

# Parent Training

## Register My Athlete Users



After logging in, click on your “Parent” button.

Parent Register My Athlete Portal

 **Parent**  
(Click here to register for sports.)

Tools

- Account Info
- Account Credentials
- Reset Password
- Request Coach/Admin Account
- Merge Another Account
- Manage Active Accounts
- Logout

Click on “Start/Complete Registration”

The screenshot shows the 'Register My Athlete' website interface. The top navigation bar includes the 'REGISTER MY ATHLETE.COM' logo, the text 'Athlete Registration', and the title 'Register My Athlete'. The Sportsline logo is in the top right corner. A vertical sidebar on the left contains icons for 'Accounts', 'Logout', 'Navigation', and 'Need Help?'. The main content area is titled 'Welcome Test!' and features a 'What would you like to do?' menu with the following items: 'Start/Complete Registrations' (circled in red), 'Athlete Information', 'Store', 'Messages', and 'Transfers'. To the right of this menu is an 'Announcements' section with a table header containing 'School', 'Date', and 'Announcement'. The table body contains the text 'You have no recent announcements.' and a 'View All' button.

Accounts

Logout

Navigation

Need Help?

REGISTER MY ATHLETE.COM

Athlete Registration

Register My Athlete

SPORTSLINE

Welcome Test!

What would you like to do?

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

Announcements

School	Date	Announcement
You have no recent announcements.		

View All

Click on “Click Here to Start a New Registration”

The screenshot shows a web application interface for "Registration Management". The top navigation bar is dark blue and contains the "REGISTER MY ATHLETE.COM" logo on the left, the "SPORTSLINE" logo on the right, and a hamburger menu icon. Below the navigation bar, there is a "Back to Home" button. The main content area features a "New Registration" button, which is highlighted with a red circle. Below this button is a text link that reads "Click Here to Start a New Registration". The left sidebar contains icons for "Accounts", "Logout", "Navigation", and "Need Help?".

The first step of starting your registration is selecting your athlete's school where they will be registering for sports.

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:

- Select School

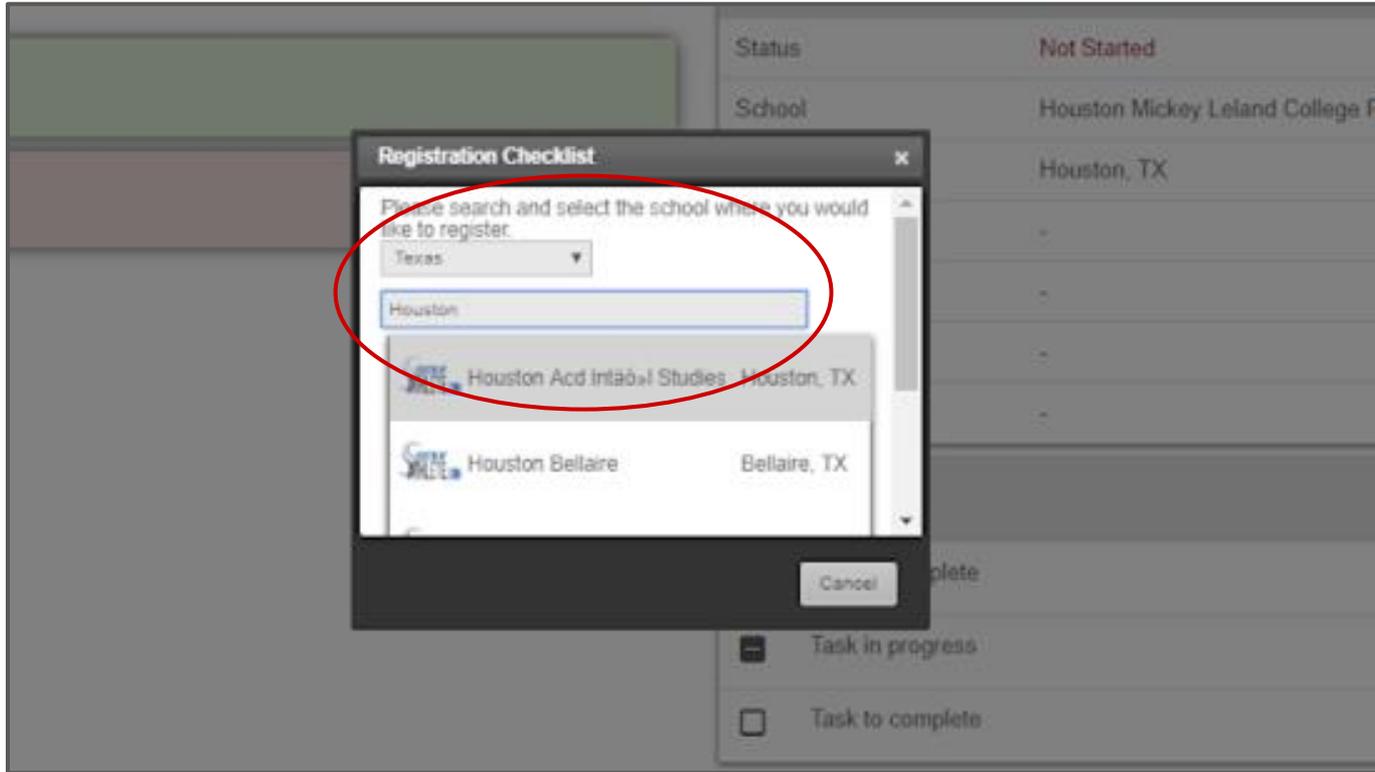
### Registration Summary

Status	Not Started
School	-
City	-
Athlete	-
Grade	-
Year	-
Sport	-

### Key

- Task is complete
- Task in progress
- Task to complete

Select your State. In the search bar below, begin typing the name of your school. Click on correct school.



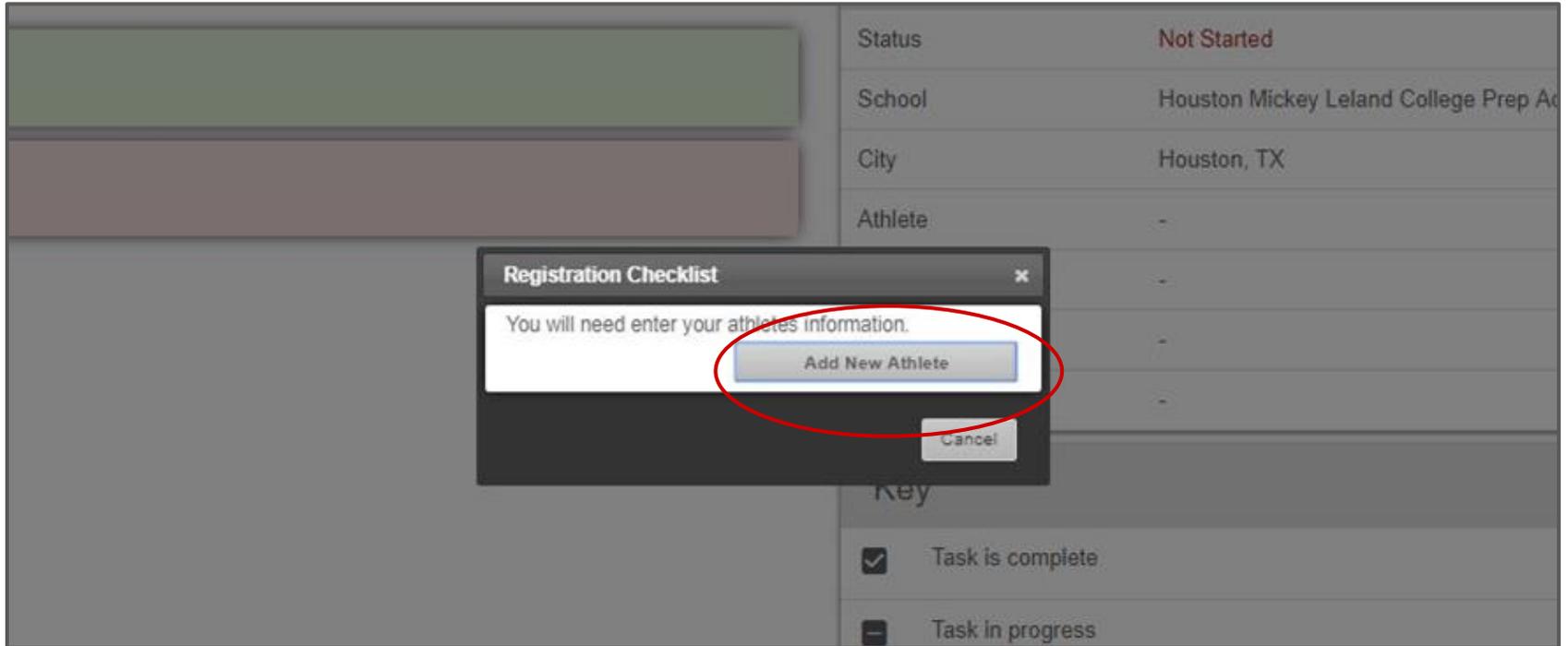
The second step of starting your registration is selecting your athlete's name who will be registering to play sports.

The screenshot shows the 'Registration Checklist' page for 'Athlete Registration' on the Sportsline website. The page is divided into several sections:

- Header:** Includes the Sportsline logo, 'Athlete Registration' text, and a search bar.
- Navigation:** A sidebar on the left contains 'Accounts', 'Logout', 'Navigation', and 'Need Help?'.
- Progress Bar:** A horizontal bar at the top shows the registration process steps: 'Registration Started', 'Athlete Information', 'Pre Registration', 'Special Offers', and 'Registration Checklist'. Each step has a checkbox icon.
- Task List:** A list of tasks to complete the registration:
  - Select School (highlighted in green)
  - Select Athlete (highlighted in red and circled)
- Registration Summary:** A table on the right provides details about the registration:

Registration Summary	
Status	Not Started
School	Houston Mickey Leland College Prep Acad
City	Houston, TX
Athlete	-
Grade	-
Year	-
Sport	-
- Key:** A legend at the bottom right explains the task status icons:
  - Task is complete
  - Task in progress
  - Task to complete

If you have not yet created their “Athlete Profile” this can be done by clicking “Add New Athlete” otherwise you would click on their name.



Fill out all required information and click “Submit”

Cell Phone <input type="text"/>
Receive communication via text messages? <input type="radio"/> Yes <input checked="" type="radio"/> No
Show phone on team contact list? <input checked="" type="radio"/> Yes <input type="radio"/> No
*Grade <input type="text" value="10"/> (For the 2019-2020 school year.)
*Year of high school graduation <input type="text" value="2021"/> (YYYY)
*Keep Information Current <input checked="" type="checkbox"/> I understand I am responsible for keeping my athlete's information up-to-date. If any information changes I will update it within 2 weeks.
<input type="button" value="Submit"/>

The third step of starting your registration is selecting the academic year and sport for which you will be registering.

Accounts

Logout

Navigation

Need Help?

REGISTER BY ATHLETE.COM

Houston Mickey Leland Coll.

## 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
- Select Athlete
- Select Year/Sport

### Registration Summary

Status	Not Started
School	Houston Mickey Leland College Prep Acad
City	
Athlete	Test_Test
Grade	10
Year	-
Sport	-

### Key

- Task is complete
- Task in progress
- Task to complete

Select the correct academic year, and sports you will be registering for, and click “Submit”

Multiple sports can be registered for at one time.



### Sport Selection

What academic year will you be registering for?

-Select- ▼

Select-

2019-2020

2020-2021

What academic year will you be registering for?  
2019-2020 (Grade: 10)

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

- Baseball
- Boys Basketball
- Boys Cross Country
- Boys Golf
- Boys Soccer
- Boys Swimming and Diving
- Boys Tennis
- Boys Track and Field
- Boys Wrestling
- Football 11 Man
- Football 6 Man
- Girls Basketball
- Girls Cross Country
- Girls Golf
- Girls Soccer
- Girls Softball
- Girls Swimming and Diving
- Girls Tennis
- Girls Track and Field
- Girls Volleyball
- Girls Wrestling
- Team Tennis

Submit

Verify you have selected the correct information, and click “I have selected the correct information”. This will start your registration.

**Please verify that you have selected the correct school and sport. After this point you will not be able to change your previous selections.**



**Confirm Selection** [X]

School	Houston Mickey Leland College Prep Acad
City	Houston, TX
Athlete	Test, Test
Grade	10
Year	2019-2020
Sport	Baseball

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

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

After starting your registration, it will continue taking you through your “Registration Checklist” Click into and complete all **RED** boxes.

Accounts

Logout

Navigation

Need Help?

Houston Heights HS

# Registration Checklist

SPORTSLINE

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:

Guardian Info Not Complete

Medical Info Not Complete

Red means the task is incomplete.

### Registration Summary

Status	Not Complete
Actions	<a href="#">Print Registration Profile</a>
School	Houston Heights HS
City	Houston, TX
Athlete	Buck, Holly
Grade	11
Year	2020-2021
Sport	Baseball

### Key

Task is complete

While registering you can track your progress towards completion. Your “Registration Checklist” will either appear, complete, in progress or to complete.

<input checked="" type="checkbox"/> Registration Started	<input type="checkbox"/> Athlete Information	<input type="checkbox"/> Pre Registration	<input type="checkbox"/> Special Offers	<input type="checkbox"/> Registration Checklist
--	--	---	---	---

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

Additional Opportunities gives athletes and parents a chance to sign up for other services. If you choose yes you will be redirected to another site. If you are not interested, please select no and click “Continue”

The screenshot shows a web interface for 'Additional Opportunities'. At the top left, there are icons for 'Accounts' and 'Logout'. The header includes the 'SPORTSLINE ATHLETE.COM' logo and the text 'Houston Mickey Leland Coll.'. A dark blue banner contains a 'Back' button and the text: 'These Additional Opportunities are for your information only and the companies listed are not affiliated with your school.' Below this, there is a form with the following elements:

- A question: 'Test wants to complete additional opportunities and receive a FREE recruiting profile?' with radio buttons for 'Yes' and 'No'. A red arrow points to the 'No' option.
- A dropdown menu: 'Select the sport that test wants to continue in college' with a '- Select -' option.
- Text: 'Next College Student Athlete (NCSA) is our official recruiting partner. NCSA will email a FREE recruiting profile that connects to over 35,000 college coaches.'
- The NCSA logo: 'NCSA Next College Student Athlete™ Part of the Reigning Change Team'.
- A 'Continue' button at the bottom left, circled in red.

A red oval highlights the text 'Select No if not interested.' to the right of the form. A red circle highlights the 'Continue' button.

Custom Questions allows you to enter your insurance information.

Accounts

Logout

Navigation

Need Help?

Houston Heights HS

# Registration Checklist

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.

- Custom Questions 1
- Custom Forms 6
- Physical Documents 4

### Registration Summary

Status	Not Complete
Actions	<a href="#">Print Registration Profile</a>
School	Houston Heights HS
City	Houston, TX
Athlete	Buck, Holly
Grade	11
Year	2020-2021
Sport	Baseball

### Key

Task is complete

ALL athletes must be insured to participate in any athletic activity.



Accounts



Logout



Navigation



Need Help?



Houston Heights HS



## Registration Questions

[Back to Checklist](#)

Custom Questions

Custom Forms

Final E-Signature

Physical Documents

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

Insurance Not Complete

All athletes must be insured to participate in any athletic activity. HISD offers Student Accident/Athletic Insurance at a reduced cost of \$35.00 per athlete, per school year. You must make one of three choices below regarding your athlete's insurance:

Steps	Status
Please respond to the following:	Not Complete
All athletes must be insured to participate in any athletic activity. HISD offers Student Accident/Athletic Insurance at a reduced cost of \$35.00 per athlete, per school year. You must make one of three choices below regarding your athlete's insurance:	
<input type="radio"/> You already have insurance and want to waive HISD insurance. Fill out your insurance information below and E-Sign. Primary	

You will be given three options to choose from.

- Accounts
- Logout
- Navigation
- Need Help?

Steps

Status

Not Complete

Please respond to the following:

All athletes must be insured to participate in any athletic activity. HISD offers Student Accident/Athletic Insurance at a reduced cost of \$35.00 per athlete, per school year. You must make one of three choices below regarding your athlete's insurance:

- You already have insurance and want to waive HISD insurance. Fill out your insurance information below and E-Sign. Primary Insurance must be current for the current school year. Submit a copy of your insurance card and a complete HISD Insurance waiver to the "Physical Documents" section of the registration checklist. (A download is available in the "Physical Documents" section)
- I would like HISD insurance to act as secondary coverage. Pay \$35 in person to the school. Complete your insurance information below and check "I would like HISD insurance to act as secondary coverage" and E-Sign.
- I will be using only HISD insurance and must pay \$35 in person to the school, and E-Sign.

Submit

(All changes are automatically saved.)

You will be given three options to choose from.

- I would like HISD insurance to act as secondary coverage. Pay \$35 in person to the school. Complete your insurance information below and check "I would like HISD insurance to act as secondary coverage" and E-Sign.
- I will be using only HISD insurance and must pay \$35 in person to the school, and E-Sign.

Insurance Holder's Name

---

Insurance Company

---

Insurance Group Number

---

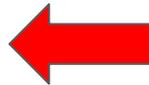
Insurance Member Number

---

Insurance Policy Number

---

Insurance Holder's Employer



When you've chosen the option that applies to you, further questions will open. Please fill them in completely.

-  Accounts
-  Logout
-  Navigation
-  Need Help?

If you chose **option 1**, you will need to download, print, fill out and upload the HISD Insurance Waiver to the “Physical Documents” Section of your registration checklist, as well as a copy of your insurance card. [Click here](#) for Instructions on how to do so: (Page 39)

Accounts  
Logout  
Navigation  
Need Help?

Steps

Status

Please respond to the following:

Not Complete

All athletes must be insured to participate in any athletic activity. HISD offers Student Accident/Athletic Insurance at a reduced cost of \$35.00 per athlete, per school year. You must make one of three choices below regarding your athlete's insurance:

- You already have insurance and want to waive HISD insurance. Fill out your insurance information below and E-Sign. Primary Insurance must be current for the current school year. Submit a copy of your insurance card and a complete HISD Insurance waiver to the "Physical Documents" section of the registration checklist. (A download is available in the "Physical Documents" section)
- I would like HISD insurance to act as secondary coverage. Pay \$35 in person to the school. Complete your insurance information below and check "I would like HISD insurance to act as secondary coverage" and E-Sign.
- I will be using only HISD insurance and must pay \$35 in person to the school, and E-Sign.

Insurance Holder's Name

\_\_\_\_\_

Once you have entered all of your insurance information, and E-Signed, click “Submit”



Accounts



Logout



Navigation



Need Help?

Insurance Member Number

Test

Insurance Policy Number

Test

Insurance Holder's Employer

Test

Insurance Holder's Phone Number

(111) 111-1111

Primary Hospital

Test

Please E-Sign

**Legal Guardian E-Sign**

Please E-Sign by typing your name exactly as it appears here: **Tech RMA**

Tech RMA

E-Sign

E-sign Success!

Submit

(All changes are automatically saved.)

Once you submit your insurance form, it will be electronically turned in to the school and you will not be able to make changes.  
To confirm, click “Submit”

The screenshot shows a web interface for submitting an insurance form. On the left is a dark sidebar with icons for Accounts, Logout, Navigation, and Need Help?. The main area contains several form fields, each with a label and a text input field containing the word 'Test':

- Insurance Member Number: Test
- Insurance Policy Number: Test
- Insurance Holder's Employer: Test
- Insurance Holder's Phone Number: (111) 111-1111
- Primary Hospital: Test

Below these fields is a section for e-signing:

Please E-Sign  
**Legal Guardian E-Sign**  
Please E-Sign by typing your name exactly as it appears here: **Tech RMA**  
Tech RMA [E-Sign button]

A green message below reads "E-sign Success!". At the bottom left of the form area is a "Submit" button.

In the center-right, a "Submit Confirm" dialog box is open. It contains the text: "Are you sure you want to submit this form? This will be like turning the form into your school. You will not be able to make any edits after this." At the bottom of the dialog are two buttons: "Submit" and "Cancel". The "Submit" button is circled in red.

(All changes are automatically saved.)

Click “Next Step” to move on to the “Custom Forms” section.

Accounts

Logout

Navigation

Need Help?

Houston Heights HS

Registration Questions

Response Saved Successfully

Back to Checklist

Custom Questions

Custom Forms

Final E-Signature

Physical Documents

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

> Insurance Complete

Back to Checklist Previous **Next Step**

Click “Next Step” to move on to the “Custom Forms” section.

Accounts

Logout

Navigation

Need Help?

Houston Heights HS

Registration Questions

Response Saved Successfully

Back to Checklist

Custom Questions

Custom Forms

Final E-Signature

Physical Documents

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

> Insurance Complete

Back to Checklist Previous **Next Step**

Custom Forms allows you to **electronically** fill out and complete school forms required for registration.

Houston Heights HS

# School Forms

Accounts Logout Navigation Need Help?

Back to Checklist

Custom Questions  Custom Forms  Final E-Signature  Physical Documents

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

> Acknowledgement Of Rules	Not Complete
> Anabolic Steroid Use and Random Steroid Testing Agreement	Not Complete
> Concussion Acknowledgment Form	Not Complete
> Parent Approval for Participation In Athletics and Emergency Medical Authorization	Not Complete
> Student Media Consent and Release Form	Not Complete
> Sudden Cardiac Arrest (SCA) Awareness Form	Not Complete

Back to Checklist Previous Next Step

You will need to fill out and complete each form individually.

Accounts

Logout

Navigation

Need Help?

Houston Heights HS

School Forms

SPORTSLINE SOFTWARE

Back to Checklist

Custom Questions

Custom Forms

Final E-Signature

Physical Documents

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

▼ Acknowledgement Of Rules Not Complete

Steps	Action	Status
Please		Not Complete

ACKNOWLEDGEMENT OF RULES

Attention School Authorities: This form must be signed yearly by both the student and parent/guardian and be on file at your school before the student may participate in any practice session, scrimmage, or contest. A copy of the student's medical history and physical examination form signed by a physician or medical history form signed by a parent must also be on file at your school.

## Scroll through filling out all required information, E-Signing and clicking “Submit”

Logout

Navigation

Need Help?

the valuable consideration. If individuals return the valuable consideration within 30 days after they are informed of the rule violation, they regain their athletic eligibility when they return it. If they fail to return it within 30 days, they remain ineligible for one year from when they accepted it. During the period of time from when students receive valuable consideration until they return it, they are ineligible for varsity athletic competition in the sport in which the violation occurred. Minimum penalty for participating in a contest while ineligible is forfeiture of the contest.

- did not change schools for athletic purposes.

**I understand that failure to provide accurate and truthful information on UIL forms could subject the student in question to penalties determined by the UIL.**

I have read the regulations cited above and agree to follow the rules.

Date

Signature of student

### Student E-Sign

Please E-Sign by typing your name exactly as it appears here: ~~Test Test Test~~

Test TestTest

Custom Forms cannot be submitted until ALL information required is entirely filled out. If you have any questions regarding how to answer any of the questions on the forms, please contact your school.

- Accounts
- Logout
- Navigation
- Need Help?

test

Firms Phone Number (Father)

home.registermyathlete.com says

Please respond to all questions before submitting. (Questions missing responses are marked in red.)

OK

Firms Phone Number (Mother)

(111) 111-1111

NOTE TO THE COACH: You must have a completed form before the student may participate in or practice for any sport. File the original in the office of the school attended. You must file a copy every school year. A notarized copy or a copy signed by the parents in the presence of the principal must be filed for the first year of participation at the school the student attends. Thereafter, a parent approval signed by the parents or parent must be submitted before the student may participate.

Athletic Handbook

Section 6.0

5/2015

6.3

Submit



If any information is missing after clicking "Submit" this reminder will appear

(All changes are automatically saved.)

After ALL information within the form is filled out, click “Submit” at the bottom of the form. Please verify everything is correct and you are ready to turn it into the school. After submitting your forms, you will not be able to go in and make changes without school approval.

The image shows a web form interface with a dark sidebar on the left containing icons for Logout, Navigation, and Need Help?. The main form area has a grey background and contains the following fields and elements:

- Date:** 06/03/2020
- Student Signature:** Student E-Sign
- Student E-Sign:** Please E-Sign by typing your name exactly as it appears here: **Test TestTest**. Below this is a text input field containing "Test TestTest" and an "E-Sign" button.
- E-sign Success!** (Green text)
- Student Name (Print):** Test 2
- Date:** 06/03/2020
- Submit** button
- (All changes are automatically saved.)**

A modal dialog box titled "Submit Confirm" is overlaid on the form. It contains the text: "Are you sure you want to submit this form? This will be like turning the form into your school. You will not be able to make any edits after this." At the bottom of the dialog are two buttons: "Submit" and "Cancel". The "Submit" button is circled in red.

At the bottom right of the page, there are three buttons: "Back to Checklist", "Previous", and "Next Step".

Reminder: E-Signatures must match Exactly to what is shown in the box for both parent and student.

Signature of student

**Student E-Sign**  
Please E-Sign by typing your name exactly as it appears here: **Test TestTest**

Test TestTest

Signature of student

**Student E-Sign**  
Please E-Sign by typing your name exactly as it appears here: **Test TestTest**

Test Testtest

**Names Do Not Match**

Signature of student

**Student E-Sign**  
Please E-Sign by typing your name exactly as it appears here: **Test TestTest**

Test TestTest

**E-sign Success!**

Once all forms are complete, Custom Forms will show “Green/Complete” on the “Custom Forms” section of your registration.

Accounts

Logout

Navigation

Need Help?

Houston Heights HS

# School Forms

Response Saved Successfully

Back to Checklist

Custom Questions

**Custom Forms**

Final E-Signature

Physical Documents

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

- > Acknowledgement Of Rules **Complete**
- > Anabolic Steroid Use and Random Steroid Testing Agreement **Complete**
- > Concussion Acknowledgment Form **Complete**
- > Parent Approval for Participation In Athletics and Emergency Medical Authorization **Complete**
- > Student Media Consent and Release Form **Complete**
- > Sudden Cardiac Arrest (SCA) Awareness Form **Complete**

At the bottom of the page, click “Next Step” to move on to the “Final E-Signature” section of the registration.

The screenshot shows a registration progress bar at the top with four sections: 'Custom Questions' (green, checked), 'Custom Forms' (green, checked), 'Final E-Signature' (pink, unchecked), and 'Physical Documents' (pink, unchecked). Below the bar, a message reads 'Please click on each section and complete each step. (All changes are automatically saved.)'. A checklist follows with seven items, each with a 'Complete' button on the right. At the bottom right, there are three buttons: 'Back to Checklist', 'Previous', and 'Next Step' (circled in red).

Accounts

Logout

Navigation

Need Help?

SCHOOL FORMS

Back to Checklist

Custom Questions

Custom Forms

Final E-Signature

Physical Documents

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

- > Acknowledgement Of Rules Complete
- > Anabolic Steroid Use and Random Steroid Testing Agreement Complete
- > Concussion Acknowledgment Form Complete
- > Parent Approval for Participation In Athletics and Emergency Medical Authorization Complete
- > Student Media Consent and Release Form Complete
- > Sudden Cardiac Arrest (SCA) Awareness Form Complete

Back to Checklist Previous **Next Step**

Here you will complete two final E-Signatures completing your registration.

Steps

Action

Status

Not Complete

Please respond to the following:

Final E-sign Legal Guardian Agreement

- 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.

The parent/legal guardian will please e-sign to this agreement.

**Legal Guardian E-Sign**

Please E-Sign by typing your name exactly as it appears here: **Tech RMA**

Tech RMA

E-Sign

Final E-sign Student Agreement

- As an athlete, I fully accept and agree to the terms of participation as outlined in the registration documents.

The student will please e-sign to this agreement.

**Student E-Sign**

Please E-Sign by typing your name exactly as it appears here: **Holly Buck**

Holly Buck

E-Sign

Submit



After completing both the parent, and athlete E-Signature's, click "Submit"

- Accounts
- Logout
- Navigation
- Need Help?

Steps	Action	Status
Please respond to the following:		Not Complete
Final E-sign Legal Guardian Agreement		
<input checked="" 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.	
The parent/legal guardian will please e-sign to this agreement.		
<b>Legal Guardian E-Sign</b>		
Please E-Sign by typing your name exactly as it appears here: <b>Tech RMA</b>		
Tech RMA		E-Sign
E-sign Success!		
Final E-sign Student Agreement		
<input checked="" type="checkbox"/>	As an athlete, I fully accept and agree to the terms of participation as outlined in the registration documents.	
The student will please e-sign to this agreement.		
<b>Student E-Sign</b>		
Please E-Sign by typing your name exactly as it appears here: <b>Holly Buck</b>		
Holly Buck		E-Sign
E-sign Success!		
<b>Submit</b>		

Confirm you want to submit the form, and click “Submit” again.

Steps	Action	Status
Please respond to the following:	Final E-sign Legal Guardian Agreement	Not Complete
<input checked="" 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.	The parent/legal guardian will please e-sign to this agreement.	
<b>Legal Guardian E-Sign</b>	Please E-Sign by typing your name exactly as it appears here:	
Tech RMA	<div data-bbox="703 536 1255 707"><p><b>Submit Confirm</b></p><p>Are you sure you want to submit this form? This will be like turning the form into your school. You will not be able to make any edits after this.</p><p><input type="button" value="Submit"/> <input type="button" value="Cancel"/></p></div>	
E-sign Success!	Final E-sign Student Agreement	
<input checked="" type="checkbox"/> As an athlete, I fully accept and agree to the terms of participation as outlined in the registration documents.	The student will please e-sign to this agreement.	
<b>Student E-Sign</b>	Please E-Sign by typing your name exactly as it appears here: <b>Holly Buck</b>	
Holly Buck	E-Sign	
E-sign Success!	Submit	

At the bottom of the page, click “Next Step” to move on to the “Physical Documents” section of the registration.

Accounts

Logout

Navigation

Need Help?

Houston Heights HS

Final E-Signature

Response Saved Successfully

Back to Checklist

Custom Questions

Custom Forms

Final E-Signature

Physical Documents

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

> Final E-Signature Complete

Back to Checklist Previous **Next Step**

The physical documents section allows you to upload required school forms. [Please read the following slides carefully.](#)

Accounts

Logout

Navigation

Need Help?

Houston Heights HS

SPORTSLINE SOFTWARE

# Physical Documents

Back to Checklist

<input checked="" type="checkbox"/> Custom Questions	<input checked="" type="checkbox"/> Custom Forms	<input checked="" type="checkbox"/> Final E-Signature	<input type="checkbox"/> Physical Documents
--	--	---	---

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

> Physical Evaluation Form	Not Complete
> Medical Documentation	Not Complete
> Athletic Insurance Waiver	Not Complete
> Insurance Card	Not Complete

Back to Checklist Previous Next Step

The Physical Evaluation form, and Medical Documentation forms are required for EVERY athlete and to complete a registration.

Accounts

Logout

Navigation

Need Help?

Houston Heights HS

SPORTSLINE SOFTWARE

# Physical Documents

Back to Checklist

<input checked="" type="checkbox"/> Custom Questions	<input checked="" type="checkbox"/> Custom Forms	<input checked="" type="checkbox"/> Final E-Signature	<input type="checkbox"/> Physical Documents
--	--	---	---

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

> Physical Evaluation Form	Not Complete
> Medical Documentation	Not Complete
> Athletic Insurance Waiver	Not Complete
> Insurance Card	Not Complete

Back to Checklist Previous Next Step



Accounts



Logout



Navigation



Need Help?



Houston Heights HS

# Physical Documents



[Back to Checklist](#)

<input checked="" type="checkbox"/> Custom Questions	<input checked="" type="checkbox"/> Custom Forms	<input checked="" type="checkbox"/> Final E-Signature	<input type="checkbox"/> Physical Documents
---	---	--	--

Please click on each section and complete each step.

(All changes are automatically saved.)

	You can open and close each requirement individually by clicking the gray arrow to the left of the form.	Not Complete
>		Not Complete
>	Athletic Insurance Waiver	Not Complete
>	Insurance Card	Not Complete

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

## Uploading the Physical Evaluation Form

You will first need to “Download” the physical form provided by your school. This form will need to be taken to the doctor, filled out and then uploaded to your athletes registration.

Accounts

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Navigation

Need Help?

Houston Heights HS

SPORTSLINE SOFTWARE

Physical Documents

Back to Checklist

Custom Questions

Custom Forms

Final E-Signature

Physical Documents

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

Physical Evaluation Form Not Complete

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	Wait for admin verification	Not Complete

(All changes are automatically saved.)

Medical Documentation Not Complete

## Uploading the Physical Evaluation Form

You will first need to “Download” the physical form provided by your school. This form will need to be taken to the doctor, filled out and then uploaded to your athletes registration.

The screenshot shows the Sportsline Software interface for Houston Heights HS. The top navigation bar includes 'Accounts', 'Logout', 'Navigation', and 'Need Help?'. The main header displays 'Houston Heights HS' and 'Physical Documents'. A progress bar indicates that 'Custom Questions', 'Custom Forms', and 'Final E-Signature' are complete, while 'Physical Documents' is not. Below this, a message states: 'Please click on each section and complete each step. (All changes are automatically saved.)'. The 'Physical Evaluation Form' section is expanded, showing a table of steps. The 'Download' button for the first step is circled in red.

Steps	Action	Status
1. Download/print this form	<b>Download</b>	Not Complete
2. Complete and upload the form	Upload Complete Form	Not Complete
3. School administrator verifies the upload	Wait for admin verification	Not Complete

(All changes are automatically saved.)

> Medical Documentation Not Complete



## Uploading the Physical Evaluation Form

Once your Physical Form is filled out and completed by your doctor, you will need to upload it. You can either take a photo with your phone or scan it. File types that are allowed are: jpeg, jpg, png, or pdf.

The screenshot shows a web application interface for Houston Heights HS. The top navigation bar includes a sidebar with 'Accounts', 'Logout', 'Navigation', and 'Need Help?' icons. The main header features the school logo, the title 'Physical Documents', and a 'SPORTSLINE SOFTWARE' logo. A progress bar below the header shows four steps: 'Custom Questions' (checked), 'Custom Forms' (checked), 'Final E-Signature' (checked), and 'Physical Documents' (unchecked). Below the progress bar, a message reads: 'Please click on each section and complete each step. (All changes are automatically saved.)'. The main content area is titled 'Physical Evaluation Form' and is marked as 'In Progress'. It contains a table with three columns: 'Steps', 'Action', and 'Status'. The first row shows '1. Download/print this form' with a 'Download' button and a 'Complete' status. The second row shows '2. Complete and upload the form' with an 'Upload Complete Form' button (circled in red) and a 'Not Complete' status. The third row shows '3. School administrator verifies the upload' with the text 'Wait for admin verification' and a 'Not Complete' status. Below the table, another message reads: '(All changes are automatically saved.)'. At the bottom, a section for 'Medical Documentation' is shown as 'Not Complete'.

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Houston Heights HS

Physical Documents

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Back to Checklist

Custom Questions

Custom Forms

Final E-Signature

Physical Documents

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

Physical Evaluation Form In Progress

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

(All changes are automatically saved.)

Medical Documentation Not Complete

## Uploading the Physical Evaluation Form

You can add more files by clicking the “Add Another File” button if your photos were taken individually of both pages. Or you can upload one single PDF with both pages of the form.

The screenshot shows a web application interface. On the left is a dark blue sidebar with icons for Accounts, Logout, Navigation, and Need Help?. The top header is dark blue with the Houston Heights HS logo and the text "Upload: Physical Evaluation Form". On the right of the header is the Sportsline Software logo and a shopping cart icon. Below the header is a "Back" button. The main content area contains instructions: "Select 'Choose File' to upload a your document." and "If you have multiple files to upload for this requirement, you can select 'Add Another File'". Below this is a file upload section with the text "The allowed file types are jpeg, jpg, png, or pdf. (Max file size 32 megabytes)". It features a "Choose File" button, a "No file chosen" label, and an "Add Another File" button. The "Add Another File" button is circled in red. At the bottom of the upload section is a "Submit" button.

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Need Help?

Houston Heights HS

SPORTSLINE SOFTWARE

Upload: Physical Evaluation Form

Back

Select "Choose File" to upload a your document.

If you have multiple files to upload for this requirement, you can select "Add Another File".

The allowed file types are jpeg, jpg, png, or pdf.  
(Max file size 32 megabytes)

Choose File No file chosen Add Another File

Submit

# Uploading the Physical Evaluation Form

Click "Choose File"

Accounts

Logout

Navigation

Need Help?

Houston Heights HS

SPORTSLINE SOFTWARE

Upload: Physical Evaluation Form

Back

Select "Choose File" to upload a your document.

If you have multiple files to upload for this requirement, you can select "Add Another File".

The allowed file types are jpeg, jpg, png, or pdf.  
(Max file size 32 megabytes)

Choose File No file chosen

Add Another File

Submit

## Uploading the Physical Evaluation Form

Locate your file, click on it, click “Open”

Here I chose to upload a PDF, but any of the following file types are accepted:jpeg, jpg, png, or pdf.

The screenshot shows a web application interface for Houston Heights HS. On the left sidebar, there are links for 'Accounts', 'Logout', 'Navigation', and 'Need Help?'. The main content area displays a 'Back' button and instructions: 'Select "Choose File" to upload a you' and 'If you have multiple files to upload fo'. Below this, there is a 'Choose File' button and a 'Submit' button. A Windows File Explorer window is overlaid on the application, showing the 'Downloads' folder. The file 'Houston School ID's - Sheet1' is selected and circled in red. The 'Open' button at the bottom of the File Explorer is also circled in red. The File Explorer window shows a list of files, including several PDF files under the 'Earlier this month' section. The file name 'Houston School ID's - Sheet1' is visible in the 'File name' field at the bottom of the File Explorer window.

# Uploading the Physical Evaluation Form

Click "Submit"

The screenshot shows a web interface for uploading a physical evaluation form. The page title is "Upload: Physical Evaluation Form". The interface includes a navigation sidebar on the left with icons for Accounts, Logout, Navigation, and Need Help?. The main content area displays instructions: "Select 'Choose File' to upload a your document." and "If you have multiple files to upload for this requirement, you can select 'Add Another File'.". Below the instructions, there is a text input field containing "Houston Sch... Sheet1.pdf" and a "Choose File" button. To the right of the text input field is an "Add Another File" button. Below these buttons is a "Submit" button, which is circled in red. The page also features a header with the Houston Heights HS logo and a Sportsline Software logo.

Accounts

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Navigation

Need Help?

Houston Heights HS

SPORTSLINE SOFTWARE

Upload: Physical Evaluation Form

Back

Select "Choose File" to upload a your document.

If you have multiple files to upload for this requirement, you can select "Add Another File".

The allowed file types are jpeg, jpg, png, or pdf.  
(Max file size 32 megabytes)

Choose File Houston Sch... Sheet1.pdf Add Another File

Submit

## Uploading the Physical Evaluation Form

Your Physical Evaluation Form will then show “Pending Approval”. Someone at the school, in athletics will review your upload and either approve or reject it. You will receive an email when it was approved or rejected. Once it has been approved, it will show “Complete” changing the status from “In Progress” to complete.

Accounts    Back to Checklist    File saved successfully

Logout    Custom Questions     Custom Forms     Final E-Signature     Physical Documents

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

Need Help?    Physical Evaluation Form In Progress

Uploaded Documents	Status	Dates
<a href="#">View Upload</a>	Pending Approval	Upload Date: 15 Jul 20

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.)

## Uploading Medical Documentation

The process for completing Medical Documentation is the same of the physical evaluation form, other than there isn't a form for you to download. You will need to upload any medical documentation here including Doctors notes, EKG results etc.

Accounts

Logout

Navigation

Need Help?

Back to Checklist

Custom Questions

Custom Forms

Final E-Signature

Physical Documents

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

- > Physical Evaluation Form In Progress
- ∨ Medical Documentation Not Complete
  - Please upload any medical documentation here. (Doctors notes, EKG results etc.)

Steps	Action	Status
1. Upload the requested document	<b>Upload Document</b>	Not Complete
2. School administrator verifies the upload	Wait for admin verification	Not Complete

(All changes are automatically saved.)
- > Athletic Insurance Waiver Not Complete
- > Insurance Card Not Complete

# Uploading Medical Documentation

Your medical documentation will also need to be approved by someone at the school in athletics.

Accounts    Logout    Navigation    Need Help?

Custom Questions     Custom Forms     Final E-Signature     Physical Documentation     **File saved successfully**

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

- > Physical Evaluation Form In Progress
- ▼ Medical Documentation In Progress

Please upload any medical documentation here. (Doctors notes, EKG results etc.)

Uploaded Documents	Status	Dates
<a href="#">View Upload</a>	Pending Approval	Upload Date: 15 Jul 20

Steps	Action	Status
1. Upload the requested document	<a href="#">Replace Uploaded Form</a>	Complete
2. School administrator verifies the upload	Wait for admin verification	Pending Approval

(All changes are automatically saved.)

- > Athletic Insurance Waiver Not Complete
- > Insurance Card Not Complete

## Uploading Athletic Insurance Waiver

If you chose option one when filling out your insurance information, you will need to download, fill out and upload the insurance waiver. The process is the same as both the physical and medical documentation. Download, upload and wait for approval from the school. Questions about option 1 of the insurance section? [Click here.](#)

Accounts

Logout

Navigation

Need Help?

> Physical Evaluation Form	In Progress
> Medical Documentation	In Progress
∨ Athletic Insurance Waiver	Not Complete

This requirement is optional  
Not Required Before Tryouts

Upload only if you chose option 1 when filling out insurance information.

All athletes must be insured to participate in any athletic activity. If you chose option one in the insurance section: that you already have insurance and want to waive HISD insurance, please complete and upload the HISD insurance waiver.

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	Wait for admin verification	Not Complete

(All changes are automatically saved.)

> Insurance Card	Not Complete
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## Uploading Insurance Card

If you chose option one when filling out your insurance information, upload a copy of your insurance card. The process is the same as both the physical, medical documentation and insurance waiver. Upload and wait for approval from the school. Questions about option 1 of the insurance section? [Click here.](#)

Accounts

Logout

Navigation

Need Help?

Custom Questions	Custom Forms	Final E-Signature	Physical Documents
------------------	--------------	-------------------	--------------------

Please click on each section and complete each step.

(All changes are automatically saved.)

> Physical Evaluation Form	In Progress
> Medical Documentation	In Progress
> Athletic Insurance Waiver	Not Complete
> Insurance Card	Not Complete

Upload only if you chose option 1 when filling out insurance information.

This requirement is optional

Not Required Before Tryouts

All athletes must be insured to participate in any athletic activity. If you chose option one in the insurance section: please upload your insurance card here:

Steps	Action	Status
1. Upload the requested document	Upload Document	Not Complete
2. School administrator verifies the upload	Wait for admin verification	Not Complete

(All changes are automatically saved.)

After completing all physical document requirements that apply to you, click “Next Step”

The screenshot displays a web application interface for Houston Heights HS. The top navigation bar includes the school logo, the title "Physical Documents", and the Sportsline Software logo. A sidebar on the left contains links for Accounts, Logout, Navigation, and Need Help?. Below the navigation bar is a "Back to Checklist" button. The main content area features a progress bar with four steps: "Custom Questions" (checked), "Custom Forms" (checked), "Final E-Signature" (checked), and "Physical Documents" (unchecked). Below the progress bar, a message states: "Please click on each section and complete each step. (All changes are automatically saved.)". A checklist of items to be completed is shown below the message, with status indicators on the right: "Physical Evaluation Form" (In Progress), "Medical Documentation" (In Progress), "Athletic Insurance Waiver" (Not Complete), and "Insurance Card" (Not Complete). At the bottom right, there are three buttons: "Back to Checklist", "Previous", and "Next Step". The "Next Step" button is circled in red.

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Need Help?

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Physical Documents

Back to Checklist

Custom Questions

Custom Forms

Final E-Signature

Physical Documents

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

> Physical Evaluation Form In Progress

> Medical Documentation In Progress

> Athletic Insurance Waiver Not Complete

> Insurance Card Not Complete

Back to Checklist Previous Next Step

The status of your athlete's registration will show "Not Complete" until all physical documents have been approved.

The screenshot shows a web interface for a sports registration checklist. At the top, there is a header with the Houston Heights HS logo, the title "Registration Checklist", and the Sportsline Software logo. Below the header, there are navigation buttons for "Back to Home" and "Go to Started Registrations". A progress bar shows four stages: "Registration Started" (checked), "Athlete Information" (checked), "Pre Registration" (checked), and "Registration Checklist" (unchecked). Below the progress bar, there is a section titled "Click on each box to complete the required tasks" and "Registration Checklist:". This section contains four items: "Custom Questions" (checked), "Custom Forms" (checked), "Final E-Signature" (checked), and "Physical Documents (Pending Approval)" (pending, with a red circle containing the number 4). To the right, there is a "Registration Summary" table with the following data: Status (Not Complete), Actions (Print Registration Profile), School (Houston Heights HS), City (Houston, TX), Athlete (Buck, Holly), Grade (11), Year (2020-2021), and Sport (Baseball). At the bottom right, there is a "Key" section with a legend: a checked box indicates "Task is complete".

Accounts  
Logout  
Navigation  
Need Help?

Houston Heights HS

# Registration Checklist

SPORTSLINE SOFTWARE

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:

- Complete Custom Questions
- Complete Custom Forms
- Complete Final E-Signature
- Pending Physical Documents (Pending Approval) 4

### Registration Summary

Status	Not Complete
Actions	<a href="#">Print Registration Profile</a>
School	Houston Heights HS
City	Houston, TX
Athlete	Buck, Holly
Grade	11
Year	2020-2021
Sport	Baseball

### Key

- Task is complete

You will receive an email when your documents have been approved.

Houston  
Heights  
HS

Houston Heights HS

Dear Tech RMA,

We are writing to inform you that the requirements to register Holly for 2020-2021 Baseball have been completed.

Be aware, however, that it is still the responsibility of your school to verify compliance with all applicable eligibility rules for athletic participation. This email does not guarantee your athlete's ability to participate.

You can click [HERE](#) to login in to Register My Athlete and view this registration.

Thanks,

Register My Athlete

[Click here to login](#) [Unsubscribe](#)

This email was sent by Houston Heights HS via [Register My Athlete](#)

You will also receive an email if your document was rejected along with an explanation of why. You will then need to go in and re-upload making the changes requested by the administrator at your school.

Houston  
Heights  
HS

Houston Heights HS

Hello Tech RMA,

The document Medical Documentation, which was uploaded for Holly, was not accepted by one of your school administrators. You you will need to upload it again on your account for [www.registermyathlete.com](http://www.registermyathlete.com) and go to your registration for Holly.

The administrator left the following explanation:

Please re-upload, the image was blurry.

If you have any questions, please contact your school.

Thanks,

Register My Athlete

After all physical documents have been approved, your athlete's registration will then show "Complete"

Accounts

Logout

Navigation

Need Help?

REGISTER MY ATHLETE.COM

Athlete Registration

# Registration Checklist

SPORTSLINE SOFTWARE

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:

Complete Custom Questions

Complete Custom Forms

Complete Final E-Signature

Complete Physical Documents 2

### Registration Summary

**Status** Complete

Actions [Print Registration Profile](#) | [Print Certificate of Completion](#)

School	Houston Heights HS
City	Houston, TX
Athlete	Buck, Holly
Grade	11
Year	2020-2021
Sport	Baseball

### Key

Task is complete

# Questions?

<https://registermyathlete.com/login/login.support>

Use the link above to submit a ticket to our customer support team.

A stylized, three-dimensional letter 'S' logo. The top curve is light gray, the middle curve is a medium blue, and the bottom curve is a darker blue. The logo is positioned to the left of the text.

**REGISTER MY  
ATHLETE.COM**