

How to Register for a Sport at Lawrence High School

In an effort to streamline the registration process for student-athlete and student-manager registration Lawrence High has moved to online sports registration and forms submission. All required athletics forms must be submitted online at www.registermyathlete.com (RMA). Three forms – Physical, Proof of Insurance, COVID-19 Questionnaire – must be completed in their entirety and uploaded on RMA. These forms may be downloaded from RMA or from the MORE menu of the athletics website www.lawrenceathletics.org. Incomplete forms will not be accepted.

Paperwork may not be submitted at any time in person, to the athletic office, main office, coaching staff, or at a tryout or practice. All required forms must be submitted and approved on RMA prior to participation in any tryout or practice.



STUDENT-MANAGERS: Beginning with the 2020-2021 school year all student-managers must complete a physical and will submit all forms required for student-athletes and register for the sport they are interested in managing. Approved managers will be required to submit a student-manager application/agreement signed by a parent/guardian and the head coach of the sport they wish to manage.

HOW TO REGISTER MY ATHLETE?

1. Go to www.registermyathlete.com and select LOGIN
 - a. First time users need to create an account – Click CREATE ACCOUNT and then click on PARENT
 - b. Returning users enter email and password used for your account, click LOGIN and then click on PARENT
2. To register for sports of interest click START/COMPLETE REGISTRATIONS under *What would you like to do?*
3. Start a new registration, complete a registration previously started, or view a completed registration
4. Steps to create a registration
 - a. **Step 1: Select Lawrence High in the SELECT SCHOOL section**
 - i. Do NOT select Free State if you don't see Lawrence High – We will not get your forms
 - b. **Step 2: Select Athlete/Manager**
 - i. If the athlete/manager is already in the system, select them otherwise add them to the system
 1. Every athlete or manager needs to be registered and have a profile
 - c. **Step 3: Select Year/Sport**
 - i. Confirm your registration. After confirming continue to click the red boxes and complete them
 - d. **Step 4: School Requirements/Uploads**
 - i. After reading, agreeing to documents, and answering documents questions the parent AND student need to e-sign
 - ii. Upload the Physical, Insurance, and COVID-Questionnaire
 1. Forms must be uploaded as a PDF or JPEG
 2. ALL pages of physical must be in one (1) file
 3. If you take pics with your phone you must use GOOGLE CHROME to log in
 - iii. Uploads will say "Pending School Approval" until an LHS Admin approves the form
 1. Incomplete forms will be rejected
 - a. Make sure all required signatures and pages (5) are in your physical form upload
 - e. **Step 5: Completion**
 - i. Once the six (6) required forms have been approved on RMA the student-athlete/manager is ready for tryouts or practices if...
 1. The student meets all medical and academic eligibility requirements
 - a. Winter Athletes must meet eligibility requirements for both semesters.
 - b. Summer School, Night School and Credit Recovery may NOT be used for eligibility
 - c. Eligibility: Passed five (5) new classes the previous semester
Enrolled in five (5) new classes during the current semester

