

## Adult Informed Consent Form

The Minnesota Youth Soccer Association has implemented a new procedure for the submittal of Notarized Adult Consent Forms for Coaches, Assistant Coaches and Managers.

First of all, we are no longer accepting paper versions of the adult notarized consent form in our office. All submittals are done online by you and are directly submitted to the McDowell Agency who is contracted out by the Minnesota Youth Soccer Association to run all background checks for them. Therefore, if you do not follow the procedure below, you will not be able to get a coach/manager pass, and/or will not be able to coach for PSA.

Secondly, our soccer season runs from Fall to Fall. Therefore, if you submitted a paper version to coach or manage for the 2007 Fall Travel Season, you do not need to submit a new online version until the 2008 Fall Travel Season. If you submit an online version for the 2008 Spring/Summer Travel Season, you will have to submit another one to coach or manage for the 2008 Fall Travel or 2009 Spring/Summer Travel Seasons. All 2008 Summer Recreational Soccer Coaches need to do an online submittal before they will be able to coach. If you have difficulty with the submission of the online form, please contact the McDowell Agency at 651-644-3880. If you need verification or do not remember if you have already done a submittal, please contact the PSA Office at 763-450-3099.

Here are the directions for online submission of an Adult Consent Form:

1. Go to the MYSA website at [www.mnyouthsoccer.org](http://www.mnyouthsoccer.org).
2. Click on "Background Check" under "Quick Links"- located on the right of the MYSA webpage.
3. Click on "National Background Check Website" to connect with the submittal website or on "Instructions" for printable directions.
4. The "Instructions" will lead you through the submittal process.
5. The website will ask you for a user id and password. The user id is "MYSPSA" and the password is "MYSPSA"
6. If you have questions, please call the PSA Office at 763-450-3099.