

Florida Federation of Colorguards (FFCC) (WGI)

1. **Connect to your account.** You will connect either as a new or returning learner.

New Learners:

- Click on the highlighted URL to start- <https://safesporttrained.org/?KeyName=FWGIfloridafederation-1021>
- A “**Sign Up**” page will appear. Add your purchasing account information and click **Sign Up**.

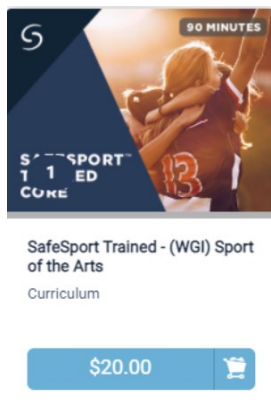
*Please note, as a WGI circuit, you are required to complete two fields during your sign-up:

- Enter the name of your program under “Name of Sport or Community Organization”. This is not your circuit name. (ex: *Northwest High School*)
- Include your primary “Role” with WGI. If you are unsure of your role or need additional assistance, please contact your WGI admin.
Official = Judge | Athlete = Performer, Volunteer, Parent, Staff, Coach, Other, Admin, or Instructor.

***Returning Learners or users who have already created a profile, please scroll down.**

2. **Identify your course.**

From your home page, go to the **Catalog** and select the course title with *SafeSport Trained – WGI*. Select “**Shopping Cart**” at the bottom of the tile to add the course to your cart for purchasing. (Do not select any course that indicates Completed)



2. Proceed to check out by selecting the **Shopping Cart** icon on the top right of your page. Select View Shopping Cart.

3. A coupon code option will display. Enter the coupon code: **FWGI17SST032221**
Then select the **Apply** button to receive the training for \$17.

Coupon Code

4. Select the **Proceed to Checkout** button at the right. Follow the prompts to complete your purchase.



5. **Begin your training.**

From your homepage, go to **My Courses** and select your purchased course *SafeSport Trained – WGI*. Click **“Start”** to begin your training. (You can pause and resume the course as needed.)

6. **Complete your course.**

*Remember to save this certificate and send it to [your group administrator](#).

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*** Returning Learner Access Instructions:** Sign into your profile [here](#).

- a. From the home page, follow steps 2-6 to purchase the course.
- b. Contact the [Help Portal](#) if you have already completed the course under a previous organization. Request to have your completion & profile associated to WGI.
- c. You can check your association to WGI by selecting the **Menu** (3 lines in the top right corner)
- d. Select the **Profile** tab. On the left of your profile your department should equal a program under WGI.
- e. Contact the [Help Portal](#) if you have already completed the course under a previous organization. You can request to have your completion associated to WGI.

*Need technical assistance? You can contact our Help Desk by clicking here: [Help Portal](#).
The Help Desk hours: M – F: 8am – 9pm EST; Weekends: noon – 5pm EST.*

Thank you for being part of the U.S. Center for SafeSport training. Champion Respect. End Abuse