

### **Instructions for Individual Users: athletesafety.org Learning Management System**

Thank you for registering to take the U.S. Center for SafeSport’s online training. We are glad to have you on board as we work together to create a safe and respectful sport environment for all athletes and organizations.

To register for our online training, please follow these steps:

1. Go to [athletesafety.org](https://athletesafety.org). Chrome or Firefox are recommended for the best user experience.
2. Click “Training” from the homepage or from the “Menu” in the upper left corner of the screen.
3. Select “SafeSport™ Trained” from the catalog and “Add to Bag.”
4. Select “Checkout.”
5. Next, select “Register” to create your account and profile. Fill in the required information. (Note: Select “**Not Affiliated**” for Membership if your organization is not listed in the drop-down menu.)
6. An email will be sent to you to confirm your account from the Center. Open the email and click “Confirm Email Address.” You can then sign in.
7. Sign in to purchase the course from your shopping bag in the upper left corner.
8. Once you’ve successfully purchased the course, you will be able to complete it from your Learning Dashboard.

\*Remember to **download and save your SafeSport™ Trained certificate** upon completion.

If you have technical difficulties while taking the training, please contact the Help Desk at [help.desk@safesport.org](mailto:help.desk@safesport.org) or 720-676-6417 (8 am – 9 pm ET weekdays, Noon – 5 pm weekends).

Thank you for the commitment to the U.S Center for SafeSport.