

## How To Register As A Volunteer

*If you have any problems registering as a volunteer,  
please call Sports Connect Support at 866- 672-1067.*

### How to register as a new adult volunteer in Sports Connect

1. Go to your Region's Sports Connect portal and click on **Register Now**.
  1. Enter your own email address
  2. Create your own username
  3. Create a password
  4. Click on **Create Account**
2. Fill in the Account Holder 1: Primary Parent/Guardian Information as “yourself” then, click **Continue**

3. Select the middle circle “**I am a coach or other team personnel**”



4. Select the program that applies to the season and your volunteer role (these may appear different for your specific region) then, click **View Available Positions**.

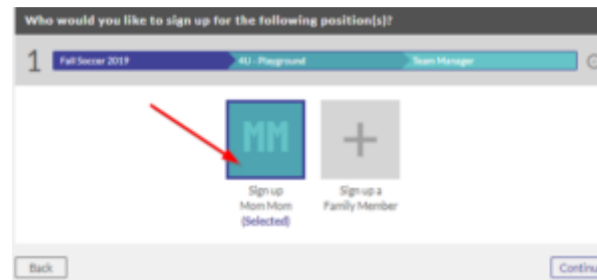
Additional Program Positions		
Programs	Activity Type	
1 Fall Soccer 2019	Soccer	Select
2 Volunteer 2019-2020	Soccer	Select

Back View Available Positions

5. Scroll through to find your preferred division and volunteer position and click **Sign Up** then scroll down to bottom of page and click If you are volunteering for multiple divisions and positions, you can select them all now to complete at once.



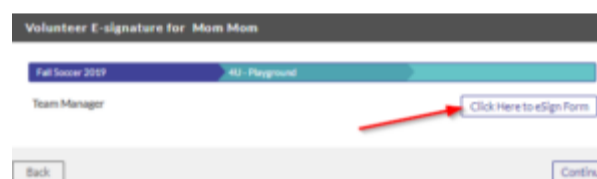
6. Your name should be selected by default since you are signing up yourself so, click **Continue**.



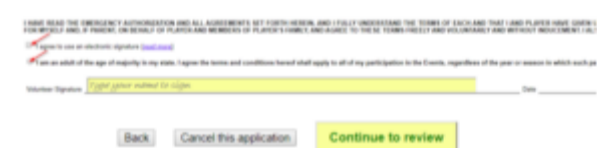
7. Fill out all the required information on your volunteer application, then, check the '**I accept**' box and click **Continue**.



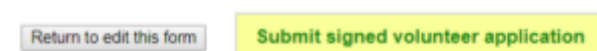
8. Click on **Click Here to eSign Form**.



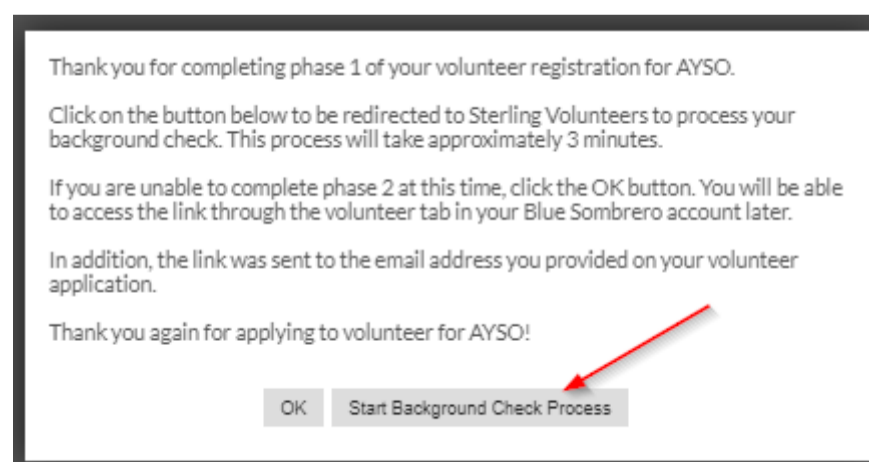
9. Scroll down to bottom of page, check off the first box and circle, consenting to e-sign and being an adult then type in your legal name. The date will auto-populate once you click **Continue to review** at bottom of page.



10. Review the information then click **Submit signed volunteer application** at bottom of page.



11. Now, click **Start Background Check Process** to begin submission of your required background check in Sterling Volunteers.



12. You are now in Sterling Volunteers. Enter the same email address, Date of Birth and Zip Code used during your volunteer registration then, click **Continue**.

### Welcome to Sterling Volunteers!

Now that you have registered with American Youth Soccer Organization, you will need to create an account with Sterling Volunteers before placing your background check order.  
For security purposes only, please enter a few details about yourself below using the same data that was entered during your registration with American Youth Soccer Organization.

**Your information**

Email Address\*

**Date of Birth**

Month\* Day\* Year\*

**Zip or Postal Code**

ZIP or Postal Code\*

**Continue**

13. Your information should now be validated. Create a username and password to continue submitting your background check and to log back into Sterling for future uses then, click **Create Account**. (You may want to use the same username and password you used for your Sports Connect account for easy remembering but, it's your preference)

### Great! Your information has been validated.

Please create your Sterling Volunteers username and password in order to begin your background check order process.

Username

Password

Confirm New Password

**Submit**

Set up security questions now  
 By checking this box, I accept and agree to comply with the [Privacy Policy](#) and [Terms of Use](#) posted on the Site.

**Create Account**

14. Now begin Step 1 of the 4-step background check by filling out the required information, matching what you entered on your volunteer application then, click **Continue** at the bottom of the page.

**Begin Your Background Check**

For any updates to your personal information below, please email the Info-Team team at [info@ayso.org](mailto:info@ayso.org)

**Step 1 of 4**  
The physical ID is required for all groups

**Required Information**

**YOUR FIRST NAME**

**YOUR MIDDLE NAME**

**YOUR LAST NAME**

**Year Suffix**

**YOUR DATE OF BIRTH**

**YOUR SOCIAL SECURITY NUMBER**

**SEX**

**CONTACT INFORMATION**

**ADDITIONAL SCREENING PRODUCTS**

**CONTINUE**

15. Step 2 of 4 – Fill in the required address information then, click **Continue**.

**Begin Your Background Check**

**Your Current Address**

1231548864

Address Line 2

egx3evcsd

California United States

11111

**How long have you lived at this address?**

5/2006 Present

**Back** **CONTINUE**

16. Step 3 of 4 – Check off the 4 boxes and enter your First Name and Last Name then, click **Continue**.



California, Massachusetts, Minnesota, New Jersey and Oklahoma Employment and/or Volunteerism/Non-Employee Positions Only. Check the box to the left if you would like a free copy of your background report from Sterling Volunteers. Please note that you can access your completed report at any time through your Profile.

I acknowledge receipt of the preceding Consumer Financial Protection Bureau's "A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT," and "Security Freeze Notice"

I have read the Disclosure Regarding the Employment and/or Volunteerism/Non-Employee Position Background Report provided by Sterling Volunteers and this Authorization to Obtain Employment and/or Volunteerism/Non-Employee Position Background Report. By my signature below, I hereby consent to the preparation by Sterling Volunteers, a consumer reporting agency located at 113 South College Avenue, Fort Collins, CO, 80524, 955-326-1860, Option 3, www.sterlingvolunteers.com, of background reports regarding me and the release of such reports to any organization I authorize and its designated representatives, to assist the organization in making an employment and/or volunteerism/non-employee position decision involving me at any time after receipt of this authorization and throughout my employment and/or volunteerism/non-employee position, to the extent permitted by law. To this end, I hereby authorize, without reservation, any state or federal law enforcement agency or court, educational institution, motor vehicle record agency, credit bureau or other information service bureau or data repository, to furnish any and all information regarding me to Sterling Volunteers and/or the organization itself, and authorize Sterling Volunteers to provide such information to the organization. I agree that a facsimile ("fax"), electronic or photographic copy of this Authorization shall be as valid as the original.

I understand that by typing my name where indicated below, I consent to the use of electronic records and signatures in the manner described above, and the electronic storage of such documents.

Your First Name

Your Last Name

17. Step 3 of 4 (cont.) – Answer the self-disclosure question with the same answer used on the registration application then, click Continue.

My Profile About Blog Contact FAQ Support [Get Started](#)

### Begin Your Background Check

**AYSO Required Self-Disclosure**  
Please answer the following questions.

Have you ever been convicted of a Misdemeanor or Felony? (This information should match what you entered on your registration profile.)

Yes

No

Step 3 of 4 (continued)  
AYSO National Program has requested that you complete a quick questionnaire. Please answer the following questions before proceeding.

**WITH YOURS VOLUNTEER, YOUR INFORMATION IS SECURE**

Home | Privacy Policy | Terms Of Use | Phone: 955-326-1860, Option 3 | Email: [checkorders@sterlingvolunteers.com](mailto:checkorders@sterlingvolunteers.com)  
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18. Step 4 of 4 – Confirm personal info is correct then, check the box **“The Information above is correct”** or click **Go Back & Edit**. If your region is paying for volunteer background checks, you will be given the option to contribute up to \$25.00 or you may choose **“Not at the time”**. It may look like you are required to pay \$25.00 but it is optional. Please review the screen carefully.

Begin Your Background Check

Confirm your personal information is correct

First Name: Mason Last Name: Manning  
Email: mason@sterlingvolunteers.com Phone: 955-326-1860  
Address: 113 South College Avenue, Fort Collins, CO 80524

The information above is correct.

Step 4 of 4  
Confirm your personal information is correct

Help your local AYSO program pay for your Volunteer Background Check

Your local AYSO program has requested that you contribute to help pay for the background check. You can contribute up to \$25.00. If you do not contribute, your local AYSO program will still be able to process your background check.

How do you want to pay for the background check?

I will pay \$25.00 to help my local AYSO program pay for the background check.

I will not pay for the background check.

Sign up for the Fast Pass

I would like to purchase the Fast Pass (\$25.00).

I do not wish to purchase the Fast Pass.

What's a Fast Pass?  
You can skip the line and get your background check faster!

Your Background Check Order # 077042

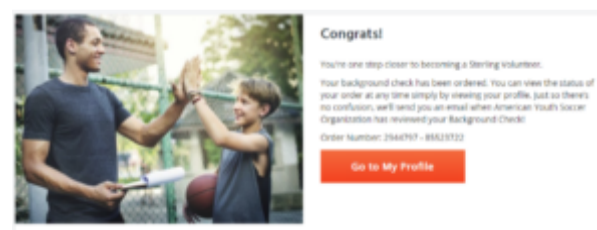
Order Status: **Confirmed**

Order Details

Item	Quantity	Price	Total
Your Background Check	1	\$25.00	\$25.00
Fast Pass (Optional)	1	\$25.00	\$25.00
<b>Total</b>			<b>\$50.00</b>

If Region is paying for background check

19. Congrats! You have successfully submitted your background check order.



Once you register as a volunteer you will need to access **AYSOU** from your Region web portal to access the online trainings. You will be able to take **AYSO Safe Haven, CDC Concussion, and other trainings using AYSOU.**

Here is how to access AYSOU:

1. Log into your Region's portal
2. Navigate to the HOME page



3. Click on AYSOU
4. Click on Online Courses in the tool bar – both courses are listed at the top
5. After you complete those two courses, if you scroll down you will find the following other courses by discipline that you can take

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