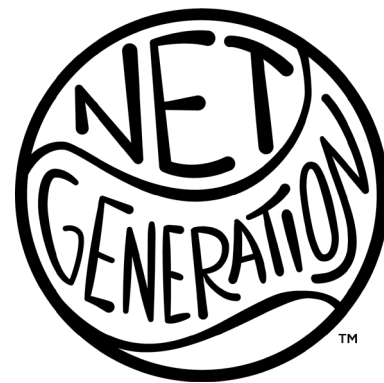# NET GENERATION ONLINE REGISTRATION

STEP BY STEP: STEP 1

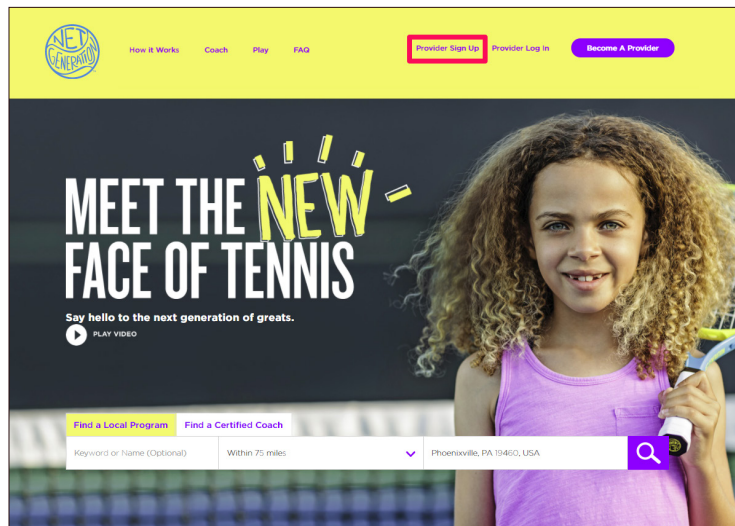Create your Net Generation Account & Complete the Safe Play Program

Fig. 1 - Visit NetGeneration.com and click "Provider Sign Up" at the top-right of the page. If you have a USTA.com or TennisLink account, click "Provider Login" and use your existing log-in information.
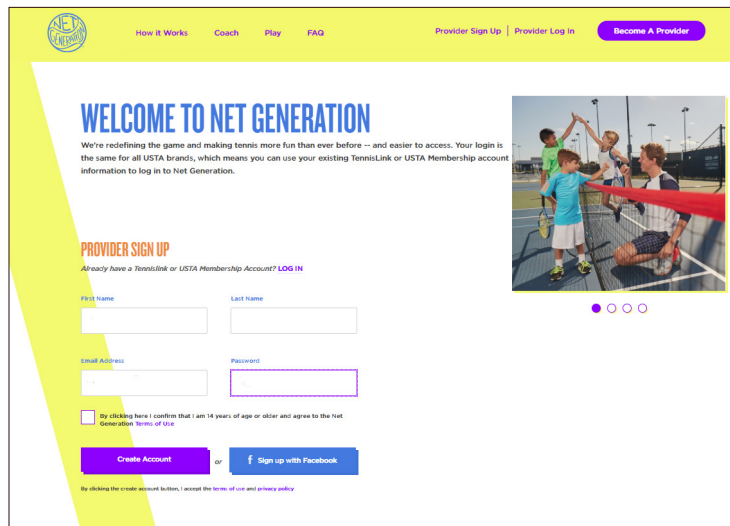

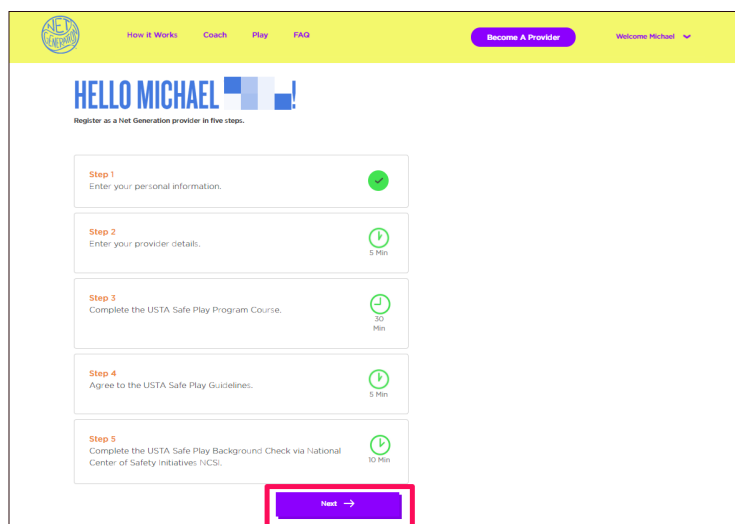Fig. 2 - Type in the requested information and click "Create Account."

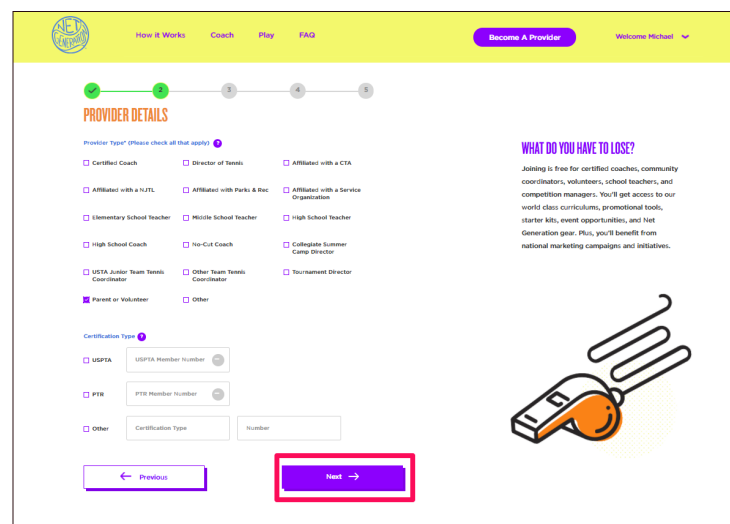Fig. 3 - You'll see this screen after your account is created. Use the "Next" button to move on.

Fig. 4 - Select your provider type and enter your USPTA/PTR certification number, if applicable.
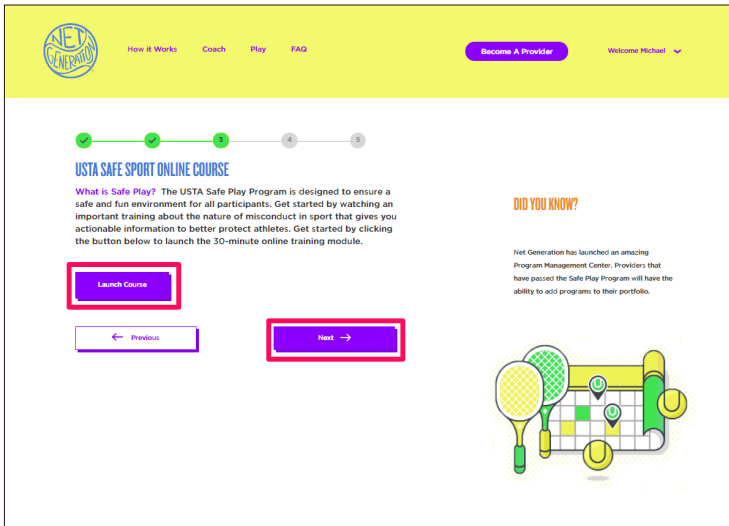
Fig. 5 – Click "**Launch Course**" to view the Safe Sports module. Once you've completed the course, click "**Next**." While the site will allow you to proceed without completing the Safe Sports module, you will not be approved until the training video inside the Safe Sports module is completed.
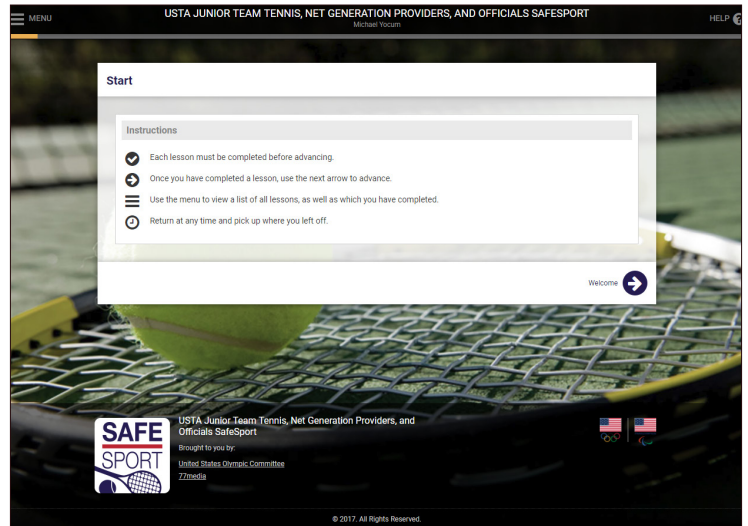

Fig. 6 – The Safe Sport module will take about 30/40 minutes, including the test. Follow the instructions on the screen to view the videos.
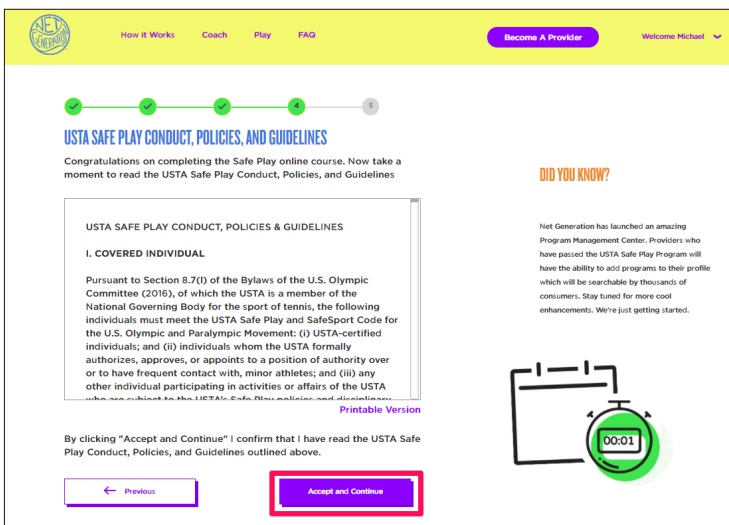

Fig. 7 – Review the **USTA Safe Play Conduct, Policies and Guidelines**. Once finished, click "**Accept and Continue**."
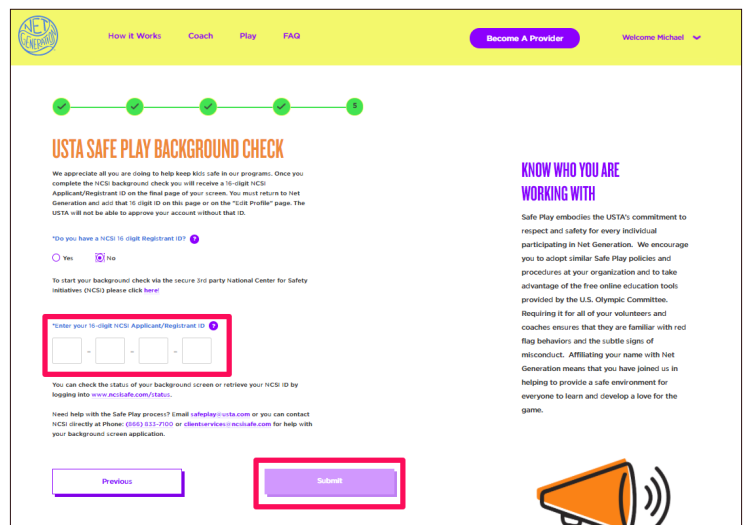

Fig. 8 – If you've already completed the national NCSI background check and have a **16-Digit Applicant ID Number**, click "**Yes**" and follow the prompts on the screen. To find your 16-digit NCSI number, click **here**.

If you <u>do not</u> have a **16-Digit Applicant ID Number**, click "**No**" and start your national NCSI background check by following the prompts on the screen.
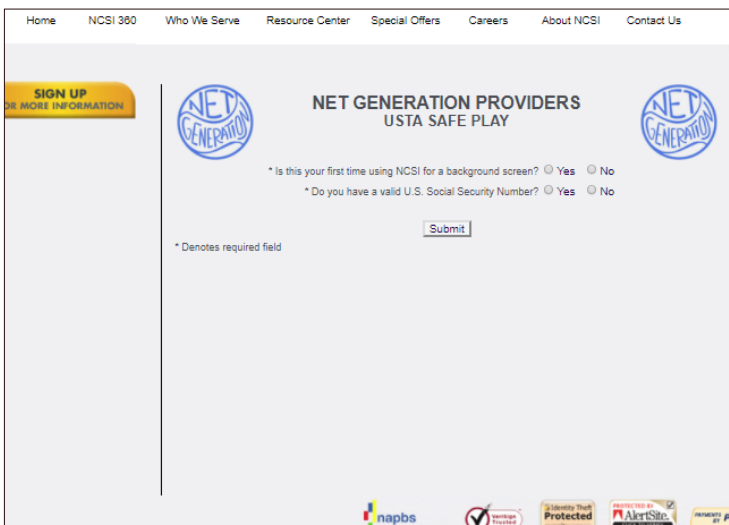

Fig. 9 – Complete the **NCSI background screening** for Net Generation.
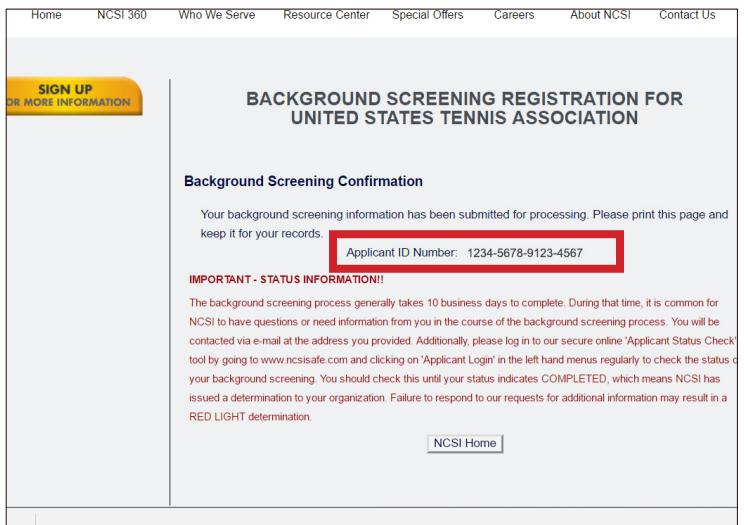

Fig. 10 – Confirmation of the NCSI background screening page with your **16-Digit NCSI Applicant ID Number**. Enter this number on **NetGeneration.com** under step 5.

STEP BY STEP: STEP 2

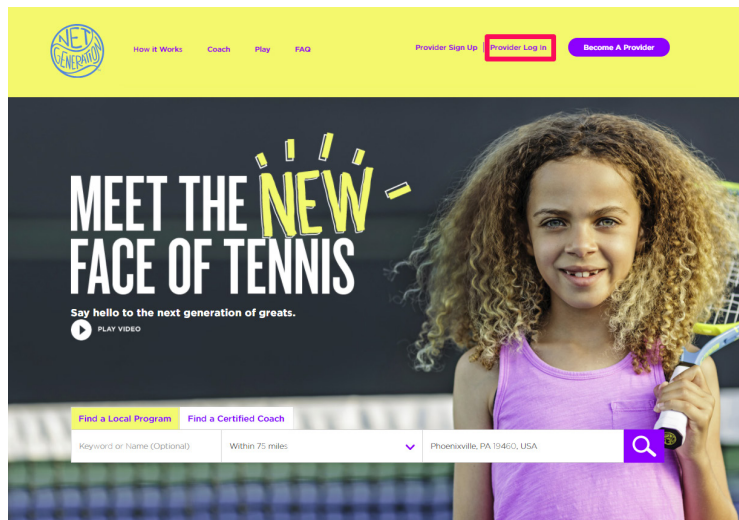## Add your programs to the Program Management Center

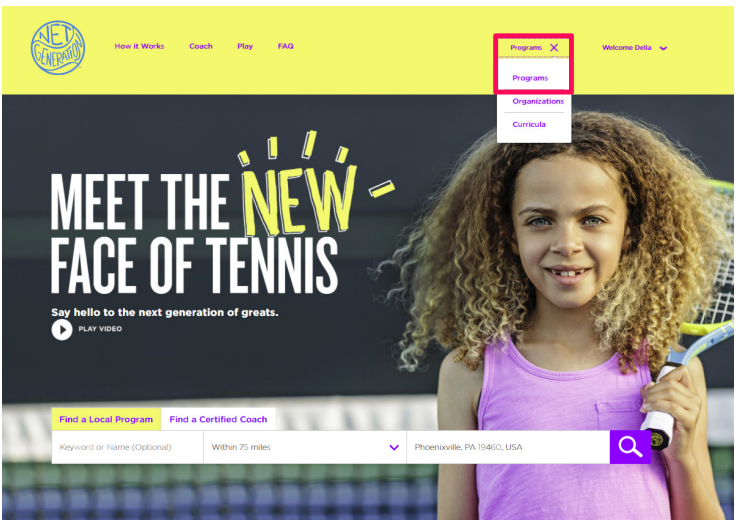Fig. 1 - Log in to NetGeneration.com using your email and password.

Fig. 2 - Click "**Programs**" at the top-right of the screen, then click "**Programs**" again.
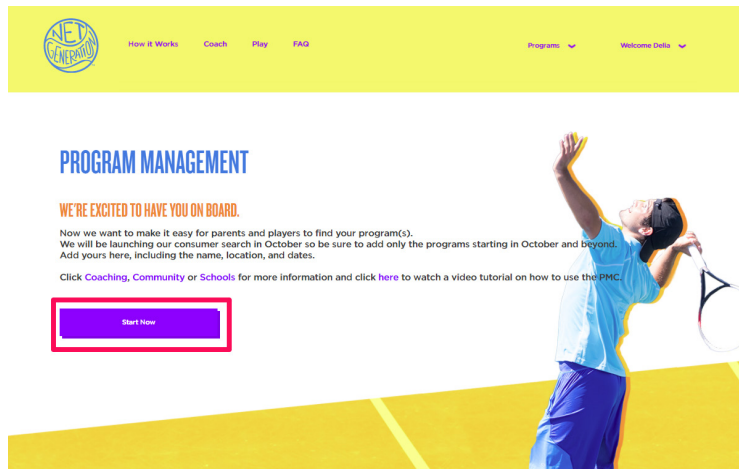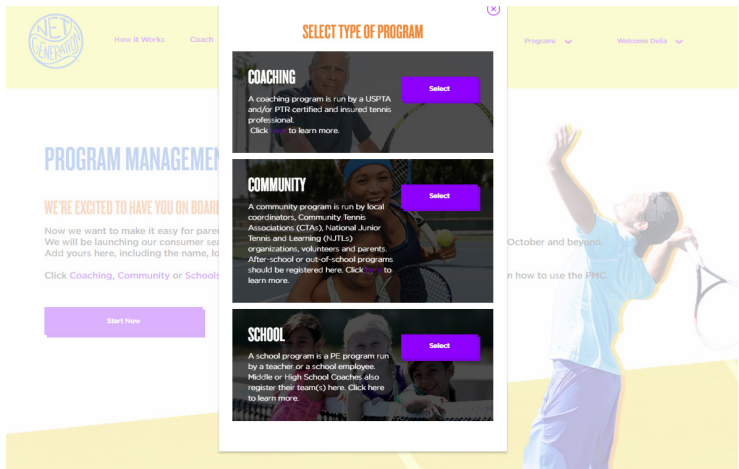

Fig. 3 - Click "**Start Now**"

Fig. 4 - Follow the prompts on the page based on the type of program you're adding.