USA Shooting Background Screening Instructions
September 30, 2019

To gain access to your account, click "Member Sign In" in the upper right-hand corner.

www.usashooting.org
719-866-4670
1 Olympic Plaza, Colorado Springs, CO 80909
This will be your screen once you enter your profile.

2. Click on the "Background Screening" tab

3. Click on "Add Background Screening" on your right-hand side.
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4. Click on "Add" next to the "Background Screening" tab.

Do not choose the International Background Screening.

5. Go through each tab and ensure all information is accurate and you agree to all terms.

The background screening is a requirement set forth by the United States Olympic and Paralympic Committee and the SafeSport policies and procedures.

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Tips:

- If you have trouble accessing your account after clicking “Member Sign-in” on the USA Shooting home page, make sure to use the “Don’t have an account?” and “Reset password” links on the log-in home page.
- After submitting your background check in the membership database, please check your email often. You may get an email from NCSI (background check company) requesting more information. Please submit in a timely fashion or else your background check will not go through!
- If you have any questions or concerns please do not hesitate to contact USA Shooting.
  - Membership@usashooting.org
- For immediate help contact Bailee Jackson.
  - Email: Bailee.jackson@usashooting.org
  - Phone number: 719-866-4770