

DCMS RankOneSport Instructions

The Deer Creek Schools Athletic Department would like to thank you for taking part in our Athletic & Co-curricular Participation online paperwork process.

NOTE: YOU MUST HAVE YOUR STUDENT-ATHLETE'S STUDENT ID# BEFORE STARTING THE ONLINE PROCESS. IF YOUR STUDENT-ATHLETE'S ID# BEGINS WITH A 0 (ZERO), DO NOT USE THE 0 (ZERO). ALSO, YOUR STUDENT-ATHLETE WILL HAVE TO SIGN EACH FORM. MAKE SURE THEY ARE PRESENT WHILE COMPLETING THE FORMS.

Rank One Online Forms Link:

[RankOneSport-DeerCreekSchools](#)

NOTE: Athletes must fill out all forms and have a sports physical. For band, drama, speech/debate, choir, etc, you only need to fill out 3 forms. Risk Insurance Transportation, Drug Testing Consent, and Emergency Information.

1. To submit online, you will be asked to provide information such as student-athletes ID #, student-athlete's full given name, email address, date of birth, year in school, home phone, cell phone numbers, primary physician and hospital, emergency contacts with phone numbers and other pertinent information. Please make sure you have this with you when filling out your forms online or you will not be able to submit.
2. To submit online, you and your student-athlete must fill out and sign in all required spaces. Forms will not be accepted electronically without everything filled out by the student-athlete and you, the parent/guardian.
3. To access the required athletic participation forms for Deer Creek Public Schools, hold your cursor over the "ELECTRONIC PARTICIPATION FORMS" tab (at the top of the page). You will get a drop down list of all the required forms.
4. TO BEGIN, click on the form name and fill out the information requested. You must have your student's ID # available as it is required on each form. Also, your student-athlete will have to sign each form, make sure they are present while completing the forms. If a question is not applicable, please answer the question with NA or UNKNOWN.
5. 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 the refresh icon next to the signature box. If you are using an iPad, you may create an electronic signature by holding your finger to the screen and signing or by using a stylus pen and signing.
6. Once you have filled out all of the information on each page, you will have the opportunity to print the document(s).
7. You CANNOT fill out the PHYSICAL/PARENTAL CONSENT FORM online; you must PRINT [Physical / Parental Consent Form](#) FORM AND TAKE WITH YOU to a physician. It must be completed after May 1 by a physician and parent/guardian then hand delivered to your Coach, Sponsor, or Athletic Director. You can also scan and email completed PHYSICAL / PARENTAL CONSENT FORM to yohancebrown@dcsok.org.