

Step 1: Complete the online training module: <http://training.teamusa.org>.

Education and training are key components to establishing a safe and fun environment for those involved in USTA programs and events. The USTA has adopted the United States Olympic Committee's online training module as its education and training tool for Safe Play. This training tool gives you the opportunity to learn and understand valuable information that will help keep our play environment safe.

The online training is required every two years and must be completed prior to your completing your online background screen application (details provided below).

If you are a USTA Junior Team Tennis volunteer, Net Generation Provider, or USTA Certified Official, you can take the condensed online training found here: <http://training.teamusa.org/store/details/5>. The course may take up to 35 minutes to complete.

You will be prompted to create an account. If you are unable to complete the training at one time, you can return and continue using the account you created.

Step 2: Acknowledge and accept the USTA Safe Play Conduct, Policies, and Guidelines [found here](#).

Step 3: Complete Your Background Screen Application. In the application, you will be required to certify and affirm that you have successfully completed (1) and (2) above.

The USTA has retained the services of an independent third party, the National Center for Safety Initiatives (NCSI), to conduct background screenings of all applicants. For the complete USTA Background Screen Policy, [please click here](#).

If you are seeking to be a USTA Junior Team Tennis Volunteer, please begin your background screen by clicking this link: <https://www.ncsisafe.com/Members/SelfRegLandingUSTAJTT.aspx>

a) Once you have submitted your background screen information, results will be generated in approximately 10 business days. Please be sure to add [ncsisafe.com](https://www.ncsisafe.com) to your accepted email domain list. Watch for an email from Compliance@ncsisafe.com in the days following your application; this will also contain your NCSI Applicant ID number which can be used to check the status of your application on NCSI's website.

b) NCSI may contact you within the 10 business day waiting period to request more information. You can confirm the legitimacy of the request by checking your status on NCSI's website using the Applicant ID number; your status will note the same request for information. Please watch for communications from NCSI as these emails may end up in your "spam" folder.

c) When your screen is complete you will receive either a green or red light, based on the results of your application and the USTA's criteria. You can check your status here: <https://www.ncsisafe.com/Members/applicant/applicantLookup.aspx>. If you received a red light, you will be notified by NCSI of your status and you will not be eligible to be certified by the USTA or provide services for the USTA.

For all questions related to the background screen system, please contact:

The National Center for Safety Initiatives

Phone: [\(866\) 833-7100](tel:(866)833-7100)

E-Mail: clientservices@ncsisafe.com