

USA Cycling Official's MTB Category A Online Course (READ ME)

Thank You for Your Interest in upgrading your USA Cycling MTB Official's license!

HOW TO: Complete the Category A Online Course

- Go to the course using this link <u>Category A Online Course</u>
- Attempt to log into the course link using your USA Cycling credentials (email/password). If you don't have a USA Cycling account, create one here.
 - o If the log in fails, use the "forgotten your username or password" link on the course link log in page. If the email exists in the LMS system, you will receive an auto-generated email with the information on how to reset your password
 - In the event you are unable to recover your log in information, create a new account on the course link log in page. This will create you an account in the LMS system
- Now that you are logged in, under "Available Courses", search for "Officials Mountain Bike Category A" or use the link above. This will direct you to the enrollment page
- Scroll to the bottom and click "Enroll Me"
- All training materials are available under the "Training Materials" section

Additional Information:

- This course is self-taught, self-quided and automatically graded upon completion
- Each module includes a MS Word Doc that should be reviewed before attempting the module quiz
- A comprehensive final exam will become available once all modules are completed. This exam should be attempted without referencing other course materials. An 85%+ is required to pass. Only 1 attempt will be allowed.
 - In the event the first attempt is not successful, reach out to <u>officials@usacycling.org</u> to discuss the outcome of the exam. We will review needed sections and another attempt will then be opened.
- Upon successful completion of the course, please send an email to <u>officials@usacycling.org</u> and we will make the update to your account to MTB category A official.

If at any point you run into issues or have questions, don't hesitate to reach out to officials@usacycling.org.