



# Center for Disease Control (CDC) Concussion Training Instructions

## How to Complete the CDC Training & Upload Your Certificate:

1. The [CDC TRAIN Help Guide](#) provides instructions on how to create an account and the link to take the coach's version of the course.
2. Once you have completed the concussion training log into your [Sports Connect account](#), click "My Account" and select the "Certificates" tab.
3. Click on the "Concussion Certificate" field at the bottom of the page, and upload your Certificate of Completion.
4. Notify your organization's Risk Manager so they can verify your certificate.

How do I know when it's time to take the training?

In your adult registration account under the Certificates tab:

- If you see a cloud with an upload arrow, it is time to take/retake that training.
- If you see a check mark and 'verified,' you are in compliance for this registration year.

If you are unsure how to proceed or need assistance, contact your organization's Risk Manager.

**NOTE:** you will not see an expiration date in your adult registration account for this training. The expiration date is based on the policy information noted below

**For CDC Concussion Training Support:** please contact the  
CDC TRAIN Administrator ([TRAIN@cdc.gov](mailto:TRAIN@cdc.gov)).

## **Concussion Awareness Training Policy:**

Mass Youth Soccer has a two-year approval policy for concussion training. If you completed your training June 1<sup>st</sup> or later of the prior year you are registering into, you are in fulfillment of the Mass Youth Soccer policy of two years. *For example: for coaches/volunteers in the Fall 2023-Spring 2024 season, training must have been completed June 1, 2022 or later.*

→ Your organization may have a one year approval policy: it is your responsibility to check with your organization's Risk Manager.