

## **ELECTRONIC 2017 -2018 KLEIN ISD PRE PARTICIPATION ATHLETIC FORM ONLINE INSTRUCTIONS**

Parents,

This year the physical forms have moved to an online website where your child's information and your electronic signature are required **before the athlete can participate**. To complete the electronic online forms use the following instructions:

1. Type in the following webpage into your internet browser:
  - a. <http://www.rankonesport.com>
2. Click on the section marked "For Parents".
3. You will see a drop down box appear, click on "Fill out electronic forms".
4. A new window will pop up labeled as "Electronic forms lookup"
  - a. Select the state of TX in the drop down box.
  - b. Then select Klein ISD
5. You will be directed to a new page labeled "Klein ISD Online Participation Forms".
  - a. Scroll down and click on "Start Online Forms".
  - b. You can then choose to create an account or not, up to you.
6. Next page that appears is the "UIL Forms Signature Page" and you will see four links with check boxes next to them. Please check all four boxes after you have fully read each link.
7. Once all four boxes are checked scroll down and fill in the rest of the information, electronically sign the form and hit submit.

**((YOU WILL NEED YOUR CHILD'S STUDENT ID NUMBER FOR THE NEXT PORTION))**

8. Next, scroll to the top of the page and click on "Electronic Participation Forms" a drop down box will appear.
  - a. Click on "Pre Participation Athletic Form" fill out all the information and hit submit.
  - b. Go back to the top and select the "Electronic Participation Forms" again, and click on "KISD Code of Conduct Form". Fill it out and hit submit.

9. Finally, scroll up and click on “Download and Print” and print out the physical form. This form is needed for the physicians to fill out and allow your child to participate, whether you get the physical done at school or at a doctor’s office.

Any questions or concerns with this process please contact one of the athletic trainers at Klein High School:

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