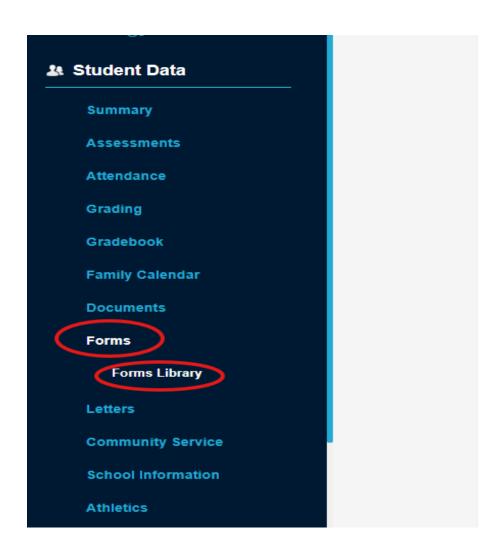
*If your student is planning to participate in a school sport at Bernards High School or Bernardsville Middle School, please follow the steps below to assist you in completing the sports registration form in the Genesis Parent Portal.

- 1. Go to the Genesis Parent Portal here and log-in using your parent portal account.
- 2. On the left-hand side of the screen, under Student Data, select the Forms>Forms Library module:



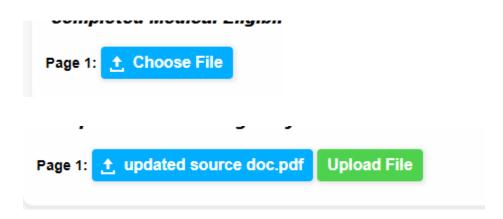
3. Once in the Forms Library, find the Sports Participation form for the specific sports season and school year (Ex: 2024-2025 SHSD Winter Sports Participation) and click on the hyperlinked form title. Then, select the sport your student wants to participate in by choosing the specific sport from the drop-down menu.



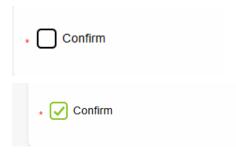
This form will be used to register for the athletic team/program your student is interested in for Winter 2024. Please complete this registration form once you have the NJ State Required Athletic Physical Exam forms completed. Please note that there are new forms and a new process to gain clearance. Please read through this information carefully. To participate in a Winter 2024 sport, your student must have had a physical examination within 365 days from the start of the first tryout/practice. Please note that if your child's examination was done more than 90 days before the first day of the season, you must also submit a Health History Update Form (completed by a parent) in the designated section below. Please select the Winter Season sport you wish to participate in:

Sport:

4. Read through each portion of the form <u>carefully</u> and make sure to only upload the necessary forms. To upload a form, click on the <u>blue</u> CHOOSE FILE button, find the form to upload on your computer/device, and then click on the <u>green</u> UPLOAD FILE button.



5. Next, read through each of the required policies and click the box next to CONFIRM to indicate the specific policy has been reviewed.



- 6. Finally, once the sport has been chosen, the required medical documents have been uploaded and the policies reviewed and confirmed, click on the UPDATE ANSWERS button at the bottom of the page.
 - (*Note if you do not click on the UPDATE ANSWERS button the form will not be submitted to the district, and you will have to complete each step all over again.)



7. You can check the status of your student's Athletic Eligibility by going to the Athletics>Eligibility module in the parent portal.

