

## NFHS Course Ordering

- Step 1: Go to [www.nfhslearn.com](http://www.nfhslearn.com)
- Step 2: **"Sign In"** to NFHSlearn account or **"Register"** for new account.
- Step 3: Click **"Courses"** and select from the list of courses.
- Step 4: Select your state and click **"Order Course."**
- Step 5: Select **"Myself"** if the course is being completed by you.
- Step 6: Click **"Continue"** and follow the on-screen prompts to finish the checkout process.

## Beginning a NFHS Course

- Step 1: Go to [www.nfhslearn.com](http://www.nfhslearn.com)
- Step 2: **"Sign In"** to NFHSlearn account or **"Register"** for new account.
- Step 3: From your **"Dashboard"** click **"My Course"** and select the **"Active"** tab.
- Step 4: Click **"Begin Course"** on the course you wish to take.  
Your course will launch on the same page on the web browser
- Step 5: Click **"Back to Dashboard"** when ready to exit the course.

## Rules Clinics Instructions

- Step 1: Navigate to the MHSA website at [www.MHSA.org](http://www.MHSA.org)  
/or go to NFHS Course Ordering Instructions
- Step 2: Find **"Rules Clinics"** in the important Links or click **"Clinic Banner"** on home page.
- Step 3: Choose **"Appropriate Clinic"** for your sport to view clinic.
- Step 4: Complete **"MHSA Rules Clinic"** per NFHS "Course **"Instruction."**

Please note there are different clinics for administrators, officials, and coaches. If you are an official who is also a school administrator or coach, please be certain to view the administrator clinic so that you view all appropriate content.

## Add MHSA/NFHS Certificates to Your Dragonfly Account

### Automatic Transfer:

- Step 1: "Log into" your Dragonfly account [www.dragonflymax.com](http://www.dragonflymax.com)
- Step 2: Click on the red **"Get Started"** button under the MOA.
- Step 3: Click on the red **"Start"** button for the NFHS Concussion in Sport Certificate
- Step 4: Click the blue **"Transfer"** the Document button.
- Step 5: Drag or Choose a file to **"Transfer"** your certificate.
- Step 6: Click **"Transfer"** to add your certificate.

### Manual Upload:

- Step 1: Download and save a copy of your certificate to keep on file.
- Step 2: "Print" off a copy or email an attachment of your certificate to your pool leader(s)
- Step 3: "Log into" your Dragonfly account [www.dragonflymax.com](http://www.dragonflymax.com)
- Step 4: Click on the red **"Get Started"** button under the MOA.
- Step 5: Click on the red **"Start"** button for the NFHS Concussion in Sport Certificate
- Step 6: Click the blue **"Upload"** the Document button.
- Step 7: Drag or Choose a file to **"Upload"** your certificate.
- Step 8: Click **"Upload"** to add your certificate.

If you experience difficulties contact:

National High School Federation at [help@nfhslearn.com](mailto:help@nfhslearn.com) or call 317-565-2023.  
Dragonfly Athletics Support call at 1-877-246-1818.