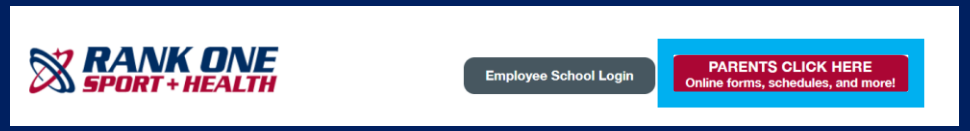
RANK ONE SPORT
PART OF THE ALLPLAYERS NETWORK™

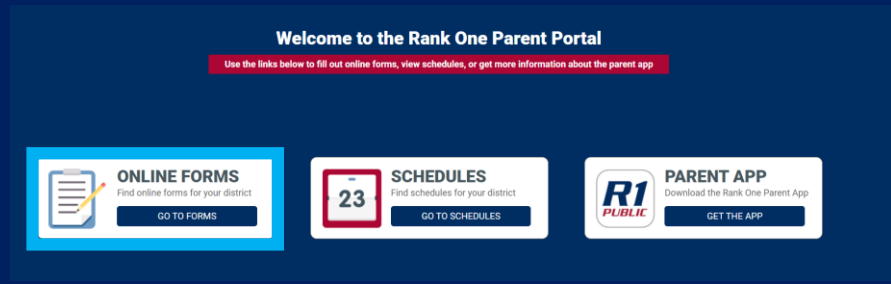
How to Complete Online Forms

With a Parent Account

- Step 1. Visit www.rankonesport.com
- Step 2. Select “**PARENTS CLICK HERE!**”



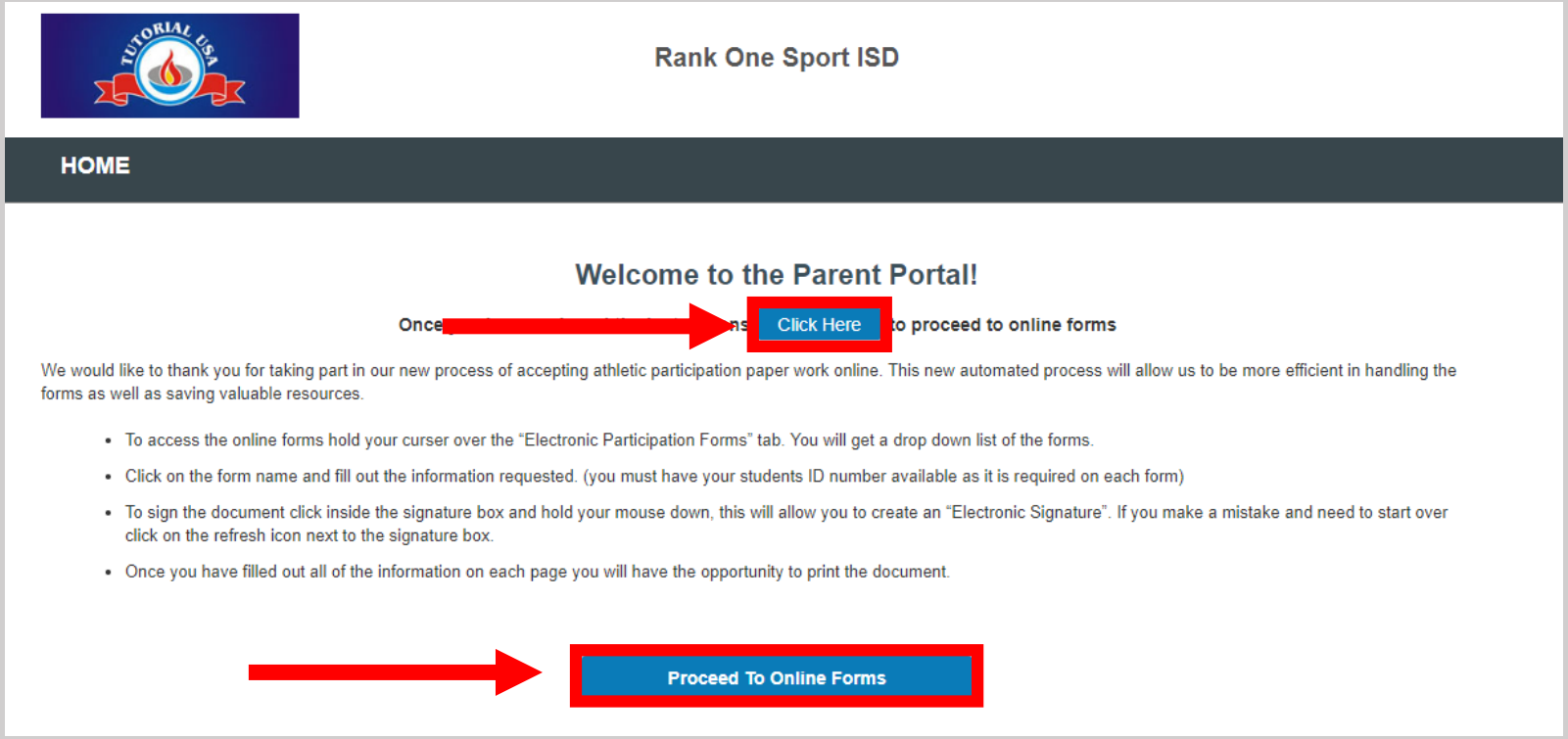
- Step 3. Select “**GO TO FORMS**”



- Step 4. Select your State
- Step 5. Select your student’s school district

How to Create a Parent Account Tutorial

Read through your district's instructions page and select "**Proceed to Online Forms" or "Click Here"** at the top of the page.

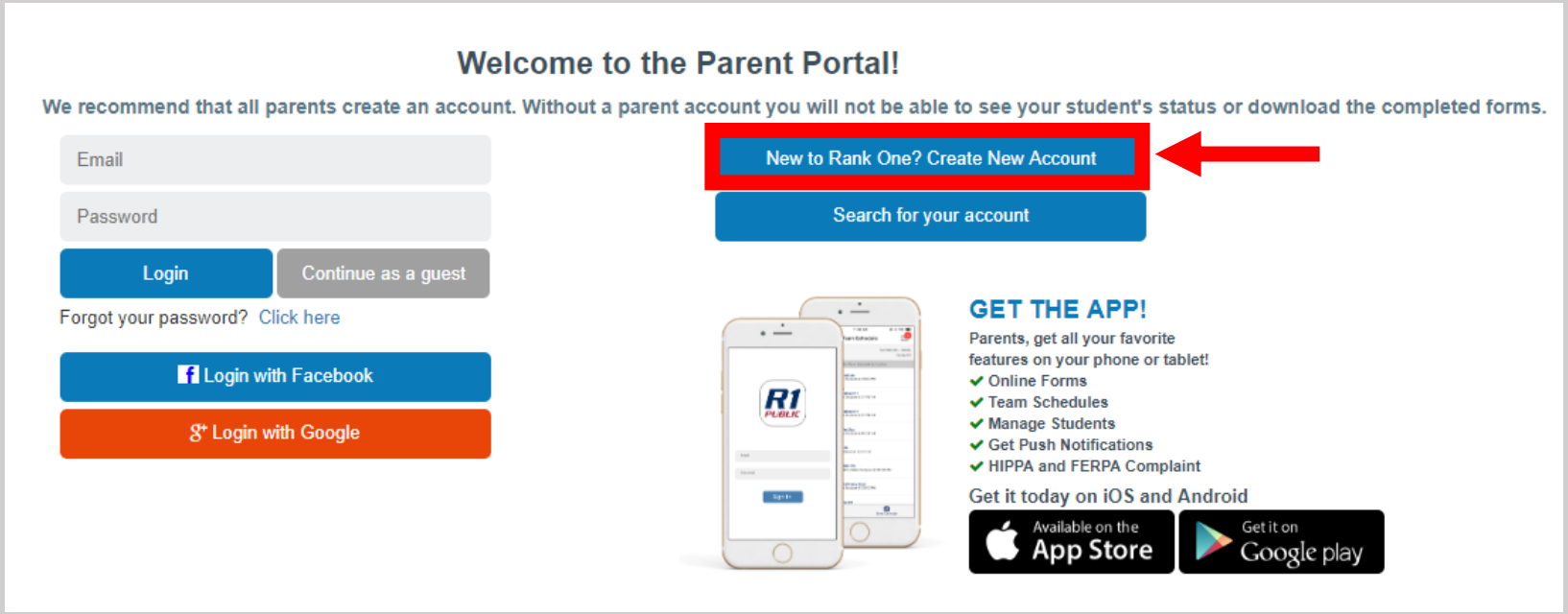


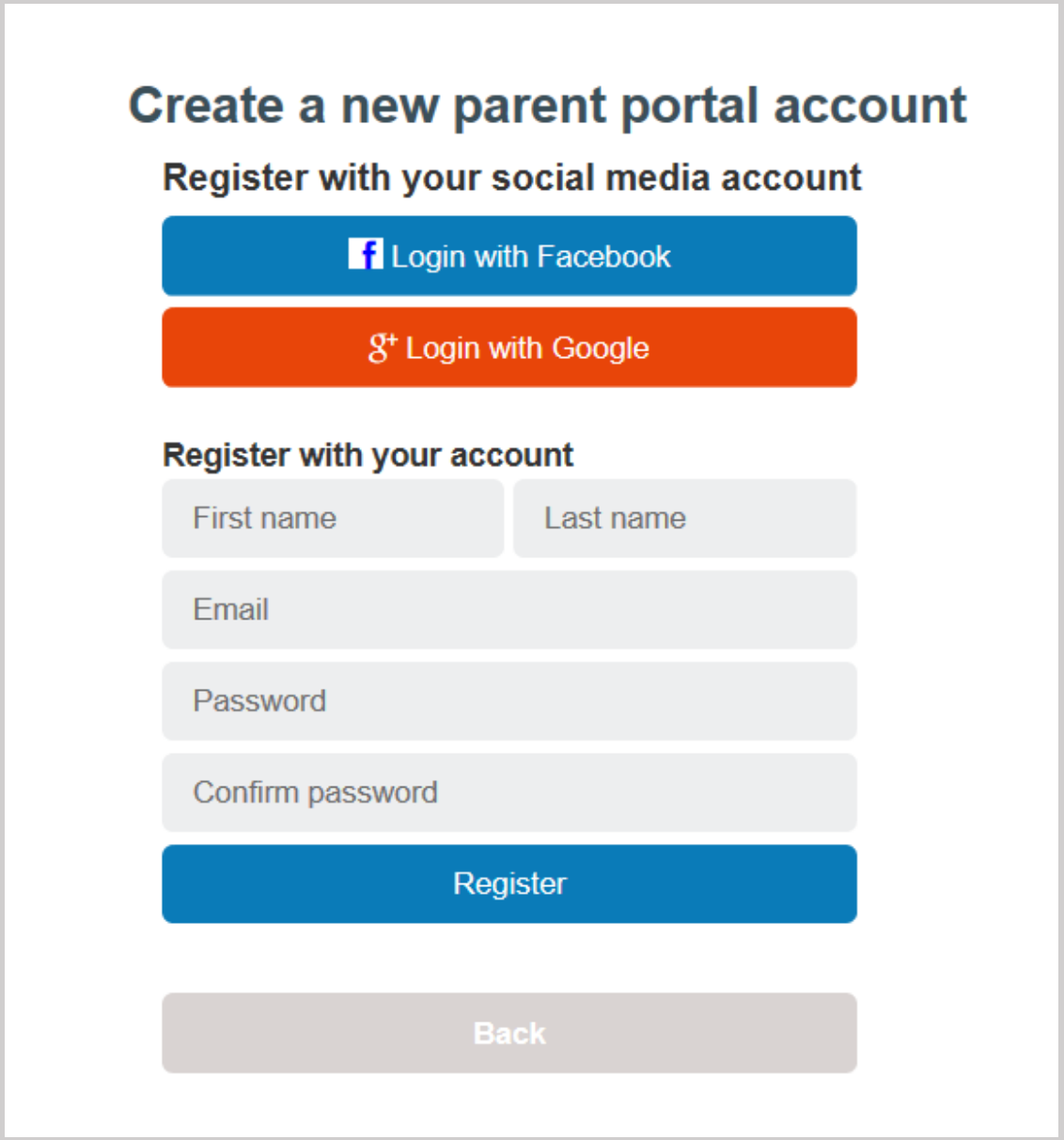
To create a new parent account, select “**Create New Account**”

If you already have a Parent Account, you may use your credentials to login.

Not sure if you have an account? Select “**Search for your account**.” to see if you have already registered.

If you forgot your password, select “**Click here**” next to “Forgot your password” and you will be emailed a re-set password link.





If you would like to use your Facebook or Google Plus credentials to create your parent account, select the appropriate icon to register.

If you do not want to use Facebook or Google Plus, you may register for your account by entering your First Name, Last Name, and Email Address

Create a Password and confirm the password
(Passwords must be at least 6 characters long)

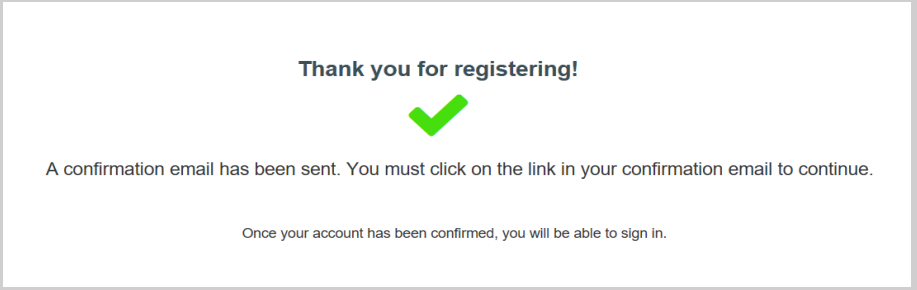
Select Register

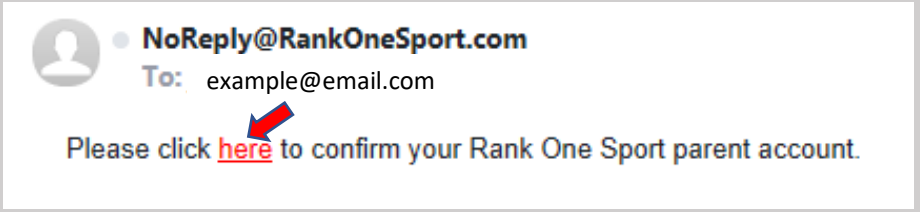
After entering your information and selecting Register you will be sent a confirmation email.

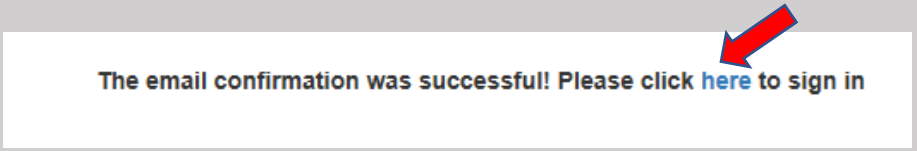
If you do not receive a confirmation email, please check your junk/spam folders or email support@rankonesport.com to have your email address verified.

Click on the link in the email to continue.

The link will redirect your web browser. Click the link to sign into your parent account.

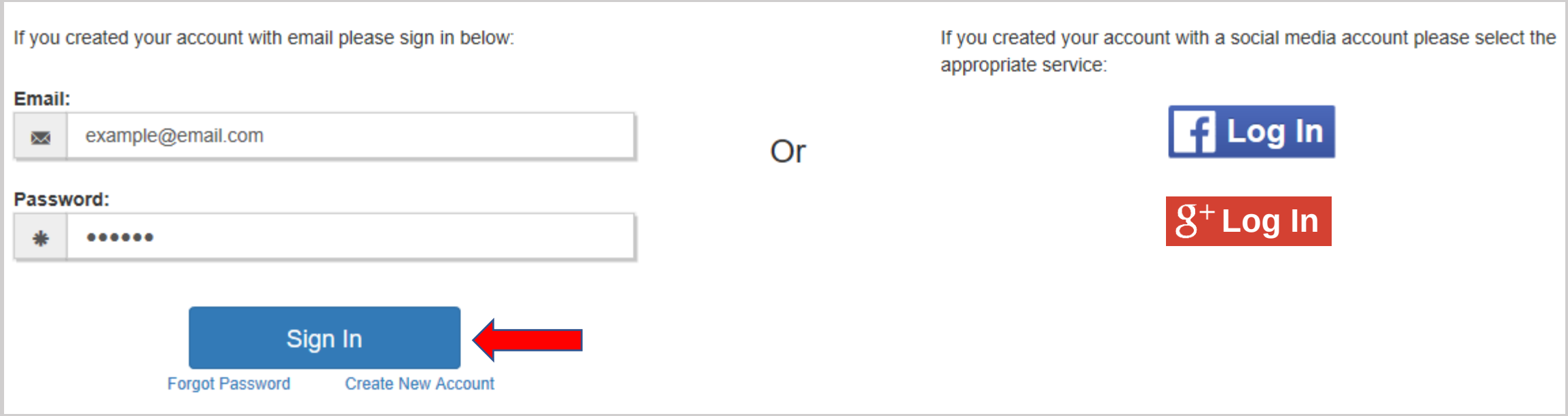






If you created your account with email, enter your Email Address and Password and select Sign In

If you used Facebook or Google Plus to create your account, select the appropriate icon to Sign In



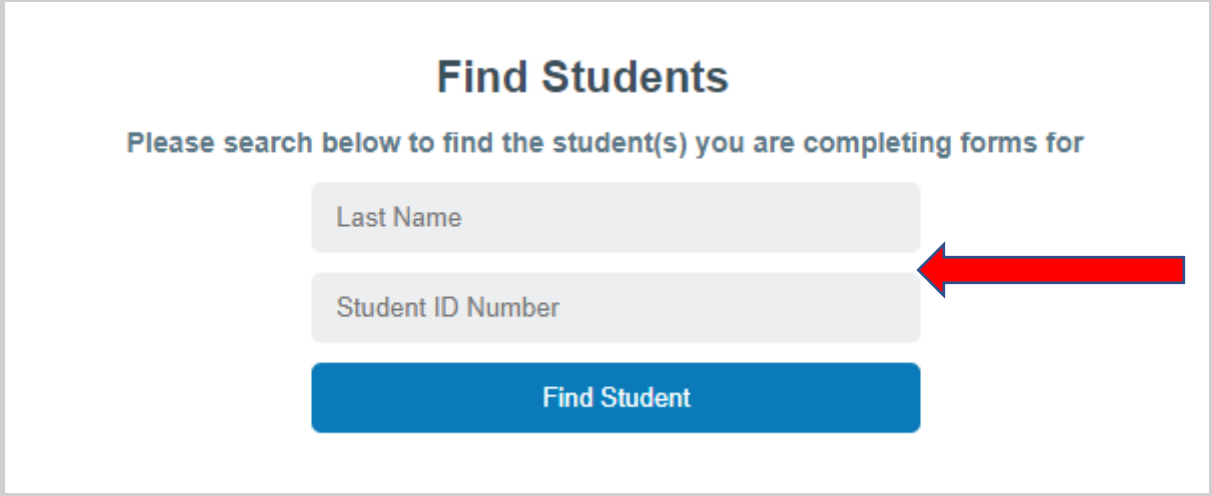
You will then link your student to your account.
(If you have multiple children you will have the opportunity to link multiple students to your account)

*Note: Some schools will require one of these three options to claim your student:

- Last Name and Student ID Number
- Birth Date and Student ID Number
- First Name, Last Name, and Birth Date

If you do not know your student's ID number you will need to contact the school

Enter the information requested and select Find Student

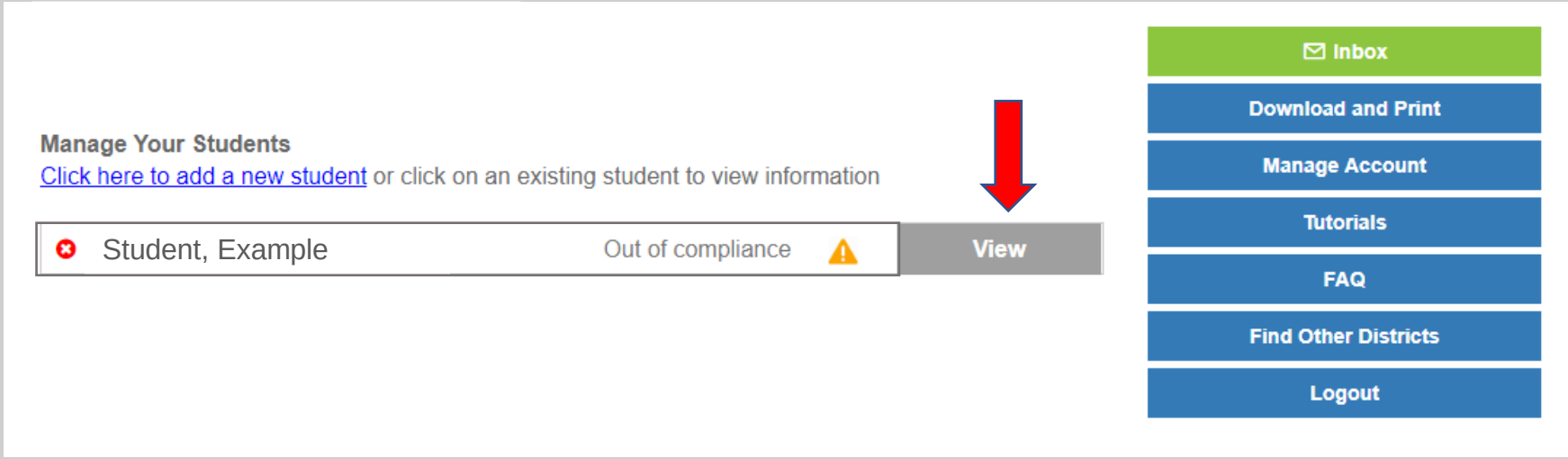


You will see your student linked to your account. To add another child to your account select "**Find Another Student**" and enter the requested information.

To start completing the forms select "Start Forms"

You will see your Student's Name and their Compliance Status.

Click "View" to complete the online forms and to see your student's status.



You will see 2 sections:

1. Paper Documents
2. Electronic Documents

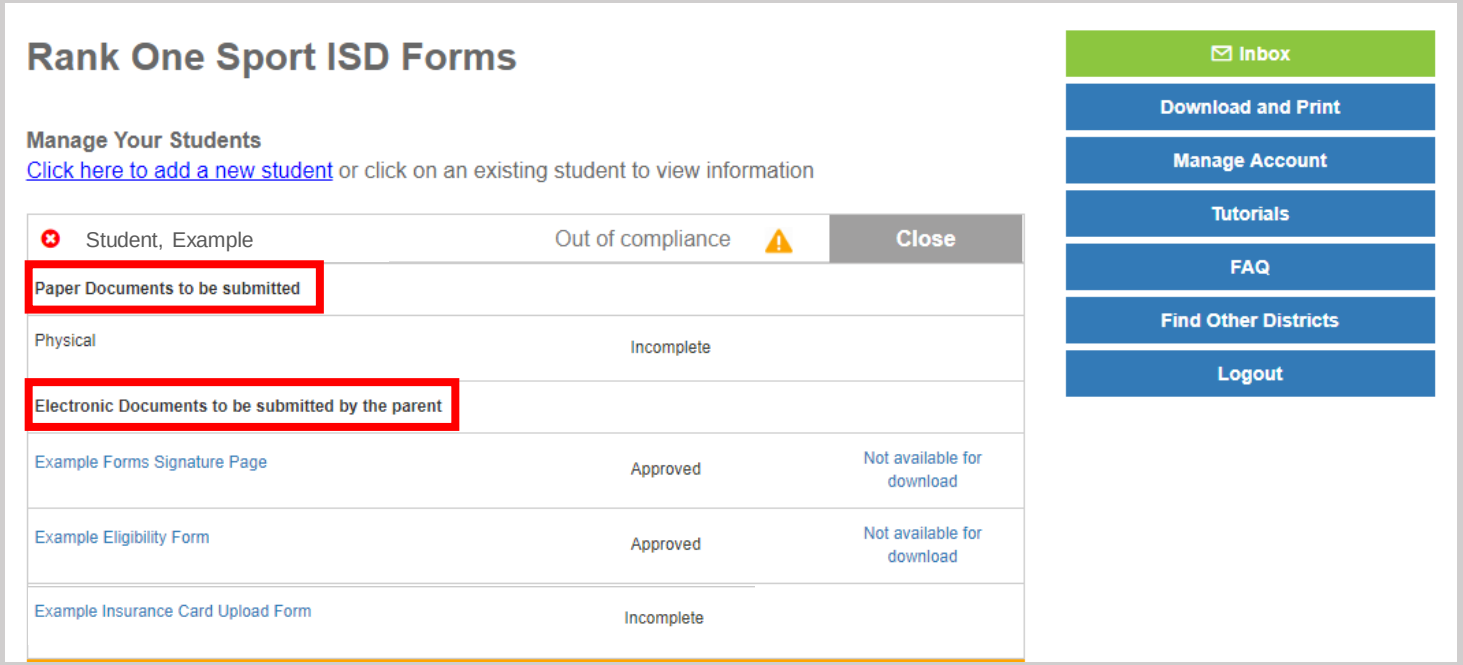
To print a blank Physical form or other printable documents, click on the "**Download and Print"** tab on the right side.

In most cases printable forms such as the Physical should be turned into the school manually. However, some schools may allow you to upload these documents to an electronic form titled "***Physical Upload Form***". If your student's school allows this option, it will appear under the Electronic Forms section.

To complete the electronic forms, click on the first blue link to open the form. The form status will show as "Incomplete" until after the school has approved your student's forms.

Note*: Some schools may require multiple forms to be completed.

If you have any questions related to the forms, please contact your student's school.



Additional Features inside your Parent Account include:

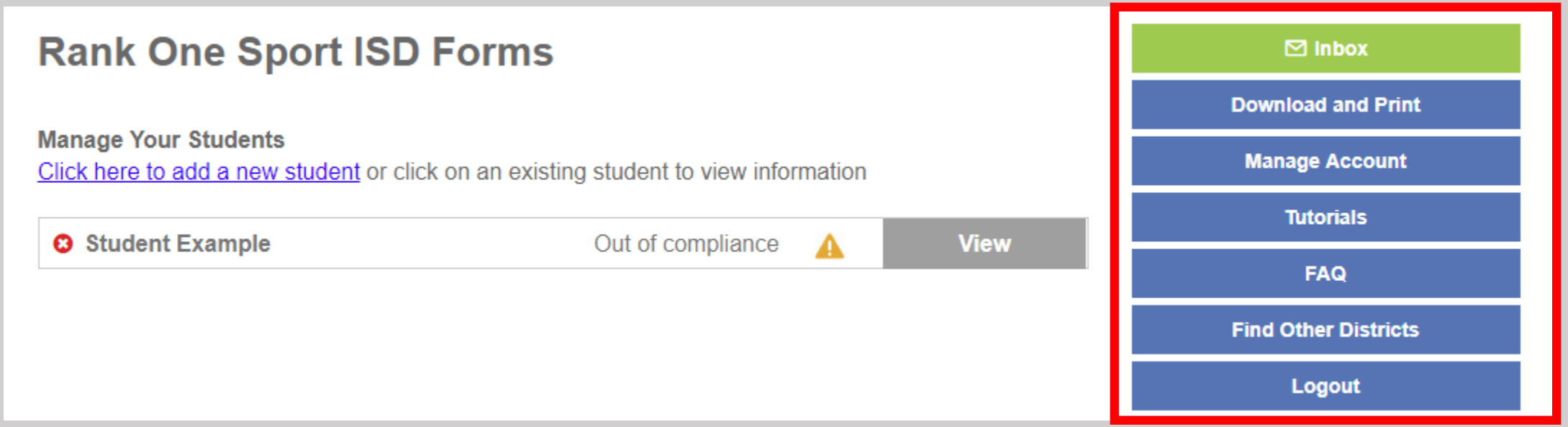
Inbox – Where you can receive messages from your student's school

Printable Documents – Access documents that you can print

Manage Account – Change your Password or Delete your account

Tutorials – Access Tutorials to help you complete electronic forms and manage your account

FAQ – View Frequently Asked Questions and Answers

Find other Districts – Search for other schools

Logout – Click Logout to Sign Out of your account