

# User Guide for Previously Registered Athletes

## Step one: LOGIN

### Homepage

#### Complete Your Athletics Registration Online!

Please read and follow these steps carefully to be fully registered. IMPORTANT: You are only registered once ALL steps are completed.



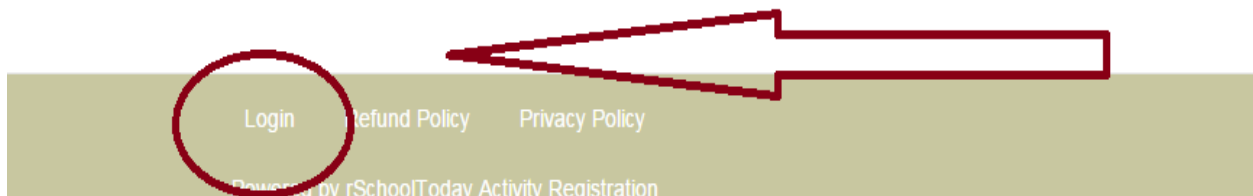
**Step 1:** Athletes must have a current sports qualifying physical exam on file in the Nurses' Office. Physicals are good for 1 year from date of your last physical. You can get the blank [Physical Form here](#). Physical form must be handed in by August 5th.

If the athlete participated in a Fall, Winter, or Spring sport last year and the physical date is after August 10, 2014 you DO NOT need a new physical. Please print and submit the [Health History Update Form](#) instead.

Once the physical form is completed, you can turn it in to the school nurse, or if it is during the summer months please hand it in to the Main Office.

**Step 2:** Fill out and submit the [Online Registration Form here](#).

*Do not Click Online Resitration - Login first*




This will take you to your family account

# Family Account

[Logout](#) [Account Setting](#) [Show Inactive Records](#)

**Student Name**

Registration History

[Register](#) 

Fee Rate : Regular Pay

#	Date	Activity	Student	Gr	Reg. Form	Physical	Status
0671-0715	07/23/2015	Gymnastics	Student	10	<a href="#">view</a>	<a href="#">View</a>	
0673-0715	07/23/2015	Field Hockey	Student	12	<a href="#">view</a>	<a href="#">View</a>	

[Logout](#) [Account Setting](#) [Show Inactive Records](#)

**Student Name**

Registration History

[Register](#)


Fee Rate : Regular Pay

Register **Student 1**

Register **Student 2**

Register a New Student

Activity	Student	Gr	Reg. Form	Physical	Status
Gymnastics	Student	10	<a href="#">view</a>	<a href="#">View</a>	
Field Hockey	Student	12	<a href="#">view</a>	<a href="#">View</a>	



*Click on which student you would like to register for winter*

The Athletic Registration Form will appear with all the students information already loaded

Except for Physical Date and Winter Sport Selection

Please make any changes to pre-loaded information as needed

and click [Next >>](#) to submit.

You will be able to view this information under your Family Account.

## Family Account

[Logout](#)   [Account Setting](#)   [Show Inactive Records](#)

**Registration History**   [Register](#)   Fee Rate : Regular Pay

#	Date	Activity	Student	Gr	Reg. Form	Physical	Status
0671-0715	07/23/2015	Gymnastics	[REDACTED]	10	<a href="#">view</a>	<a href="#">View</a>	
0673-0715	07/23/2015	Field Hockey	[REDACTED]	12	<a href="#">view</a>	<a href="#">View</a>	
1241-0915	09/30/2015	Bowling	[REDACTED]	12	<a href="#">view</a>	<a href="#">Add</a>	

Please remember to print and bring a hard copy of the Health History Form to the nurse's office (if you have a current physical in the nurse's office)

If your physical date is not within one year of the winter start date (even if you were cleared for a fall sport) you must print the physical forms, go to the doctor, and return a hard copy to the nurse's office.

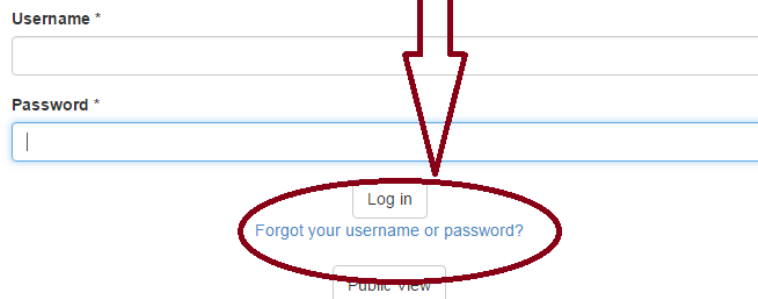
**(Email notification will start after October 15th, please allow a few days after registration to receive an email notification from the nurses. You must submit a physical form or health history update form to be cleared and receive notification. Coaches will also provide a cleared list closer to the season.)**

If you have any questions about physicals please contact the nurse's office 973-317-2020 or 2021

If you have a login issue please click "Forgot your username or password?"

Login

*If you have login question please click*



The image shows a login form with the following elements:

- A horizontal line above the form.
- A label "Username \*" above an empty text input field.
- A label "Password \*" above a password input field.
- A "Log in" button.
- A link "Forgot your username or password?" circled in red.
- A "Public view" button.

A red arrow points from the text above to the "Forgot your username or password?" link.

All other question contact the Athletic office 973-317-2008