

Sports Clearance Instructions For Students

All incoming and returning student-athletes are **REQUIRED** to have athletic physical, health insurance, and online consents completed as part of the clearance process. **Without Insurance, a student athlete will not be able to clear for a sport. For Sweetwater Union High School District offered insurance plans, please contact your schools ASB office for more information.**

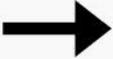
Here are the basic steps to follow when registering your athlete for the first time:

1. Start your registration process by going to your school clearance domain: **MontgomeryAztecs.com**
2. **Create an account:** Now begin creating your account by clicking the “Create an Account” button. After filling in the required information the system will automatically log you in and you will be required to accept the terms of use.
3. **Add a new athlete:** The next step is to add an athlete. You can do so by clicking the “My Athletes” tab on the left-hand side of the page or by clicking “Add Athlete” underneath the “My Athletes” tab. This only needs to be done once during your athlete's entire career at a school. The information entered here will carry over from year to year. This information includes your athlete's contact information and medical information.
4. **The athlete's profile:** After you've created your athlete, you will be brought to their Profile page. This page is a summary of their info and involvement.
5. **Register for a sport:** Click “+ Register For A Sport” to begin registration, you will be asked to choose which sport your athlete is registering for.
6. **Your registration checklist:** This page shows the status of your athlete's registration. You will be asked to complete several steps to complete registration including agreeing to consent forms and other documents.
7. **Reminder:** Physical documents should be completed by the parents and returned to your athletic department or ASB office. If you do not have a physical document, check with your ASB office or athletic department.
8. **NEXT STEPS ARE VERY IMPORTANT**
9. After completing your registration, **you must print your athlete profile, sign, and return the form (with your physical) to ASB.** Below is an example of the steps to completing this process in your account:

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Step #1: Select 'Print Athlete Profile'

Your Registration Checklist	
1. Registration Started:	06/21/2016
2. Electronic Documents:	Complete
3. Guardian E-Signature:	Complete
4. Athlete E-Signature:	Complete
5. Additional Requirements/Physicals:	Complete

 [Print Athlete](#)

Step #2: Check ALL boxes and select Print

Step #3: Sign-Date-Return to (ASB)

Parent E-Signature	Athlete E-Signature
Ryan Smith Successful signature at June 21, 2016, 10:58 am	Westan Smith Successful signature at June 21, 2016, 10:58 am

Future Seasons & Years

Once your athlete has been added to your account, you only need to follow steps 5-8 to register them for another sport.

Register My Athlete Tech Support

Email Support: support@registermyathlete.com

Phone Support: 435-213-1601

Phone Support Hours: Monday – Friday: 8:00am – 5:00pm