

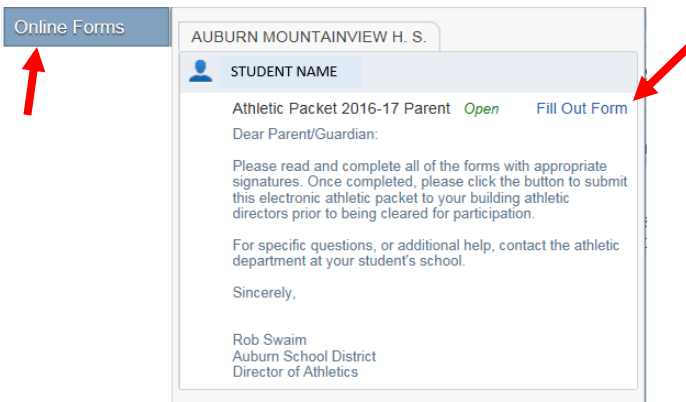
Online Athletic Registration Packet via Skyward Family Access



Parents and students have the ability to fill out the athletic packet online. The packet has two parts: a family portion that must be filled out by the primary guardian via their Family Access account and a student portion that must be filled out by the student via their Student Access account.

FAMILIES

Online Athletic Registration is open to the student's primary family only. The student's primary parent/guardian should log into Family Access and click on the left tab named **Online Forms**. Choose which student to fill the form out for and click the link to [Fill Out Form](#).



From the welcome screen, see below, access each of the eleven steps that are listed on the right. Upon completion of each step click the button to complete and move to the next step. [Complete Step 1 and move to Step 2](#)

Athletic Packet 2016-17 Parent

STUDENT NAME (AUBURN MOUNTAINVIEW H. S.)

Welcome to Auburn School District Athletics

Dear Parent/Guardian:

Please read and complete all of the online forms with appropriate electronic signatures. Once completed, click the button to submit this electronic athletic packet to your building athletic directors prior to being cleared for participation.

This online athletic registration packet has two parts, a family portion that must be filled out by the primary guardian via their Family Access account and a student portion that must be filled out by the student via their Student Access account. After completing this packet, ask your student to sign in to their Student Access account to complete their packet.

For specific questions, or additional help, contact the athletic department at your student's school.

Sincerely,

Rob Swaim
Auburn School District
Director of Athletics

Welcome to Auburn School District Athletics
1. Welcome Letter
2. Participation Form
3. Athletic Eligibility
4. Medical/Accident Insurance
5. Concussion and Sudden Cardiac Arrest Information
6. Athletic Code of Conduct
7. Social Media Guidelines
8. Informed Consent
9. Physicians Evaluation Report
10. Complete Athletic Packet 2016-17 Parent

[Next](#)


[Close and Finish Later](#)

As each step is completed a green checkbox will appear with the date and time.

District Message

- 1. Welcome Letter
✔ Completed 07/21/2016 1:53pm
- 2. Participation Form
- 3. Athletic Eligibility
✔ Completed 07/21/2016 1:53pm

Each form can be viewed larger by clicking the  button in the upper right corner of the form.

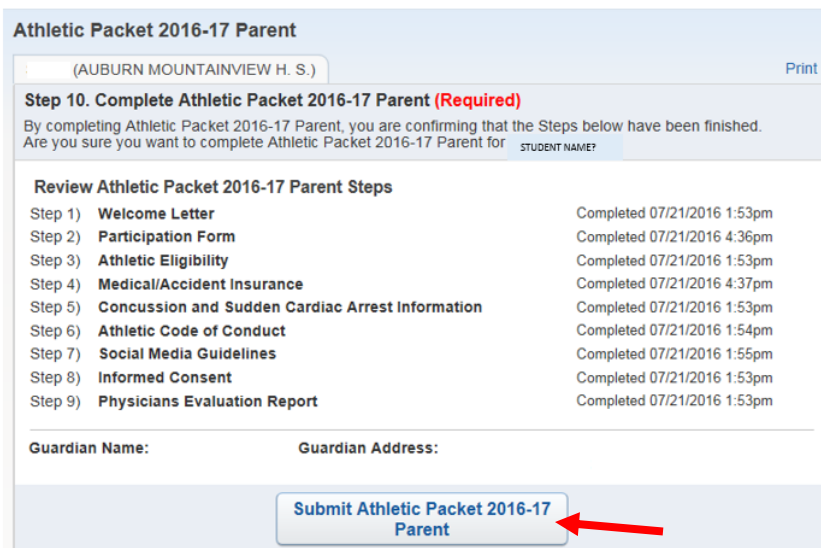
On step 10, the Physicians Evaluation Report, this form needs to be printed and taken to your doctor to be filled out after the student's sports physical. The  button is located in the upper left corner of the form.

Physicals are valid for two years. If you are unsure if your student has a valid physical on file, you can find out this information through Family Access. Click on the left tab named Report Cards and Documents, then click the link [Athletic Physical Information](#). This will generate a report that will display the student's last physical date on file and that physical's expiration date. If the information is blank, there is either no physical date information on file or it has not yet been entered by the Athletic Department staff.



The screenshot shows a navigation menu with a tab labeled "Report Cards and Documents" highlighted in blue. A red arrow points to this tab. Another red arrow points to a link labeled "Athletic Physical Information (AUBURN MOUNTAINVIEW H. S.)" in the "Description" section.

To complete the online Athletic Packet, go to step 11. Each of the previous 10 steps need to be completed ✔ and display a date and time. Click the "Submit Athletic Packet 2017-18 Parent" button at the bottom of the screen to complete this process.



The screenshot shows the "Athletic Packet 2016-17 Parent" form. At the top, there is a "Print" button. Below it, a red heading reads "Step 10. Complete Athletic Packet 2016-17 Parent (Required)". A confirmation message asks, "By completing Athletic Packet 2016-17 Parent, you are confirming that the Steps below have been finished. Are you sure you want to complete Athletic Packet 2016-17 Parent for STUDENT NAME?".

Review Athletic Packet 2016-17 Parent Steps	
Step 1) Welcome Letter	Completed 07/21/2016 1:53pm
Step 2) Participation Form	Completed 07/21/2016 4:36pm
Step 3) Athletic Eligibility	Completed 07/21/2016 1:53pm
Step 4) Medical/Accident Insurance	Completed 07/21/2016 4:37pm
Step 5) Concussion and Sudden Cardiac Arrest Information	Completed 07/21/2016 1:53pm
Step 6) Athletic Code of Conduct	Completed 07/21/2016 1:54pm
Step 7) Social Media Guidelines	Completed 07/21/2016 1:55pm
Step 8) Informed Consent	Completed 07/21/2016 1:53pm
Step 9) Physicians Evaluation Report	Completed 07/21/2016 1:53pm

Below the table are fields for "Guardian Name:" and "Guardian Address:". At the bottom, a blue button labeled "Submit Athletic Packet 2016-17 Parent" is highlighted with a red arrow.

Students

Students can complete the online Athletic Registration packet by signing into their Student Access account and clicking on the left tab named **Online Forms**. The packet is accessed and filled out the same as the parent packet, with exception of having only 7 steps instead of 11.

Athletic Packet 16-17 Student
(AUBURN MOUNTAINVIEW H. S.)

Welcome to Auburn School District Athletics

Dear Student:

Please read and complete all of the online forms with appropriate electronic signatures. Once completed, please click the button to submit this electronic athletic packet to your building athletic directors prior to being cleared for participation.

This online athletic registration packet has two parts, a family portion that must be filled out by the primary guardian via their Family Access account and a student portion that must be filled out by the student via their Student Access account. After completing this packet, ask your primary parent/guardian to sign in to their Family Access account to complete their packet.

For specific questions, or additional help, contact the athletic department at school.

Sincerely,

Rob Swaim
Auburn School District
Director of Athletics

Welcome to Auburn School District Athletics

1. Welcome Letter
2. Concussion and Sudden Cardiac Arrest Information
3. Athletic Code of Conduct
4. Social Media Guidelines
5. Informed Consent
6. Complete Athletic Packet 16-17 Student

Next

Close and Finish Later

Upon completion they should go to Step 7 and click the “Submit Athletic Packet 17-18 Student” button to complete their process.

How do I get Family Access?

Login names and passwords are available through each school office. Alternatively, if a parent/guardian has an email address already in our student information system, he/she can use the “Forgot your Login/Password?” option on the Skyward Family Access login screen to gain access to a Family Access login and password via email.

SKYWARD
AUBURN SCHOOL DISTRICT

Login ID:

Password:

Sign In

Forgot your Login/Password?

05.15.06.00.11

Login Area: Family/Student Access

How do I log onto Family Access?

On the Auburn School District main URL/web site <http://www.auburn.wednet.edu> there is a link to Family Access – see the upper right corner of the screen. This same link is also available on each school’s web site.

Elementary Schools Secondary Schools Sign In Search...

AUBURN
SCHOOL DISTRICT
ENGAGE • EDUCATE • EMPOWER

915 4th Street NE
Auburn, WA 98002
p: 253-931-4900
f: 253-931-8006

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