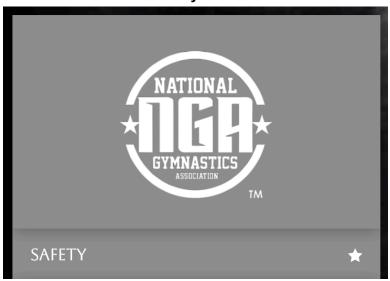
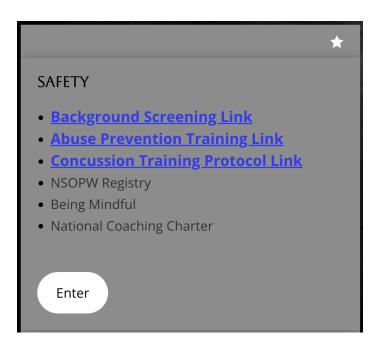
## Complete NGA Abuse Training:

Follow the below steps to complete the NGA Abuse Training.

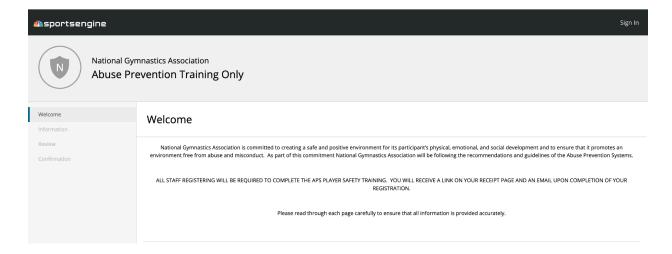
1. Navigate to the NGA website: <a href="https://nationalgym.org/">https://nationalgym.org/</a>, scroll down and click on the section labeled 'Safety':



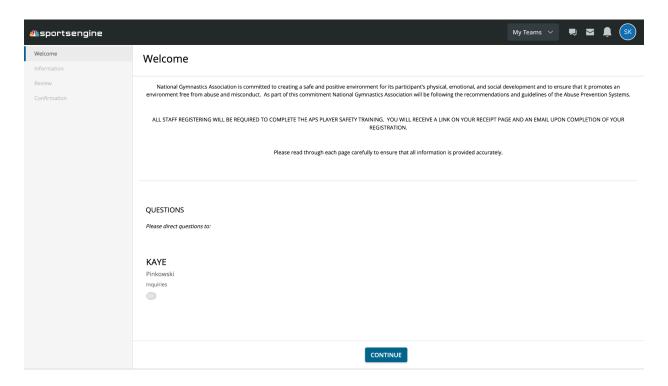
2. Click on the 'Abuse Prevention Training Link':



3. You will be redirected to the NGA Sports Engine page, click on '**Sign In**' in the upper right hand corner.



4. Once signed in scroll down and click on 'Continue':



- 5. You will be prompted to enter information to register.
  - a. Once you complete the registration you will receive an email prompting you to 'COMPLETE APS TRAINING'.
  - b. Click on the button and the abuse prevention training will open in a new browser tab or window.

You must complete your Abuse Prevention Systems Training in order to participate in National Gymnastics Association. You can access your training by clicking the button below or visiting your <a href="Sports Engine Account">Sports Engine Account</a>.

## **COMPLETE APS TRAINING**

- 6. Click on the play button to start the training and review each section.
- 7. Once you have completed each section, check the box to confirm you watched all the videos and then click on '**Take quiz**'.
- 8. Upon receiving a passing grade, download your certificate and repeat the above steps to upload the certificate on your profile on scoreflippers.

## How to Upload Documents for NGA Membership Requirements

Please follow the below steps to upload required documents for your NGA membership:

1. Navigate to <a href="http://scoreflippers.com/">http://scoreflippers.com/</a> and click on the 'NGA' icon:



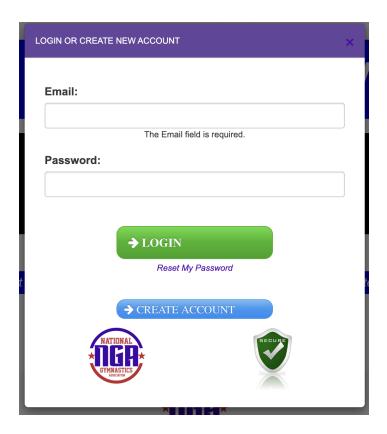
2. Next, click on the 'NGA MEMBER SERVICES' button:



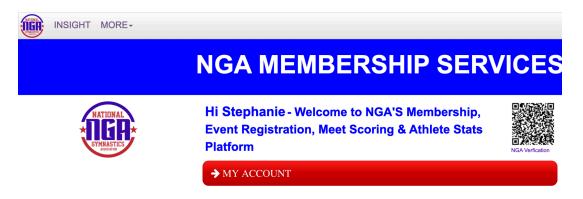
3. Click on the 'OFFICIALS' button:



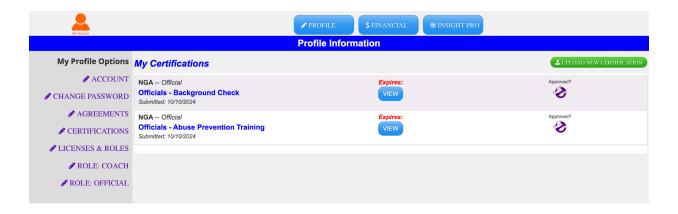
4. You'll be prompted to log in (or create an account):



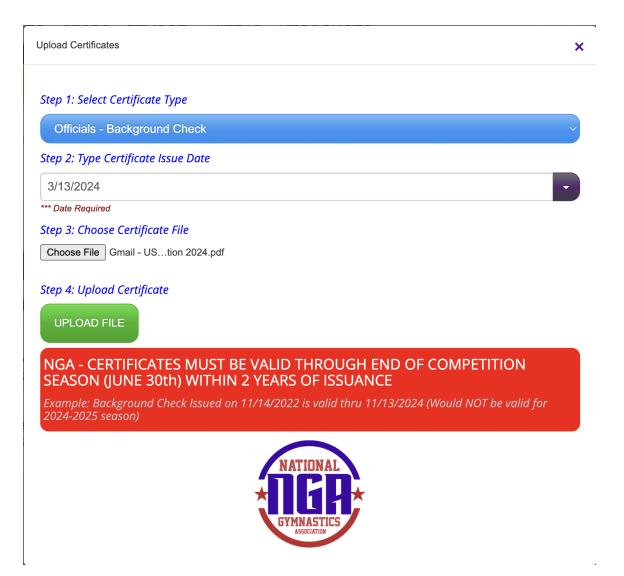
5. Once logged in click on the 'MY ACCOUNT' button:



Click on 'CERTIFICATIONS' in the left panel. If you already have your proof of background check uploaded, you can click on the 'VIEW' button to check its expiration date. To upload proof of your background check click on the green button 'UPLOAD NEW CERTIFICATION':



6. A pop up window will display. Click on 'Officials - Background Check' in Step 1, enter the date the green light was issued in Step 2, and click on the 'Choose File' button on Step 3 to select a downloaded copy of your background check. Once you have completed steps 1-3, click on the green 'UPLOAD FILE' button to complete the upload process.



7. You will receive a message in green text confirming your upload. You can now click on the 'X' in the upper right corner to close the window.

