



USD 475 ATHLETICS

Registration Information

Welcome to USD 475 athletics! Sports opportunities are open to students grades 7-12. To register for a sport, please complete ALL steps below at least **one week prior to the first day of practice** to ensure adequate time for processing.

If you are a new student interested in a sport that has already started, please communicate your interest to the Athletic Office as soon as possible to determine eligibility.

STEP 1-SPORTS PHYSICAL: A sports physical is required every year and **must be completed on the Kansas State High School Activities Association {KSHSAA} Pre-Participation Physical Evaluation form**. The physical exam must be completed, signed and dated **AFTER May 1 of the previous school year**. (Example: For 2025-2026 registrations, the physical must be completed after May 1, 2025)

STEP 2- KSHSAA ELIGIBILITY CHECKLIST: This can be found on page 5 of the Physical Evaluation Form. Parent/guardian and student should complete this form together.

STEP 3- ONLINE REGISTRATION: Complete the online registration at www.registermyathlete.com

- 1.** You will need to create a Parent Account. Click on "Login to Register" and then click "Create Account". You will only need to create one account for all your students who attend schools in USD 475. If you already have a register my athlete account, do not create a new account.
- 2.** Click on "Start/Complete Registrations " and the "Select a School".
- 3. PLEASE TYPE IN JUNCTION CITY HIGH SCHOOL regardless of what school your student attends.**
- 4.** Click on "Select an Athlete" and choose "Add an Athlete" from the pop-up box. Fill in the required information and then press submit. If your athlete has already been added, you can select their name here.
- 5.** Click on "Select Year/Sport" and select the school year and school/sport you are registering for. **Select ALL sports your student is interested in participating in.**

Continue to click on and complete the red or yellow bars toward the left side of the page until you reach the Registration Checklist.

REGISTRATION CHECKLIST: This is where documents will be read and agreed to, legally binding E-Signatures will be completed, and documents will be uploaded. Once this section is complete, the registration is complete. Any documents uploaded will require that the school's athletic administration approve the document. The status should say "Pending School Approval". If the registration is rejected for any reason, you will receive an email explaining what needs to be corrected.

ASTHMA ACTION PLAN should only be completed if it applies to your student-athlete.

COMMON ERRORS- Please review all documents carefully to prevent a delay in processing your registration.

- Physical Exam Conducted prior to May 1
- Eligibility Checklist- questions unanswered
- Incomplete or missing information
- Missing Signatures/Dates

If you have any questions or need assistance, please contact the Athletic Secretary for your school.

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