Rankone.com Instructions

We would like to thank you for participating in our new online process for completing athletic participation paperwork**.** This automated system allows us to be more efficient in handling athletic forms, tracking eligibility, and saving valuable resources.

Step 1: Go to RankOne.com

Visit **www.rankone.com** and select **"Parent"** or **"Fill Out Electronic Forms."**

Step 2: Add Your Student

Click **"Add Student"** under the *Student Profiles* section.
Enter your scholar's **last name** and **full 10-digit student ID. (Student ID number can be found in infinite campus labeled as student state ID)**

Step 3: Sports Physical

To access a blank copy of the **Sports Physical Form**, click here to print a copy.
Take this form with you to your scholar's physical appointment.

After the physical is completed, **upload only page 5** into the online registration portal under **Physical/Medical History Upload Form.**

This is the only page that needs to be uploaded — it will have the **MSHSAA logos** at the top left and right corners and must be **signed and dated by your medical professional.**

Step 4: Athletic Participation Form

Complete and electronically sign the **Athletic Participation Form** in **RankOne**.

Step 5: Medical Conditions (if applicable)

If your scholar has a medical condition that requires an action plan, upload the completed document in the **"Optional Action Plan"** section.

⚠️ **Important Reminder:**
Do **NOT** use athlete nicknames on any forms — only the scholar's **legal name** should be entered.

Athletic physicals are required **every year**, please plan physicals accordingly so that your scholar is able to participate in sports.