

SYSA Soccer Coach Registration Steps

VERY IMPORTANT: For all websites, use the SAME legal first name, legal last name, date of birth, & same email address.

1) Complete the SYSA Coach registration.

- a) Log into Blue Sombrero <https://clubs.bluesombrero.com/spokaneysa>
- b) Select Volunteer, Find Volunteer Roles, Complete Account Holder Information, Select Head Coach, Complete details, Continue

2) Complete the training certifications (2 certificates) (Make sure to use Google Chrome). Please note progress is automatically saved through US Soccer; you do not need to complete it in one sitting.

a) Safesport certificate

1. Log into Blue Sombrero <https://clubs.bluesombrero.com/spokaneysa>
2. Choose Volunteer
3. Select + Volunteer
4. Select your desired recreational soccer program
5. Select Head Coach
6. Read & sign all releases/complete all forms
7. Select Continue
8. Check the box for Safesport Certificate
9. Renew & Update
10. Click on begin training (takes you to the US Soccer Learning Center)
11. Log in or sign up as a coach
12. Verify email address
13. Click on courses
14. Select Available courses
15. Select Supplemental courses
16. Select SafeSport (it's a lengthy course)
17. Complete the course (If it brings up an error code, please Rene @ 509-328-7972)
18. Download your Safesport certificate, please give 24 hours and Log out & Log in to allow processing

b) Intro to Safety certificate (includes Concussion and Sudden Cardiac Arrest)

1. Repeat steps 1-15 selecting the Concussion or Sudden Cardiac Certificate box this time (same training – you do NOT have to complete it twice)
 2. Select Intro to Safety
 3. Complete Course (If it brings up an error code, please Renee @ 509-328-7972)
 4. Download your certificate, please give 24 hours and Log out & Log in to allow processing
- c) While in US Soccer, make sure to agree to the Code of Conduct

DO NOT COMPLETE/PAY FOR THE BACKGROUND CHECK ON THE US SOCCER SITE

COMPLETE ON THE BACKGROUND CHECK ON THE SYSA SITE. FOLLOW STEP 3 BELOW

3) Complete background check (required annually)

1. Log into Blue Sombrero <https://clubs.bluesombrero.com/spokaneysa>
2. Choose Volunteer
3. Upload certificates, click on the + sign. (The system may have added them for you!)
4. Check the box for Risk Status
5. Renew and Update
6. Enter your Social Security Number
7. Submit
8. Want to proceed with a background check? You MUST *click submit again to confirm*.
9. Thank you for getting through these steps! Please email Renee@sysa.com once finished.