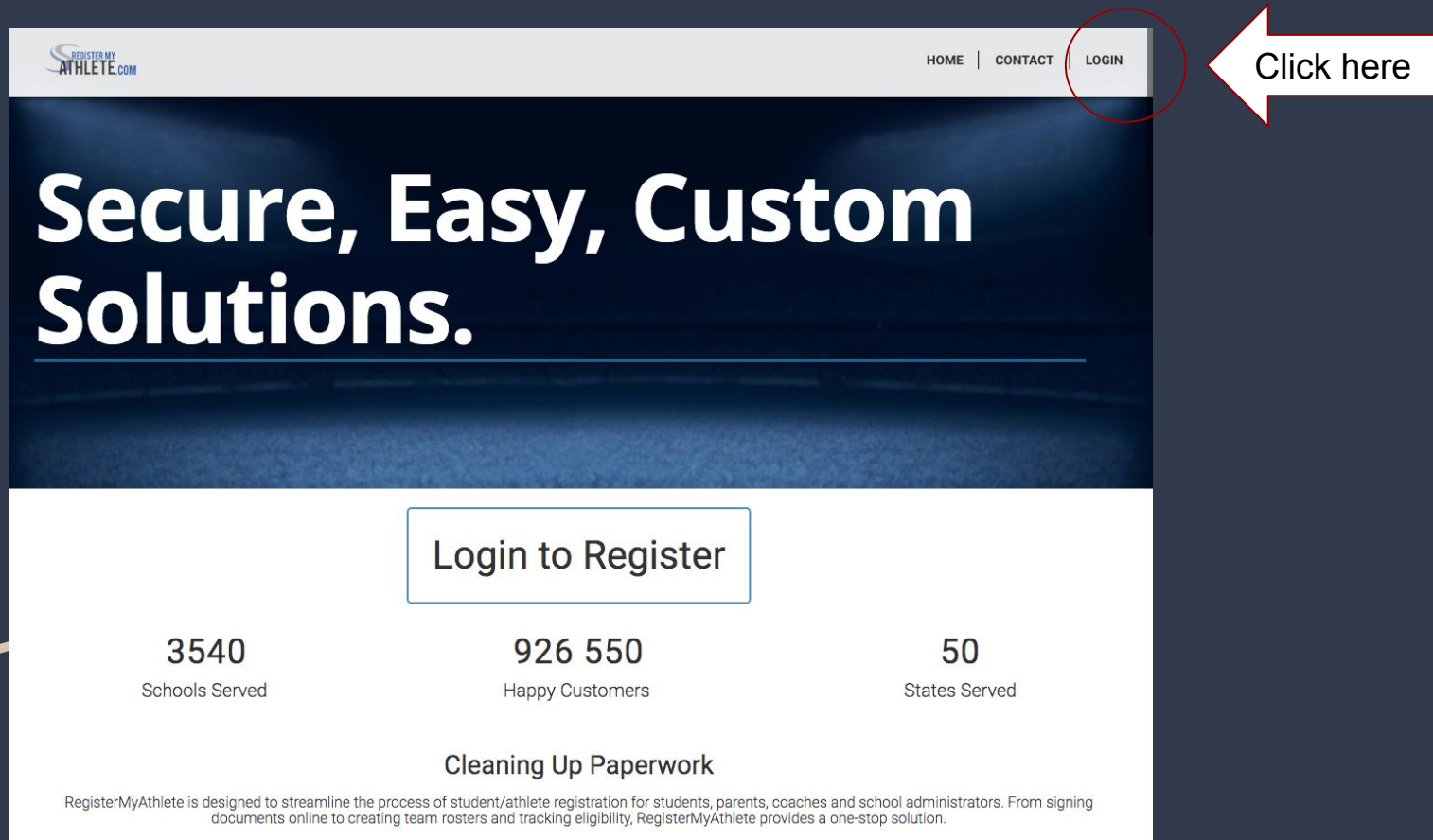


# Parent Training – Register My Athlete Users

Go to [www.registermyathlete.com](http://www.registermyathlete.com) and select Login



The screenshot shows the homepage of RegisterMyAthlete.com. The top navigation bar includes links for HOME, CONTACT, and LOGIN. The LOGIN link is circled in red, and a red arrow points to it with the text "Click here". The main content area features a large blue banner with the text "Secure, Easy, Custom Solutions." Below this, there is a white box with the text "Login to Register". At the bottom, there are three statistics: 3540 Schools Served, 926 550 Happy Customers, and 50 States Served. Below these statistics is the heading "Cleaning Up Paperwork" and a paragraph of text describing the service.

REGISTER MY ATHLETE.COM

HOME | CONTACT | LOGIN

**Secure, Easy, Custom Solutions.**

Login to Register

3540  
Schools Served

926 550  
Happy Customers

50  
States Served

**Cleaning Up Paperwork**

RegisterMyAthlete is designed to streamline the process of student/athlete registration for students, parents, coaches and school administrators. From signing documents online to creating team rosters and tracking eligibility, RegisterMyAthlete provides a one-stop solution.

First time users will enter nothing, just click Create Account. Returning users – enter your user email and password and click Login. NOTE: Returning Users who have forgotten User Email/Password, there are instructions at the end of this document.

The screenshot shows a web form titled "Register My Athlete Login" with the subtitle "Parents. Coaches. Administrators." Below the title are two input fields: "Username or Email" and "Password". To the right of each input field is a link: "Forgot Email?" and "Forgot Password?". Below these fields are two buttons: "Login" and "Create Account". At the bottom of the form is a link: "Athletic Training Check in?".

Two red speech bubble callouts provide instructions:

- A callout pointing to the "Create Account" button says: "If you are new to registermyathlete, DO NOT enter a username or password, just click CREATE AN ACCOUNT".
- A callout pointing to the "Login" button says: "Enter your username and Password and click LOGIN if you have already created an account. Do not create another account! If you need assistance contact support at 435-213-1601".

# First time users – Enter Parent Information

- ❖ The email you use will be your login
- ❖ Remember your password!
- ❖ You will need these each time you login
- ❖ Make sure to mark Parent, then click Submit

If you are a returning user you may be asked to update your information.

Account Creation

Emily \_\_\_\_\_

Steele \_\_\_\_\_

User Name (optional)  
Used for logging in  
emsteele@gmail.com

✓ Confirmed:  
emsteele@gmail.com

✓ Emails match:  
Backup Email (optional) \_\_\_\_\_

✓

✓ Passwords match:  
(435) 230 5639 Cell

Phone 2 (Optional) \_\_\_\_\_ Work

☐ I would like to be able to receive communication via text messages.

Address

1234 Main street \_\_\_\_\_

Street 2 (Optional) \_\_\_\_\_

Logan \_\_\_\_\_ Utah

84341 \_\_\_\_\_ Time Zone

Security Questions

Mother's Maiden Name \_\_\_\_\_  
EDWARD

First Pet's Nick Name \_\_\_\_\_  
oscar

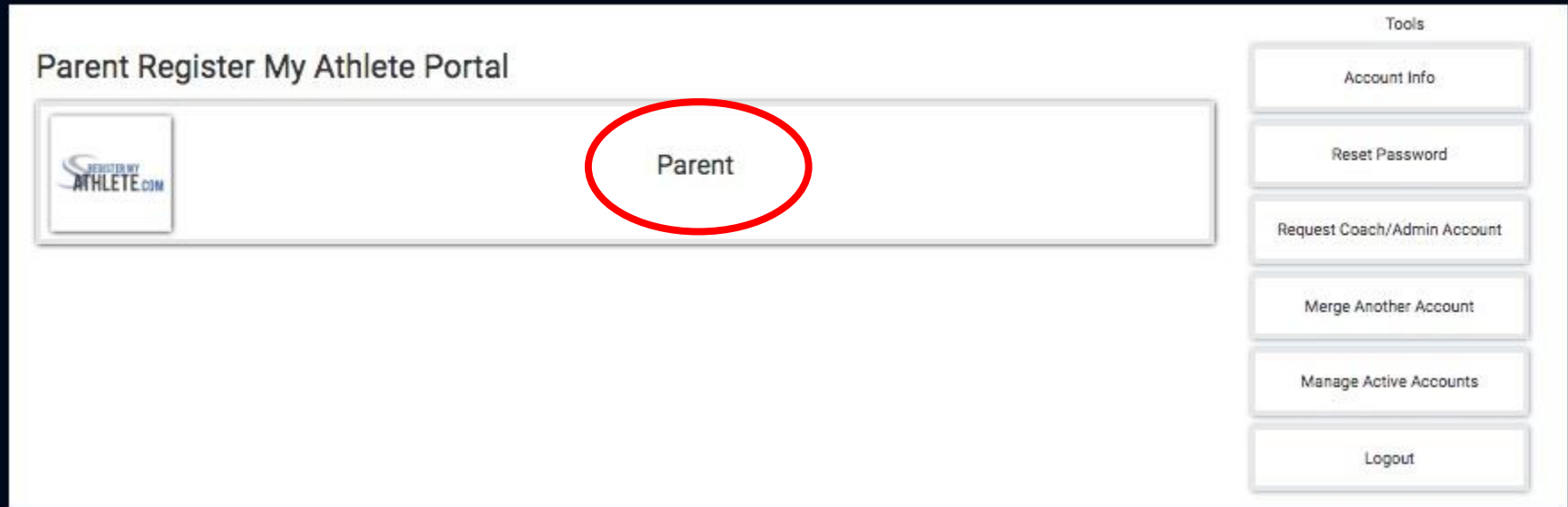
City Where You Were Born \_\_\_\_\_  
BILLINGS

I will be using this software primarily as a(n):  
☒ parent  
☐ coach  
☐ administrator

Create Account

Cancel

# Once you have logged in/Created an account, click on Parent



# Agree to terms, and submit



Athlete Registration



## Terms of Use



Please carefully read these Terms and Conditions of Use. You must respond to the question at the end of this page in order to continue.

\*Show / Hide Terms of Use and Privacy Policy

☐ Show ☒ Hide

Do you agree to abide by these Terms of Use and Privacy Policy?

- ☒ I have read and agree to the Terms of Use and Privacy Policy.  
☐ I DO NOT agree to the Terms of Use or Privacy Policy.

Submit

Agree to Terms and  
click Submit

The first time you login,  
you can learn about the site  
with a quick tutorial, or you  
can choose to not take the  
tutorial.

From this main page you can register your student for a sport, at Start/Complete Registrations

The screenshot shows the 'Register My Athlete' website. The top navigation bar includes 'Accounts', 'Logout', 'Navigation', and 'Need Help?'. The main header features the 'REGISTER MY ATHLETE.COM' logo and the title 'Register My Athlete'. A 'Welcome Demo!' message is displayed. The central content area is divided into three sections: a menu titled 'What would you like to do?' (highlighted with a red circle), an 'Announcements' table, and a 'Parent Toolbox' sidebar.

**What would you like to do?**

- Start/Complete Registrations
- Athlete Information
- Store
- Messages
- Transfers

**Announcements**

School	Date	Announcement
Hug High School	01/05/2021	Good morning Hug Hawks. Although there is still some uncertainty with winter athletics we have star...
Hug High School	12/15/2020	Attention Class of 2021 Seniors: This is a reminder that this year's Hug Scholarships application...
Hug High School	11/19/2020	Reno Family Chiropractic ( across the street from HUG) will do physicals for \$45!
Hug High School	11/18/2020	please get physicals ASAP CVS Minute clinic costs approx \$70 Saint Mary's urgent care \$40 Reno...
Hug High School	11/13/2020	Hello Parents, families and student athletes, if you haven't already done so (and if you need one f...
Hug High School	11/04/2020	Hello Parents and families, Please start getting the register my athlete process done (if you have...

**Parent Toolbox**

These Opportunities are for your information only and the companies listed are not endorsed by or affiliated with your school

**NCSA**  
Next College Student Athlete™

Does your athlete want to compete in college?


**D1SHORTLIST**

College Ready Highlight Films



# To Register for a sport, click Start/Complete Registrations under *What would you like to do?*

Accounts  
Logout  
Navigation  
Need Help?



Athlete Registration

SPORTSLINE SOFTWARE

Register My Athlete

Welcome Demo!

What would you like to do?

- Start/Complete Registrations
- Athlete Information
- Store
- Messages
- Transfers

Announcements

School	Date	Announcement
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Parent Toolbox

These Opportunities are for your information only and the companies listed are not endorsed by or affiliated with your school


**NCSA**  
Next College Student Athlete™


Does your athlete want to compete in college?


**D1SHORTLIST**


College Ready Highlight Films


What would you like to do?

 Start/Complete Registrations


 Athlete Information


 Store


 Messages


 Transfers


# Now you can start a New Registration, Complete a Registration previously started, but not finished, or view a Complete registration.


  
Accounts

  
Logout

  
Navigation

  
Need Help?

  
Athlete Registration



Registration Management

[Back to Home](#)

New Registration

Click Here to Start a New Registration

Click "View/Complete Registration" below to continue working on your registration.

2020-2021


Date Started	Student	School	Sport	Status	Go to Registration
22 Dec 2020	Ethan Hunt	Hug High School	Baseball	Transfer Pending	<a href="#">View/Complete Registration</a>
13 Jan 2021	Ethan Hunt	VNN Test School	Baseball	Not Complete	<a href="#">View/Complete Registration</a>
13 Jan 2021	Ethan Hunt	VNN Test School	Boys Basketball	Ready For Tryouts	<a href="#">View/Complete Registration</a>
23 Dec 2020	Ethan Hunt	Test School	Boys Golf	Not Complete	<a href="#">View/Complete Registration</a>


# Click “Click Here to Start a New Registration” to begin a new registration


The screenshot shows the 'Register My Athlete' website interface. The header includes the 'REGISTER MY ATHLETE.COM' logo, a search bar, and the 'SPORTSLINE SOFTWARE' logo. The main navigation bar is dark blue with the text 'Registration Management' and a shopping cart icon. A sidebar on the left contains links for 'Accounts', 'Logout', 'Navigation', and 'Need Help?'. The main content area features a 'Back to Home' button and a 'New Registration' button, which is circled in red. Below this, a message states: 'Click "View/Complete Registration" below to continue working on your registration.' The section is titled '2020-2021' and contains a table with registration details.


Date Started	Student	School	Sport	Status	Go to Registration
22 Dec 2020	Ethan Hunt	Hug High School	Baseball	Transfer Pending	<a href="#">View/Complete Registration</a>
13 Jan 2021	Ethan Hunt	VNN Test School	Baseball	Not Complete	<a href="#">View/Complete Registration</a>
13 Jan 2021	Ethan Hunt	VNN Test School	Boys Basketball	Ready For Tryouts	<a href="#">View/Complete Registration</a>
23 Dec 2020	Ethan Hunt	Test School	Boys Golf	Not Complete	<a href="#">View/Complete Registration</a>


# Step 1 – Select School


  
Accounts

  
Logout

  
Navigation

  
Need Help?

  
Athlete Registration



Registration Checklist

Back to Home

Go to Started Registrations

☐ Registration Started

☐ Athlete Information

☐ Pre Registration

☐ Special Offers

☐ Registration Checklist

Click on each box to complete the required tasks  
Help us find the requirements for your registration:

☐ Select School  
Not Complete

Registration Summary

Status	Not Complete
Actions	<a href="#">Print Registration Profile</a>
School	-
City	-
Athlete	-
Grade	-
Year	-
Sport	-

Key

<input checked="" type="checkbox"/>	Task is complete
<input type="checkbox"/>	Task in progress
<input type="checkbox"/>	Task to complete

Click here

If you have ever previously chosen a school you can select that school, and if you need to choose a different school, you can do that as well.

The screenshot displays the 'Register My Athlete' website interface. A 'Registration Checklist' modal is open, prompting the user to 'Please select the school where you would like to register'. The modal lists several schools with their respective logos: VNN Test School, AK; UHSAA Test School Bogus, UT; Hug High School Reno, NV; and Ohio Interscholastic Adaptive Sports (School) Wooster, OH. Below the list, there is a section for selecting a state (currently set to 'Utah') and a search bar to 'Search to add a different school...'. A 'Cancel' button is at the bottom of the modal. In the background, the main website navigation is visible, including links for 'Accounts', 'Logout', and 'Need Help?'. A speech bubble points to the school selection options in the modal.

**Registration Checklist**

Please select the school where you would like to register.

- VNN Test School , AK
- UHSAA Test School Bogus, UT
- Hug High School Reno, NV
- Ohio Interscholastic Adaptive Sports (School) Wooster, OH

You may instead select a state and search a new school.

Utah

Search to add a different school...

Cancel

*You can now choose the school you are currently at or choose a different school if you are transferring, etc*

# Step 2 – Select Athlete

Accounts

Logout

Navigation

Need Help?

REGISTER MY ATHLETE.COM

Athlete Registration

Registration Checklist

Back to Home

Go to Started Registrations

☐

Registration Started

☐

Athlete Information

☐

Pre Registration

☐

Special Offers

☐

Registration Checklist

Click on each box to complete the required tasks

Help us find the requirements for your registration:

☒ Not Complete

Select School

☐ Not Complete

Select Athlete

The next step is to select your athlete

Registration Summary

Status

Not Complete

[Print Registration Profile](#)

VNN Test School

City

, AK

Athlete

-

Grade

-

Year

-

Sport

-

Key

☒

Task is complete

☐

Task in progress

☐

Task to complete

# If your athlete is already in the system, select them. Otherwise you will need to add them into the system.

The screenshot displays the 'Register My Athlete' website interface. The main header includes the site logo, 'Athlete Registration', and a 'Registration Checklist' title. A navigation bar below the header contains five items: 'Registration Started', 'Athlete Information', 'Pre Registration', 'Special Offers', and 'Registration Checklist'. The main content area features a checklist of tasks. The first task, 'Select School', is marked as complete with a green box and a checkmark. The second task, 'Select Athlete', is marked as 'Not Complete' with a grey box and an unchecked checkbox. A modal window titled 'Registration Checklist' is open, displaying the text 'Please select the athlete that will be registering' and two radio button options: 'Ethan Hunt' and 'Steve Rogers'. Below these options are three buttons: 'Use Selected Athlete', '-OR-', and 'Add New Athlete'. A 'Cancel' button is at the bottom right of the modal. A red speech bubble points to the modal with the text: 'You can use an athlete you have already added, or add a new athlete.' The bottom right of the page shows a 'Key' section with three items: 'Task is complete' (checked), 'Task in progress' (unchecked), and 'Task to complete' (unchecked).

Accounts

Logout

Navigation

Need Help?

Register My Athlete.com

Athlete Registration

Registration Checklist

Back to Home

Go to Started Registrations

Registration Started

Athlete Information

Pre Registration

Special Offers

Registration Checklist

Click on each box to complete the required tasks

Help us find the requirements for

Registration Summary

☒ Select School

Not Complete

☐ Select Athlete

Not Complete

Registration Checklist

Please select the athlete that will be registering

☐ Ethan Hunt

☐ Steve Rogers

Use Selected Athlete

-OR-

Add New Athlete

Cancel

You can use an athlete you have already added, or add a new athlete.

Key

☒ Task is complete

☐ Task in progress

☐ Task to complete

# Enter athlete information

REGISTER MY ATHLETE.COM  
Athlete Registration

SPORTSLINE

⋮

Add a New Athlete

Cancel

Show Navigation

\*Full Legal Name (first middle last)  
Mary Steele (As found on a legal document such as a birth certificate, passport, etc.)

Suffix  
(None) (Jr., 3rd, etc)

\*Documentation  
Birth Certificate (The document that has the full legal name)

\*Date Of Birth  
04/12/2001 MM/DD/YYYY

\*First Name  
Mary

Middle Name

\*Last Name  
Steele

\*Gender  
Female

\*Address  
1234 Main street

Address 2

\*City  
Logan

\*State  
Utah

\*Zip  
84341

Email

\*Home Phone  
(435) 230-5639


Cell Phone


Receive communication via text messages?  
☐ Yes ☒ No


Show phone on team contact list?  
☒ Yes ☐ No


Please search and select the primary school at which this athlete will play sports.  
Utah

Ridgel

 Northridge High School Layton, UT

 West Ridge Academy West Jordan, UT

 Skyridge High School Lehi, UT


 Ridgeline High School Milville, UT


This is where you will enter in all of your athlete's information. You only have to do this once!


My athlete's information up-to-date. If any information changes I will update it within 2 weeks.





# Step 3 – Select Year/Sport


  
Accounts

  
Logout

  
Navigation

  
Need Help?

  
Athlete Registration



Registration Checklist

[Back to Home](#) [Go to Started Registrations](#)

☐ Registration Started

☐ Athlete Information

☐ Pre Registration

☐ Special Offers

☐ Registration Checklist

Click on each box to complete the required tasks  
Help us find the requirements for your registration:

☒ Select School  
Not Complete

☒ Select Athlete  
Not Complete

☐ Select Year/Sport  
Not Complete

Click here

Registration Summary

Status	Not Complete
Actions	<a href="#">Print Registration Profile</a>
School	VNN Test School
City	, AK
Athlete	Ethan Hunt
Grade	-
Year	-
Sport	-

Key

☒ Task is complete

☐ Task in progress

☐ Task to complete

# Make sure to choose the correct year! This cannot be changed!

Accounts

Logout

Navigation

Need Help?

VNN Test School

Sport Selection

SPORTSLINE SOFTWARE

≡

🛒

Back

Sport Selection

What academic year will you be registering for?

✓ -Select-

2020-2021

Make sure to select the correct year

# Choose the sport



Accounts



Logout



Navigation



Need Help?

VNN Test School

## Sport Selection



Back

Why is my sport not showing?

### Sport Selection

What academic year will you be registering for?

2020-2021 (Grade: 11)

Please select the sport(s) that you would like to register for during the selected academic year.

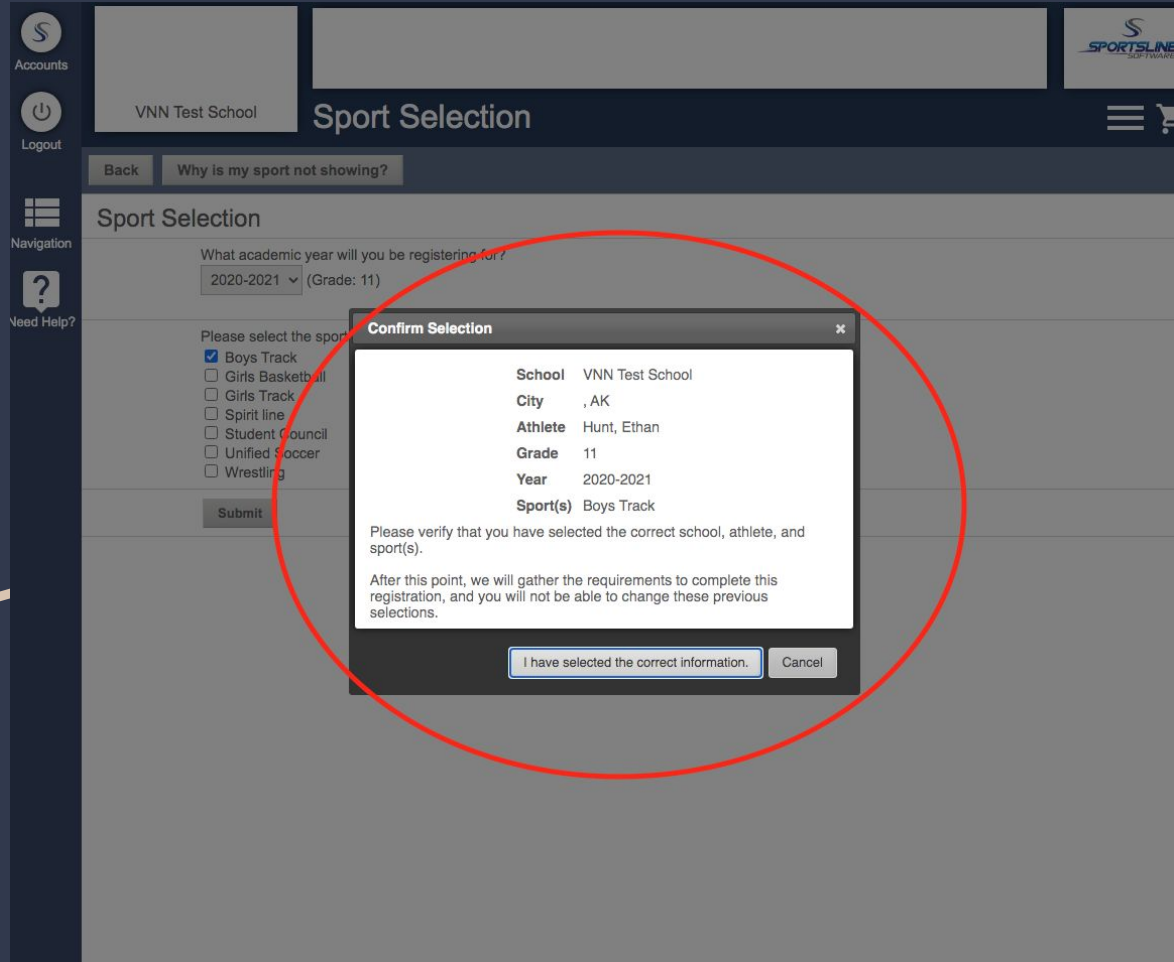
- ☐ Boys Track
- ☐ Girls Basketball
- ☐ Girls Track
- ☐ Spirit line
- ☐ Student Council
- ☐ Unified Soccer
- ☐ Wrestling

Submit

If the grade is wrong, you can change that on the athlete profile by clicking navigation, athlete's name, and then edit the Athlete profile

Select the sport. If you do not see your sport contact Support or your school.

# Confirm your Registration



The screenshot displays a web application interface for 'VNN Test School'. The main heading is 'Sport Selection'. A sidebar on the left contains links for 'Accounts', 'Logout', 'Navigation', and 'Need Help?'. The main content area shows a form for selecting a sport. A modal dialog titled 'Confirm Selection' is open, displaying the selected information and a warning that selections cannot be changed after this point. The modal is highlighted with a red circle.

**Sport Selection**

What academic year will you be registering for?  
2020-2021 (Grade: 11)

Please select the sport(s) you wish to register for:

- ☒ Boys Track
- ☐ Girls Basketball
- ☐ Girls Track
- ☐ Spirit line
- ☐ Student Council
- ☐ Unified Soccer
- ☐ Wrestling

**Confirm Selection**

**School** VNN Test School  
**City** , AK  
**Athlete** Hunt, Ethan  
**Grade** 11  
**Year** 2020-2021  
**Sport(s)** Boys Track

Please verify that you have selected the correct school, athlete, and sport(s).

After this point, we will gather the requirements to complete this registration, and you will not be able to change these previous selections.

# Step 4 – Guardian information

- ❖ Your first registration you will need to enter in all the information
- ❖ It will auto fill for you to check each registration after that

Accounts

Logout

Navigation

Need Help?

VNN Test School

Registration Checklist

Back to HomeGo to Started Registrations

Registration Started

Athlete Information

Pre Registration

Special Offers

Registration Checklist

Click on each box to complete the required tasks  
Add/Update information about your athlete:

Complete

Update Athlete Info

Not Complete

Update Guardian Info

Not Complete

Update Insurance

Not Complete

Update Medical Info

Registration Summary

Status

Not Complete

Actions

Print Registration Profile

School

VNN Test School

City

, AK

Athlete

Hunt, Ethan

Grade

11

Year

2020-2021

Sport

Boys Track

Key

Task is complete

Task in progress

Task to complete

Accounts

Logout

Navigation

Need Help?

VNN Test School

Guardian Info

Back

Please verify/update your guardian information

Guardian 1

\*First Name

Tom

Middle Initial

\*Last Name

Hunt

\*Address

Center

\*City

Logan

\*State

Utah

\*Zip

12345

\*Day Phone

(123) 456-7890

Night Phone

\*Email

demo@msa.com

\*This guardian is the student's:

Father

Mother

Legal Guardian

Show guardian(s) phone on team contact list

Yes

No

Guardian 2

First Name

Abigail

Middle Initial

Last Name

Cruise

Address

Center St.

City

Logan

State

Utah

Zip

12345

Day Phone

(123) 456-7890

Night Phone

Email

missionimpossible@Hunt.com

This guardian is the student's:

Father

Mother

Legal Guardian

Emergency Contact (\*must be different than the guardian)

\*Name

Bert

\*Relationship to Athlete

Best Friend

\*Day Phone

(567) 891-2340

Night Phone

Save

# Step 5 – Insurance Information

- ❖ Your first registration you will need to enter in all the information
- ❖ It will auto fill for you to check each registration after that

Accounts

VNN Test School

Logout

Navigation

Need Help?

Registration Checklist

Back to Home

Go to Started Registrations

☒ Registration Started

☐ Athlete Information

☐ Pre Registration

☐ Special Offers

☐ Registration Checklist

Click on each box to complete the required tasks

Add/Update information about your athlete:

☒ Update Athlete Info

☒ Update Guardian Info

☐ Update Insurance

☐ Update Medical Info

Registration Summary

Status

Not Complete

Actions

[Print Registration Profile](#)

School

VNN Test School

City

, AK

Athlete

Hunt, Ethan

Grade

11

Year

2020-2021

Sport

Boys Track

Key

☒ Task is complete

☐ Task in progress

☐ Task to complete

Accounts

VNN Test School

Logout

Navigation

Need Help?

Ethan's Insurance Info

Cancel

Help

Primary Insurance

\*Holder's First Name

Tim

\*Holder's Last Name

Hunt

\*Holder's Employer

BMF

\*Employer's Phone

(887) 652-3410

\*Insurance Company

Cruise Foundation

\*Insurance Group Number

428789

Insurance Member Number

125478

Insurance Policy Number

963458

Insurance Effective Date

10/05/2012

Secondary Insurance

Holder's First Name

Holder's Last Name

Holder's Employer

Employer's Phone

Insurance Company

Insurance Group Number

Insurance Member Number

Insurance Policy Number

Hospital

Hospital Preference

Hotel Room

\*Verify Insurance

☐ I verify this athlete is covered by this insurance and I confirm the information provided is correct and valid.

Save

# Step 6 – Medical Information

- ❖ Your first registration you will need to enter in all the information
- ❖ It will auto fill for you to check each registration after that

VNN Test School

## Registration Checklist

Back to Home Go to Started Registrations

Registration Started Athlete Information Pre Registration Special Offers Registration Checklist

Click on each box to complete the required tasks  
Add/Update information about your athlete:

- ☒ Update Athlete Info
- ☒ Update Guardian Info
- ☒ Update Insurance
- ☐ Update Medical Info

### Registration Summary

Status	Not Complete
Actions	<a href="#">Print Registration Profile</a>
School	VNN Test School
City	, AK
Athlete	Hunt, Ethan
Grade	11
Year	2020-2021
Sport	Boys Track

### Key

- ☒ Task is complete
- ☐ Task in progress
- ☐ Task to complete

VNN Test School

## Medical Information for Ethan

Back View Past Conditions

### Doctor's Information

Doctor's Name

Doctor's Phone

### Do any of the following apply to Ethan?

Allergies ☒ Yes ☐ No Please Explain:

Asthma ☐ Yes ☒ No

Carry an Epi-pen ☒ Yes ☐ No

Diabetes ☐ Yes ☒ No

Epilepsy ☐ Yes ☒ No

Head/Neck or Back Injuries ☐ Yes ☒ No

Hearing Loss ☐ Yes ☒ No

Heart Condition ☐ Yes ☒ No

Inhaler ☐ Yes ☒ No

Kidney Condition ☐ Yes ☒ No

Medical Conditions/Injuries ☐ Yes ☒ No

Other Significant Injuries ☐ Yes ☒ No

Previous Concussions ☐ Yes ☒ No

Previous Heat Related Problems ☐ Yes ☒ No

Previous Medical Conditions ☐ Yes ☒ No

Previous Significant Injuries ☐ Yes ☒ No

Severe Headaches ☐ Yes ☒ No

Sickle Cell Anemia ☐ Yes ☒ No

Sickle Cell Trait ☐ Yes ☒ No

Take OTC/Prescription Medication ☐ Yes ☒ No

Vision Loss ☐ Yes ☒ No

Other Medical Concerns

Save

Step 7 - Schools that use a transfer system of any kind will have a questionnaire to fill out, if not you will not have this step. If you are a Transfer student, you will be directed to steps to complete the transfer process before you can proceed with your registration

The screenshot shows the 'Registration Checklist' page for 'VNN Test School'. The interface includes a sidebar with navigation links (Accounts, Logout, Navigation, Read Help?), a top header with the school name and a 'Registration Checklist' title, and a main content area. The main area features a progress bar with five steps: 'Registration Started' (checked), 'Athlete Information' (checked), 'Pre Registration' (unchecked), 'Special Offers' (unchecked), and 'Registration Checklist' (unchecked). Below the progress bar, there is a section for 'Pre-Registration Requirements' with a 'School Questionnaire' box marked 'Not Complete'. To the right, a 'Registration Summary' table displays user information, and a 'Key' section explains the status icons.

**Registration Checklist**

Back to Home Go to Started Registrations

Registration Started ☒ Athlete Information ☒ Pre Registration ☐ Special Offers ☐ Registration Checklist ☐

Click on each box to complete the required tasks

Pre-Registration Requirements:

☐ Not Complete School Questionnaire

**Registration Summary**

Status	Not Complete
Actions	<a href="#">Print Registration Profile</a>
School	VNN Test School
City	, AK
Athlete	Hunt, Ethan
Grade	11
Year	2020-2021
Sport	Boys Track

**Key**

- ☒ Task is complete
- ☐ Task in progress
- ☐ Task to complete



# Step 8 – Additional Opportunities gives athletes and parents a chance to sign up for other services

Accounts

Logout

Navigation

Need Help?

VNN Test School

Registration Checklist

Back to Home

Go to Started Registrations

☒ Registration Started

☒ Athlete Information

☒ Pre Registration

☐ Special Offers

☐ Registration Checklist

Click on each box to complete the required tasks

Special Offers:

☐ Additional Opportunities

Not Complete

Registration Summary

Status

Not Complete

Actions

[Print Registration Profile](#)

School

VNN Test School

City

, AK

Athlete

Hunt, Ethan

Grade

11

Year

2020-2021

Sport

Boys Track

Key

☒ Task is complete

☐ Task in progress

☐ Task to complete

Accounts

Logout

Navigation

Need Help?

VNN Test School

Back

These Additional Opportunities are for your information only and the companies listed are not affiliated with

Ethan wants to compete in college and receive a FREE recruiting profile.

☐ Yes ☐ No

Continue

# Step 9 – Registration Checklist

Accounts

Logout

Navigation

Need Help?

VNN Test School

Registration Checklist

SPORTSLINE

Back to Home

Go to Started Registrations

☒Registration Started

☒Athlete Information

☒Pre Registration

☐Registration Checklist

Click on each box to complete the required tasks

Registration Checklist:

☐Not Complete

Electronic Documents

5

☐Not Complete

Physical Documents

5

☐Not Complete

School Fees

2

Registration Summary

Status

Not Complete

Actions

[Print Registration Profile](#)

School

Test School

City

Bogus, UT

Athlete

Hunt, Ethan

Grade

10

Year

2020-2021

Sport

Boys Golf

Key

☒Task is complete

☒Task in progress

☐Task to complete

# If your school has electronic documents, you will need to read the documents and agree to them.

Test School Electronic Documents

Back to Checklist

Electronic Documents Final E-Signature Physical Documents School Fees

Please click on each section and complete each step.  
(All changes are automatically saved.)

Concussion Form

Steps	Action	Status
1. Please click "Read" and read this document.	<b>Read</b>	Not Complete
2. Please respond to the following: (The questions will become available after the document is read.)		Not Complete

(All changes are automatically saved.)

- > medical release Not Complete
- > Register Not Complete
- > Student Handbook Not Complete
- > Test Doc 1 Not Complete

Back to Checklist Previous Next Step

Test School Electronic Documents

Back to Checklist Cancel I have read the document

Parent/Guardian's Signature

I, \_\_\_\_\_, acknowledge that I am the parent or guardian of the student named \_\_\_\_\_, who has been notified of the District's policies regarding student athletes' participation in school athletics leagues or sports, and that I have read and understood the information provided in the document. I understand that participation in school athletics leagues or sports is dangerous, and I agree to release the District, its employees, agents, and trustees, from any liability or damages that may result or incur as a result of participation in such school athletics leagues or sports.

Signature \_\_\_\_\_ Date \_\_\_\_\_

NOTE: Both signature lines must be filled in and this form must be provided to the District prior to the student athlete participating in any school athletics leagues or sports.

Next Step

Test School Electronic Documents

Back to Checklist

Electronic Documents Final E-Signature Physical Documents School Fees

Please click on each section and complete each step.  
(All changes are automatically saved.)

Concussion Form

Steps	Action	Status
1. Please click "Read" and read this document.	<b>Read</b>	Complete
2. Please respond to the following: Please check that you agree to this document: <input type="radio"/> I agree What is your favorite color? <input type="radio"/> red <input type="radio"/> yellow <input type="radio"/> blue		Not Complete

Submit

(All changes are automatically saved.)

1.

2.

3.

After reading and agreeing to documents and answering any document questions, the parent and athlete will need to e-sign. Click submit when done.

Test School

## Final E-Signature

[Back to Checklist](#)

Electronic Documents ☒ Final E-Signature ☐ Physical Documents ☐ School Fees ☐

Please click on each section and complete each step.  
(All changes are automatically saved.)

Final E-Signature Not Complete

Steps	Action	Status
<b>Please respond to the following:</b>		
<div><p>Final E-sign Legal Guardian Agreement</p><p><input type="checkbox"/> I am the parent or legal guardian of this athlete, and I fully accept and agree to the terms of participation as outlined in the registration documents and corresponding questions.</p><p>The parent/legal guardian will please e-sign to this agreement.</p><p><b>Legal Guardian E-Sign</b> Please E-Sign by typing your name exactly as it appears here: Tom Hunt</p><p>Tom Hunt <input type="button" value="E-Sign"/></p></div>		Not Complete
<div><p>Final E-sign Student Agreement</p><p><input type="checkbox"/> As an athlete, I fully accept and agree to the terms of participation as outlined in the registration documents.</p><p>The student will please e-sign to this agreement.</p><p><b>Student E-Sign</b> Please E-Sign by typing your name exactly as it appears here: Ethan Hunt</p><p>Ethan Hunt <input type="button" value="E-Sign"/></p></div>		

(All changes are automatically saved.)

[Back to Checklist](#) [Previous](#) [Next Step](#)

# If your school uses uploaded physicals, report cards, etc., you will upload them here.

- ❖ All pages must be in one file
- ❖ File must be a PDF or JPEG
- ❖ You can take pics and login with your phone - you MUST use the google chrome app on a mobile device - and add the documents that way as well

Accounts  
Logout  
Navigation  
Need Help?

Test School

Physical Documents

Back to Checklist

Electronic Documents ☒ Final E-Signature ☒ Physical Documents ☐ School Fees ☐

Please click on each section and complete each step.  
(All changes are automatically saved.)

> Test Doc 1	Not Complete
> Test New Requirement	Not Complete
> Test new requirements	Not Complete
▼ Test Start Now11	Not Complete

Please submit to AD in room 124

Steps	Action	Status
1. Download/print this form	<a href="#">Download</a>	Not Complete
2. Complete and upload the form	<a href="#">Upload Complete Form</a>	Not Complete
3. School administrator verifies the upload (All changes are automatically saved.)	Wait for admin verification	Not Complete

> Test Start Now22

Not Complete

Back to Checklist Previous Next Step

# School must approve all uploads

- ❖ Physical will say Pending Verification until a school Admin approves it
- ❖ Registration will say Not Complete until the Admin approves physicals and other uploads

Accounts

Logout

Navigation

Need Help?

Test School Physical Documents

Back to Checklist

Electronic Documents

Final E-Signature

Physical Documents

School Fees

Please click on each section and complete each step.  
(All changes are automatically saved.)

> Test Doc 1

In Progress

> Test New Requirement

In Progress

> Test new requirements

In Progress

> Test Start Now11

In Progress


Please submit to AD in room 124


Uploaded Documents	Status	Dates
<a href="#">View Upload</a>	Pending Approval	Upload Date: 22 Jan 21


Steps	Action	Status
1. Download/print this form	<a href="#">Download</a>	Complete
2. Complete and upload the form	<a href="#">Replace Uploaded Form</a>	Complete
3. School administrator verifies the upload	Wait for admin verification	Pending Approval


(All changes are automatically saved.)

# After the school admin approves all uploads, you are Complete for Tryouts!

  
Accounts


  
Logout



  
Navigation

  
Need Help?

VNN Test School

Physical Documents





[Back to Checklist](#)

☒ Electronic Documents

☒ Custom Questions

☒ Final E-Signature

☒ Physical Documents

☐ School Fees

Please click on each section and complete each step.  
(All changes are automatically saved.)

Physical Form

Complete

Uploaded Documents	Status	Dates
<a href="#">View Upload</a>	Approved	Upload Date: 13 Jan 21 Approval Date: 13 Jan 21 Issue Date: 13 Jan 21 Expiration Date: 13 Jan 22

This upload is complete. [Upload A New Document](#)

(All changes are automatically saved.)

[Back to Checklist](#)[Previous](#)[Next Step](#)

# If your school requires fees you'll need to pay those. Fees are not required to pay before tryouts.

Accounts

Logout

Navigation

Need Help?

Test School

School Fees

SPORTSLINE

Back to Checklist

☒ Electronic Documents

☒ Final E-Signature

☐ Physical Documents

☐ School Fees

Please click on each section and complete each step.  
(All changes are automatically saved.)

School Fees **Not Required Before Tryouts**

Not Complete

Click "Add to Cart" for each fee you would like to pay at this time.

Then, click "Proceed to Checkout" to pay the selected fees.

If you are planning on purchasing any items at your [school store](#), you may want to add those items to your cart as well before checking out.

55

Fee Name	Amount	Status	Add to Cart
Fee 1 Test	\$10.00	Not Complete	Add to Cart
Registration Fee For Boys Golf	\$10.00	Not Complete	Add to Cart

Some Items Selected Just For You	Amount	Image	Add to Cart
Team Logo Sticker	10.00	N/A	Add to Cart
test item 123	2345.67	N/A	Add to Cart
test 4567	34.45	N/A	Add to Cart
School Hat	50.00	N/A	Add to Cart
General Item	30.00	N/A	Add to Cart

View More Items In the store:

Proceed to Checkout

View Store

Back to Checklist

Previous

Next Step



# If you ever need to make changes to your athlete's profile due to...

- ❖ Incorrect name or grade in school
- ❖ Incorrect graduation year
- ❖ Guardian, Insurance, or Medical information
- ❖ Emergency Contact information

1. Click Athlete Information
2. Click on your athlete's name

The screenshot shows the 'Register My Athlete' website. On the left sidebar, the 'Athlete Information' link is highlighted with a red box. A red speech bubble with the text 'Click here' points to this link. The main content area displays a table of announcements for Hug High School.

	Date	Announcement
Start/Complete Registrations	01/05/2021	Good morning Hug Hawks. Although there is still some uncertainty with winter athletics we have star...
Athlete Information	Hug High School 12/15/2020	Attention Class of 2021 Seniors: This is a reminder that this year's Hug Scholarships application...
Store	Hug High School 11/19/2020	Reno Family Chiropractic ( across the street from HUG) will do physicals for \$45!
Messages	Hug High School 11/18/2020	please get physicals ASAP CVS Minute clinic costs approx \$70 Saint Mary's urgent care \$40 Reno...
Transfers	Hug High School 11/13/2020	Hello Parents, families and student athletes, If you haven't already done so (and if you need one f...
	Hug High School 11/04/2020	Hello Parents and families, Please start getting the register my athlete process done (if you have...

# Athlete Profile Page

Here you can:

- ❖ View current registrations
- ❖ View and edit Athlete info

The screenshot shows the 'Athlete Management' section of the Sportsline website. On the left sidebar, there are links for 'Accounts', 'Logout', 'Navigation', and 'Need Help?'. The main content area has a 'Back to Home' button and a 'New Athlete' button. Below these, there is a large button that says 'Click Here to Create a New Athlete'. Further down, a text prompt says 'Click an athlete's name to view their profile'. Below this prompt are two athlete cards. The first card is for 'Ethan Hunt' and the second is for 'Steve Rogers'. Both cards have a 'School(s)' section listing 'VNN Test School', 'Ohio Interscholastic Adaptive Sports (School)', 'Hug High School', and 'Test School'. A red circle highlights the 'Ethan Hunt' card, and a red speech bubble points to it with the text 'Select your athlete'.

**Athlete Management**

Back to Home

New Athlete

Click Here to Create a New Athlete

Click an athlete's name to view their profile

**Ethan Hunt**

**School(s)**

VNN Test School  
Ohio Interscholastic Adaptive Sports (School)  
Hug High School  
Test School

**Steve Rogers**

**School(s)**

VNN Test School  
Test School

Select your athlete

The screenshot shows the 'Ethan Hunt's Profile' page. The top navigation bar includes 'Accounts', 'Logout', 'Navigation', and 'Need Help?'. The main content area has a 'Back to Home' button and a 'New Registration' button. Below these, there is a note that says 'Note that this information is unique to the school where you are registering.' The main content area is divided into two sections: 'Registrations' and 'Teams'. The 'Registrations' section shows a table with columns for 'Baseball' and 'Transfer Pending'. The 'Teams' section shows a table with columns for '2020-2021' and '2020-2021'. Below these sections is an 'Athlete Options' section with buttons for 'Fees Paid', 'Eligibility', 'View Documents Signed', and 'Injury Reports'. At the bottom is an 'Athlete Profile' section with a 'Show All' button and a list of profile sections: 'User Information', 'Athlete Summary', 'Medical Information', 'Primary Insurance', 'Secondary Insurance', 'Guardian 1', 'Guardian 2', and 'Emergency Contact'.

**Ethan Hunt's Profile**

Back to Home New Registration Note that this information is unique to the school where you are registering.

Select a row to view a registration or team.

**Registrations** 2020-2021 **Teams** 2020-2021

Baseball Transfer Pending Ethan is on no teams for the 2020-2021 year.

**Athlete Options**

**Fees Paid** View a summary of fees paid for registrations

**Eligibility** View this athletes current academic eligibility.

**View Documents Signed** Summary of the e-signatures given for this athlete.

**Injury Reports** View reported injuries for this athlete.

**Athlete Profile**

Click on a subject to view/edit it Show All

**User Information**

**Athlete Summary**

**Medical Information**

**Primary Insurance**

**Secondary Insurance**

**Guardian 1**

**Guardian 2**

**Emergency Contact**

The Athlete Summary is where you edit athlete info. Click on any of the other gray bars to edit guardian, insurance, medical, or emergency contact info. Click “Click Here to Edit” to change information

The screenshot shows the SportsLine website interface for Ethan Hunt's profile. The left sidebar contains navigation links: Accounts, Logout, Navigation, and Need Help?. The top header includes the Hug High School logo and the title 'Ethan Hunt's Profile'. Below the header, there are buttons for 'Back to Home' and 'New Registration', along with a note: 'Note that this information is unique to the school where you are registering.' The main content area is divided into several sections: 'Select a row to view a registration or team.' with tabs for 'Registrations' and 'Teams' (both set to 2020-2021); 'Athlete Options' with links for 'Fees Paid', 'Eligibility', 'View Documents Signed', and 'Injury Reports'; 'Athlete Profile' with a 'Show All' button; and 'User Information' with a highlighted 'Athlete Summary' section. The 'Athlete Summary' section contains a table of personal information for Ethan Hunt, with a 'Click Here to Edit (Last Updated 12/22/2020)' link above it. A red callout bubble points to this link with the text 'Click here to update information'.

Athlete Summary	
Full Legal Name	Ethan Hunt
Documentation	Birth Certificate
Physical Address	Center St.
Email	
Cell Phone	(098) 765-4321
Home Phone	(123) 456-7890
Gender	Male
Date Of Birth	10/01/2003
Grade	
Graduation Year	
Student ID	
Show phone on contact list	No
Admin Notes	

Returning Users: If you have forgotten your User Email, Click Forgot Email? Enter your first and last name and phone number, then answer the Security questions to get your User Email. If you still need assistance, email [support@registermyathlete.com](mailto:support@registermyathlete.com) with the name of your athlete and the school they attend and ask for assistance with your user email.

## Register My Athlete

Parents. Coaches. Administrators.

Username or Email

Password

Login

Trouble Logging In?

Create Account

Athletic Training Check in?

Click here

## Account Recovery

Forgot Email?

Email Recovery

Forgot Password?

Password Reset

Not sure where to start?

Start Account Recovery

Back To Login

## Account Recover Recovery

Let's try to look up your account details.

First Name

First Name

Last Name

Last Name

Phone

Phone Number

Lookup Account

Cancel

If you have forgotten your Password, Click Forgot Password, use your email or phone number. If you use your phone number you will get a code texted to you to help you get logged in. If you still need assistance, email [support@registermyathlete.com](mailto:support@registermyathlete.com) with the name of your athlete and the school they attend and ask for assistance with your user password.

## Register My Athlete

Parents. Coaches. Administrators.

Username or Email

Password

Click here

Login

Trouble Logging In?

Create Account

[Athletic Training Check in?](#)

## Account Recovery

Forgot Email?

Email Recovery

Forgot Password?

Password Reset

Not sure where to start?

Start Account Recovery

Back To Login

## Password Recovery

To receive a password recovery link, please provide the account **email** or **cell phone** number. You can also try our [Account Recovery](#) module.

Account Email

-OR-

Cell Phone

Cell Carrier

Send Recovery Link

Your school administrator also can reset your password.

Cancel