

AKTIVATE

Registration Information for Families



Create an Account

- Go to www.aktivate.com
- Click **Login** (Aktivate works best on Chrome, DO NOT USE THE APP)
- Click **Create an Account** *Be sure to use a parent/guardian email address to create the account **You only need ONE account, even if you have children in more than one high school and/or junior high* Do not create another account if you have used Aktivate/Register My Athlete in the past*
- Fill in your personal account information. You will be using the site as a **Parent/Guardian**.
- Click **Create Account**
- Shortly after creating your account, you will receive an email with a 6-digit Verification Code. **Use this code to verify your account when prompted.** *Do not close your current tab. You will need to open your email in another tab and find the verification email in your email inbox (it may take a few minutes to appear, so be patient).

Families with Aktivate Account Register your Student-Athlete for a Sport

- Login** with your email address and password
- Under the Registration Portal, **Click Parent/Guardian access** to manage athlete registrations
- Click Start/Complete Registration** under "What would you like to do?"
- Click the New Registration + button** in the upper right hand corner
- Start by clicking the **red Select School bar** and search for Cardinal Gibbons High School
- Continue following the steps presented in the red bars
- To avoid delays, **make sure the student-athlete's EL2 page 4 (revised 7/25) is signed and stamped by the physician.** EL2 forms are only valid for 365 days from the date of the physical.
- Be sure to use your **student-athlete's correct CGHS Student ID Number** where prompted.
- All tasks must show as **completed/green** before the student's registration will be viewed for approval.
- Once your registration is complete, **you'll receive a confirmation email** to inform you that your student is complete/approved or with information explaining what is missing.

SCAN TO ACCESS LOGIN PAGE:



SCAN TO ACCESS VIDEO PAGE:



- **Uploaded Document Not Approved**

The document(s) uploaded are not approved.

The reason is noted in the email. You will need to make the necessary corrections and re-upload.

Uploaded Document Not Approved

----- Forwarded message -----

From: **Cardinal Gibbons High School** <do-not-reply@registermyathlete.com>

Date: Thu, Jul 25, 2024 at 1:55 PM

Subject: Uploaded Document Not Approved

To: <flack@cghsfl.org>



Cardinal Gibbons High School

Hello Margo Flack,

The document FHSAA EL2 Physical Evaluation (revised 4/24), which was uploaded for Carson, was not accepted by one of your school administrators. [You](#) [you](#) will need to upload it again on your account for www.registermyathlete.com and go to your registration for Carson.

The administrator left the following explanation:

Page 4 of EL2 is missing Please upload page 4 of EL2. Please make sure the form is signed and stamped by the physician and also signed by the student and parent.

If you have any questions, please contact your school.

Thanks,

Important Information

Please be advised there are a few items during the registration process that are NOT affiliated with Cardinal Gibbons High School. The items listed below are promoted on behalf of Aktiviate, **NOT** Cardinal Gibbons High School.

NOT Affiliated with Cardinal Gibbons High School

- Gap Medical Insurance
- Team Fundraiser
- NCSA

All student-athletes must receive a Registration Complete/Approval Email Prior to any participation in conditioning and/or tryouts.

Need Support?

1. If you have any questions please contact **Head Coach** of your sport or the **Athletics Department** at athletics@cghsfl.org
2. Need help from Aktiviate? Click the orange **Help?** button on the lower left side of the screen for live chat

