

# Souderton Area High School Athletic Department

## Family IDs Registration Instructions

Below you will find the step-by-step process families can follow to make sure their athletes are cleared to participate in the upcoming season.

### **STEP #1 – CREATE A FAMILY ID ACCOUNT TO REGISTER YOUR STUDENT ATHLETE(S):**

1. Go to <https://www.familyid.com/organizations/souderton-area-high-school>
2. Click on the **Register Now** button and go down to **Create Account / Log In**.
3. Create your secure Family ID account by entering the account owner first and last names (parent/guardian), email address and password.
4. Select **I Agree** to the Family ID Terms of Service.
5. Click **Create Account**.
6. You will receive an email with a link to activate your new account. (If you don't see the email, check your email filters (spam, junk, etc.)
7. Click on the link in your activation email, which will log you into **FamilyID.com**.
8. If you are a returning athlete at Souderton, simply click the drop boxes under each section of your registration. Select the registration from the year prior and all of the information will carry over to your new one for the new season. You will still have upload your new Section 6 Form.

### **STEP #2 – COMPLETE THE REGISTRATION/CLEARANCE PROCESS & UPLOAD YOUR PHYSICAL ON FAMILY ID:**

Once your family ID account is active, you can now begin registering your student athlete to complete the clearance process.

1. Start to fill out all fields on the registration form. Those marked with a red\* are required to have an answer.

2. In the **Participant Information** Section, you will be asked to upload a scanned copy of your [PIAA Section 6 Form](#).

- **This is where you will upload your [PIAA Physical Page #6](#), signed by your doctor. Please see more information below.**
- **Please note:** If the winter/spring student-athlete is playing his or her second or third sport this school year, then they must also re-upload their section 6 as well as their section 7 form (again both under the participant information section). If they were injured during their previous sport, a doctor must sign off on the section 7 form. If they were not injured, however, the parent/guardian can sign off on section 7.

3. Work down the rest of the registration form and click **Continue** when your form is complete.

4. Review your registration summary.

5. The Athletic Department will be checking the Family ID platform starting in late July. We will be officially approving athletes during this time. An athlete will be approved when registration is complete and an up to date Section 6 Form has been uploaded to Family ID. **Information about your Doctor's [PIAA Physical Section 6 Form](#):**

- Every athlete is required to have a doctor's physical, which needs to take place **AFTER** June 1. **Physicals dated before June 1 will not be valid.**
- The doctor performing your physical will need to fill out Section 6 of the PIAA physical paperwork. You will need to print that form and bring it to the doctor on the date of your physical so that he/she can sign it once the physical is complete. Once complete and signed, this is what you will scan and upload to Family ID.
- **Important:** Only the [official PIAA Section 6 form](#) will be accepted for registration.
- Athletes who upload physicals on a different form other than the [Section 6 form](#) will not be approved to participate. You can ensure it is on the correct form by printing and taking with you to the doctor's appointment as well as telling them you need a SPORTS PHYSICAL.
- There will be an additional tab to upload any other document that may be needed (i.e care forms for asthma, diabetes, conditions).

### **STEP #3 – ATTEND THE PRE-SEASON INFORMATION MEETING:**

- Prior to every sports season, Souderton Athletes must attend this MANDATORY Sports Meeting the first day of practice for each season. During this time you will meet with the Athletic Director, Athletic Trainers and learn about the different rules/regulations of the athletic department.