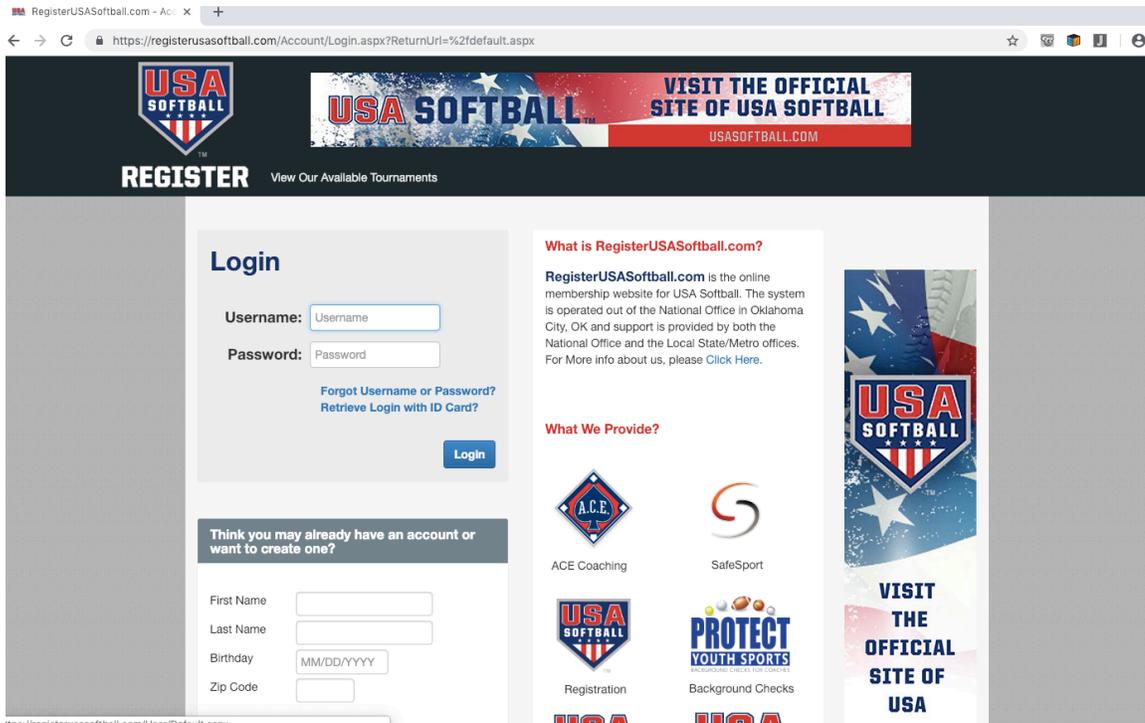
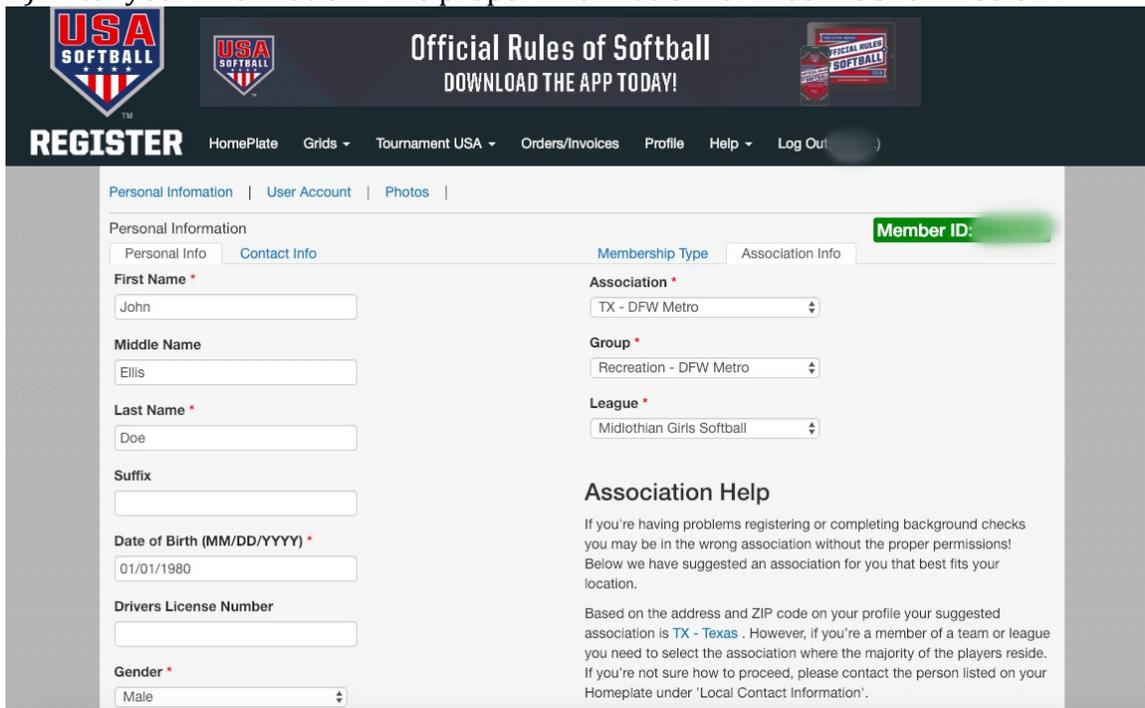


1) Follow the link on the MGSA Webpage regarding Background Checks. If you previously had a background check done with MGSA, then you already have an account established. Use the “Forgot Username or Password” link to retrieve your information. The reset information is sent quickly, so make sure to check your SPAM folder too. If this is your first time pursuing a background check with MGSA, please create an account. Keep your login information as this background check will need to be completed each calendar year.



2) Enter your information. The proper information for MGSA is shown below.



3) Once all information is correctly entered, click "Save".

Gender \*  
Male

Diversity  
-- Select --

Military  
-- Select --

Disabilities  
-- Select --

Address \*  
1 Happy St

City \*  
Midlothian

State \*  
Texas

Zip \*  
76065

Verify Association

**Save**

If you're not sure how to proceed, please contact the person listed on your Homeplate under 'Local Contact Information'.

Report Issues  
Local Contacts  
Help Documents

Tournaments  
USA Softball Store  
Official Gear

USA  
SOFTBALL

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Terms of Use

Admin Portal  
USA Softball  
Copyright © 2018

4) The information verification box will then open. Make sure that all of your information is accurate and then click "Verify & Save"

Gender \*  
Male

Diversity  
-- Select --

Military  
-- Select --

Disabilities  
-- Select --

Address \*  
466

City \*  
Midlothian

State \*  
Texas

Please verify that the following information is correct.

Association: TX - DFW Metro

First Name: [Redacted] Address: [Redacted]

Middle Name: [Redacted] City: Midlothian

Last Name: [Redacted] State: Texas

Suffix: [Redacted] Zip: 76065

DOB: [Redacted] Phone: [Redacted]

Email: [Redacted]

By clicking the Verify & Save button, I am confirming that all information in my profile is accurate and in agreement with the terms and conditions set forth by my local USA Softball. Any incorrect or false information may result in additional fees throughout the registration process.

**Verify & Save** Cancel

5) Click the button that says "Purchase" as shown below.

- Do not click for ACE Education.

The screenshot shows the 'Background Checks' section of the USA Softball website. At the top, there are tabs for 'Background Check', 'ACE Education', and 'Registration Status'. The 'Background Check' tab is active. Below the tabs, there is a section titled 'Background Check Status' with three sub-sections: 'Background Check Purchase', 'Background Check Status', and 'ACE Education'. The 'Background Check Purchase' sub-section contains a 'Purchase' button, which is circled in red. The 'Background Check Status' sub-section contains a status message: 'Status: There is no record of a purchase for your Background Check. Please see the Purchase Status located to the left for more information.' The 'ACE Education' sub-section contains a message: 'You currently cannot start ACE Education until your background check has been passed and paid for. Please follow instructions in either the Purchase or Background Check Status tabs to the left to continue. Click here to go to the ACE Education tab.'

6) There will be a popup to verify your intention to only purchase the background check only. Click "Background Only" as shown below.

The screenshot shows a popup window titled 'Are you sure you don't need ACE?'. The popup contains the following text: 'You are in the process of purchasing a **background check only**. If you need to take the ACE exam, please click on the 'ACE w/ Background' button below.' Below this, there is a note: '\*\*NOTE\*\* The ACE option includes a background check that is covered by the exam fee. Refunds are not given after the background check has been initiated.' At the bottom of the popup, there are two buttons: 'ACE w/ Background' and 'Background Only'. The 'Background Only' button is circled in red.

7) Verify that all information is accurate. Then enter your credit/debit card information. Check the box indicating your consent. The full consent form is available below for reference. Once all information entered has been verified, click the “Submit Payment & Start Background Check” button.

Please print this page for your records. Information **CANNOT** be changed after your background check has been started.

Please verify that the information displayed below is accurate. If any information needs to be corrected prior to starting your background check, please [Click Here](#). Information that will be sent to our background check provider is your complete name, address and date of birth as listed below.

Date of Birth:	[REDACTED]	Drivers License#:	[REDACTED] (Optional)
First Name:	[REDACTED]	Address1:	[REDACTED]
Suffix:	[REDACTED]	City:	Midlothian
Middle Name:	[REDACTED]	State:	TX
Last Name:	[REDACTED]	ZIP:	76065

Amount to Charge:	\$11.00
Payment Method:	Visa
Credit Card Number:	[REDACTED]
CC Security Code:	[REDACTED] (Three digit number on back of card)
Card Expiration Month:	[REDACTED]
Card Expiration Year:	[REDACTED]
Terms:	<input checked="" type="checkbox"/> By checking this box, you agree to the conditions set forth in the USA Softball's Consent Form. <a href="#">Click here to read the full text of the consent form.</a>

[Submit Payment & Start Background Check](#) [Cancel](#)

8) At this point, the process is complete. If for some reason there is a question, you will be contacted either via phone or email.