

# STHS Online Athletic Registration

## INSTRUCTIONS FOR PARENTS:

1. Go to [www.registermyathlete.com](http://www.registermyathlete.com)
2. **Create an account (if you have not created one yet):** Begin creating your account by clicking on "Login to Register" and then "Create Account".
3. **Add a New Athlete:** The next step is to add an athlete. You can do so by clicking the "Athlete Information" tab on the left-hand side of the page and then on "New Athlete". This only needs to be done **once** during each athlete's entire career at STHS. The information entered will carry over from year to year. This information includes your athlete's contact information and medical information.
4. **Register for a Sport:** On the Home page, click on "Start/Complete Registrations", then on "New Registration" to begin the sport registration. You will be asked to choose which sport your athlete is registering for. Follow the step by step registration. The incomplete section to be filled out will show in red. Once sections are completed, they will show in green. There are several steps to complete the registration including agreeing to documents, signing electronically, and uploading physical forms. (**NOTE: STHS is listed under the state of NEVADA**)
5. **Physicals:** Physical Exams are valid for 2 years. 9<sup>th</sup> graders, 11<sup>th</sup> graders & new athletes are required to have a physical exam done. Parents have the ability to upload the physical form to the system. Uploaded documents will need to be verified by the admin at the school prior to be accepted as complete. (If a document upload is rejected for any reason, the parent will receive an email with the rejection reason. After the error has been corrected, parents will be able to re-upload the document for verification). If your student has a valid physical exam on file at the school, admin will verify the date and clear this requirement.
6. **Complete Registration:** Your registration is complete once all items on the checklist have been completed and requirements have been verified by the athletics office.

**After Registration:** After registration is complete you can login at any time to view the status of your athlete and their participation on the team.

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**Register My Athlete Tech Support**

**Email Support: [support@registermyathlete.com](mailto:support@registermyathlete.com)**

**Phone Support: 435-213-1601**

**If you have any questions, please contact our Athletics office at (530)541-4111 ext.1838 or [lreadinger@ltusd.org](mailto:lreadinger@ltusd.org).**