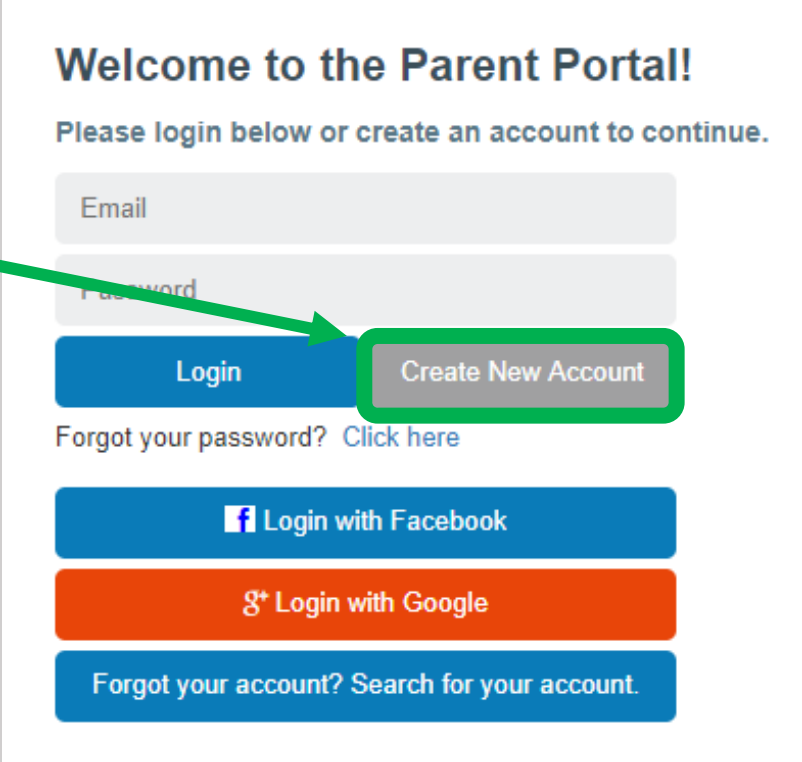# How to Create a Parent Account Tutorial

Step 1. Read through your school's instructions page and select "Proceed to Online Forms".

Step 2. To create a new parent account, select "**Create New Account**"

If you already have a Parent Account, you may use your credentials to login.

Not sure if you have an account? Select "**Forgot your account? Search for your account**." to see if you have already registered.

If you forgot your password, select "**Click here**" next to "Forgot your password" and you will be emailed a re-set password link.

Welcome to the Parent Portal!

Please login below or create an account to continue.

Email

Password

Login | Create New Account

Forgot your password? Click here

f Login with Facebook

g+ Login with Google

Forgot your account? Search for your account.

Create a new parent portal account

Register with your social media account

f Login with Facebook

g⁺ Login with Google

Register with your account

First name | Last name

Email

Password

Confirm password

Register

Back

If you would like to use your Facebook or Google Plus credentials to create your parent account, select the appropriate icon to register.

If you do not want to use Facebook or Google Plus, you may register for your account by entering your First Name, Last Name, and Email Address

Create a Password and confirm the password
(Passwords must be at least 6 characters long)

Select Register

After entering your information and selecting Register you will be sent a confirmation email.

Click on the link in the email to continue.

The link will redirect your web browser. Click the link to sign into your parent account.

Thank you for registering!

✔

A confirmation email has been sent. You must click on the link in your confirmation email to continue.

Once your account has been confirmed, you will be able to sign in.

NoReply@RankOneSport.com
To: example@email.com

Please click here to confirm your Rank One Sport parent account.

The email confirmation was successful! Please click here to sign in

If you created your account with email, enter your Email Address and Password and select Sign In

If you used Facebook or Google Plus to create your account, select the appropriate icon to Sign In

If you created your account with email please sign in below:

Email:

example@email.com

Password:

••••••

Sign In

Forgot Password   Create New Account

Or

If you created your account with a social media account please select the appropriate service:

f Log In

g+ Log In

You will then link your student to your account.
(If you have multiple children you will have the opportunity to link multiple students to your account)

*Note: Some schools will require your Student's ID Number, Date of Birth, or both to add your student to your account

Enter the information requested and select Find Student

Find Students

Please search below to find the student(s) you are completing forms for

Student Date of Birth:

[👤 | MM/DD/YYYY]

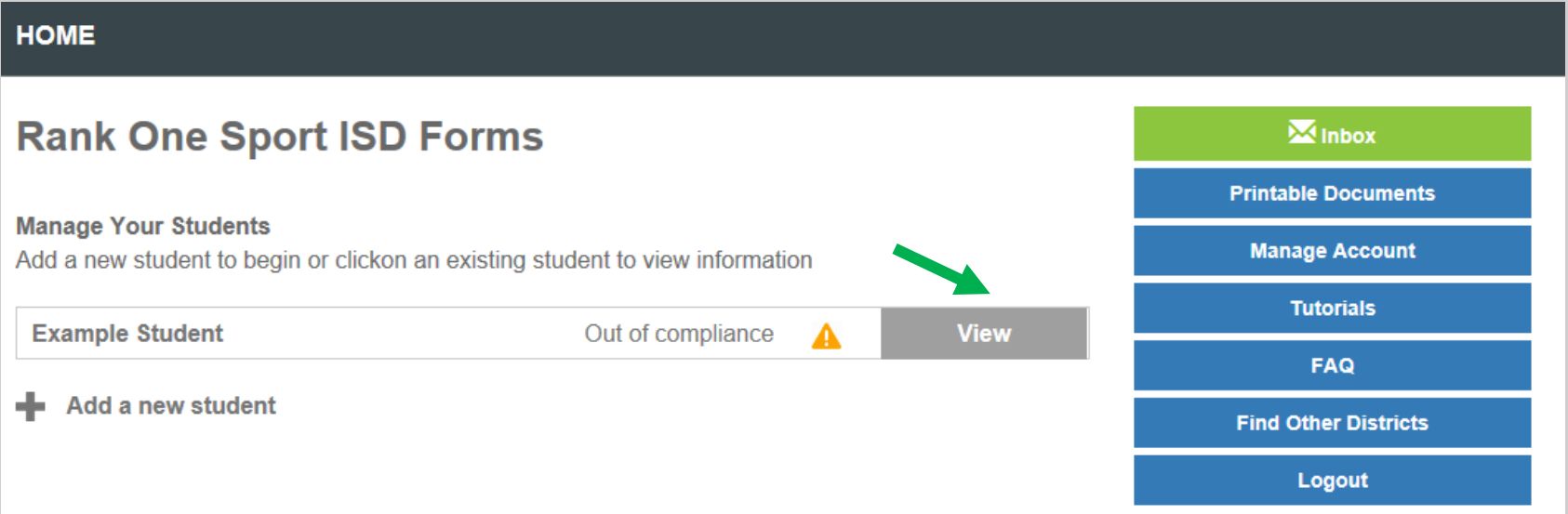**Student ID Number:**

[👤 |]

Find Student

You will see your student linked to your account. To add another child to your account select "Find Another Student" and enter the requested information.

To start completing the forms select "Start Forms"

Success!

Student, **Example** has been linked to your parent account

Find Another Student

Start Forms

You will see your Student's Name and their Compliance Status.

Click "View" to complete the online forms and to see your student's status.

HOME

Rank One Sport ISD Forms

Manage Your Students
Add a new student to begin or click on an existing student to view information

| Example Student | Out of compliance ⚠ | View |

➕ Add a new student

✉ Inbox

Printable Documents

Manage Account

Tutorials

FAQ

Find Other Districts

Logout

You will see 2 sections:

1. Paper Documents
2. Electronic Documents

To print a Medical History or Medical History/Physical form select the appropriate link to open the form. For instructions on which form you need to complete select the blue ❓ symbol.

In most cases these forms should be turned into the school manually. However, some schools may allow you to upload these documents to an electronic form titled "Medical History/Physical Upload Form". If your student's school allows this option, it will appear under the Electronic Forms section.

To complete the electronic forms, click on the link to open the form. The form status will show as "Incomplete" until after the school has approved your student's forms.

Note*: Some schools may require multiple forms to be completed.

If you have any questions related to the forms, please contact your student's school.

Additional Features inside your Parent Account include:

Inbox – Where you can receive messages from your student's school

Printable Documents – Access documents that you can print

Manage Account – Change your Password or Delete your account

Tutorials – Access Tutorials to help you complete electronic forms and manage your account

FAQ – View Frequently Asked Questions and Answers

Find other Districts – Search for other schools

Logout – Click Logout to Sign Out of your account