



How to become a Coach/Captain (Background Check Process)

(For New Captains and existing captains whose background screenings are soon to expire)

1. Go to www.usta.com/safeplay
2. Click on "Get Safeplay Approved"
3. Sign in to your USTA Account if you've EVER BEEN a USTA Member before (EVEN IF your membership is expired).
If you've NEVER been a USTA member before, click "Need an Account, Sign Up" at the bottom to create a FREE USTA Account.
4. Once logged in, you will be prompted to take a background screening and watch a Safeplay Video. If you've done it in the past but it is expired, you will go through the same process listed above.
5. Once you've completed all steps, you will have 4 green checkmarks at the top of the page when you login to www.usta.com/safeplay
6. After completing Safeplay, captains should then go to <http://teamtennis.usta.com>, be logged in with their USTA account email and password, and then click on "**Become a Coach/Manager**" at the bottom of the screen to gain access to be able to create teams, enter scores, etc...