

Instructions for Athletic Clearance

To Parents, Students, and Coaches,

The Athletic Clearance process is an online service for your convenience.

Please go to www.athleticclearance.com to begin the process.

The first step is to create an account that will be used throughout your student's high school career or log onto the account you have already set up.

1. From the link above you will create an account using the "**Register**" key. Provide a valid email address and password.
2. Once you create an account you will have to **verify** your account by reviewing your email and/or clicking the link that will be sent to you (be sure to check your spam email in case on the chance that the Email might be sent there.) Once you have clicked the link you will have successfully started the clearance process.
3. Now **Login** at www.athleticclearance.com with your username and password that you have created.
4. **Select** the "New Clearance" button (upper left corner) to get started. School is **Foothill/Santa Ana (CIF-SS)**
5. **Complete** any required fields for student information, educational history, medical history, additional forms, and consent including your **student's school identification number if you have one.**
6. Press **Save** and you will have now completed the entire registration process.
7. All this data will be electronically filed with the FHS Athletic Department. An email will be sent to you upon approval of your student

forms. The only form required to be uploaded by the Athletic department is the Physical Form.

8. **Physical Form:** Print the **physical form** and take it with you when you see your MD or DO. Once completed, upload it to your Athletic Clearance account.

9. **A physical is valid for one year.** A new physical is required before the expiration date. The athlete will not be able to continue playing even in the middle of the season if a current physical is not on file.

The Athletic Clearance account that is created stays with your student throughout their high school career, although in upcoming years you will need to re-register for the new school year. You may transfer existing information by selecting ***Existing Information*** from the Student and Parent dropdown and the information will autofill. You need to re-enter medical information and signatures every year.

For those of you who have already sent in the completed Physical form, you still need to go onto **www.athleticclearance.com** and set up a user account and complete the process. We will upload your physical once you are in the system.

Thank you,

Foothill High School Athletic Directors