

Successfully navigating



OVERVIEW

You will need:

- A completed physical form with a doctor stamp
- A copy of your insurance card
- The ability to scan and save documents

Steps:

- Scan and save your physical & insurance card
- Go to AthleticClearance.com
- You *CAN* watch the 6 minute video tutorial
- Create an account at AthleticClearance.com
- Log in and begin clearance process
- Complete the 4-step clearance process
- Step 5 is a confirmation page **PRINT THIS OUT!**
- Sign and scan the confirmation page
- Go back to the physical section of Step 1 and upload the confirmation page using the ***additional form*** upload button

https://drive.google.com/open?id=0B4IbUjOYT6_kc0hSZ3RJRjl3MG8

some hints/considerations while completing the process:

Step 1 has two screens or parts

In the 1st part, make sure you uncheck the box

Clearances Clearances Documents Library

Start Clearance Here!

Year	Sport	Student	School	Student Info	Physicals	Medical History	Parent/Guardian Info	Signature	Confirmation	Shop	Status	Delete
2017-18	Football (11 man)	Joe Griffin	Los Alamitos	Completed	Completed	Completed PRINT	Completed	Completed	View	View	Uncleared	

Name * Birthdate *

Joe Griffin 10/10/1999
First Last mm/dd/yyyy

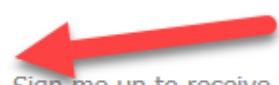
Grade * Gender *

12 Male

Student Id Student Email * Student Cell * Cell Carrier (Ex: AT&T, Verizon)

joe@gmail.com (562)234-5678

Sign me up to receive important communications from my team and athletic department

 **uncheck**

*** this box is checked by default

*** there is a similar box when you are entering the parent information in step 3

In the 2nd part of step 1, (which has caused the most confusion with parents) you will upload 2 files: the scanned physical form (2 pages, 1 file) & the scanned insurance card

Step #1 - Student Information - Physical Uploads

upload 1 file that has both sides of the scanned physical form

upload the scanned confirmation page

upload scanned insurance card

Upload Physical Form : No file chosen

Additional Form: No file chosen

Proof of Insurance: No file chosen

You will come back to this section when you've completed all steps and upload your confirmation page

When you hit submit at the end of step 4 you will be taken to a confirmation page like this

ATHLETICCLEARANCE.COM CLEARANCES MY ACCOUNT CONTACT US SIGN OUT

Confirmation Message Go Back

Dear Joe Griffin,

This message is to let you know Joe Griffin has started the Athletic Clearance process to participate in Football (11 man) for Los Alamitos.

****Please ensure that both pages of the Physical are uploaded as a SINGLE file. You can use a free app like Genius Scan to combine files and upload them as a single file.**

The final step in this process requires parent and student signatures in agreement of the consent to participate. Please read, sign and UPLOAD the emailed Confirmation Message to AthleticClearance.com (under "Additional Forms" on Step #1 or Student Info).

I hereby give my consent for Joe Griffin, hereafter named student, to compete in athletics. I authorize the student to go with and be supervised by a representative of the school on any trips. In case this student becomes ill or is injured, you are authorized to have the student treated and I authorized the medical agency to render treatment. I consent to any x-ray examination, anesthetic, medical, or surgical diagnosis or treatment and hospital care which is deemed advisable by, and is to be rendered under; the general or special supervision of any physician and surgeon licensed under the provisions of the Medical Practice Act on the medical staff of any accredited hospital, whether such diagnosis or treatment is rendered at the office of said physician or said hospital it is understood that this authorization is given in advance of any specific diagnosis, treatment or hospital care being required, but is given to provide authority and power on the part of the school representative to give specific consent to any and all such diagnosis, treatment or hospital care which the aforementioned physician in the exercise of his/her best judgment may deem advisable. This authorization shall remain effective until the end of the school year unless sooner revoked in writing and delivered to the school.

Parent Signature _____

Student Signature _____

Date _____

Thank You,
Los Alamitos High School
Athletic Department

Print

Would you like to apply this Clearance to additional sports/activities?

<input type="checkbox"/> Band	<input type="checkbox"/> Baseball	<input type="checkbox"/> Basketball, Boys	<input type="checkbox"/> Basketball, Girls
<input type="checkbox"/> Cheer & Song	<input type="checkbox"/> Choir	<input type="checkbox"/> Color Guard	<input type="checkbox"/> Cross Country, Boys
<input type="checkbox"/> Cross Country, Girls	<input type="checkbox"/> Diving	<input type="checkbox"/> Golf, Boys	<input type="checkbox"/> Golf, Girls
<input type="checkbox"/> Lacrosse, Boys	<input type="checkbox"/> Lacrosse, Girls	<input type="checkbox"/> Performing Arts	<input type="checkbox"/> Powder Puff
<input type="checkbox"/> Sand Volleyball, Girls	<input type="checkbox"/> Soccer, Boys	<input type="checkbox"/> Soccer, Girls	<input type="checkbox"/> Softball
<input type="checkbox"/> Song	<input type="checkbox"/> Sports Medicine	<input type="checkbox"/> Surf	<input type="checkbox"/> Swimming & Diving, Boys
<input type="checkbox"/> Swimming & Diving, Girls	<input type="checkbox"/> Tennis, Boys	<input type="checkbox"/> Tennis, Girls	<input type="checkbox"/> Track & Field, Boys
<input type="checkbox"/> Track & Field, Girls	<input type="checkbox"/> Traditional Competitive Cheer	<input type="checkbox"/> Volleyball, Boys	<input type="checkbox"/> Volleyball, Girls
<input type="checkbox"/> Wrestling, Boys	<input type="checkbox"/> Wrestling, Girls	<input type="checkbox"/> Water Polo, Boys	<input type="checkbox"/> Water Polo, Girls

I, the parent guardian of the student, acknowledge that my electronic signatures will be applied to all additional clearances.

Submit

there is a print button 2/3 of the way down the page

print this page

check other sports the athlete might play

click submit, navigate back to the upload section and upload after signing this page using the additional form upload area