ONLINE ATHLETIC REGISTRATION INSTRUCTIONS

- 1. Log into your Infinite Campus Parent Portal account (go to <u>sunprairieschools.org</u>, select Infinite Campus in the upper right corner, then choose Campus Parent)
- 2. Go to School Store on the left hand side

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3. Select Shop

School Store	
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Shop	

- 4. Select the sport that your student is interested in applying for
- 5. A window with more information will appear on the right

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- 6. There will be links to two forms that the parent/guardian and student athlete will need to agree to, each year.
 - Physical/participation

This form serves as agreeing to the rules and regulations. You can find the Rules and Regulations Handbook <u>HERE</u> for your reference.

Note: This form signed, dated, and stamped by the physician can be emailed to **athletics@sunprairieschools.org** or it can also be turned in to our department. Note: You can also send the physical form you obtained from your medical clinic to the same email address, signed and stamped by the physician. We DO NOT accept a print out summary of an office visit.

A physical will need to be on file in our department before a student-athlete can participate. **Note: If this is your "alternate" year, you will only need to agree to the rules and regs, you won't need to submit another physical form. **You can find the list of students that have a current physical on file <u>HERE</u>.

Concussion Form

This form serves as agreeing to the concussion guidelines/agreement.

- 7. Select the student that you are applying for from the Recipient drop down (only students that are eligible will be available to select from this menu).
- 8. Select Add To Cart

Registration Dates: 07/01/	2020 - 06/30/2021
Activity Dates: 09/01/2020) - 07/02/2021
	quired forms indicated with"*") owledgement Agreement.* eement*
Price	
Quantity*	Total Price \$0.00
Recipient*	•]
Recipient is required	

9. Select My Cart on the right hand side

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10. If a fee is present you will need to pay the fee to complete the registration. If a fee of \$0 appears then you can click Submit. Note: Fees with a "\$0.00" are try-out sports, students that are placed on a roster will be assessed the fee at that time, you will receive a notice when the fee is added.

***Note: Free and reduced lunch program information: You need to apply each year. If you qualify or plan to apply, **you will need to do that first** before you will be able to complete the athletic registration process. Please click <u>HERE</u> to apply.

This will complete your registration.