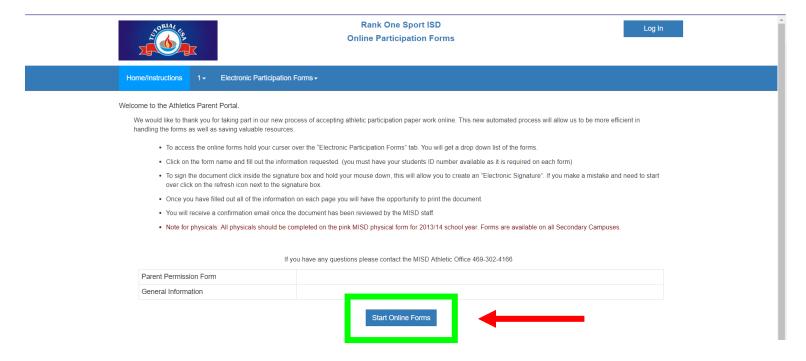
Parent Instructions - Filling out Electronic Participation Forms without a Parent Account

How to Complete the Electronic Participation Forms

- Step 1 Visit <u>www.rankonesport.com</u>
- 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)



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:
 - o manage notification preferences
 - o automatically populate demographic information
 - o and more!

Never mind, I want an account!

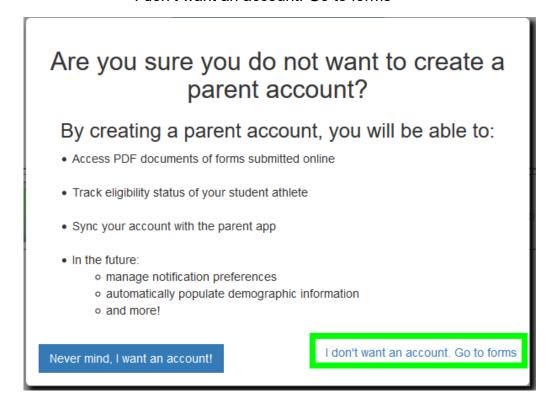
I don't want an account. Go to forms

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 <u>not</u> want to create a parent account select

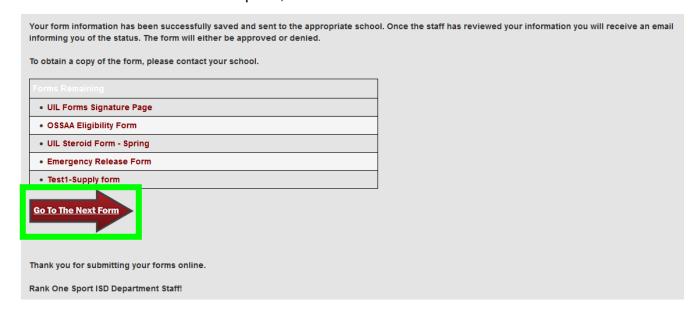
I don't want an account. Go to forms



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

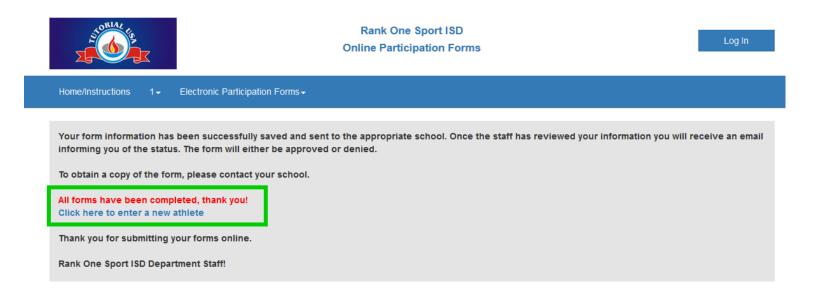


If there are more forms to complete, click the red arrow to continue onto the next form.



Complete all required Electronic Participation Forms.

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



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