

APT NOT SHOWING ON YOUR PROFILE?

If you've taken the courses, but your membership profile does not show completion, please log back in and check your account at www.usaswimming.org/apt to confirm that you have clicked all the way through the survey at the end of the course's training and your account shows the **check-mark/DONE** for your courses.

If it's not fully completed, then the system will show a 100% or 75% completion for the course, but not the **check-mark and DONE**.

Example:

The screenshot displays the USA Swimming LEARN dashboard for user Rebecca Landre. The dashboard shows a grid of course completion cards. The courses and their completion status are:

- Parent's Guide to Misconduct in Sport: 100%
- Safe Sport for Swim Parents: DONE
- Emotional and Physical Misconduct: 100%
- Mandatory Reporting: 100%
- Sexual Misconduct Awareness Education: DONE
- Safe Sport for Athletes: DONE

A 'CERTIFICATION PROGRESS' bar for 'ATHLETE PROTECTION TRAINING' shows 25 / 75 Pts (33%). Red arrows point to the 100% completion status of 'Parent's Guide to Misconduct in Sport' and 'Mandatory Reporting'.

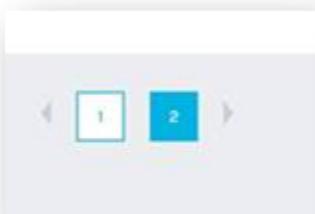
On the LEARN dashboard one or more courses show either 100% or 75% but not done with the check mark.

To complete the 100% courses:

1. Go to www.usaswimming.org/apt
2. Click on the course with 100%
3. Select "2" from the navigation at the bottom of the screen
4. Click next and complete the course evaluation

Once the requirement has been fulfilled, there will be a check mark on the course and you will receive an email congratulating you for completing the Athlete Protection Training.

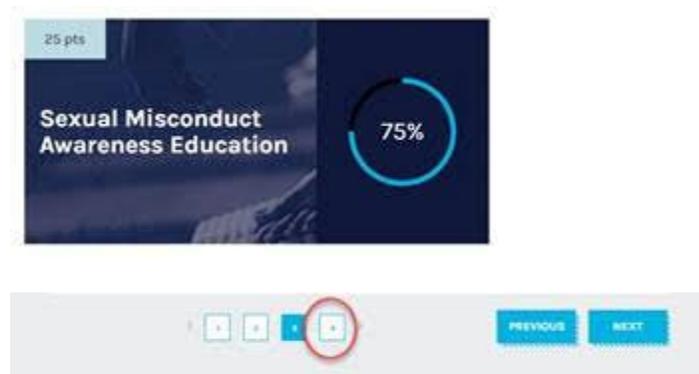
Example:



To complete the 75% courses:

1. Go to www.usaswimming.org/apt
2. Click on the course with 75%
3. Select "4" from the navigation at the bottom of the screen
4. Watch the video
5. Once the video is finished, click next and complete the course evaluation

Example:



Once the requirement has been fulfilled, there will be a check mark on the courses and you will receive an email congratulating you for completing the requirement.