



How to Register and Manage Your Students

Our goal is to keep this process as simple as possible for you, the parent.

Unless another parent has already done so, follow these steps:

1. **Add Student** - Fill out some basic information about your student. Your student will be visible to school administrators and you will always be able to see them in this list.

2. **Registration Deadlines**

Brighton High School

1st Day of School: September 5

Fall Sports: August 15

Winter Sports: December 15

Spring Sports: March 15

(Specific team dates may vary)

3. **Add Sports** - If your student is considering participating in a sport, we strongly encourage you to add that sport and complete the sports forms as well just to be safe. (Skip this step if your child is not a student-athlete.)
4. **Update Forms** - Read through and complete the required forms. *Student's electronic signatures are required. Your student will automatically receive an email (to the email address you entered) to log in and sign after you complete all parent/guardian forms.*
5. **Pay Fees** - Pay any team fees or transportation fees (may be added at a later date)
6. **Preparticipation Physical Evaluation/Sports Physical** - If your child is a student-athlete, please remember to complete your PPE, which consists of printing the **PPE Medical Report** from FinalForms and taking it, with your child, to a doctor for examination for signature and date on or after 4/15/2023.
Take a picture with your phone or scan it and upload it into FinalForms. Everyone trying out or practicing with a team must have a completed Preparticipation Physical Evaluation Form signed and dated on or after 4/15/23.
7. **Pending Admin Approval** - If you see this status, it indicates the Administration is still expecting you to turn in one or more paper forms, common cases are physician-specific forms or that the student is ineligible for some other reason.

<https://brightonarea-mi.finalforms.com/>