

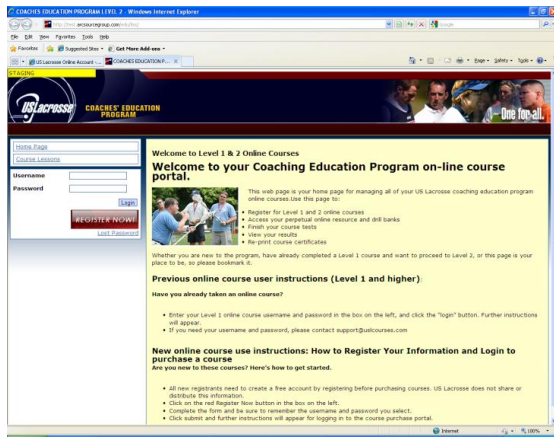


TIP SHEET: Registering for a free Level 1 online course

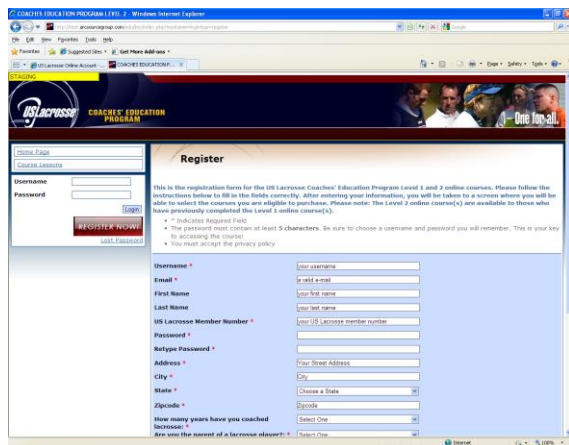
End User:

User must be a current member of US Lacrosse. Coaches must have 30 days remaining on their membership.

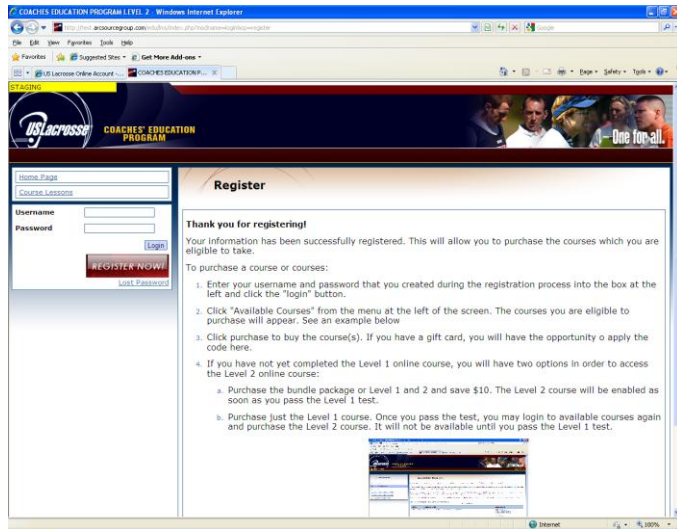
Step 1: Go to <https://courses.uslacrosse.org/lms/> and click “Register Now” (you can also get to this portal from www.uslacrosse.org/cep and clicking the online course button.



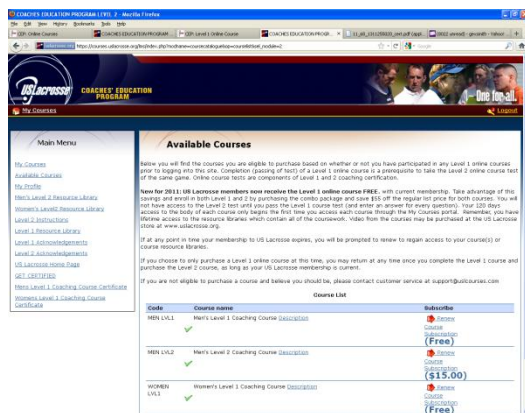
Step 2: Set up your account, username and password on the registration screen (this is free). Make sure you use a valid e-mail address because this is where all of your course information and correspondence will be sent.



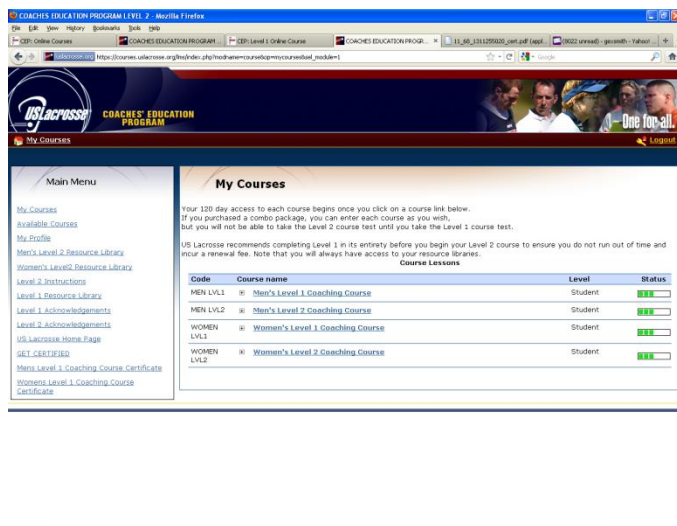
Step 3: Enter the username and password registered with by following the instructions presented during registration.



Step 4: Select Available Courses from menu on left. Select which course to "purchase". Note that the Level 1 courses are free.



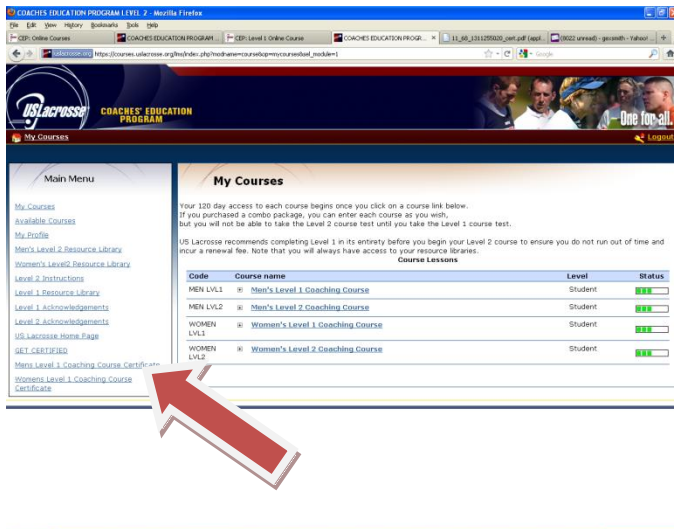
Step 5: Once you "purchase" your course, go to My Courses, click on your course and begin.



Completing the Course and Letting Someone Know you Did

Once you pass the test at the end of the course, you will receive a link to your certificate. You can also access your certificate from the menu on the left once you complete a course. If you need to let someone know you passed, save the PDF file and e-mail it as an attachment to them, or print it.

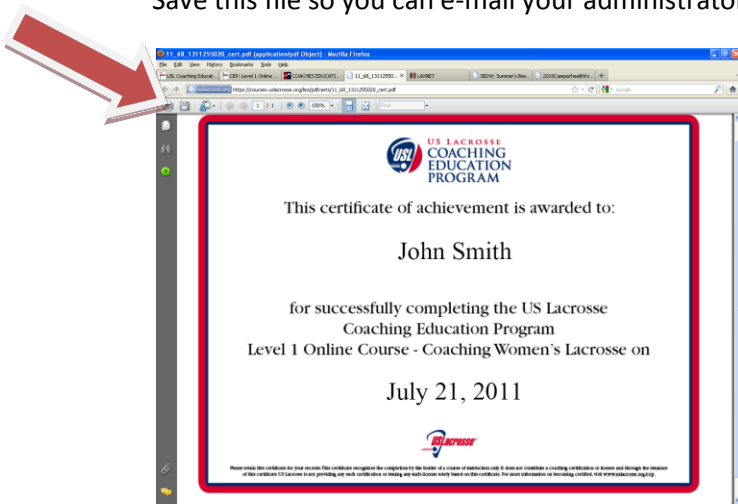
US Lacrosse can also validate your completion. Please e-mail cep@uslacrosse.org to request a validation.



The screenshot shows the US Lacrosse Coaching Education Program website. The main content area is titled "My Courses" and lists several courses with their status. A red arrow points to the "My Courses" link in the left-hand navigation menu.

Code	Course name	Level	Status
MEN LVL1	Men's Level 1 Coaching Course	Student	100%
MEN LVL2	Men's Level 2 Coaching Course	Student	100%
WOMEN LVL1	Women's Level 1 Coaching Course	Student	100%
WOMEN LVL2	Women's Level 2 Coaching Course	Student	100%

Save this file so you can e-mail your administrator. Or print a hard copy to give to them



The screenshot shows a PDF certificate from the US Lacrosse Coaching Education Program. The certificate is awarded to John Smith for successfully completing the US Lacrosse Coaching Education Program Level 1 Online Course - Coaching Women's Lacrosse on July 21, 2011. A red arrow points to the top-left corner of the PDF window.

US LACROSSE
COACHING
EDUCATION
PROGRAM

This certificate of achievement is awarded to:

John Smith

for successfully completing the US Lacrosse
Coaching Education Program
Level 1 Online Course - Coaching Women's Lacrosse on

July 21, 2011

US LACROSSE

Please advise this certificate for your records. This certificate recognizes the completion of the course. It is not considered a coaching certification or license and through the issuance of this certificate US Lacrosse is not providing any such certification or license and such license being held on this certificate. For more information on licensing contact: www.uslacrosse.org/licp

You may also set-up a USL database account in the at <https://secure.uslacrosse.org/i.cfm> . When you log in, you can view all of your training credentials (below).

NOTE: Personal information has been blacked out for privacy purposes.

[Update Information](#)
[Change Password](#)
[Logout](#)

[Group Access](#)
[US Lacrosse, Inc. National Headquarters](#)

Welcome
Your US Lacrosse Membership Number:
US LACROSSE MEMBERSHIP
[Why become a member?](#) | [Membership Benefits](#)
Your Membership expired on: **Sep/30/2009**
[Renew Your Membership online](#)

Awards & Credentials
no awards could be found

- 08/09/2009 - **CEP Level 2 Online Courses (Level 2)** | Division: Womens
- 05/06/2009 - **CEP Level 2 Instructional Clinic (Level 2)** | Division: Womens
- 01/27/2009 - **2008 MDCC Rules Test (2)** expired on: **01-Mar-09**
- 09/04/2008 - **CEP Coaching CERTIFICATION (Level 1)** expired on: **30-Sep-09** | Initial certification issue date: 5/12/08 | Division: Womens
- 01/12/2007 - **CEP Level 1 Instructional Clinic (Level 1)** | Division: Womens
- 08/24/2005 - **CEP Online Courses (1)** | Registration Date: 11/09/2005 | Division: Womens

PERSONAL INFORMATION
[change password](#)

Name:
Nick Name:
Date of Birth:
Gender:

To change your main information fields you may contact a US Lacrosse Customer Service Representative at 410-233-5882 ext 102 (Mon-Fri, 9am-5pm EST) or e-mail us at uslacrosse@uslacrosse.org

[edit primary address](#)

Your Primary Address
(US Lacrosse Magazine is sent to this address)

[add contact information](#)

Your Contact Information
Home Phone # 1:
Fax:
Home Email # 1:

[change password](#)

YOUR PHOTO
[Unlink your Photo](#)

Email Updates
I would like to receive emails concerning the following:

- National or regional events
- Player, coach or official clinics
- Newsletters
- Member discounts
- Giving opportunities

CONTACT PREFERENCES
Please select how you do **not** want to be contacted

- No E-Newsletter
- No Email Solicitation
- No Further Mailings
- No Magazine
- No Mail Solicitation
- No Telephone Solicitation
- One Magazine per Household