

## Parent Instructions – Filling out Electronic Participation Forms without a Parent Account

### How to Complete the Electronic Participation Forms

- Step 1 Visit [www.rankonesport.com](http://www.rankonesport.com)
- Step 2 Click on Fill out Electronic Participation Forms
- Step 3 Select your State – Select your School District
- Step 4 Read through the instructions page
- Step 5 Scroll down & click Start Online Forms (See Example Below)

Rank One Sport ISD  
Online Participation Forms

Log In

Home/Instructions 1 Electronic Participation Forms

Welcome to the Athletics Parent Portal.

We would like to thank you for taking part in our new process of accepting athletic participation paper work online. This new automated process will allow us to be more efficient in handling the forms as well as saving valuable resources.

- To access the online forms hold your cursor over the "Electronic Participation Forms" tab. You will get a drop down list of the forms.
- Click on the form name and fill out the information requested. (you must have your students ID number available as it is required on each form)
- To sign the document click inside the signature box and hold your mouse down, this will allow you to create an "Electronic Signature". If you make a mistake and need to start over click on the refresh icon next to the signature box.
- Once you have filled out all of the information on each page you will have the opportunity to print the document.
- You will receive a confirmation email once the document has been reviewed by the MISD staff.
- Note for physicals: All physicals should be completed on the pink MISD physical form for 2013/14 school year. Forms are available on all Secondary Campuses.

If you have any questions please contact the MISD Athletic Office 469-302-4166

Parent Permission Form	
General Information	

Start Online Forms

Once you click Start Online Forms it will take you to the next screen:

## Helpful Hints:

No, Create New Account

*If you would like to Create a Parent Account Select this option*

Yes, Sign In

*If you already have a Parent Account Click Here to Sign In*

Not Sure, Search for Account

*Not sure if you have a Parent Account? Enter email address to search for existing account*

I don't want an account. Go to forms

*If you do not want to create a Parent Account, click here*

Once you select the last option it will ask you one more time if you would like to create a Parent Account and includes the benefits of creating a Parent Account

(see below)

### Are you sure you do not want to create a parent account?

By creating a parent account, you will be able to:

- Access PDF documents of forms submitted online
- Track eligibility status of your student athlete
- Sync your account with the parent app
- In the future:
  - manage notification preferences
  - automatically populate demographic information
  - and more!

Never mind, I want an account!

[I don't want an account. Go to forms](#)

If you change your mind and would like to create a Parent Account select  
Never mind, I want an account! (See Parent Account tutorial)

If you do **not** want to create a parent account select  
I don't want an account. Go to forms

## Are you sure you do not want to create a parent account?

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Never mind, I want an account!

I don't want an account. Go to forms

This will direct you to the first online form. Fill out all required boxes at the top & complete the online form then click Submit.



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Online Participation Forms

Log In

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<b>Student First Name:</b>	<b>Student Last Name:</b>	<b>Date of Birth:</b>	<b>Student ID:</b>	<b>School Attending in 2017 - 2018:</b>
<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text" value="mm/dd/yyyy"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text" value="----"/>
Required	Required	Required	Required	Required

If there are more forms to complete, click the red arrow to continue onto the next form.

Your form information has been successfully saved and sent to the appropriate school. Once the staff has reviewed your information you will receive an email informing you of the status. The form will either be approved or denied.

To obtain a copy of the form, please contact your school.

Forms Remaining
• <a href="#">UIL Forms Signature Page</a>
• <a href="#">OSSAA Eligibility Form</a>
• <a href="#">UIL Steroid Form - Spring</a>
• <a href="#">Emergency Release Form</a>
• <a href="#">Test1-Supply form</a>

[Go To The Next Form](#)

Thank you for submitting your forms online.

Rank One Sport ISD Department Staff!

Complete all required Electronic Participation Forms.

When you have completed **all forms** you will get the following message:



Rank One Sport ISD  
Online Participation Forms

Log In

Home/Instructions 1 Electronic Participation Forms

Your form information has been successfully saved and sent to the appropriate school. Once the staff has reviewed your information you will receive an email informing you of the status. The form will either be approved or denied.

To obtain a copy of the form, please contact your school.

**All forms have been completed, thank you!**  
[Click here to enter a new athlete](#)

Thank you for submitting your forms online.

Rank One Sport ISD Department Staff!

Once a form has been submitted you will receive a confirmation email.