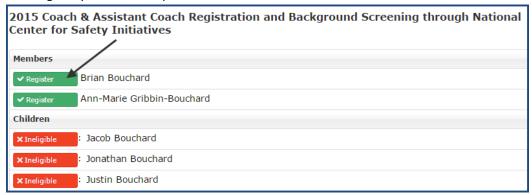
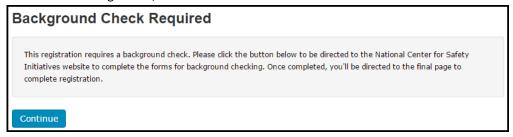
Instructions for PYFL Background Screening through NCSI

Please follow the following steps. This is <u>required</u> of all Coaches and Assistant Coaches in PYFL and is good for automatic re-check the 2nd year. You must go through this process every 2 years:

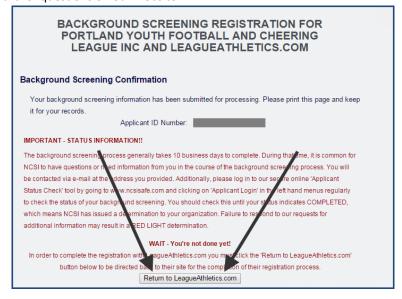
- 1. Click HERE to begin Online process on PYFL Website
- 2. Hit continue when asked if you are 18 years old or older
- 3. Login using your email address and password. If you are new to our league, follow the process to Create Account
- 4. Click the button to register yourself. Example:



- 5. Fill out all required fields as necessary on your personal record
- 6. When presented with the following screen, hit Continue:



- 7. You will be redirected to the NCSI website to fill out the Background Screening. Answer all questions as prompted on their website.
- 8. When presented with the following screen, you MUST hit the **Return to LeagueAthletics.com** button to finish your registration and answer further questions on our website:



- 9. Hit Submit after answering the remainder of the PYFL questions.
- 10. COMPLETE and Thank You!