

Hello Parents,

We have changed the process for how athletes will submit paperwork to be cleared for athletic participation. We will now collect all the necessary forms in Magnus. Below are detailed instructions. **Please note, you have from June 2<sup>nd</sup>, 2025 to August 1<sup>st</sup>, 2025 to get all athletic paperwork completed.** Any student intending to participate in a sport during the 2025-2026 school year must complete paperwork in this timeframe.

### **How to get cleared for Athletic Participation**

- Log into My Backpack [HERE](#).
- On the right-hand side of the screen, there is a link to *Magnus Health* under “Resource Center”.  
By clicking on that link from within My Backpack, your credentials will be passed over to Magnus where your My Backpack User ID and password will work for you.
- Athletic forms are located toward the bottom of the page after general UA forms. All athletics paperwork is labeled as “ATHLETICS” - followed by the name of the form.
- The following 4 documents are E-Sign and can be completed online:
  - ATHLETICS – Center for Sports Psychology
  - ATHLETICS – Photo & Video Release
  - ATHLETICS – Driving Waiver
  - ATHLETICS – Handbook
- The following 3 documents are print & sign, meaning you will need to print out, physically complete the information and then upload the form into magnus:
  - ATHLETICS – Overnight Travel Permission and Medical Release Form
  - ATHLETICS – Medical History Form
  - ATHLETICS – Physical Form
    - Please note the physical needs to be signed & dated by a physician. Physicals expire 1 year after the date of the exam. Notifications will be sent via email from Magnus periodically leading up to physical expiration. Please make sure the physical you upload is not currently expired.

**The athletic forms will be available in Magnus beginning June 2nd, 2025. All forms must be completed by August 1st, 2025. This applies to any individual, regardless of season start date, intending to participate in athletics for the 2025-2026 school year.**

**Ursuline will be offering free sports physicals on campus on June 11th, 2025, from 9:30am-3:30pm and on July 15<sup>th</sup> & 16th from 1:00pm-5:00pm. Physicals will be completed in the Staubach Family Practice Gym, for students under the age of 18 a parent/guardian does need to be present for the exam.**

**This is a great opportunity to get your physical completed in a time frame where it will not expire during the school year. If you would like to sign your child up, please click a link to book an appointment:**

- **June 11th, 2025 (9:30am-3:30pm) Sign Up Link:**  
<https://outlook.office.com/owa/calendar/PhysicalDay@ursulinedallas.org/bookings/>
- **July 15<sup>th</sup> & 16<sup>th</sup> 2025 (1:00pm-5:00pm) Sign Up Link:**  
<https://outlook.office.com/owa/calendar/PhysicalDay2@ursulinedallas.org/bookings/>

Best,

Stefanie Hill

Athletic Director