

All Washington Youth Soccer volunteers must register online to complete a national background check clearance. If you have participated in Founders Cup, Challenge Cup or Championships in the past 2 years, you probably already have an account. If you remember your username and password, you can continue to the link below to complete this registration process.

Volunteers under the age of eighteen (18) must have a parent/guardian electronic signature on the legal agreement to run a national background check.

### Volunteer RMA registration link:

<http://wys-bgc.affinitysoccer.com/>

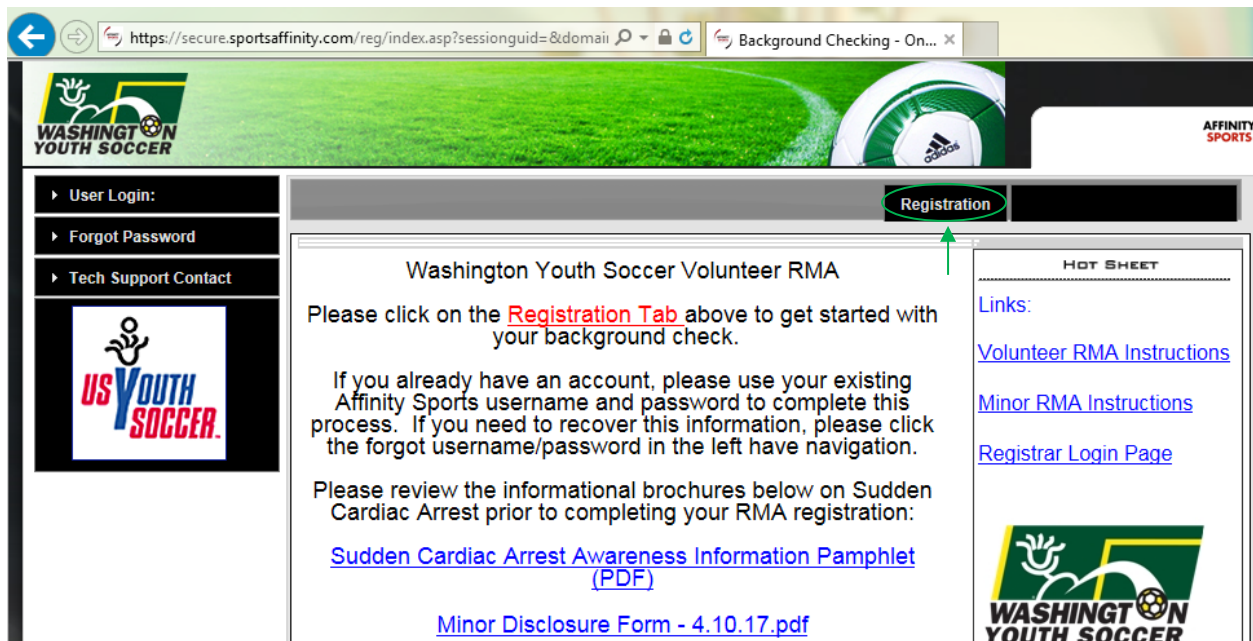
If you do not know your username or password please click the "Forgot Password" link and input your email address and last name to have an email sent to you:

### Password Recovery link:

<http://www.wys-bgc.affinitysoccer.com/public/forgotpassword.asp?sessionguid>

### Step by Step Registration Guide:

Go to [www.wys-bgc.affinitysoccer.com](http://www.wys-bgc.affinitysoccer.com)



Washington Youth Soccer Volunteer RMA

Please click on the **Registration Tab** above to get started with your background check.

If you already have an account, please use your existing Affinity Sports username and password to complete this process. If you need to recover this information, please click the forgot username/password in the left hand navigation.

Please review the informational brochures below on Sudden Cardiac Arrest prior to completing your RMA registration:

[Sudden Cardiac Arrest Awareness Information Pamphlet \(PDF\)](#)

[Minor Disclosure Form - 4.10.17.pdf](#)

HOT SHEET

Links:

- [Volunteer RMA Instructions](#)
- [Minor RMA Instructions](#)
- [Registrar Login Page](#)



# Minor Volunteer Risk Management (RMA) Instructions

Select the “RMA Registration” checkbox and login to your Affinity account, or create a new account:

[<< Back to Main Page](#) Traducir en Español

Tip: Hover your mouse over the 'Help' icons to get useful information! ?

|  |  |
|--|--|
| <p>Select registration type(s) ?</p> <p>Select a season: *</p> <p style="background-color: #ffffcc; padding: 2px;">Fall 2017-2018</p> <p>Select registration type(s): *</p> <p><input checked="" type="checkbox"/> RMA Registration</p> <p>* are required fields</p> | <p>Returning users, please login. ?</p> <p><i>Remember to select a season &amp; registration type before logging in!</i></p> <p>Enter Username*</p> <p><input type="text" value="Username"/></p> <p>Enter Password*</p> <p><input type="text" value="Password"/></p> <p><a href="#">Forgot Username or Password?</a></p> <p style="text-align: right;"><input type="button" value="Login"/></p> <p style="text-align: right;"><a href="#">Don't have an Account?</a></p> <p style="text-align: right;"><input type="button" value="Create New Account"/></p> |
|--|--|

Step 1 will show your account info and any family members listed on your account. Click the continue button:

Traducir en Español

Add Family Member >>
Create Registration >>
Accept ELA >>
Make Payment >>
Print Form

Account Primary Contact

**Name:** Minor Volunteer  
**Address:** 7100 Fort Dent Way Ste 215 Tukwila, WA 98188-7500  
**Phone:** (253) 944-1618(h)  
**Email:** [minorVolunteer@nomail.com](mailto:minorVolunteer@nomail.com)

Please add all your missing family members who need to be registered now or later. All added Name, DOB, Emails cannot be altered during online registration. If parents have different contact info, click Edit to change the info. Once all members are added, then Click Continue and go to Create Registration page.

To switch the primary contact, please click [Switch Primary](#).

Add All Your Family Members To Be Registered

If there is no family member to be added, please click continue.

| Name            | IDNum        | DOB        | Gender | Relationship    | Edit                 |
|-----------------|--------------|------------|--------|-----------------|----------------------|
| Minor Volunteer | 55573-894348 | 01/01/2001 | F      | No Relationship | <a href="#">Edit</a> |

Click the Register as Coach/Admin button next to your name:

[Add Family Member >>](#)
[Create Registration >>](#)
[Accept ELA >>](#)
[Make Payment >>](#)
[Print Form](#)

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Register Only Members Who Participate This Season ( Fall 2017-2018 ) ?

| Name            | ID Num       | DOB        | Relationship    | Registration                            |
|-----------------|--------------|------------|-----------------|---|
| Minor Volunteer | 55573-894348 | 01/01/2001 | No Relationship | <a href="#">Register as Coach/Admin</a> |

If you would like to add additional family members please click the back button.
Please register at least one family member above to Continue.

[<< Back](#)

Select the "Background Check" play level option from the play level drop-down and complete the required fields requested including Drivers License information. If the applicant is under 18, please enter MINOR for the Drivers License number and enter an expiration date of 07/15/2017.

Minor Volunteer

**Select Play Level**

Play Level\*  
Background Check

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**Personal Information**

First Name\* Initial Last Name\* Suffix  
 Minor [ ] Volunteer [ ]

Gender\* Birthdate\*  
 Female [ ] January [ ] 01 [ ] 2001 [ ]

 Click here to show photo or certification upload

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**Address Information**

Address Line1\*  
 7100 Fort Dent Way Ste 215

Address Line2\*  
 [ ]

City\* State/Province\* Zip/Postal Code\*  
 Tukwila WA 98188-7500

Home Phone\*\* Cell Phone\*\*  
 253 9441618 [ ]

Work Phone\*\* Fax  
 [ ] [ ]

Email Address\*  
 minorVolunteer@nomail.com

Click the green button Save & Next Page:

Save & Register Another      Save & Next Page

Cancel

Read and Accept the Electronic Legal Agreements:

Add Family Member >>    Create Registration >>    Accept ELA >>    Make Payment >>    Print Form

Accept ELA

**1 of 3 Authorization for National Background Check**

I (applicant and, if applicant is a minor, parent/guardian) understand that:

- a. Washington State Youth Soccer Association may deny a clearance to any person who has been convicted of a felony, crime of violence or a crime against a person.
- b. In applying to Washington State Youth Soccer Association (WSYSA), the information I have furnished on this form is subject to verification, which will include a criminal history check.
- c. This is a reoccurring verification process and by submitting this application, that I (the applicant and parent/guardian) authorize Washington State Youth Soccer Association (WSYSA) to continue the verification process until I (the applicant and parent/guardian) revoke this authorization in writing.
- d. By signing this application, I (the applicant and parent/guardian) assume the responsibility of notifying Washington State Youth Soccer Association (WSYSA) of any changes to the information contained within this application.

I Accept

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**2 of 3 Concussion Information Sheet**

**Concussion Information Sheet**

A concussion is a brain injury and all brain injuries are serious. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, **all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly.** In other words, even a "ding" or a bump on the head can be serious. You can't see a

I Accept

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**3 of 3 Sudden Cardiac Arrest Awareness Form**

**Sudden Cardiac Arrest Awareness Form**

What is sudden cardiac arrest? Sudden Cardiac Arrest (SCA) is the sudden onset of an abnormal and lethal heart rhythm, causing the heart to stop beating and the individual to collapse. SCA is the leading cause of death in the U.S. afflicting over 300,000 individuals per year.

**SCA is also the leading cause of sudden death in young athletes during sports**

What causes sudden cardiac arrest? SCA in young athletes is usually caused by a structural or electrical disorder of the heart. Many of these conditions are inherited (genetic) and can develop as an adolescent or young adult. SCA is more likely during exercise or physical activity, placing student-athletes with undiagnosed heart conditions at greater risk. SCA also can occur from a direct blow to the chest by a firm projectile (baseball, softball, lacrosse ball, or hockey puck) or by chest contact from another player (called "commotio cordis").

I Accept

**As a parent/guardian of the minor applicant, I accept on behalf of the applicant.**

Parent Firstname\*      Parent Lastname\*

Parent      Volunteer

<< Back      Print      Agree & Continue >>

Once you have agreed to the Electronic Legal Agreements, your application is complete.

Registration Instructions ?

Your submission has been completed.  
Login to My Account to check the status of your background check.

Traducir en Español

[Add Family Member >>](#) [Create Registration >>](#) [Accept ELA >>](#) [Make Payment >>](#) [Print Form](#)

Print Form

**Congratulations, registration is now complete!**

Use the buttons below to save and print documents for your records.

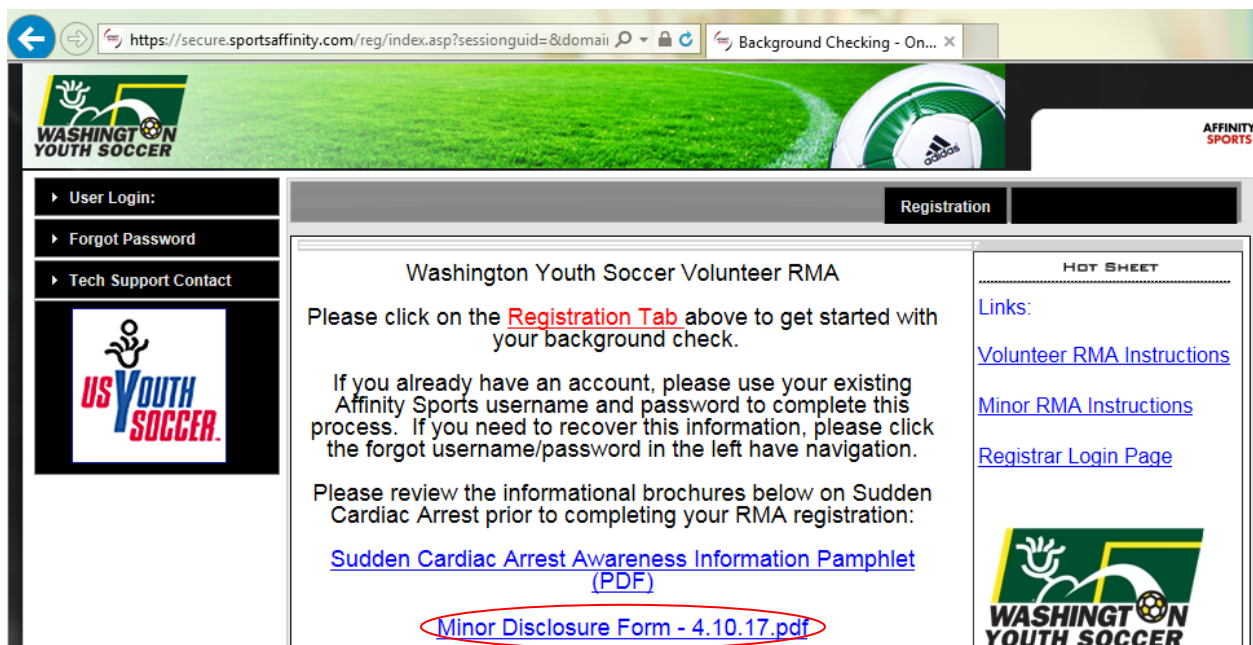
[Print Receipts & Forms](#) [Print ELA](#)

[Log out and back to \[My Account Login\] page](#)

To upload Minor Disclosure Form:

Go to [www.wys-bgc.affinitysoccer.com](http://www.wys-bgc.affinitysoccer.com)

Download the form and fill out the document.



The screenshot shows a web browser window with the URL <https://secure.sportsaffinity.com/reg/index.asp?sessionguid=&domain>. The page header features the Washington Youth Soccer logo and the Affinity Sports logo. The main content area is titled "Washington Youth Soccer Volunteer RMA" and includes the following text:

Please click on the **Registration Tab** above to get started with your background check.

If you already have an account, please use your existing Affinity Sports username and password to complete this process. If you need to recover this information, please click the forgot username/password in the left hand navigation.

Please review the informational brochures below on Sudden Cardiac Arrest prior to completing your RMA registration:

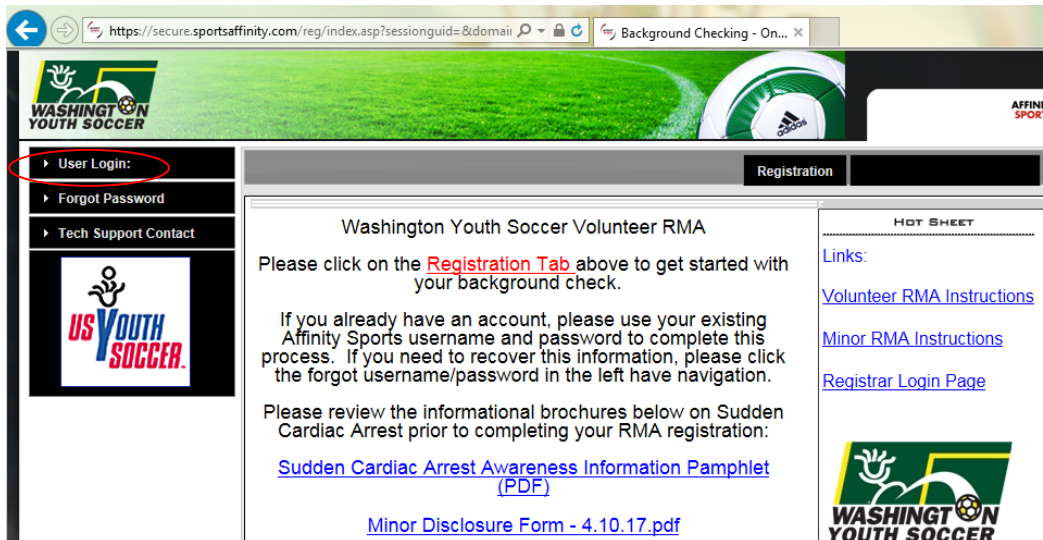
- [Sudden Cardiac Arrest Awareness Information Pamphlet \(PDF\)](#)
- [Minor Disclosure Form - 4.10.17.pdf](#)

On the right side of the page, there is a "HOT SHEET" section with the following links:

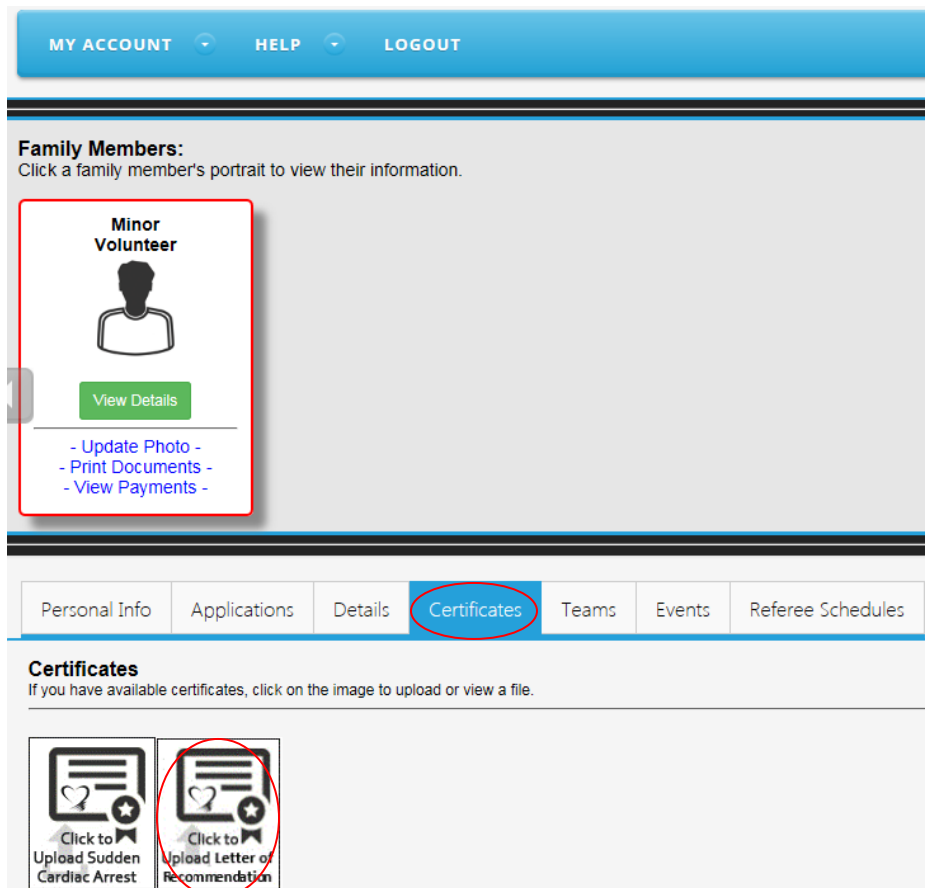
- [Volunteer RMA Instructions](#)
- [Minor RMA Instructions](#)
- [Registrar Login Page](#)

The Washington Youth Soccer logo is also present in the bottom right corner of the page.

Select the "User Login" checkbox on the top left hand corner and login to your Affinity account.



Once you are logged into your account, select the profile of the individual you are doing the upload for, then go to the "Certificates" tab and select Upload Letter of Recommendation.



A new window will appear. Select Browse and this will allow you to browse your computer for where you saved the document.

### Upload Letter Of Recommendation

Name: Minor Volunteer  
DOB: (01/01/2001)

Select and view an image/pdf file:

**Browse...**

**Close**

You will see an option to edit your upload. Select "Upload image".


### Upload Letter Of Recommendation

Name: Minor Volunteer  
DOB: (01/01/2001)

Use editing tools to adjust image, then click "Upload Image" to upload

|                           |   |                     |
|---------------------------|---|---------------------|
| Select image area to crop | Resize image to                         | Rotate (clockwise)  |
| <b>Crop</b>               | 50 <input type="text"/> % <b>Resize</b> | <b>Rotate</b>       |
| <b>Undo to original</b>   | <b>Load Other Image</b>                 | <b>Upload Image</b> |

Selected Image:



WA Youth

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To the Washington Youth Soccer Risk Management Director:

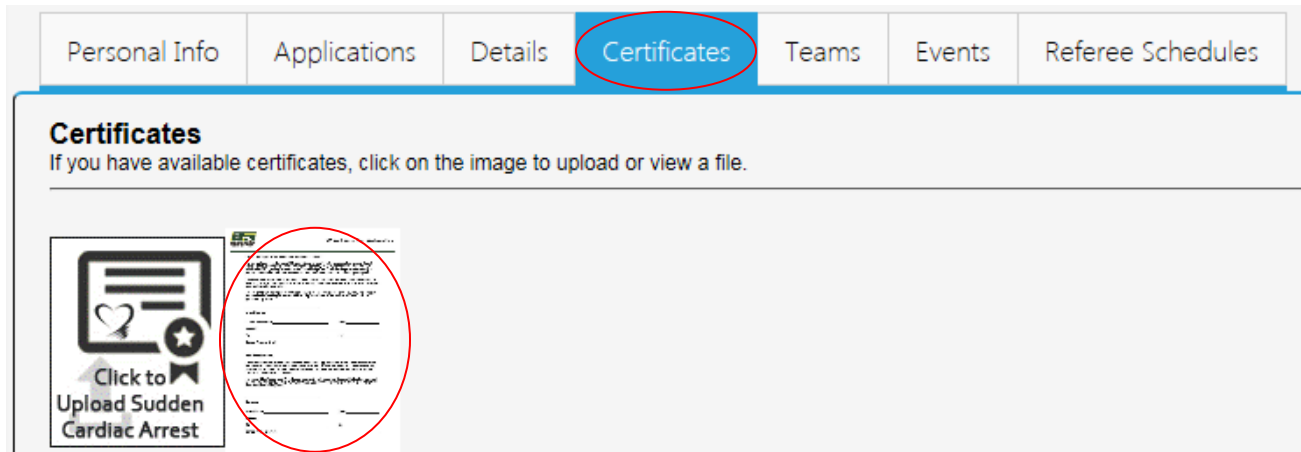
I am an applicant under the age of 18 years old and in lieu of running a national background check, I would like to submit this letter of recommendation signed by an adult, non-family member, and someone I am acquainted with. By writing my name above I acknowledge that I am submitting this information under oath and perjury. I attest that I have no known criminal history and that I uphold a character of good moral character.

I understand that once I turn 18 years old, it is my obligation to complete a background check within 30 days of my 18th birthday. A failure to complete a background check within 30 days will result in my application being up to and including termination.

I understand that Washington Youth Soccer requires me to complete this form and that Washington Youth Soccer will rely on this form. Submission of this form does not guarantee a successful result.



The Letter or Recommendation will now appear on the certificates tab of the profile.

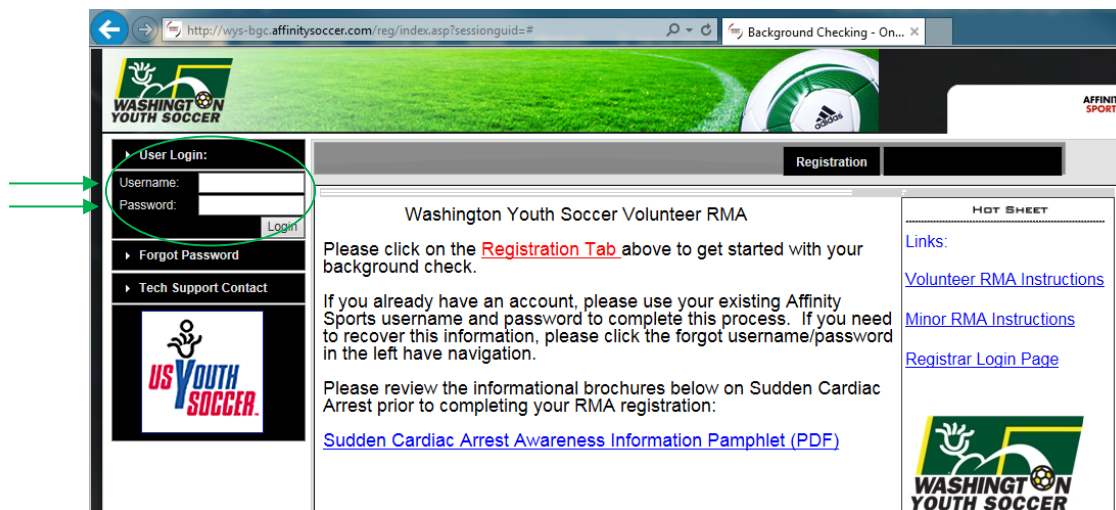


Once you have uploaded the document, please allow for 24 to 48 hours for the approval to go through.

**To review your RMA status:**

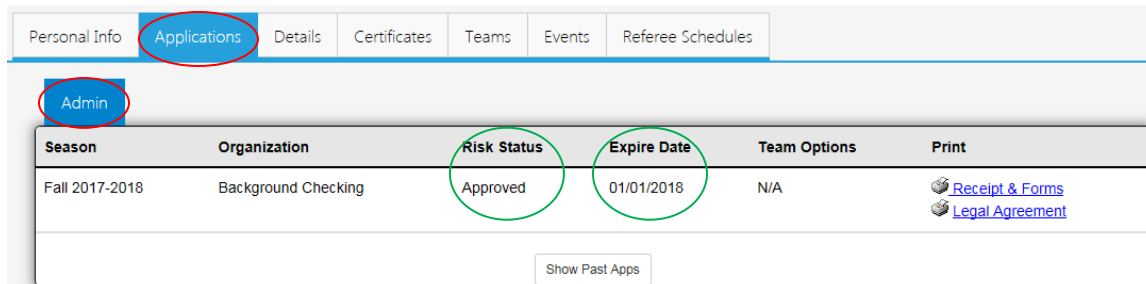
Go to [www.wys-bgc.affinitysoccer.com](http://www.wys-bgc.affinitysoccer.com)

Select the "User Login" checkbox on the top left hand corner and login to your Affinity account.





Once you are logged into your account, go to the Applications Tab to see your Risk Status / Expire Date will show your RMA status and the date that this expires.



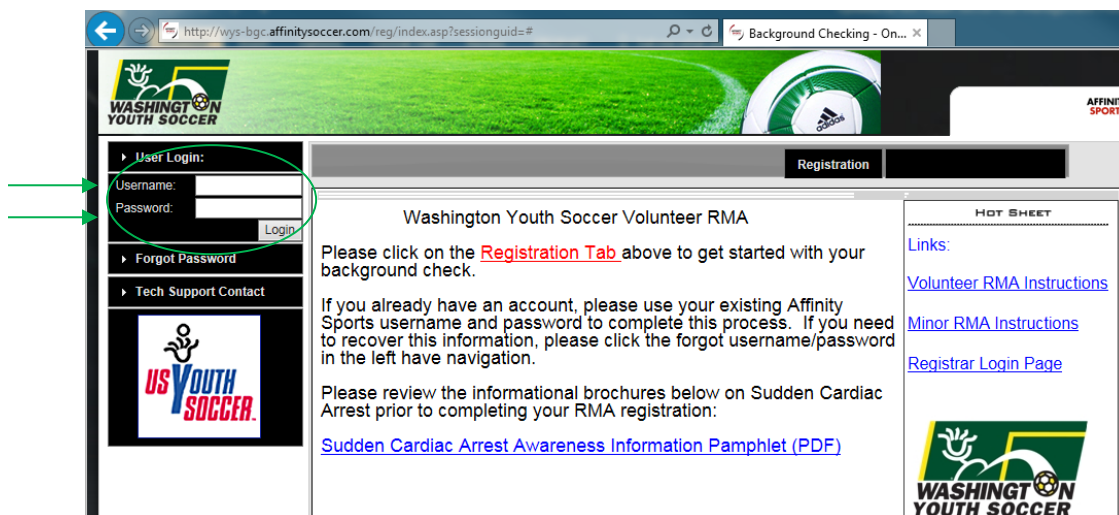
| Season         | Organization        | Risk Status | Expire Date | Team Options | Print  |
|----------------|---------------------|-------------|-------------|--------------|--|
| Fall 2017-2018 | Background Checking | Approved    | 01/01/2018  | N/A          | <a href="#">Receipt &amp; Forms</a><br><a href="#">Legal Agreement</a> |

Show Past Apps

**To review your RMA number:**

Go to [www.wys-bgc.affinitysoccer.com](http://www.wys-bgc.affinitysoccer.com)

Select the “User Login” checkbox on the top left hand corner and login to your Affinity account.



Washington Youth Soccer Volunteer RMA

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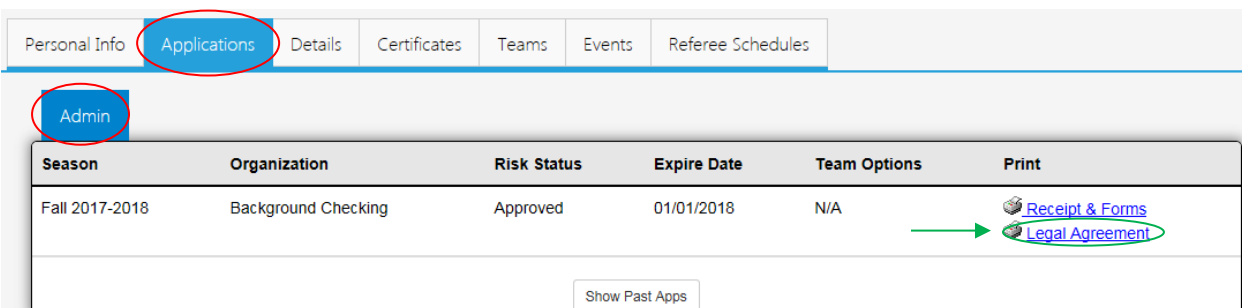
[Sudden Cardiac Arrest Awareness Information Pamphlet \(PDF\)](#)

**HOT SHEET**

Links:

- [Volunteer RMA Instructions](#)
- [Minor RMA Instructions](#)
- [Registrar Login Page](#)

Once you are logged into your account, go to the Applications Tab and select “Legal Agreement”.



| Season         | Organization        | Risk Status | Expire Date | Team Options | Print  |
|----------------|---------------------|-------------|-------------|--------------|--|
| Fall 2017-2018 | Background Checking | Approved    | 01/01/2018  | N/A          | <a href="#">Receipt &amp; Forms</a><br><a href="#">Legal Agreement</a> |

Show Past Apps



## Minor Volunteer Risk Management (RMA) Instructions

A new window will pop up with your RMA Number.

### Player's ELA Log

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**Player:** Minor Volunteer    **IDNum:** 55573-894348

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If you have additional questions about this process or need help with your account, please contact Affinity Sports or Washington Youth Soccer:

#### Affinity Sports

[support@affinitysoccer.com](mailto:support@affinitysoccer.com)

Toll Free: 888 213 3999

Submit a Help Ticket by clicking on [Tech Support Contact](#) in the left hand navigation

#### Washington Youth Soccer

**Anya Rybnikova** - RMA Support

[anar@WashingtonYouthSoccer.org](mailto:anar@WashingtonYouthSoccer.org)

253.944.1618