

## Sporting Columbia Coach/Manager registration for Affinity Sport

\*Have your headshot, driver's license and copy of concussion certificate downloaded as a JPG, PNG

\*Have your coach license number

(you can find your concussion certificate in your Gotsoccer coach account)

Click on:

<https://mysa-bgc.sportsaffinity.com/reg/index.asp?sessionguid=&domain=mysa%2Dbgc%2Esportsaffinity%2Ecom>

Create an account, this is DIFFERENT than the Blue Sombrero account, then click continue

-Click register as coach/admin next to your name

-Click play level, once selected will show "Kid Safe," and fill out all required items

-when adding the 3 documents in their respective places, you will need to wait for the "upload" button to appear before going to the next one to add.

\*you must type NA on any question you answered "No" to.

-Click Save and Next Page

-Select Continue

Click the check box "I accept" in two spots

-Click "agree and continue"

-Select payment method and fill out information

-Select "Submit background check"

IT WILL SAY "JD PALATINE"- DO NOT CHANGE (that is the name of the program), JUST ENTER YOUR SOCIAL SECURITY NUMBER

-Select "Submit BGC"

Do NOT submit more than once. Below where you entered your social security number, it will show "Background completed" if it went through successfully and your name will be listed.