

1. **TO BEGIN: If you already have an account click LOG IN in the top right corner. If not or unsure, please click the START ONLINE FORMS button below.**
2. Log in or create and confirm your account. Click on “Add a child” and enter your students ID # and last name or “Click to view forms/status” if your child has already been entered.
3. Click on RISD Records Release. Fill out the student information at the top and check the boxes next to the information that you wish to be released. **\*\*The information you select will only be released to RISD for school related publications and to Higher Education for recruiting purposes.**  
Then, electronically sign in the signature box.
4. Click on RISD Extracurricular Activity Acknowledgement & Agreement Form. You will see “High School Guidelines” and if you scroll down further you will see “Junior High Guidelines.” Select the correct form for your child and read the policy. Both the parent and student athlete must sign electronically.
5. Click on Emergency Medical Release. Fill in the boxes with your child’s emergency and medical information and sign in the electronic signature box.
6. Click on RISD/UIIL Pre-Participation Forms. You will see 5 forms on this page that need to be read. **You do NOT need to fill out these individual forms or print them.** Just read the forms and then check the box next to it stating that you have read and understand each form.

- RISD Athletic Insurance Acknowledgement
- Acknowledgement of Rules
- Concussion Acknowledgement Form
- Parent/Student Steroid Agreement
- Sudden Cardiac Arrest Awareness Form

Then, fill out the information below and sign with a mouse or stylus in the signature box. Both student and parent must sign. This signature will apply to only these 5 forms.

To sign the documents, click inside the signature box and hold your mouse down. This will allow you to create an “Electronic Signature”. If you are using an IPAD or Smartphone, you may create an electronic signature by holding your finger to the screen and signing your name or by using a stylus. 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 if you so choose.

**\*\* If you have any questions: High School student athletes please contact your High School Athletic Trainer, Junior High student athletes please contact your Junior High Athletic Coordinator.**

**If you need a copy of the UIL Pre-Participation Physical & Medical History form to take to your physician, click on “Download and Print” on the right side of your screen and then click on Physical & Medical History Form.**

1. Fill out all areas on the first page only (Medical History) and then print both pages.
2. Take the forms with you to the Doctor. The Doctor will fill out the second page, which is the Physical Examination portion.
3. Turn the physical in to your High School Athletic Trainer or your Junior High Athletic Coordinator.

**\*\*As a reminder, ALL of these forms will need to be completed each school year.**

