

Simple online registration for Cardinal Gibbons Athletics 2020-2021

# Returning Families

- Click on the FamilyID link on our website
  - <a href="https://www.familyid.com/cardinal-gibbons-high-school-athletics">https://www.familyid.com/cardinal-gibbons-high-school-athletics</a>
- Log in to your FamilyID account
- Click Cardinal Gibbons High School Athletics
- Click Cardinal Gibbons Athletics Registration 2020-2021
- Click Register Now
- Select ALL the sports the student plans on trying out for
- Choose the previously registered student from the drop down menu
  - Student's information will auto populate
  - Make any needed changes to student information
- Upload **mandatory** documents
  - <u>EL2 Physical</u> page 2 signed & stamped \* Page 2 is the only page required, unless the student was referred to a specialist then please upload page 3 also
  - Be sure to upload the EL2 into the **2020-2021 EL2 Physical** section. This is the ONLY EL2 that will be reviewed
  - Health Insurance Card
- Submit Registration
- Repeat for any additional students

### New Families

- Click on the FamilyID link on our website
  - <a href="https://www.familyid.com/cardinal-gibbons-high-school-athletics">https://www.familyid.com/cardinal-gibbons-high-school-athletics</a>
- Click Create Account (top right)
- Enter your information to create a new password
  - Account Owner should be the parent's information
- Click Create Account button (bottom right)
- Check your email for a link to activate your account
- Log in

### New Families

- Log in to your FamilyID account
- Type in Cardinal Gibbons High School, Fl Click Find
- Click Cardinal Gibbons Athletics Registration 2020-2021
- Click Register Now
- Select ALL the sports the student plans on trying out for
- Fill out form
  - Each student's information will be saved and will auto populate when you register in future years
- Upload **mandatory** documents
  - <u>EL2 Physical</u> page 2 signed & stamped \* Page 2 is the only page required, unless the student was referred to a specialist then please upload page 3 also
  - Be sure to upload the EL2 into the **2020-2021 EL2 Physical** section. This is the ONLY EL2 that will be reviewed
  - Health Insurance Card
- Submit Registration
- Repeat for any additional students

### **Mandatory Documents**

Each of the documents below MUST be uploaded to your FamilyID account

#### **EL2 Physical**

- Download form from the CGHS website
- MUST be signed & stamped by the Doctor
- EL2 is good for 365 days
- <u>EL2</u>
- Be sure to upload into the 2020-2021 EL2 Physical section

#### **Health Insurance**

- Insurance card must be uploaded to FamilyID
- EVERY studentathlete must have insurance

# View a Registration

View an uploaded document:

<a href="https://familyid.groovehq.com/knowledge\_base/topics/view-an-uploaded-document">https://familyid.groovehq.com/knowledge\_base/topics/view-an-uploaded-document</a>

See if your student has been approved:

<a href="https://familyid.groovehq.com/knowledge\_base/topics/viewing-an-individual-registrations-history">https://familyid.groovehq.com/knowledge\_base/topics/viewing-an-individual-registrations-history</a>

# Editing an existing registration

If you have created a registration but need to add a file or edit student info please follow the steps below:

- Log in to your FamilyID account
- Click View or Update my registrations
- Click Add or Update Info
- Make the necessary corrections
- Scroll to the bottom and click Continue

ALL students wishing to participate in sports for the 2020-2021 school year must complete the proper registration in order to be eligible.

NO student may condition, tryout or practice until this is 100% complete and the student has been approved.

This is for New and Returning student athletes.

#### **Check List**

- Create a FamilyID account
- Register for all sports your student plans on trying out for
- Have a doctor sign & stamp a new EL2 Physical
- Upload MANDATORY forms
  - (EL2 Physical, Insurance Card)

## Support:

FamilyID is available to help with any account or registration questions.

- support@familyID.com
- 888-800-5583 ext. 1

If you have any questions about a specific sport you may contact the <u>coach</u> <u>directly</u> or the Athletic Office <u>flack@cghsfl.org</u>



