Dear Parent/Guardian,

If you are reading this than you are inquiring about how to register your students on the **Register My Athlete Website**. This year all paperwork must be completed and/or documents uploaded into the **Register My Athlete (RMA) Website**. Below is a check-list which will hopefully assist you with completing the tasks (sections) on the Register My Athlete (RMA) Website.

Go to the Terramar Website, open up the Athletic link and click on "Important Links" for more information.

(Every document of each Section 1, 2 & 3 must be completed and approved before a student can try-out)

Register My Athlete Website Check-List

☐ Go to the Register My Athlete Website and Create an account.

☐ Click on the Terramar Log in the left corner of the Parent Register My Athlete Portal.

Section 1: Electronic Signature Documents (Read & E-Signature the 5 Pages)

☐ Read & Sign: 24-48 Rule Form

☐ Read & Sign: MTBI/Concussion Form

☐ Read & Sign: Parent Code of Conduct

☐ Read & Sign: Release To/From Games

☐ Read & Sign: Students Code of Conduct

These 5 sections will need to be "read and completed" with an E-signature.

Section 2: Final E-Signature (Parent & Student)

☐ **Parent Signature** - Final E-sign Legal Guardian Agreement (The parent/legal guardian will please e-sign to this agreement.) **Successful E-Signature will appear when completed**

☐ **Students Signature** - Final E-sign Student Agreement (The student will please e-sign to this agreement.) **Successful E-Signature will appear when completed**

Section 3: 2021-2022 AIA Physical Form and other Forms

(These forms need to be printed off, completed and uploaded on Register My Athlete)

(NO PAPER DOCUMENTS WILL BE ACCEPTED – MUST BE UPLOADED!)

☐ AIA Pre-participation Packet (5 pages). Pages **Includes:**

- AIA Pre-participation Physical Evaluation (2 pages: Completed by parent/guardian)
- AIA Pre-participation Physical Examination (2 pages: Completed by physician)
- Consent To Treat Form (1 page: Needs to be completed by parent/guardian).

➢ If you don't have a physical you can up load, you will need to go to the doctor to get one.

☐ Emergency Contact Information (1 page: needs be completed by the parent/guardian).

□ **Brainbook Concussion Course****

- A Brainbook Concussion Certificate must be on file at the school - This is an online course that must be completed prior to any participation. Directions for taking the course can be found at the address below.

□ Go to: **AZ PREP 365** and to create an account and complete the Brainbook Concussion Education Test

Steps to complete the Brainbook Concussion Education Course
1. Click the following link to take you to the course: https://academy.azpreps365.com/
2. Click "Get Started"
3. Register for an account with Student's Information.
4. Enter Demographic information
5. Click Register
6. Next Page "who is taking this course", Click "the course as (your students name)" (Blue button)
7. AIA Member School: Select the High School you plan on going to
8. Grade Level: 9th
9. School Year: 2021/2022
10. Check ALL sports that your student would like to participate in - remember to include all future sports
11. Click Proceed to Courses
12. Opioid Education will appear first. Click the "X" to close as this course is not required.
13. This will take you to your homepage and then you will click "start" on the Brainbook course
14. Complete the course, don't skip anything. You must have 80% to pass.
15. Print the certificate that indicates you have completed the course.
16. Upload your certificate into Register My Athlete.

****If the student has "completed" the Brainbook Concussion Course in the past and there is one on file**, a copy of the certificate can be provided for you to upload into Register My Athlete. Otherwise, you will need to go to the Arizona Interscholastic Association website and print/upload a copy of your certificate, from previous years, into Register My Athlete.

****If the student has "not completed" the Brainbook Concussion Course through the Arizona Interscholastic Association** website you will need to have the student go to the website and register them to take the test and get the certificate. When you register to take the concussion course, you will need to register as a freshman at Mountain Ridge HS or Sandra Day HS in order to take the course. You must have a certificate which displays completion of the course (Not as Level Completion). Upload your certificate into Register My Athlete.