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.
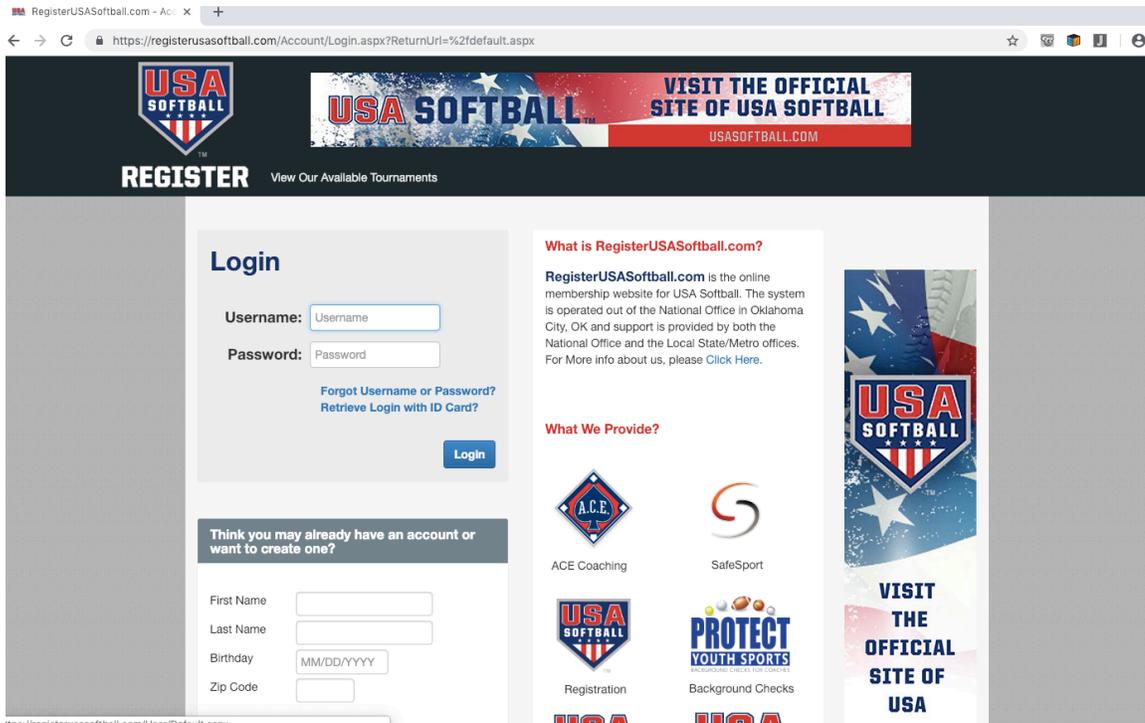
2) Enter your information. The proper information for MGSA is shown below.
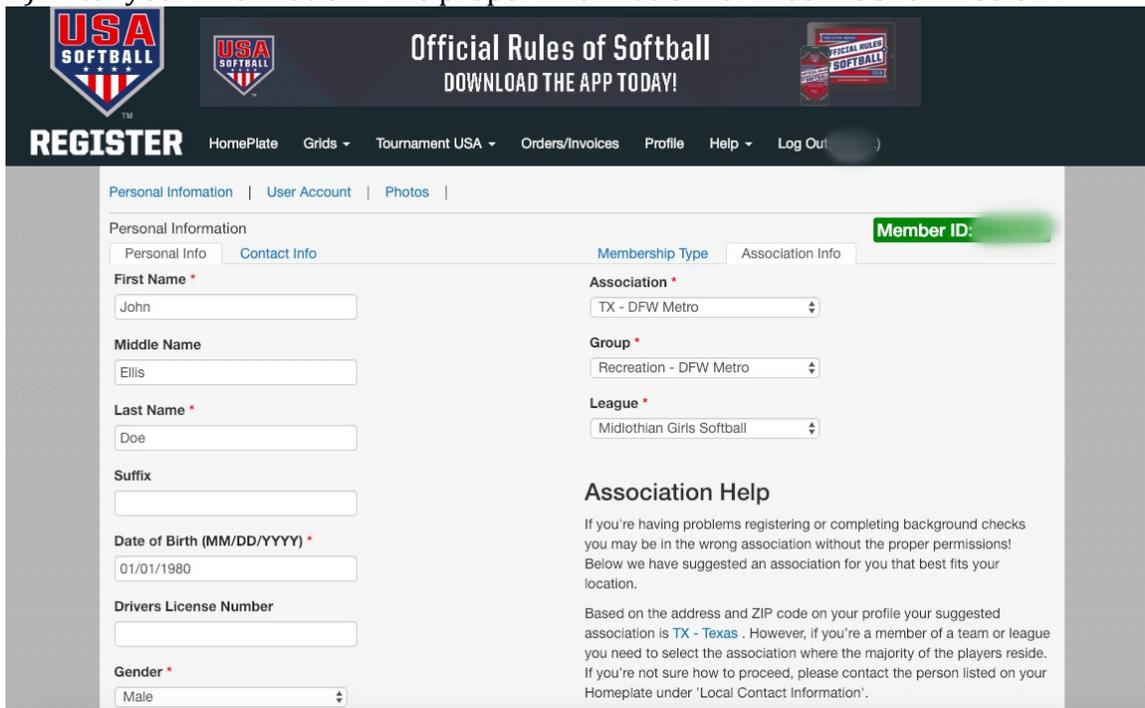
3) Once all information is correctly entered, click "Save".

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

5) Click the button that says "Purchase" as shown below.
   - Do not click for ACE Education.

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

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:		Drivers License#:	(Optional)
First Name:		Address1:	
Suffix:		City:	Midlothian
Middle Name:		State:	TX
Last Name:		ZIP:	76065

Amount to Charge:	$11.00
Payment Method:	Visa
Credit Card Number:	
CC Security Code:	(Three digit number on back of card)
Card Expiration Month:	
Card Expiration Year:	
Terms:	☑ By checking this box, you agree to the conditions set forth in the USA Softball's Consent Form. **Click here** to read the full text of the consent form.

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.