



"Home of the Eagles"

Vista del Lago High School

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Folsom, CA 95630

Ph: 916-294-2410 Ext. 41230

<http://www.fcusd.org/Domain/32>

Mark Keeton, Athletic Director

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Hello Vista Talon Families,

As you may have heard our Athletic handbook has gone paperless and we are excited about getting you started. Below you will find step by step instructions to get your athlete registered.

Vista's Online Athletic Clearance process

1. Go to www.AthleticClearance.com
2. Watch quick tutorial video
3. Register.

Parents register with valid email username and password. You will be asked to type in a code to verify you are human. If this step is skipped your account will not activate. (If this step is skipped, please contact the Athletic Clearance support team at Lindsay@AthleticClearance.com for help to activate your account)

4. Login using your email address and password you registered with
5. Select "New Clearance" to start the process.

6. 1) Choose the School Year- (2016-17) in which the student plans to participate.
Example: Football 2016 would be the 2016-2017 School Year,
2) Choose the School- Vista del Lago/Folsom
Note: there are two Vista del Lago High Schools, be sure it's the correct one
3) Choose Sport

7. Complete all required steps: #1/Student Information, #2 /Educational History, #3 /Medical History and #4 /Signature Forms.

under step #1/Student Information, you have the option to upload your athletes' FCUSD sports physical. If you choose to do this (and it is recommended that you do, so that you have easy access to it at a later date), you still need to give a hard copy to your coach.

8. Once you've reached the **Confirmation Message** screen, print it out and give it to your coach to show proof of registration.

Transportation forms can also be found on this page. Check with your coach to find out if these forms are needed and bring them with you to your sports Athletic Night.

9. If you would like to register for additional sports you may check off those sports at the bottom of the **Confirmation Message** screen then hit **Submit**. Electronic signatures will be applied to the additional sports.

10. All of this data will be electronically filed with your school's athletic department for review. When the student has been cleared for participation, an email notification will be sent.

Check out the FAQ's at the bottom of this page

2016 Fall Sports,

The following should have already been turned in before try-outs or preseason workouts, so no need to turn them in again:

- 1). Valid FCUSD sports physical
- 2) Emergency contact prior to try outs.

Remaining forms to be collected on Fall Athletic Night Wed. Aug.24th:

3. Print out of the Athletic Clearance "**Confirmation Message**" screen
4. \$125 transportation fee (payable to VdLHS, and please write your athlete's name on the check)
5. Transportation paperwork (if you sport requires it)

2016/2017 Winter and Spring Sports (This is NEW)

The following needs to be collected before an athlete can participate in any Vista pre-season conditioning, clinic or try-out.

1. Valid FCUSD sports physical (physicals are good for 1 year)
2. Emergency information form
3. Print out of the Athletic Clearance "**Confirmation Message**" screen

The FCUSD physical and Emergency information forms can be found on your Athletic Clearance account under Step #1/Student information. Scroll to the bottom of that page and click on "[Download Your School's Physical Form Here](#)"

Remaining items to be collected on your scheduled Athletic Night (Winter- Nov. 16/ Spring- Feb. 16):

4. \$125 transportation fee (payable to VdLHS, and please write your athletes name on the check)
5. Transportation paperwork (ask your coach if these are needed)

We hope this guide was helpful. If you have any questions, please email vistaathletics@yahoo.com.

We look forward to a great year. Go Eagles!!

Thank you
Vista del Lago Athletic Department

Online Athletic Clearance FAQ's

1) What is my Username?

Your username is the email address that you registered with.

2) How do I add Multiple Sports?

Once you have registered your athlete and reached the Confirmation Message page, you will have the option to check off additional sports for the current school year.

3) How do I add additional sports at a later time during the school year?

If your child decides to participate in an additional sport later on, you can access the multiple sport check boxes by going back into your AthleticClearance.com account and clicking on "Print" under the Confirmation Message column and scrolling to the bottom. Be sure to hit "submit" to save your information.

4) Where can I find and print out the Districts Sports Physical and Emergency information form?

The FCUSD physical and Emergency information forms can be found by going into your AthleticClearance.com account, click the pencil next to Step #1/Student Information, scroll to the bottom of the page and click on "[Download Your School's Physical Form Here](#)". Both forms will pop up for you to print.

5) Do I have to upload my child's Sports Physical?

At this time, it is an option to upload your Child's Sports Physical, but it is highly encouraged that you do if you are able to). By uploading your physical you will have quick accessibility to it and it will help to speed up the clearance process. Vista still requires a hard copy of the athlete's sports physical and Emergency contact form to be turned into the coach prior to any preseason workouts, clinics, try-out, etc.

6) Why haven't I been cleared?

Your coach and Athletic Director will review the information you have submitted and clear or deny your student for participation. You will receive an email when the student is cleared.

7) My sport is not listed!

Please contact your school's athletic department at vistaathletics@yahoo.com to ask for your sport to be activated.

8) Where can I find the transportation forms?

The transportation forms can be found by going into your AthleticClearance.com account and clicking under the confirmation section. Select "print" to open up that page, and then select which forms you need and print out.

9) How do I print out the transportation forms?

We recognize that each computer is different, here are some basics to hopefully help:

- a) Click on the transportation form – form will open up
- b) The print icon should be located on a black bar at the bottom (drag cursor to bottom). If not,
- c) Click download
- d) A drop box window will pop up, you have the options to either:
 - Sign in or create an account.
 - click No Thanks continue with download or click the X box in top right corner to close the window.
- e) Click on the downloaded document and it should open and be ready to print.