

## Class A Certification Process

Please follow the instructions below to complete your Class A certification process. If you have any questions throughout the process, please contact Emily Bridgman at [ebridgman@specialolympicsva.org](mailto:ebridgman@specialolympicsva.org).

### 1. Class A form

Please complete either the [Adult 18+ Class A Volunteer form](#) or the [Minor Class A Volunteer form](#) **AND** the [COVID Waiver Form](#) and email it to [volunteerforms@novasova.org](mailto:volunteerforms@novasova.org).

### 2. Protective Behaviors Training

Please register on [the SO Learning Portal](#) and complete the Protective Behaviors training. No need to submit anything to us after your completion.

### 3. Concussion Awareness Training \***ONLY NECESSARY FOR COACHES**

Please register on [the SO Learning Portal](#) and complete the Concussion Awareness Training. No need to submit anything to us after completion.

### 4. Background Check

Visit [Sterling Volunteers](#) to get started. After you register, it will ask you for a code (**un9a213**), which tells them that your check is being run for Special Olympics Virginia, and invoices us for your background check. *\*It also provides you with an opportunity to make a donation to cover the cost of your background check if you'd like.*

Once your background check results are complete, you will receive an email confirmation from Sterling Volunteers with your results. If further action is needed, they will notify us and we will be in contact with you.

*Sterling Volunteers Technical Support*  
855-326-1860 option 3  
[theadvocates@sterlingvolunteers.com](mailto:theadvocates@sterlingvolunteers.com)

### 5. Get Involved

Find out [what's happening in your community](#) and reach out to your Area Coordinator for more information.