



Online Athletic Packet

Students interested in participating in a sport for the 2024/2025 school year MUST register online at www.registermyathlete.com.

Directions for Online Athletics Registration

Do not use Safari for Register My Athlete registration.

1. **Log in:** Go to www.registermyathlete.com/. In the upper right corner, click on **LOGIN**.
2. **Create an Account:** Begin creating your account by clicking the "Create Account" button. After filling out the required information, the system will automatically log you in and you will be required to accept the terms of use.
3. **Start a registration:** Click on "Start a Registration," then follow the steps. Please remember our campus is listed under **"American Leadership Academy Queen Creek."**
4. **Add a new athlete:** The next step is to add an athlete. This only needs to be done once during your athlete's entire career at the school. The information entered here will carry over from year to year. This information includes your athlete's contact and medical information.
5. **The athlete's profile:** After you have created your athlete, you will be brought to their profile page. This page is a summary of their personal information and involvement.
6. **Register for a sport:** Click "+ Register for A Sport" to begin registration. You will be asked which sport your athlete is registering for. Be sure to click on **ALL sports** that your child may be interested in participating in throughout the school year. Your athlete MUST be registered for EACH sport they want to try-out for!
7. **Your registration checklist:** This page shows the status of your athlete's registration. You will be asked to complete several steps in the registration process, including agreeing to documents and completing a physical.
***PLEASE ALLOW 48 HOURS FOR DOCUMENT VERIFICATION.**
***FEES WILL BE ASSIGNED IN INFINITE CAMPUS (IC) AFTER ROSTERS HAVE BEEN FINALIZED. FEES ARE NOT REQUIRED TO BE PAID UPON ATHLETIC REGISTRATION**
YOUR STUDENT CAN PICK UP A CLEARANCE CARD FROM THE ATHLETIC OFFICE WHEN THE STATUS SHOWS, "COMPLETE FOR TRYOUTS".
8. **Physicals:** Physical documents should be completed by the parent(s) and medical professional. Physical examinations for the following school year must be done on or after March 1st. Parents are required to upload physical documents to the website. Uploaded documents must be verified by the athletic office prior to being accepted. (If a document upload is rejected for any reason, the parent will receive an email with an explanation as to why the document was rejected. After the error has been corrected, the parent must upload all 6 pages again for verification.) **Physicals must be completed on the AIA physical form for approval.**
9. **Concussion & Opioid Awareness Training:** All HIGH SCHOOL students are required to complete the Brainbook & Opioid Awareness certification courses. Go to <https://academy.azpreps365.com> to complete the courses, then upload the certificate to the website. This certificate only needs to be uploaded once and is good for all four years of high school.
Junior High Students: NEW CONCUSSION COURSE! ALL Jr. High students are required to complete the CAA/Barrow Neuro Brainbook concussion course. To register, go to <https://learn.barrowneuro.org>, then upload a certificate upon completion. NOTE: Completed certificate MUST be in the athlete's name, not the parent's.
10. **Complete registration:** Your registration is complete once all items on the checklist have been completed, documents scanned and verified, and student status shows "Complete for Tryouts".
11. **After registration:** After registration is complete, you may login at any time to view the status of your athlete and their participation on the team.

Future Seasons & Years Once your athlete has been added to your account, you only need to follow steps 5-8 to register them for another sport.

YOUR STUDENT CAN PICK UP A BLUE CARD FROM THE ATHLETIC OFFICE WHEN THE STATUS SHOWS "READY OF TRYOUTS"

Additional Athletes Under the same account, repeat steps 3-10 to register additional athletes.