



Gila Ridge High School is now offering a registration system that will allow parents to register their athletes for sports completely online. The Parent/Guardian must create an account and then add each of their high school students on this account. Please follow the instructions below. **If you have any questions, please call the Gila Ridge Athletics Office at 928-502-6417.**

INSTRUCTIONS FOR PARENTS

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

- 1. Find Your School:** Find your school by going to <http://registermyathlete.com/schools/>, selecting your state, and finding your school. Click on the school to continue to the next step.
- 2. Create an account:** Now begin creating your account by clicking the “Create An Account” button. After filling in the required information, the system will automatically log you in and you will be required to accept the terms of use.
- 3. Add a new athlete:** The next step is to add an athlete. You can do so by clicking the “My Athletes” tab on the left-hand side of the page or by clicking “Add Athlete” underneath the “My Athletes” tab. This only needs to be done once during your athlete's entire career at a school. The information entered here will carry over from year to year. This information includes your athlete's contact information and medical information.
- 4. The athlete's profile:** After you've created your athlete you will be brought to their Profile page. This page is a summary of their info and involvement.
- 5. Register for a sport:** Click “+ Register For A Sport” to begin registration, you will be asked to choose which sport your athlete is registering for.
- 6. Your registration checklist:** This page shows the status of your athlete's registration. You will be asked to complete several steps to complete registration including agreeing to documents, and completing the physical.



7. **Physicals:** Parents will be able to print the physical documents from the website. All Physical documents must be completed and uploaded to RMA.

8. **Brain book and Opioids course:** Parents have the ability to upload the brain book and Opioids certificate on the website. It must be the certificate showing the courses are complete.

Anytime a document is rejected the parents/guardians will receive a message with the reason.

9. Once your athlete shows as “**Ready for Tryouts**” a yellow clearance card will be given to the coach or athlete to confirm he/she is able to participate in practices

10. **Athletic Fees:** A fee of \$45 will need to be paid in order for your athlete to receive a uniform/equipment. Parents have the option to pay by going to myschoolbucks.com or in the bookstore at Gila Ridge High School. The athlete must upload the **emailed** copy of their receipt to RMA.

11. **Impact Testing:** Once the athlete has made the team he/she will have to complete the Impact Testing with the athletic trainer. This will be scheduled by their coach. This will complete the clearance process and the athlete will not be able to receive a uniform and compete.

12. **After registration:** After registration is complete, you can login at any time to view the status of your athlete and their participation on the team.

Additional Athletes

Under the same account, repeat steps 3-11 to register additional athletes.

Future Seasons & Years

Once your athlete has been added to your account, you only need to follow steps 5-9 to register them for another sport.

If you have any questions, please call the Gila Ridge Athletics Office at 928-502-6417 or talk to the coach of your sport.