



## ATHLETE REGISTRATION INSTRUCTIONS

Register My Athlete gives parents the opportunity to register their student(s) for extracurricular participation at any Peoria Unified School District high school. Please follow the process below to register your student-athlete.

1. Go to [www.registermyathlete.com](http://www.registermyathlete.com)
  2. Create an account as the **Parent/Guardian**.
    - a. Complete the required fields.
    - b. Create your password and security questions.
    - c. Click “Create Account”
  3. Print: “Account Details” and then click “Got It, I’m Done Here”
  4. Accept the Terms of Use and Login
  5. Click “Start a New Registration”.
    - a. Select the school you plan to attend.
  6. Create the Athlete Profile
    - a. Click “Choose Your Athlete”.
    - b. Select “Add New Athlete”.
    - c. This only needs to be done once during a student’s high school career.
    - d. This information will carry over from year-to-year.
    - e. Enter required contact information and medical information.
    - f. Agree to keep all information up to date.
  7. Register for a Sport/Activity
    - a. Select the correct school year.
    - b. Choose the sports/activities you wish to participate in.
    - c. Complete the Registration Checklist
      - i. Guardian Information
      - ii. Insurance Information
      - iii. Medical Information
    - d. Complete electronic signatures and documents.
    - e. Upload required documents:
      - i. AIA Physical and PUSD Release of Liability
      - ii. AIA Academy certificates (directions below)
  8. Repeat Steps 4 – 6 for additional students.
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**AIA Academy Courses** (both courses only need to be done once for the 4 years of High School)

- Go to AIA website <https://academy.azpreps365.com/>
- Click on the “get started”.
- Register as a student – *if already completed print current certificates*.
- Follow the directions as you go through the **Brainbook** and **Opioid** Education course.
- Print or Download certificates and upload to Register My Athlete.

Register My Athlete Technical Support Information

E-mail support: [support@registermyathlete.com](mailto:support@registermyathlete.com)

Phone support: (435) 213-1601