

Greetings Hopkins Academy Families,

We are excited to announce that we are now offering the convenience of online registration through FamilyID (www.familyid.com). FamilyID is a secure registration platform that provides you with an easy, user-friendly way to register for our programs, and helps us to be more administratively efficient and environmentally responsible. When you register through FamilyID, the system keeps track of your information in your FamilyID profile. You enter your information only once for each family member for multiple uses and multiple programs.

BEFORE YOU REGISTER:

1. Students must have a current physical on file with the nurse in order to participate in athletics. Physicals are good for 13 months from the day that they are given (example: August 25 2016-September 25 2017). The physical form (completed by a physician clearing the student to play) can be uploaded to the family ID website or can be brought to the nurse's office at Hopkins Academy. You will not need a physical in order to complete the online registration, but your student will not be eligible to participate without a physical on file at the school or uploaded to family ID.

2. **Both parents and students** need to complete an annual concussion online training in order to have the student participate in athletics. This MUST be completed and the agreement must be signed in the Family ID online registration for your student to participate. Please take this training BEFORE you sign up a student for athletics. **FREE** online trainings can be found by going to one of the following links:

1. Center for Disease Control and Prevention Heads Up Concussion in Youth Sports On-Line Training Program

http://www.cdc.gov/concussion/HeadsUp/online_training.html

2. National Federation of State High School Associations Concussion in Sports – What you Need to Know

<http://nfhslearn.com/?courseID=15000>

INFORMATION NEEDED TO REGISTER:

It will be helpful to have the following information handy to allow for accurate completion of your online registration.

- An emergency contact person with name, number (s), and email.
- Your primary care provider's name, address, and phone number
- Any pertinent health care information (asthma, diabetes, etc.) that the athletic program should know about your student.
- Your health insurance carrier/company (if you have one).

REGISTRATION PROCESS:

A parent/guardian should register by clicking on this link:

<http://www.familyid.com/hopkins-academy>

Follow these steps:

1. To find your program, click on the link provided by the Organization above and select the registration form under the word *Programs*.
2. Next click on the green *Register Now* button and scroll, if necessary, to the *Create Account/Log In* green buttons. If this is your first time using FamilyID, click *Create Account*. Click *Log In*, if you already have a FamilyID account.
3. *Create* your secure FamilyID account by entering the account owner First and Last names (parent/guardian), E-mail address and password. Select *I Agree* to the FamilyID Terms of Service. Click *Create Account*.
4. You will receive an email with a link to activate your new account. (If you don't see the email, check your E-mail filters (spam, junk, etc.).)
5. Click on the link in your activation E-mail, which will log you in to FamilyID.com
6. Once in the registration form, complete the information requested. All fields with a red* are required to have an answer.
7. Click the *Save & Continue* button when your form is complete.
8. Review your registration summary.
9. Click the green *Submit* button. After selecting 'Submit', the registration will be complete. You will receive a completion email from FamilyID confirming your registration.

At any time, you may log in at www.familyid.com to update your information and to check your registration(s).

To view a completed registration, select the 'Registration' tab on the blue bar.

SUPPORT:

- If you need assistance with registration, **contact** FamilyID at: support@familyid.com or **888-800-5583 x1**.
- Support is available 7 days per week and messages will be returned promptly.

Hopefully this new program makes the registration process that much easier for the community!

Erik Sudnick

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