How to do Safesport Certification in GotSport – Players 18 and Up

All player safesports expire every year on May 31st

You will only have one log in for the new system and can use that same log in to access any organizations or teams you are assigned to. This helps eliminate the need for multiple log ins.

You will log in with your personal profile log in. Do not use your parent's log in.

Make sure you are using the right log in that is tied to your association or club. Contact your association or club to ensure you have your profile username or set one if needed. Needs to be a unique email for the player. Cannot use parent's email.

1. Log into your GotSport account at https://system.gotsport.com/

2. Click on the person icon in the top right:

3. Click on Profile: Profile

4. You will automatically be on the dashboard tab.

5. If you do not see any organizations listed on the dashboard tab, contact the club or association to have them add you to their organization.

    If you are attached already, you will see your organizations listed. If you have multiple, you <u>do not</u> have to do the required USYS safesport on each one. You only have to do it under one organization and it will then link to all the others automatically once approved. This is for USYS only, we are not affiliated with US Club. So anything labeled US Club will not work for our organization requirements.

6. For Safesport, click on Details.

7. Click on START COURSE – you will need to create your account.

    Use the same email you use in gotsport please as your username/id and your LEGAL first and last name.

    Complete information on "Sign Up" page.

    If prompted, log in to the new account you just created.

    Click on "Menu" and select "Catalog."

    Click the Start button for "SafeSport Trained – U.S. Soccer Federation" to complete the course. You only need to do the initial course, not the refreshers, if this is your first time doing safesport. It is in your best interest to not do all the refreshers so you have them available for following years.

    Note: As Safesport comes out with new refreshers, they may make some longer than the previous ones

1. **Please** select the "Menu" icon at the top right of your page.

2. Select "Transcript".

3. Once the transcript page displays, locate the most current completion for the course under the "Certificates" section.

4. Download the certificate by selecting the "Download" button at the right of the completed course.

UPLOAD CERTIFICATE WHEN COMPLETE:

Log in your GotSport Account, click on Details for Safesport on your dashboard. Click on Check Records. If it does not link your certificate after you hit this, then you will upload your certificate for review. Upload your certificate of completion to your Gotsport profile if did not link. Go to gotsport profile, more info for safesport, then Show Safe Sport Upload Form that is below the check records button. It will show Review when uploaded. Only upload once. NTSSA will review this and approve within 72 business hours. Please do not upload multiple times.

For a safesport certificate to be valid, it must be dated AFTER May 31st for the current soccer year. So please do not do your course until June 1st for the valid soccer year.

Example: Soccer Year 2022/2023 will require certificates submitted to be dated after May 31, 2022

Safesport Technical Difficulties:
Any technical issue on the safesport website (not gotspot), you will direct it to the safesport help portal found on website main page or follow this link:
https://safesport.atlassian.net/servicedesk/customer/portal/4
NTSSA does not run the safesport website; therefore, we are unable to assist with any account issues you have on their website. You must reach out to them directly.

Any questions that are not related to safesport technical issues with website, you can send to brittany@ntxsoccer.org