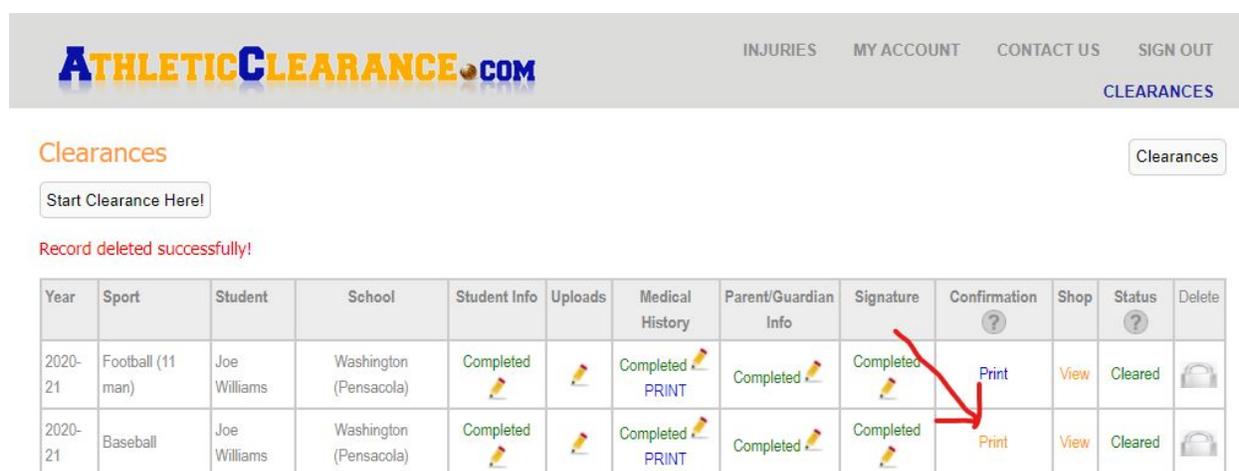


ADDITIONAL INSTRUCTIONS FOR PROPERLY COMPLETING YOUR ATHLETIC CLEARANCE PROFILE(S)

*TO ADD A SPORT/CLUB/GROUP TO YOUR ATHLETICCLEARANCE.COM PROFILE:

1. Login to athleticclearance.com using the username and password from when the profile was originally created. If a parent created the profile, they would need to complete this process.
 - Forgot the password? Email AD Williams at jwilliams7@ecsdfl.us and a “reset password” link to the email address used to create the account.
2. Once viewing your clearance list, click “Print”. See Below



The screenshot shows the AthleticClearance.com website interface. At the top, there is a navigation bar with links for INJURIES, MY ACCOUNT, CONTACT US, and SIGN OUT. Below the navigation bar, the word 'CLEARANCES' is displayed. The main content area is titled 'Clearances' and includes a 'Start Clearance Here!' button. A message states 'Record deleted successfully!'. Below this is a table with the following columns: Year, Sport, Student, School, Student Info, Uploads, Medical History, Parent/Guardian Info, Signature, Confirmation, Shop, Status, and Delete. The table contains two rows of data for the 2020-21 season. The first row is for Football (11 man) and the second row is for Baseball. Both rows show 'Completed' status for all fields. A red arrow points to the 'Print' button in the 'Confirmation' column of the Baseball row.

Year	Sport	Student	School	Student Info	Uploads	Medical History	Parent/Guardian Info	Signature	Confirmation	Shop	Status	Delete
2020-21	Football (11 man)	Joe Williams	Washington (Pensacola)	Completed		Completed PRINT	Completed	Completed	Print		Cleared	
2020-21	Baseball	Joe Williams	Washington (Pensacola)	Completed		Completed PRINT	Completed	Completed	Print		Cleared	

3. After clicking “Print” you’ll land on the “Confirmation Page”. Scroll to the bottom, select the additional sport/club/group you wish to be a part of, click the acknowledge statement box, and click “Submit”.

Date _____

Thank You,

Washington (Pensacola) High School

Athletic Department

Print

Would you like to apply this Clearance to additional sports/activities?

- Band
- Basketball, Boys
- Basketball, Girls
- Club
- Competitive Cheerleading
- Cross Country, Boys
- Cross Country, Girls
- Flag Football, Girls
- Football (11 man)
- Golf, Boys
- Golf, Girls
- Lacrosse, Boys
- Lacrosse, Girls
- Parking Permits
- ROTC
- Soccer, Boys
- Soccer, Girls
- Softball
- Spring Football
- Swimming, Boys
- Swimming, Girls
- Tennis, Boys
- Tennis, Girls
- Track and Field, Boys
- Track and Field, Girls
- Volleyball, Girls
- Weightlifting, Boys
- Weightlifting, Girls

I, the parent guardian of the student, acknowledge that my electronic signatures will be applied to all additional clearances.

Submit

*ONCE LOGGED IN, TO GO BACK AND UPLOAD REQUIRED DOCUMENTS TO VARIOUS PROFILES:

- Once viewing your clearance list, click the little pencil under "Uploads" of the corresponding activity that requires additional documentation uploads.


INJURIES
MY ACCOUNT
CONTACT US
SIGN OUT

[CLEARANCES](#)

Clearances Clearances

[Start Clearance Here!](#)

Year	Sport	Student	School	Student Info	Uploads	Medical History	Parent/Guardian Info	Signature	Confirmation	Shop	Status	Delete
2020-21	Baseball	Joe Williams	Washington (Pensacola)	Completed		Completed PRINT	Completed	Completed	Print	View	Uncleared	
2020-21	Weightlifting, Girls	Joe Williams	Washington (Pensacola)	Completed		Completed PRINT	Completed	Completed	Print	View	Uncleared	
2020-21	Parking Permits	Joe Williams	Washington (Pensacola)	Completed		Completed PRINT	Completed	Completed	Print	View	Uncleared	

- Once at the "Uploads" page, click "Choose File" in the corresponding location for each specific document. The screen below will vary in appearance as different activities require different documents. A list of required documents is listed below.

- ONCE DOCUMENTS ARE SHOWING AS PRESENT ON THE UPLOADS PAGE, YOU MUST CLICK “SAVE” IN ORDER FOR THE DOCUMENTS TO BE SAVED TO YOUR PROFILE. SEE THE CLIP BELOW.

Step #1 - Student Information - Uploads

Tips for
Combining Documents

[Download Physical / EL2 Form Here](#)

Physical Signature Date

Upload Physical Form:

Choose File No File Chosen

Choose File No File Chosen

Choose File No File Chosen

Upload Concussion Certification:

Choose File No File Chosen

FHSAA Concussion Video Certificates:
[5f5255e98ab04.pdf](#)

Replace File No File Chosen

FHSAA Heat Illness Certificate:

Choose File No File Chosen

FHSAA Sudden Cardiac Arrest Certificate:

Choose File No File Chosen

Additional Form:

Choose File No File Chosen

Max file size:20MB

[Back To Clearances](#)

Save



***REQUIRED DOCUMENTS TO BE UPLOADED BY ACTIVITY**

- All sports require:
 - Physical - FHSAA document EL2, signed & dated by a doctor uploaded to “Physical”
 - NFHS Certifications
 - FHSAA Concussion Video Certification - Upload to “FHSAA Concussion Video Certificates”
 - FHSAA Heat Related Illness Certification - Upload to “FHSAA Heat Illness Certificate”
 - FHSAA Sudden Cardiac Arrest Certification - Upload to “FHSAA Sudden Cardiac Arrest Certificate”
- If adding “Parking Permit” please add the following to the following locations:
 - Vehicle Registration - Upload to “Additional Documentation”
 - Proof of Insurance - Upload to “Proof of Insurance”
 - Driver’s License - Upload to “Parent/Guardian Government Issued Photo ID”
 - Once the above documents have been uploaded to a student’s profile, verify you’ve completed the “BTWHS Wildcat Parking Decal Application” https://docs.google.com/forms/d/e/1FAIpQLScbzjsiPq7i0zRQzDKsrGzNvBSuWyglDwbAKY3KeH6_o33vLg/viewform . From there, consult Officer Huhn in his office, room 810 (next to the bookroom). Officer Huhn is available to issue decals at any time in his office on Thursday’s or Friday’s.
- If adding “ROTC” please add the following to the following locations:
 - Signed and dated physical - Upload to “Physical”, if it has not already been uploaded from a sport or other activity.
- If adding “Band” please add the following to the following locations:
 - Signed and dated physical - Upload to “Physical”, if has not already been uploaded from a sport.
- There are no additional documents required to be uploaded for any clubs.