



## U.S. Soccer Learning Center Undergoing the NSCI Background Screening

1. Please navigate to the URL below to access the Learning Center:
  - a. Learning Center Landing Page: <https://learning.ussoccer.com/>
  - b. Referee Landing Page: <https://learning.ussoccer.com/referee/>
2. Upon arriving to the appropriate landing page:  
New users: Select: "Sign up"  
Returning users: " You can log in from any landing page.

Welcome to U.S. Soccer's Learning Center. We believe that every player has the right to develop and compete in a fair, fun and safe environment under the guard and supervision of a licensed referee. While in the Learning Center, you will have access to referee courses, resources and support. Welcome to the team!

REFEREE PATHWAY		
REFEREE	FIFA	ASSISTANT REFEREE
REFEREE	PROFESSIONAL	ASSISTANT REFEREE
REFEREE	NATIONAL	ASSISTANT REFEREE
	REGIONAL	
	GRASSROOTS	

Start your Journey

Learn About the Pathway

My Courses



### 3. Initiating the Background Screening:

Background Screenings can be initiated from two unique locations.

- From the "Available Courses" menu under "Supplemental Courses".
- From the registration page for a course.
  - o Note that users that have not completed and passed the NCSI background check will not be able to register for a course in the Learning Center.

The screenshot shows the 'Available Courses' page for the 'New Grassroots Referee Course - In Person'. The page is divided into several sections:

- License pathway:** A list of course categories including National, Regional, Grassroots - Recertifying Referees, and Grassroots - First-time Referees.
- Supplemental courses:** A list of additional courses including Background Screening, Instructor Courses, Assessor Courses, Assignor Courses, Emeritus Referee Courses, and Referee Coach Courses.
- Course Details:** Information about the course, including contact information (referee@ussoccer.org), arrival/departure (Sep 30, 2019), locations (U.S. Soccer Federation 1801 S. Prairie Ave, Chicago, IL), and price packages (Course Fee \$40.00).
- Eligibility:** A message stating 'You are currently not eligible for this course' and 'You must first complete a background check. Click here' with a red arrow pointing to the 'Click here' link.

The screenshot shows the 'Available Courses' page for the 'Grassroots - First-time Referees' course. The page is divided into several sections:

- License pathway:** A list of course categories including National, Regional, Grassroots - Recertifying Referees, and Grassroots - First-time Referees.
- Supplemental courses:** A list of additional courses including Background Screening, Instructor Courses, Assessor Courses, Assignor Courses, Emeritus Referee Courses, and Referee Coach Courses.
- Course Details:** Information about the course, including a description of the course and its purpose.
- Eligibility:** Information about the eligibility requirements for the course, including age (13 years or older).
- Course Requirements:** Information about the requirements for the course, including completing assignments in the Learning Center and attending an in-person field session.



#### 4. Completing the background screening.

Users will complete a 12-step process to submit their background screening.

- Initiate background screening (3 options)
- Welcome message
- Confirm individual to be screened
- Agree to LC Terms of Use
- Acknowledge Electronic Communications Consent statement
- Acknowledge FCRA text
- Acknowledge Background Screening Disclosure statement
- Complete personal information form
- Acknowledge final consent form and state-specific disclosure rights
- Review personal information and list of disclosures
- Payment - \$31.21 (covers 2-years)
- Confirmation of successful submission

**Background Screening**

In this session, you will be asked to provide information which will be used to conduct a background screening by the National Center for Safety Initiatives, LLC (NCSI). Please read through each page carefully to ensure that all information is provided accurately.

Cost: \$30.00 USD (plus credit card processing fee)

Home Terms of Use Contact Us U.S. Soccer USSF Status Follow us on:

**Background Screening**

**Background Screening: Personal Information**

Cost: \$30.00 USD (plus credit card processing fee)

In order to initiate a background screening, you must complete all required fields below and select "continue." As a courtesy, certain information has been automatically gathered from your Learning Center user profile in order to populate the fields below. Please confirm that all required fields are accurate, make any corrections needed, and complete any remaining information. Be sure to use your full legal name, as shown on a driver's license or other government issued identification. Please note that differences between your legal name and the name on your Learning Center user profile could delay processing. A Social Security Number is required in order to conduct a background screening. Please note that updating the fields below will not update your Learning Center user profile. Once you complete payment, the information on this form is encrypted and transmitted to the background check service provider. U.S. Soccer does not store the information you enter on this form and will not have access to it.

A Social Security Number is required in order to conduct a background screening. U.S. Soccer does not store this information and will not have access to it.

**Last Name (required)**  
Russell

**First Name (required)**  
Dan

**Middle Name**

**Date of birth (required)**

**Phone number**  
Enter phone number

**Email address (required)**

**Gender (required)**  
 Male  Female  X

**SSN (required)**  
Validity numbers, do not include dashes or spaces

**Confirm SSN (required)**

**Street address (required)**

**City (required)**  
Chicago

**State / Province (required)**  
Illinois

**Zip/Postal code (required)**

**Country**  
United States



5. **Awaiting confirmation.**

The background screening process can up to take 7-10 days to process. It is common for NCSI to have questions and request information from you in the course of the background screening. Please be sure to respond promptly.

Once processed, NCSI will pass the result of the background screening back to the Learning Center. The system will then notify you by email that your background screening status has changed. Below are examples of how screenings may appear on your profile.

<b>BACKGROUND SCREENING</b>	<b>DO I HAVE TO DO THIS?</b>
NCSI result: pending	
Date Submitted: Aug 14, 2019	

<b>BACKGROUND SCREENING</b>	<b>DO I HAVE TO DO THIS?</b>
NCSI result: clear	<b>Approved by U.S. Soccer</b>
Expiration Date: Aug 14, 2021	
<b>DETAILS</b>	

<b>BACKGROUND SCREENING</b>	<b>DO I HAVE TO DO THIS?</b>
NCSI result: <b>flagged</b>	<b>Not approved by U.S. Soccer</b>
Date Received: Aug 14, 2019	
<b>DETAILS</b>	