



Yuma High School now requires online athletic registration. The Parent/Guardian must create an account and then add each of their high school student athletes on this account. Please follow the instructions below. If you have any questions, please call the Yuma High School Athletics Office at 928-502-5036.

## 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. Schools are encouraged to make a direct link from their school's website.
- 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 submitted to the athletics office prior to the athlete being cleared to participate.

8. **Brain book:** Parents have the ability to upload the brain book certificate on the website. Uploaded documents will need to be verified by the admin at the school prior to be accepted as complete. (If a document upload is rejected for any reason, the parent will receive an email with the rejection reason. After the error has been corrected, parents will be able to re-upload the document for verification.)

9. **Athletic Fees:** A fee of \$35 can be paid directly on the site by following the instructions. Parents have the option to pay in the bookstore at Yuma High School. The athlete must bring a copy of the receipt to the Athletics Office if you choose not to pay online.

10. **Complete registration:** Your registration is complete once all items on the checklist have been completed.

11. **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. Athletes will return to the Athletic Office to be officially cleared for participation.

### **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.