

INSTRUCTIONS FOR GETTING STARTED WITH RANK ONE

YOUR STUDENT ATHLETE IS NOT ELIGIBLE TO CONDITION, TRYOUT, PRACTICE, OR COMPETE IN ANY SPORT UNTIL ALL CONSENT FORMS ARE SIGNED AND A CURRENT PHYSICAL HAS BEEN UPLOADED FOR APPROVAL

GO TO: <https://www.rankone.com>

SELECT: Parents Click Here



Employee School Login

PARENTS CLICK HERE
Online forms, schedules, and more!

SELECT: Go to Forms / Georgia / Gwinnett County Schools – Athletics

Gwinnett County Schools - Athletics

Gwinnett County Schools - Student Clubs/Activities

YOU DO NOT WANT TO SELECT



ONLINE FORMS

Find online forms for your district

GO TO FORMS

REVIEW INSTRUCTIONS THEN SELECT: Proceed to Online Forms (For assistance, click: [How to Create a Parent Account Guide](#))

Welcome to the Parent Portal!

Once you have reviewed the instructions [Click Here](#) to proceed to online forms

We would like to thank you for taking part in the Gwinnett County Schools' new process of submitting athletic participation paperwork online. Please review all instructions before completing the electronic forms.

- To access the forms, click on "Proceed to Online Forms" at the bottom of the page. If you already have a parent account, login to your account to view and complete the forms. If you do not have a parent account, you must create an account before completing your student's forms.

The parent account will allow you to review your student's compliance status, receive schedule alerts and messages from your student's school. You may also login to your parent account by downloading the [Rank One mobile app](#).

[How to Create a Parent Account Guide](#)

- Please read each form carefully and place a check in each box to signify that you and your student understand and accept each policy (when applicable).
- 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.
- Once you submit the first form you will be redirected back to the list of forms. All electronic forms **MUST** be submitted in order for your student to be eligible to participate in athletics.

If you have any questions or problems, please contact your student's school athletic department.

[Proceed To Online Forms](#)


You'll get a confirmation e-mail that your account has been created. Once the account is set up you can download the app for further updates to your child's account.




(This is the app icon)


CONSENT FORMS

IF USING A COMPUTER: Click View and a list of the forms that need to be completed will appear. As you complete each form successfully, it will change from incomplete.

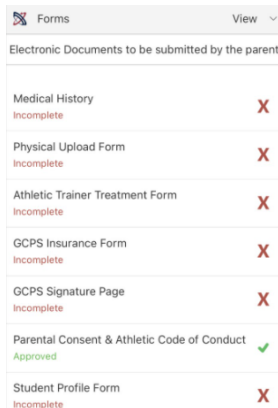
Out of compliance  [View](#)

Electronic Documents to be submitted by the parent	
Medical History	Approved Download PDF
Physical Upload Form  To access a blank copy of the Physical/Medical History form, please click the Download and Print tab on the right hand side of the page.	Pending Approval
Athletic Trainer Treatment Form	Incomplete
GCPS Insurance Form	Incomplete
GCPS Signature Page	Incomplete
Parental Consent & Athletic Code of Conduct	Incomplete
Student Profile Form	Incomplete

IF USING THE RANK ONE APP: Click your child’s name and then click Forms. A list of the forms that need to be completed will appear. As you complete each form successfully, the incomplete will change, and you will see a green check mark. **



The Rank One app interface shows the RANK ONE logo and a hamburger menu icon. Below the logo is a section for "Your Student(s)" with a list containing "Cole Lovelady" and an "Add a Student" button. To the right, a vertical menu contains "Eligibility" and "Forms" options, each with a "View" dropdown arrow. At the bottom right is a dark blue "Remove Student" button.



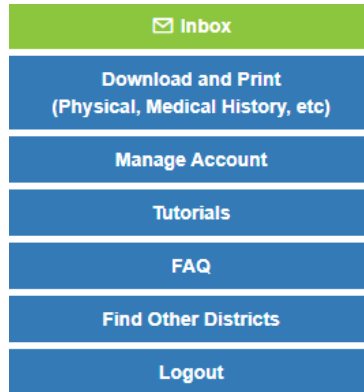
The "Forms" screen in the Rank One app displays a list of documents under the heading "Electronic Documents to be submitted by the parent". Each document has a status indicator: a red 'X' for incomplete and a green checkmark for approved. The "Parental Consent & Athletic Code of Conduct" is the only document shown as approved.

Document Name	Status
Medical History	Incomplete (X)
Physical Upload Form	Incomplete (X)
Athletic Trainer Treatment Form	Incomplete (X)
GCPS Insurance Form	Incomplete (X)
GCPS Signature Page	Incomplete (X)
Parental Consent & Athletic Code of Conduct	Approved (checkmark)
Student Profile Form	Incomplete (X)

For the GCPS Signature Page, you must open each link and read the form before checking the boxes and signing off. If the links are not opened, the form will not be approved.

PHYSICAL

If you have not obtained a copy of the updated GCPS physical, download and print one from Rank One.



Complete Pages 1 & 2 of the medical history prior to your appointment.

■ PREPARTICIPATION PHYSICAL EVALUATION

HISTORY FORM

Note: Complete and sign this form (with your parents if younger than 18) before your appointment.

Name: (First Name) (Last Name) Date of birth:
Date of examination: Sport(s):
Sex assigned at birth:

Your doctor will complete Pages 3 & 4. Please be sure your child's name is on both pages, that both forms are signed and dated by the doctor, and that the eligibility status is clearly marked. (If the doctor's office places a stamp on the bottom of the forms, please ask them not to stamp over the date of exam.) All four pages of the physical will need to be uploaded.

Upload to Rank One as page 3

■ PREPARTICIPATION PHYSICAL EVALUATION

PHYSICAL EXAMINATION FORM

Name: (First Name) (Last Name) Date of birth:

PHYSICIAN REMINDERS

1. Consider additional questions on more-sensitive issues.
 - Do you feel stressed out or under a lot of pressure?
 - Do you ever feel sad, hopeless, depressed, or anxious?

Upload to Rank One as page 4

■ PREPARTICIPATION PHYSICAL EVALUATION


MEDICAL ELIGIBILITY FORM

Name: Date of birth:

- Medically eligible for all sports without restriction
- Medically eligible for all sports without restriction with recommendations for further evaluation or treatment of

UPLOADING PHYSICAL TO RANK ONE

SELECT PHYSICAL UPLOAD FORM

Electronic Documents to be submitted by the parent		
Medical History	Approved	Download PDF
Physical Upload Form  To access a blank copy of the Physical/Medical History form, please click the Download and Print tab on the right hand side of the page.	Approved	Download PDF

SELECT HOW YOU WILL UPLOAD THE FORMS

Select how you would like to upload the document.

PDF Picture

UPLOAD EACH PAGE INDIVIDUALLY, SIGN OFF, AND SUBMIT

Physical Upload Form Gwinnett County Schools 2022/2023

Physical Upload Form

Select how you would like to upload the document.

PDF Picture

Upload page 1 Physical

[Select](#)

Select the file to upload. (.jpeg, .jpg, .png, .gif)
Drag and drop your file here or use the Select button to browse for the file

Upload page 2 Physical

[Select](#)

Select the file to upload. (.jpeg, .jpg, .png, .gif)
Drag and drop your file here or use the Select button to browse for the file

[Click Here](#) for an example of what to upload under the Physical 1 Form section

[Click Here](#) for an example of what to upload under the Physical 2 Form section

Parent/Guardian Name (Print)

Parent/Guardian Signature

Date

Once successfully uploaded, you will see a notation that the physical is pending approval.