



# How to Register for a Controlled Course

(Pay by credit card)

May 2020

# Log in at <http://cert.safekids.org>

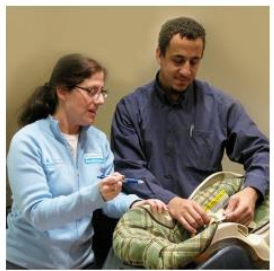
NATIONAL  
CHILD  
PASSENGER  
SAFETY  
CERTIFICATION


A Program of  
Safe Kids Worldwide

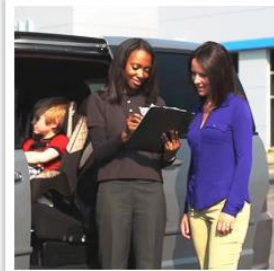
Who We Are | Newsletter | Pol 1-877-366-8154


GET A CAR SEAT CHECKED | FIND A TECH | FIND A COURSE | LOG IN

BECOME A TECH | I'M A TECH | COURSE ADMINISTRATION | ORGANIZATION MANAGEMENT | RESOURCES - FAQs

  
BECOME A TECH

  
I'M A TECH

  
FIND A TECH

  
THE ULTIMATE CAR SEAT GUIDE

**ABOUT CPS CERTIFICATION**  
Have you heard about events where folks get one-on-one personalized instruction on how to properly use their

**BUBBLE WRAP OR A CPS TECH? GO WITH THE TECH!**

SAFE KIDS Bubble Wrap: Having Trouble Installing ...

Click on LOG IN

# Click on CPS Tech/Tech To Be

[Home](#)

**Log In**

**CPS Tech/Tech to Be**

[Log In - CPS Tech/Tech to Be](#)



In general, we've found that using using [Google's Chrome](#) instead of Microsoft's Internet Explorer for web browsing is noticeably faster.

There are two available log-in options. Please review your choices and click on the one that best meets your needs.

This online system is for [Certified Technicians](#), [Instructors](#), course administrators and people who are interested in [becoming a CPS-certified](#). Here are some of the things you can do in the Certification Management system:

- [Make a CPS online profile \(if you've never been CPS-certified\)](#)
- [Register for a course \(Certification or Renewal\)](#)

# Log In

Portal

Not Logged In

## Safe Kids Online Services - Login

### New Signup

Please click "New Individual Account" link in the left menu or "Create an Account" button on the right side if you have never made an online profile with Safe Kids before.

### Forgot Your Password?

Please [click here](#) to have your password emailed to you.

## Login

  
 [Show](#)  
[Login](#) [Forgot Password?](#)

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## Don't have an account?

If you are am new to CPS Technician Certification? Click on the Create An Account button below to create an online profile.

[Create an Account](#)

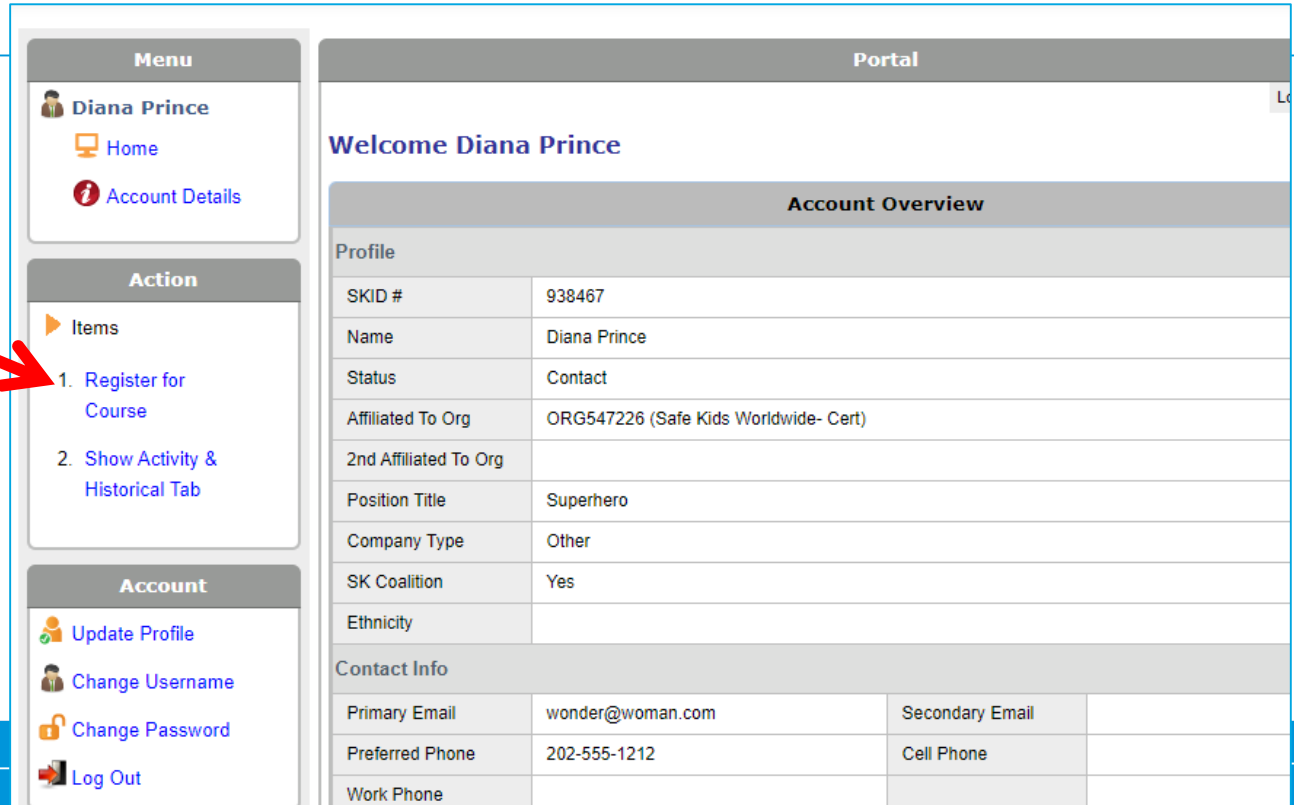
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## Need help logging in?

If you cannot remember your access information, select the "[Forgot Password](#)" link or contact our customer service team via email at [CPScert@safekids.org](mailto:CPScert@safekids.org) or by calling 202-875-6330

**Need help?**

# Click on Register for a Course



The screenshot shows a user portal interface. On the left is a sidebar with three sections: 'Menu', 'Action', and 'Account'. The 'Menu' section includes 'Home' and 'Account Details'. The 'Action' section includes 'Items' and a numbered list: '1. Register for Course' (highlighted with a red arrow) and '2. Show Activity & Historical Tab'. The 'Account' section includes 'Update Profile', 'Change Username', 'Change Password', and 'Log Out'. The main content area is titled 'Portal' and displays 'Welcome Diana Prince'. Below this is an 'Account Overview' section with a 'Profile' table and a 'Contact Info' table.

Profile	
SKID #	938467
Name	Diana Prince
Status	Contact
Affiliated To Org	ORG547226 (Safe Kids Worldwide- Cert)
2nd Affiliated To Org	
Position Title	Superhero
Company Type	Other
SK Coalition	Yes
Ethnicity	

Contact Info			
Primary Email	wonder@woman.com	Secondary Email	
Preferred Phone	202-555-1212	Cell Phone	
Work Phone			

# Search Courses

Search Courses

Search

[Sign up for Email alerts when courses are added](#)

**Note:** All courses are taught in English.

The national course fee is \$95. Review the course information page carefully as there may be an additional local fee.

People interested in the Certification Renewal Testing Course must have an expired certification and stayed current in the field. Any candidates who have not kept up with the latest in CPS, should retake the full Certification Course.

A student workbook (Technician Guide) is provided to all students. For a preview, you may find it at [www.cpsboard.org](http://www.cpsboard.org) under Tech + Instructor Curriculum.

Fill in the form below with whatever information you know. You don't have to fill in the entire form. Then click submit at the bottom of the page.

## Available Active Courses

### Courses

Course ID	<input type="text"/>	State	<input type="text" value="▼"/>
Course Type	<input type="text" value="▼"/>	Manual Language	<input type="text" value="▼"/>
Start Date	<input type="text" value=""/>  to <input type="text" value=""/> 		


Reset

Search

# Sign up for email alerts

If there isn't one near you, sign up for an email alert when a course is added in your state.

Search Courses

Search 

[Sign up for Email alerts when courses are added](#)

**Note:** All courses are taught in English.

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**Available Active Courses**

**Courses**

Course ID	<input type="text"/>	State	<input type="text" value="▼"/>
Course Type	<input type="text" value="▼"/>	Manual Language	<input type="text" value="▼"/>
Start Date	<input type="text" value=""/> to <input type="text" value=""/>		

# Search for Courses by State

Search Courses			
<b>Courses</b>			
Course ID	<input type="text"/>	State	CA-California ▼
Course Type	<input type="text" value="▼"/>	Manual Language	<input type="text" value="▼"/>
Start Date	<input type="text"/>  to <input type="text"/> 		
<input type="button" value="Reset"/>			<input type="button" value="Search"/>







# Results

Click on DETAILS

### Search Courses

**Courses**


Course ID	<input type="text"/>	State	CA-California ▼
Course Type	<input type="text" value="▼"/>	Manual Language	<input type="text" value="▼"/>
Start Date	<input type="text" value=""/>  to <input type="text" value=""/> 		

Search Criteria: Course State: CA

Course ID	Course	Type	Manual	Starts	Seats	Location	More Info
CA20190611690	Certification	Controlled	English	9/17/2019	22	Vista, CA	<input type="button" value="Details"/>
CA20190619723	Certification	Public	English	9/17/2019	19	Bakersfield, CA	<input type="button" value="Details"/>
CA201812101206	Certification	Public	English	9/18/2019	9	Menlo Park, CA	<input type="button" value="Details"/>
CA20190627755	Certification	Public	English	10/8/2019	14	San Luis Obispo, CA	<input type="button" value="Details"/>
CA20190517632	Certification	Public	English	10/15/2019	8	Clovis, CA	<input type="button" value="Details"/>
CA20190724833	Certification	Controlled	English	10/21/2019	10	Twentynine Palms, CA	<input type="button" value="Details"/>
CA20190619724	Certification	Controlled	English	10/22/2019	19	Sanger, CA	<input type="button" value="Details"/>

# Course Details

Review all the course information and scroll to the bottom.

	Donna Barttrum	1/6/526
<p><b>Important:</b> To pass the course, technician candidates must participate in a community check up event with families and children. If there is any reason you are unable to meet this requirement, legal or otherwise, do not continue with the registration process. You are ineligible to become a certified passenger safety technician. No refunds will be provided.</p>		
<p style="text-align: center;"> <a href="#">Register for this Course</a> <a href="#">Search Another Course</a></p>		



# Request Approval

## Course Info

Course ID	CA20190724833
Location	Twentynine Palms, CA
Manual Language	English
Course Start Date	10/21/2019
Address	Building 2080, 13th Street McAgcc, Twentynine Palms, CA, 92278, USA
Lead Instructor Phone	951-901-0536
Lead Instructor Email	karen@haverkamprecon.com
Additional Local Fee	\$0

**Important:** To pass the course, technician candidates must participate in a community check up event with families and children. If there is any reason you are unable to meet this requirement, legal or otherwise, do not continue with the registration process. You are ineligible to become a certified passenger safety technician. No refunds will be provided.

**This is a controlled course that requires instructor's approval, No need to email instructor.**



Request Approval

Search Another Course



# Registration Request

Lead Instructor will review your request

CA20190724833 registration cr...      Registration-Request      CMS-SIGNUP-399

Overview 🔗

CMS-SIGNUP-399: CA20190724833 registration created on 09/20/2019

Level	Registration-Request	Level Last Updated	Fri Sep 20 2019
Last Update	<ul style="list-style-type: none"><li>• Last Updated: 9/20/2019 1:20:30 PM</li><li>• Result: Level set to Registration-Request.</li></ul>		

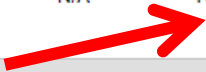
Course Information



# Request Status

Request status is towards the bottom of your profile page


Additional Information							
Special Needs Month		Special Needs Year					
School Bus Month		School Bus Year					
Attributes							
Permission to Post	• Available to Public						
Course Sign Ups/Registrations							
Num	SignupID	Course Num	Score Percent	Hands On	Seat Check	Status	Action
1	CMS-SIGNUP-399	CA20190724833	N/A	N/A	N/A	Registration-Request	<a href="#">Details</a>
Actions							
	<a href="#">▶ Account Details</a>						
	<a href="#">▶ Update Profile</a>						



# Request Approved

When approved,  
request status is  
Reservation.  
Click PAY NOW.

County: Washington		County: Washington					
<b>Additional Information</b>							
Special Needs Month		Special Needs Year					
School Bus Month		School Bus Year					
<b>Attributes</b>							
Permission to Post	• Available to Public						
<b>Course Sign Ups/Registrations</b>							
Num	SignupID	Course Num	Score Percent	Hands On	Seat Check	Status	Action
1	CMS-SIGNUP-399	CA20190724833	N/A	N/A	N/A	Reservation	<a href="#">Pay Now</a>
<b>Actions</b>							
				<a href="#">Account Details</a>			
				<a href="#">Update Profile</a>			



# Select payment type

**SAFETY CERTIFICATION** CERTIFICATION PORTAL

A Program of Safe Kids Worldwide

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[Spanish](#)

**Portal** QC Version

Logged In: Diana Prince

**IN20190531656 registr...** **Reservation** **CMS-SIGNUP-398**

Fee Information

Payment Type

**Menu**


- Diana Prince
- Home
- Account Details

**Action**

- Items
- 1. Show Activity & Historical Tab

**Account**

- Update Profile
- Change Username




Note: E-Voucher and Purchase Order are options if you have an organization affiliation.

**IN20190531656 registr...** **Reservation** **CMS-SIGNUP-398**

Fee Information

Payment Type



# Enter payment

Select Payment Method

**Directions:**

- 1) Select your payment method using the drop-down menu,
- 2) Provide the information in all of the required fields, then
- 3) Click **Submit**.

**Important Note:** For security reasons, this system will not store your payment information.

Select Payment Method\*

Card Number\*

Expiration Date\*  /

Verification Code\*  This is the 3 or 4 digit code at the back of your credit card

Name on the Card\*


Billing Address\*

Billing City\*

Billing State\*

Billing Postal Code\*

Billing Country\*





# Confirmation

## Payment Successful

Your payment is now complete. An email confirmation of your payment had been sent to [wonder@woman.com](mailto:wonder@woman.com). You may also print this page or write down your payment confirmation number for your records: **CMS-PMT-335**.

Item	Date	Description	Amount
1	09/20/2019	Cert Course Registration Fee CMS-SIGNUP-399: CA20190724833 registration created on 09/20/2019	95.00

[Return to My Account](#)



# Receipts: Emailed

A receipt will be emailed.

We have processed the following payment:

**Bill To:**

Diana Prince  
123 Warner Way  
Metropolis, DC 20037

**Payment ID:** CMS-PMT-335

**Amount:** USD 95.00

**Paid On:** Fri Sep 20 2019 1:28:19 pm

**Method:** CC - Visa

**Reference:** CC (Last 4): 1111

The following payments were received:

Item	Date	Description	Amount
1	09/20/2019	Cert Course Registration Fee CMS-SIGNUP-399: CA20190724833 registration created on 09/20/2019	95.00

**Please note:** Credit card payments will appear under the name of Safe Kids Worldwide on your statement.

For further assistance, or if you have any questions, please email us at [CPSCert@safekids.org](mailto:CPSCert@safekids.org) or call us at 1-877-366-8154 for help.


Regards,


CPS Certification Program  
Safe Kids Worldwide  
[cert.safekids.org](http://cert.safekids.org)


# Receipts: Need One

Click on Show Activity  
& Historical Tab


**Menu**

 **Diana Prince**

 Home

 Account Details

**Action**

 Items

1. Register for Course
2. Print Wallet Card
3. Pay Tech Proxy Fee
4. Pay Instructor Candidacy Fee
5. Activity & History



**Portal**

**Welcome Diana Prince**

**Account Overview**

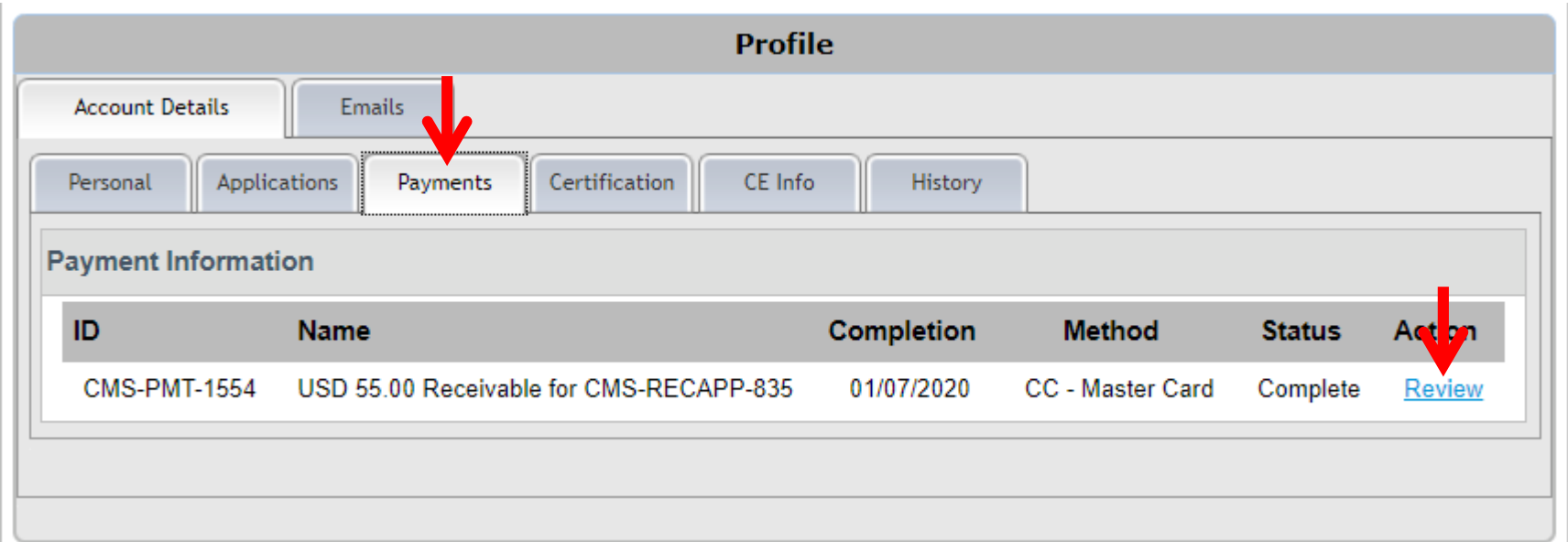
**Profile**

SKID #	771343		
Name	Diana Prince		
Status	Certified Technician		
Affiliated To Org			
2nd Affiliated To Org			
Position Title	Art Restorer		
Company	Metropolitan Museum	Type	Other
SK Coalition	Yes		

**Contact Info**

Primary Email	Dprince@JusticeLeague.org	Post Email	Dprince@JusticeLeague.org
Preferred Phone	202-555-1212	Post Phone	202-555-1212

# Click on Payments tab



The screenshot shows a user profile interface. At the top, there is a 'Profile' header. Below it, there are several tabs: 'Account Details', 'Emails', 'Personal', 'Applications', 'Payments', 'Certification', 'CE Info', and 'History'. The 'Payments' tab is selected and highlighted with a red arrow. Below the tabs, there is a section titled 'Payment Information' containing a table with the following data:

ID	Name	Completion	Method	Status	Action
CMS-PMT-1554	USD 55.00 Receivable for CMS-RECAPP-835	01/07/2020	CC - Master Card	Complete	<a href="#">Review</a>

A red arrow points to the 'Review' link in the 'Action' column of the table.

# Print or Email Receipt

USD 55.00 Receivable for CMS-... Complete CMS-PMT-336

Overview

Print Receipt Email Receipt

CMS-PMT-336: USD 55.00 Receivable for CMS-RECAPP-201

Profile	Diana Prince		
Level	Complete	Level Last Updated	Mon Sep 23 2019
Last Update	<ul style="list-style-type: none"><li>Last Updated: 9/23/2019 12:12:34 PM</li><li>Result: Level set to Complete.</li></ul>		

Payment Items

Item	Date	Description	Amount	Paid By
1	09/23/2019	Technician Recertification Fee CMS-RECAPP-201: CPST Recertification Application for recert cycle ending 2019	55.00	<a href="#">CMS-PMT-336</a>

Payment Summary

ID	Paid On	Payment Amount	Method	Reference
CMS-PMT-336	2019-09-23 12:12 pm	55.00	CC - Visa	CC (Last 4): 1111

# Need help?

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**CPST Certification Program**

**202-875-6330**

**[cpscert@safekids.org](mailto:cpscert@safekids.org)**

