

Online Account Instructions

Parent Instructions - Filling out Electronic Participation Forms with a Parent Account

Benefits of Creating a Parent Account Include:

- Track the eligibility status of your student-athlete
- Allows access to the PDF documents once the forms are submitted online
- Syncing your account with the Rank One Sport Parent App, & more!

How to Complete the Electronic Participation Forms

- Step 1 Visit www.rankonesport.com
- Step 2 Click on Fill out Electronic Participation Forms
- Step 3 Select your State – Select your School District
- Step 4 Read through the instructions page
- Step 5 Scroll down & click Start Online Forms (See Example Below)

The screenshot shows the Rank One Sport ISD Online Participation Forms website. At the top left is the logo for the National IHSA. In the center, it says "Rank One Sport ISD Online Participation Forms". On the top right is a "Log In" button. Below the header is a navigation bar with "Home/Instructions" and "Electronic Participation Forms". The main content area starts with a welcome message: "Welcome to the Athletics Parent Portal. We would like to thank you for taking part in our new process of accepting athletic participation paper work online. This new automated process will allow us to be more efficient in handling the forms as well as saving valuable resources." This is followed by a list of instructions: 1. To access the online forms hold your cursor over the "Electronic Participation Forms" tab. You will get a drop down list of the forms. 2. Click on the form name and fill out the information requested. (you must have your students ID number available as it is required on each form) 3. To sign the document click inside the signature box and hold your mouse down. This will allow you to create an "Electronic Signature". If you make a mistake and need to start over click on the refresh icon next to the signature box. 4. Once you have filled out all of the information on each page you will have the opportunity to print the document. 5. You will receive a confirmation email once the document has been reviewed by the MISD staff. 6. Note for physicals. All physicals should be completed on the pink MISD physical form for 2013/14 school year. Forms are available on all Secondary Campuses. Below the instructions is a contact number: "If you have any questions please contact the MISD Athletic Office 460-302-4105". At the bottom left are links for "Parent Permission Form" and "General Information". In the center, there is a "Start Online Forms" button highlighted with a red box and a red arrow pointing to it from the right.

check your Junk or Spam Folder*

Click on the link in the email to verify your account (see below).



NoReply@RankOneSport.com

Today, 6:07 PM

You ↕

Please click [here](#) to confirm your Rank One Sport parent account.

After verifying your account click the link (see below) to sign in and fill out the forms:



Rank One Sport ISD
Online Participation Forms

Log In

Home/Instructions



Electronic Participation Forms

The email confirmation was successful! Please click [here](#) to sign in

Enter in your email address & password

(If you forgot your password, click the [Forgot Password Link](#))

Sign In

If you created your account with email please sign in below:

Email:



Example@rankonesport.com

Password:



.....

Sign In

[Forgot Password](#)

[Create New Account](#)

Once you have clicked on the student's name the list of required forms will populate below. (note some districts require more than others)

[\(Click to hide\)](#)

Paper Documents to be submitted to the athletic department

Parent Permission Form	Incomplete
General Information	Incomplete

Paper documents must be printed, completed, & turned in to your Athletic Department by hand. When the Athletic Department Approves the forms the status will change to Approved

Electronic Documents to be submitted by the parent

Preparticipation Medical History	Incomplete
OSSAA Eligibility Form	Incomplete
UIL Steroid Form - Spring	Incomplete
Emergency Release Form	Incomplete

Click on the Form Name to complete the Electronic Form. Once completed, the status will change from Incomplete to Pending Approval. After the school has approved the form the status will show Approved

After submitting all Electronic Participation Forms you can check your student-athlete's eligibility status and download/print the documents

(see example below)

Electronic Documents to be submitted by the parent

Preparticipation Medical History	Approved
OSSAA Eligibility Form	Pending Approval
UIL Steroid Form - Spring	Pending Approval
Emergency Release Form	Pending Approval

Download PDF

To complete paperwork for additional children click Add a Child to add another student-athlete to your Parent Account

Rank One Sport ISD Online Participation Forms

Home/Instructions Fill Out Forms 1 + PAGES Manage Account Add a Child

Log Out

Enter in the required information and select Find Student and continue to fill out the Electronic Participation Forms.