

## How to Register for CORI and Check Status in Korrio

### *Step-by-Step Guide For Adults Requiring a Background Check*

Mass Youth Soccer has prepared these instructions to support our members with a step-by-step guide for registering for a background check. This year, we will be using Korrio, the official sports automation platform of Mass Youth Soccer.

#### Why do I need to sign up for CORI in Korrio?

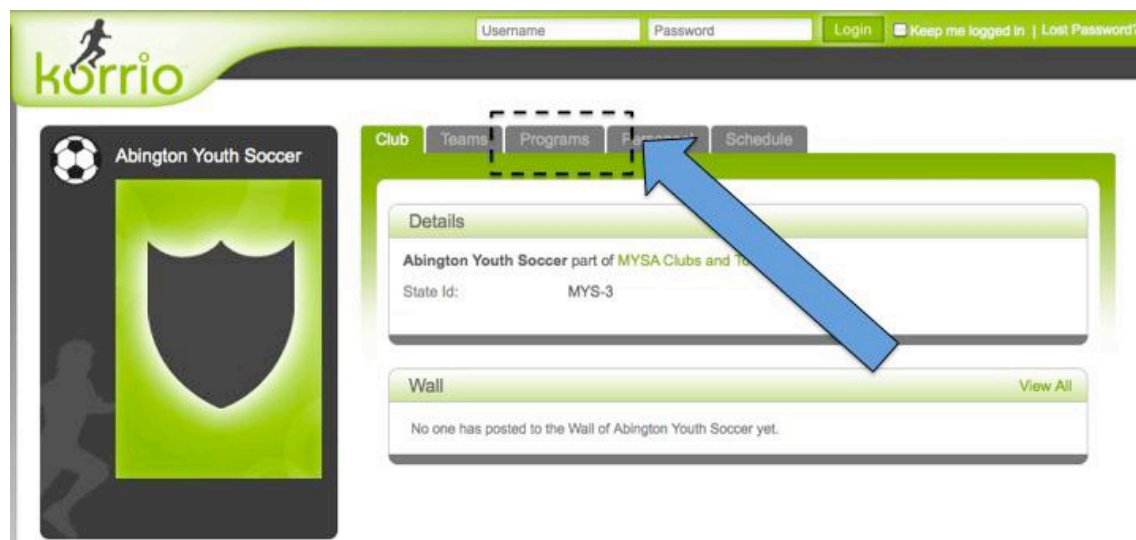
- Easy Status – by logging in to Korrio, you will now have the ability to see the status of your background check verification process and expiration date. Likewise, your club or town also has the same ability.
- Less Hassle for You– with this automated tool, adults will only require a background check every 3 years, instead of ever year as we have in the past.
- Less Hassle for Club/Town and MYSA Administrators – automated workflow saves everyone time and helps keep our kids safe.

**Need Help?** If you need help with your Korrio username or password, identifying the URL of your club's Korrio website, or have any other general support questions, please contact Tamie Endow, CORI Administrator, Mass Youth at [tendow@mayouthsoccer.org](mailto:tendow@mayouthsoccer.org), or 978-466-8812 x235.

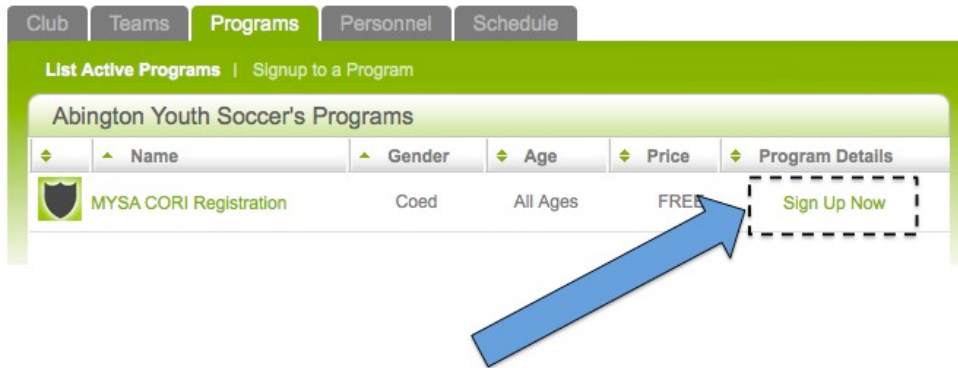
#### PART 1: Registering for CORI

1. Go to your club's Korrio website. If you have not received the URL, please contact your registrar.

2. Click on the Programs Tab

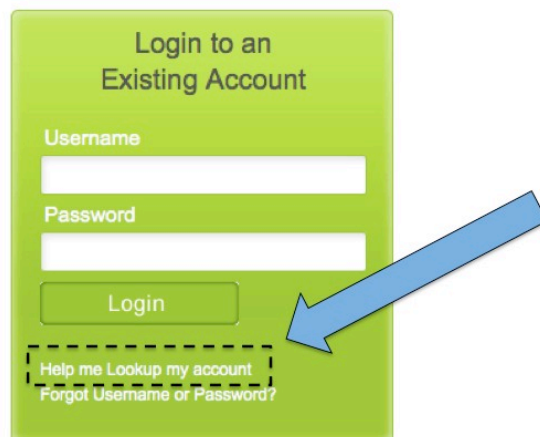
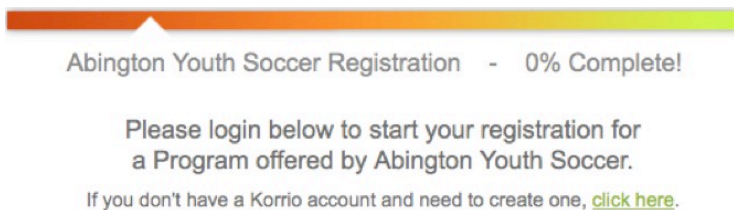


3. Click on Sign Up Now for the program labeled “MYSA Cori Registration”



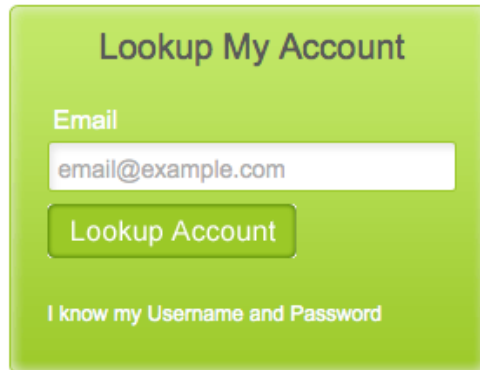
4. If you do not have a username and password, click on “Help me lookup my account” in bottom section of green box.

**IMPORTANT NOTE:** You may already have an account in the system if you had a CORI check for the Fall 2011 or Spring 2012 season.



5. Enter your email address and click Lookup Account

**IMPORTANT NOTE ON EMAIL ADDRESS:** Please use the **same email address** that you use for other club or town use. If you do not know what this is, please ask your club/town registrar.

A green rectangular form with rounded corners. At the top, it says "Lookup My Account" in bold black text. Below that is the label "Email" in a smaller font. Underneath is a white text input field containing the placeholder text "email@example.com". Below the input field is a green button with rounded corners and the text "Lookup Account" in white. At the bottom of the form, there is a link that says "I know my Username and Password" in a smaller font.

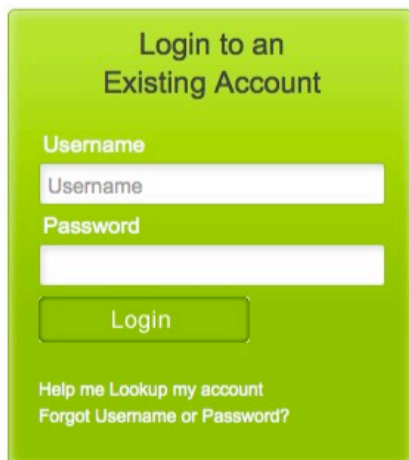
6. If the system finds you, go to your email account and open the email from Korrio to retrieve your username and password. If you do not have an account you will be prompted to enter your contact information to create a new account.

7. Enter your username and password into login screen

We found your account!

An email has been sent to cdonavan2000@gmail.com  
with login information for all your accounts.

Login to register for a Program offered by Abington Youth Soccer.

A green rectangular form with rounded corners. At the top, it says "Login to an Existing Account" in bold black text. Below that is the label "Username" in a smaller font. Underneath is a white text input field containing the placeholder text "Username". Below the input field is the label "Password" in a smaller font. Underneath is another white text input field. Below the password input field is a green button with rounded corners and the text "Login" in white. At the bottom of the form, there are two links: "Help me Lookup my account" and "Forgot Username or Password?", both in a smaller font.

Welcome back Connor Donovan!

Note: If you're not Connor Donovan? [Click here to login as yourself.](#)

Click next to register for a Program offered by Abington Youth Soccer.



Next ▶

10. Click on your Name and click “Next”

Would you like to register yourself?

Select one or more people below.



Connor Donovan

Age: 41

January 1st, 1970

◀ Back

Next ▶

10. Click on MYSA CORI Registration, and click Next

Which programs would you like to register Connor for?

Registering Connor: Select one or more programs below



MYSA CORI Registration

No Charge

◀ Back

Next ▶

11. Enter ALL information for Volunteer Application and Disclosure Statement

Note: By filling out this form, you are agreeing to the CORI background check process.

### Enter your date of birth

1. First choose the year
2. Then the month
3. And lastly the day of month

**Volunteer Application and Disclosure Statement**

Jul 2011

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
|    |    |    |    |    | 1  | 2  |
| 3  | 4  | 5  | 6  | 7  | 8  | 9  |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 |    |    |    |    |    |    |

Contingent upon review and approval of a truthfully completed and receipt of a report declaring non evidence of criminal history understand that if I am permitted to volunteer, I may be session on the Application/Disclosure Statement of the Request for

nal Risk Management Committee mandates that volunteers be prior to being accepted as a volunteer and every 2 years youth soccer.

Number

**Note on Electronic Signature:** Please enter your full legal name.

Electronic Signature:

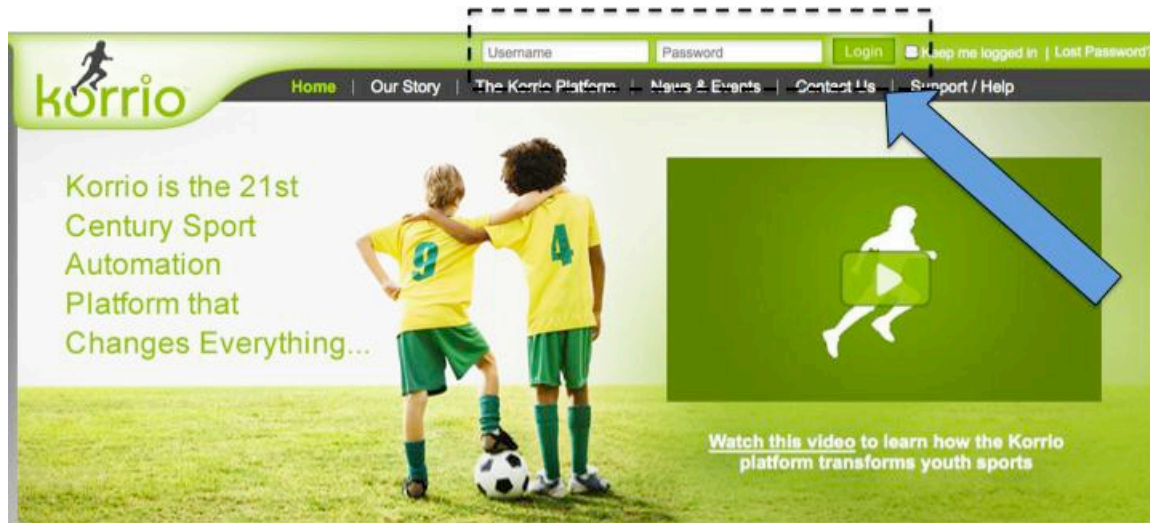
Date:

12. Follow the system prompt and click next until your registration is complete.

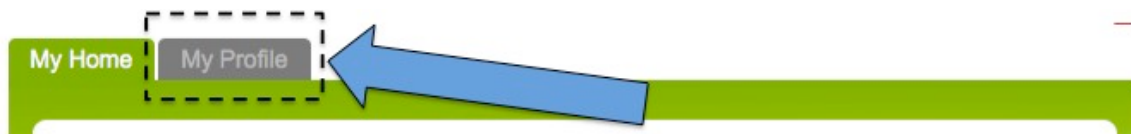
*Continue to PART 2: Checking Your CORI Status on the Next Page*

## PART 2: Checking Your CORI Status

1. Go to <http://korrio.com>
2. Enter your username and password



3. Once you are logged in, click on the My Profile Tab





#### 4. Check your Background Check Status

My Home

My Profile



Cori Adult-Test

[Edit Photo](#) | [Change Password](#) | [Edit Alerts and Notifications](#)

Personal Information

Edit Section

Email Address: coriadult2000@gmail.com

Member Information

Request Background Check

Edit Section

Current Groups:

Abington Youth Soccer

Date of Birth:

January 1st, 1969

DOB Validated:

No

Age:

42

Sports Age:

Adult

Gender:

Male

Background Check Status:

Cleared

Background Check Expired Date:

01/01/2013

*Thank you!*