password for your Youth Volunteer account.

   Create New Account

   AYSO
   Youth Volunteer
   aysoyouthvolunteer@ayso.org

   Create Username
   Password
   Confirm Password

   Create Account!

15. Fill out “Primary Parent/Guardian Information” and click Continue.
16. Fill out “Additional Position Information” and eSign Waiver Form.
17. *Creation of the Youth Volunteer Account is Complete!* Please allow 24 hours for the new youth volunteer account to gain access to AYSO-U (Permissions are granted manually at the National Office). After 24 hours, the youth volunteer can access AYSOU-U training by single-sign on the Region Portal homepage or directly at [www.aysou.org](http://www.aysou.org) with their separate username and password.

Trouble logging in? Don’t forget to update your eSignature every time you edit your account information or password!