

How to Access the Required Training For Mercerwood Shore Club

Log in to an Existing Account:

1. Go to <https://safesporttrained.org/#/login> and log in with your existing credentials.

Create a New Account:

1. If you do not already have a SafeSport training account, go to:
<https://safesporttrained.org?KeyName=FSMIDLAKESmercercerwoodshoreclub>
2. Select **Enrollment Key** on the landing page and enter the following key where it says “key name”: **FSMIDLAKESmercercerwoodshoreclub** (This will ensure your training is linked to Mercerwood Shore Club).
3. Fill in the required information to sign up. You will not have a Member ID #, so can ignore this. Your “Role” is explained below:
 - Swimmer/Diver/Water Polo Player = **Athlete**
 - Parent/Volunteer = **Volunteer**
 - Coach = **Instructor**
 - Board Member = **Staff**Enter **Midlakes** as the “Name of Sport or Community Organization”.
4. Once your info is entered correctly, click the light blue “**Sign Up**” button at the bottom of the web page. Read and accept the Terms and Conditions.

Access the Training:

1. From the Welcome/Dashboard page, select “**Catalog**” near the center of the page.
2. From the Catalog, select the appropriate training as detailed above by clicking “**Enroll**”. From there, you can begin the online training session.
3. If you are taking a paid training (e.g. Volunteer, SafeSport Trained, or a Refresher course), you will need to finish purchasing the course through the Shopping Cart first. After purchasing, your course will be available from the “My Courses” link in the menu or from the dashboard.

If your athlete completes their training under the parent’s account, please let your Club know.

Once you and your athlete(s) have completed SafeSport training, your training certificate will be saved within the SafeSport training system. You can access it at any time to print your certificate in the future if needed.

SafeSport Training through Another Organization:

If you or your athlete(s) have already completed SafeSport training for another sport within the U.S. Center for SafeSport system, please let your Club know so we can link your training to the Midlakes/ Mercerwood Shore Club account.