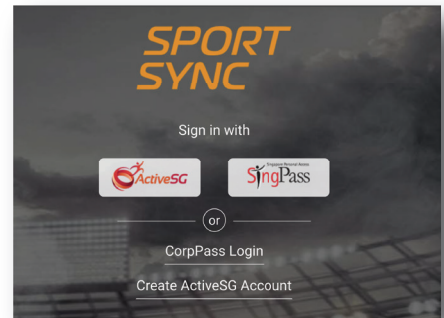


# Updating Standard First Aid and/or CPR + AED

Please click [here](#) for FAQ

## Step 1

Launch Internet Browser app  
(e.g., Chrome / Safari)

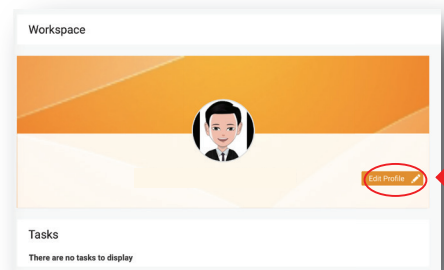


## Step 2

Login on  
[www.sportsync.sg](http://www.sportsync.sg)  
using

- ActiveSG
- SingPass

Once logged in, you will be directed to  
the SportSync homepage



## Step 3

Click on the  
'Edit Profile' icon

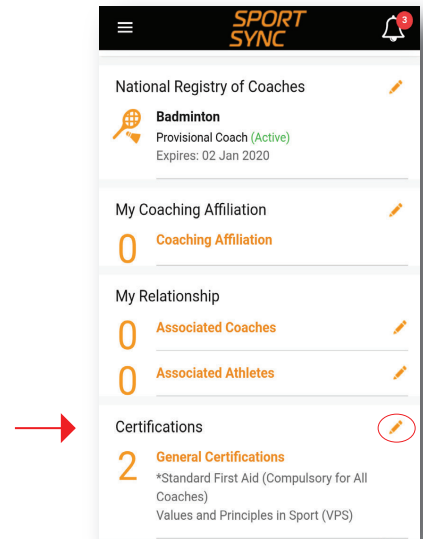


# Updating Standard First Aid and/or CPR + AED

Please click [here](#) for FAQ

## Step 4

Scroll to 'Certifications' section and click the 'pencil' icon

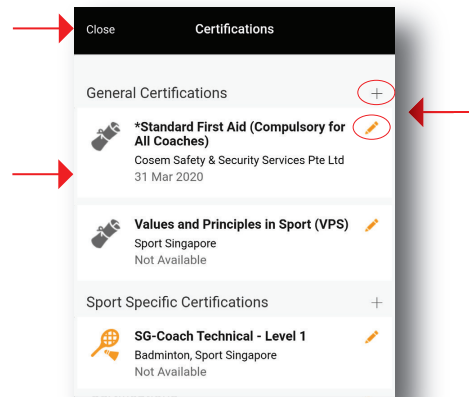


## Step 5

Ensure your certificates are valid (e.g. first aid) and then click 'Close'

Click on the '+' icon to add new certificates

Click on the 'pencil' icon to edit certificates

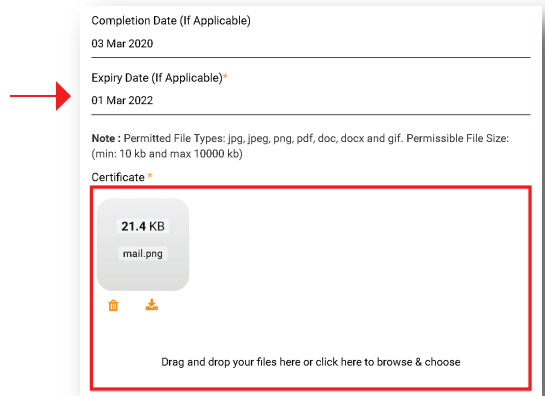


# Updating Standard First Aid and/or CPR + AED

Please click [here](#) for FAQ

## Step 6

Click the box indicated in red to upload your latest Standard First Aid Certificate



Completion Date (If Applicable)  
03 Mar 2020

Expiry Date (If Applicable)\*  
01 Mar 2022

Note : Permitted File Types: jpg, jpeg, png, pdf, doc, docx and gif. Permissible File Size: (min: 10 kb and max 10000 kb)

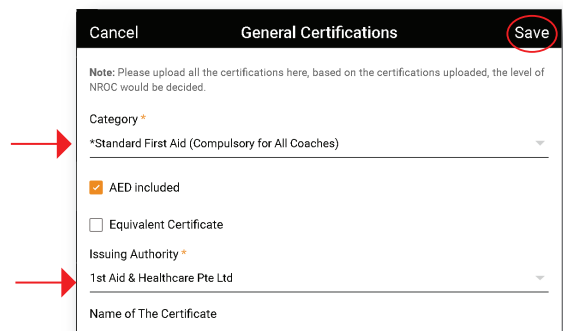
Certificate \*

21.4 KB  
mail.png

Drag and drop your files here or click here to browse & choose

## Step 7

Ensure that all required fields are filled and click 'Save'



Cancel General Certifications Save

Note: Please upload all the certifications here, based on the certifications uploaded, the level of NRCC would be decided.

Category \*  
\*Standard First Aid (Compulsory for All Coaches)

AED included

Equivalent Certificate

Issuing Authority \*  
1st Aid & Healthcare Pte Ltd

Name of The Certificate

