

# Step By Step Guide: Sports Registration

<https://wausauwest-ar.schooltoday.com/>



## Wausau West High School

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Sign-In



### Step 1: Read and follow steps 1-7

**ALL PAPERWORK MUST BE ELECTRONICALLY SUBMITTED AND FULLY COMPLETED PRIOR TO PARTICIPATION AT ANY LEVEL, IN ANY PRACTICES...NO EXCEPTIONS**

1. Each student athlete must have a completed WIAA Sports Physical Card on file at WWHS.
  - Note: Physical examination taken April 1 and thereafter is valid for the following two school years; physical examination taken before April 1 is valid only for the remainder of that school year and the following school year. **2016-17 sports physicals must be dated 4-1-2015 or later.**
  - WIAA Alternate Year Cards are to be completed every other year.
2. Parents & Athletes should read the High School Activities Code Handbook and return the completed Activities Code Signature Page & Parental Insurance Waiver this form needs to be signed by a parent/guardian, once per school year. Read the WIAA High School Eligibility form and sign and date that you have done that on the same form as the Athletic/Activity Code.
  - Special Accommodations form, this only needs to be completed if any special accommodations are needed.
3. Coaches Expectations signed and dated by parent/guardian & student for each sport that you participate in.
4. Emergency Medical Card Coaches will need to keep these for medical needs.
5. Activity Fee Payment, payable to Wausau West High School. This fee should be paid at the West High School business office (main office). Coaches will receive a composite list of whom has paid. You do not need to turn in individual receipts.
6. Concussion/Head Injury - Participant and Parental Disclosure and Consent Document. Required by State Law and needs signature of both parent and student athlete.
7. A parent or guardian and athlete must attend one Sports Meeting per school year, The Fall Sports Parent & Athlete meeting will be held on **Monday, November 7, 2016, at 7:00 p.m in the WW Auditorium**. Please be sure to sign in at the meeting.

## Step 1

- Complete the **WIAA Sports Physical Card**.
- Read and filled out the steps 1-7 on the home page

## Step 2: Online Registration Form

Homepage

Parents, Complete Your Athletics Registration Online!



Click on Register now to begin your Athletic Registration

Activity Registration

For New Registration



If you don't have a Family Account and Registering for the first time click on "NEW USERS-CREATE AN ACCOUNT".

Family Account Login for Returning Parents



If you already have a Family Account you need to click on "RETURNING USERS -LOGIN HERE", to login into your Family Account

PHYSICAL & ALTERNATE YEAR CARD DOWNLOADS

Each student athlete must have a complete **WIAA Sports Physical Card** on the file at WWHS.

Note: Physical examination taken April 1 and thereafter is valid for the following two school years; physical examination taken before April 1 is valid only for the remainder of that school year. **2016-2017 sports physicals must be dated 4-1-15 or later.**


[New Physical Form](#)

[Alternate Year Card](#)



Click to download and Fill out your New Physical Form and Alternate Year Card

Fill out the entire form and submit by clicking NEXT at the bottom of the form



Student Information

Student ID:

First Name: \*

Last Name: \*

Nickname:

Middle Initial:

Gender: \*

Grade: \*

Date of Birth: \*

Month

Day

**As a Student-Athlete: \***

- I agree to abide by the High School Activities Code and realize that any violation on my part will result in the restrictions and penalties set forth in the Code.
- I will also have integrity to inform my coach/advisor, and Activities Director if I ever violate this code while under its rules.
- I recognize the importance of following the coach's/advisor's instructions regarding playing techniques, training, and other team rules, and I agree to obey such instructions (pertains to participation in athletics only).

**As the parent(s)/guardian(s) of a student participating in activities in the Wausau School District: \***

- I/we support our child's commitment to abide by all rules as stated in the High School Activities Code.

**To demonstrate my/out support, I/we pledge to: \***

- I. Be aware of our child's academic status, behavior, and social habits.
- II. Not cover-up or provide alibis if rules are broken. We will hold our child responsible and accountable for their actions and will inform the Activities Director or school Administration if he/she violates the High School Activities Code. We will communicate our intentions to our child so he/she will be aware of what the consequences will be should a violation occur.

There are many check boxes throughout the form. Please click each one under each section

**There are many medical fields throughout the form that need to be fill out. Please fill out every section**

Medical Information

Primary Doctor

Name:

Address:

Phone 1:

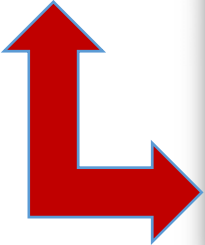
Phone 2:

Preferred Hospital

Hospital Name:

Phone 1:

Phone 2:



Next >>



**After all the fields have been fill out and all boxes have been checked. Please hit NEXT**

# Step 3: Online Registration Form

Fill out to save and access information. You can add siblings and have access each year and each season. Set up your family account and hit **SUBMIT** below.

AR Checkout Page

IMPORTANT: You MUST finish setting up your Family Account or your registration will \*NOT\* be processed. ×

### SET UP YOUR FAMILY ACCOUNT LOGIN

By logging in first on future registrations, all forms will be PRE-FILLED for your convenience, but allow you to make changes if needed.

**Username \***

  
**Password \***

.....

**CAPTCHA**

This question is for testing whether you are a human visitor and to prevent automated spam submissions.

**Math question \*  $17 + 1 =$**

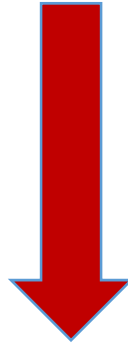
Answer the "CAPTCHA" question and hit "SUBMIT"

## Athletic Registration

Thank you. We have received your submitted form.

[Go back to the form](#)

**Click Manage Family Account to go to your Family Account and view your registration history**



[Refund Policy](#)

[Privacy Policy](#)

[Manage Family Account](#)

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## FAMILY ACCOUNT

### Family Account

[Show Inactive Records](#)

DAVID CORDOBA

[Registration History](#)

[Payment History](#)

[Family Member Info](#)

[Account Settings](#)

#### Registration History

› Rate : Regular Pay

[Register](#)

1

2

3

#	Date	Activity	Student	Gr	Reg. Form	Physical	Fee
2711-1016	10/19/2016	Cross Country Boys No Level	DWC TEST	7	<a href="#">view</a>	<a href="#">Add</a>	

[Refund Policy](#)

[Privacy Policy](#)

[Manage Family Account](#)

[Logout](#)

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1– Click Register link to register existing or new student under your family account

2 - View submitted registration form

3 – You can ADD/VIEW physical forms anytime

Once you have completed the first online registration form and created an account you can log back in at any time from the main page <https://wausauwest-ar.schooltoday.com/>