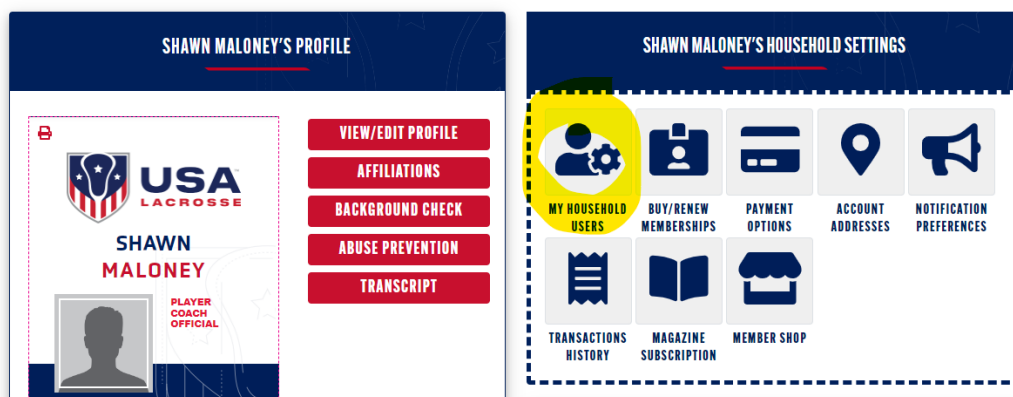
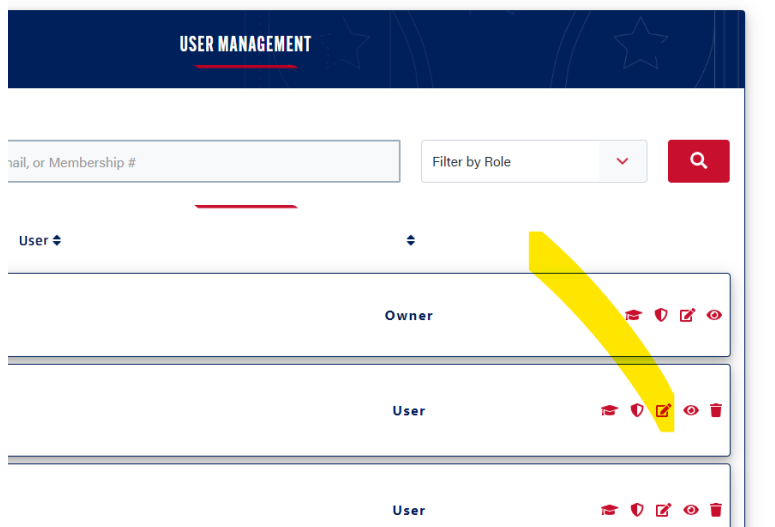


# JR. OFFICIALS ACTIVATION PROCEDURE

- 1) Log in to your USA Lacrosse account here: <https://account.usalacrosse.com/account/>
- 2) Click **MY HOUSEHOLD USERS**



- 3) Click the **PENCIL ICON** next to the youth member to Edit User Details



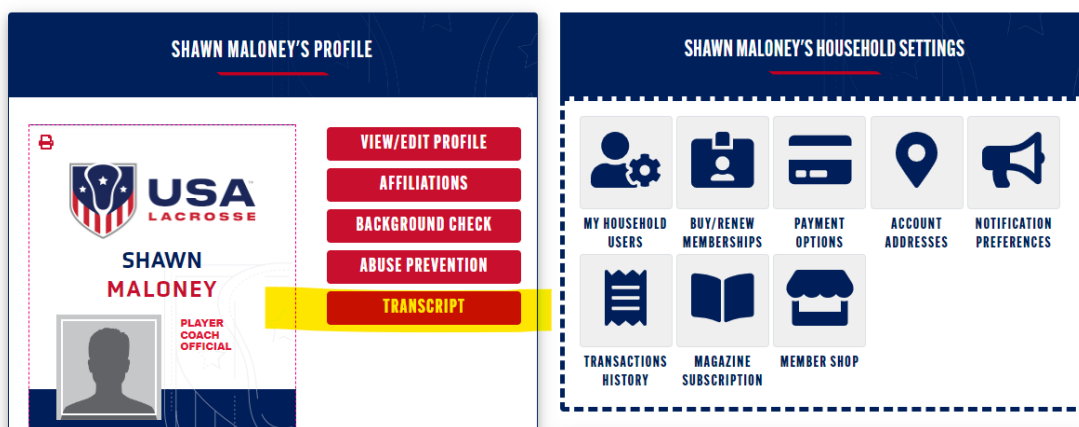
- 4) Scroll down to **LACROSSE INVOLVEMENT** and click **UPDATE INVOLVEMENT IN LACROSSE**
  - a. Follow the prompts and select the role of **OFFICIAL** for the appropriate game

\*\*\*Youth members also need to add their own unique email address to their account\*\*\*

- 5) Scroll down to **LOGIN DETAILS** and click **CHANGE USERNAME / EMAIL**
  - a. Update the email and then add a password for the youth member. This needs to be a unique email address (different than the parent/guardian's email) so that the youth member can login and get credit for the coursework under their own account.

\*\*\*Scroll down and click SAVE\*\*\*

- 6) Logout and then login again using the new email address/password of the youth member
- 7) After logging in, click **TRANSCRIPT** to access the required coursework



- 8) Click and expand the Certification to see direct links to the required courses

