**Register My Athlete: ALL paperwork will be completed & uploaded to Register My Athlete**

How do I begin a registration?

Register My Athlete allows parents to register their student-athletes for sports online. Here are some basic steps to follow when registering your athlete for the first time:

1. Create an Account/Log In: Go to <https://registermyathlete.com> and click Login. Then click Create Account. If you already have an account, log in with your email/username and password. Now that you are logged in, click on the Parent portal.
2. Start a Registration: To start a registration, click on Start/Complete Registrations on the left-hand side, then select Click Here to Start New Registration. The first step will be to select your school and athlete. If this is your first registration, you will need to add a new athlete. If you have already added the athlete, you will have the option to select a previously added athlete.
3. Select Year and Sport: The next step prompts you to select the year as well as the sport the athlete will be participating in. Please review information carefully before submitting.
4. Depending on the school there may be a few additional steps here. Continue to click on and complete the red or yellow bars toward the left side of the page until you reach the Registration Checklist.
5. Registration Checklist: This is where documents will be read and agreed to, legally binding E-Signatures will be completed, and physicals will be uploaded. Once this section is complete, the registration is complete. Any requirements here that require the parent to upload a document will also require that the school’s athletic administration approve the document, so please do not be alarmed if the status is Pending School Approval.

***\*TO UPLOAD PHYSICALS, USE A SCANNING APP (ADOBE SCAN, SCANNABLE, ETC.)***

1. Complete Registration: Your registration is complete once all items on the checklist have been completed.
2. Additional Athletes: If you have additional student-athletes to register, you can start a new registration and add them as an athlete. Once you add them, they will be available to select next time.
3. Future Seasons & Years: For future years, once your athlete has been added to your account you only need to start a new registration and select them as the athlete. This should speed up the process.