

How to Complete the Electronic Participation Forms

- Step 1 Visit <https://chinquapinschool.rankonesport.com/New/NewInstructionsPage.aspx>
- Step 2 Click Proceed To Online Forms (See Example Below)

Chinquapin School-Highlands

Welcome to the Parent Portal!

Once you have reviewed the instructions to proceed to online forms

Instructions

We would like to thank you for taking part in our new process of completing participation paperwork online.

- To access the online forms, select "Proceed to Online Forms" below.
- You will then be prompted to create a Parent Account which is **REQUIRED** in order to complete the online forms.
- Click [HERE](#) for instructions on how to create a Parent Account.
- In order to complete the forms, you may be asked to provide your student's ID number and/or Date of Birth along with other demographic information.
- If you have any questions, please contact your student's school.

Once you click Start Online Forms it will take you to the next screen:

Click Create New Account

CLFuho0cZCld2/

Chinquapin School-Highlands

Instructions

Welcome to the Parent Portal!

Please login below or create an account to continue.

Login

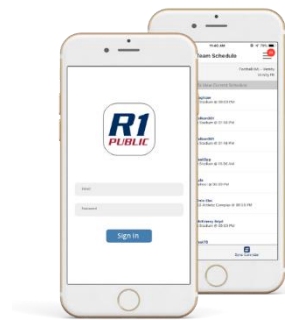
Create New Account

Forgot your password? [Click here](#)

[Login with Facebook](#)

[Login with Google](#)

[Search for your account](#)



GET THE APP!

Parents, get all your favorite features on your phone or tablet!

Online Forms

Team Schedules

Manage Students

Get Push Notifications

HIPPA and FERPA Complaint

Get it today on iOS and
Enter Your Name, email address,



Android
and create a Password, select Register

 Chinquapin

School-Highlands Instructions

Create a new parent portal account

Register with your social media account

[Login with Facebook](#)

[Login with Google](#)

Register with your account

Register

Back

After Registering you will receive a Verification email from: NoReply@RankOneSport.com

If you do not receive a verification email check your Junk or Spam Folder

Click on the link in the email to verify your account (see below).



NoReply@RankOneSport.com

Today, 6:07 PM

You

Please click [here](#) to confirm your Rank One Sport parent account.

After verifying your account click the link (see below) to sign in and fill out the forms:



Rank One Sport ISD
Online Participation Forms

Log In

Enter in your email address & password

(If you forgot your password, click the Forgot Password Link)

Sign In

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

Email:

Password:

[Sign In](#)

[Forgot Password](#) [Create New Account](#)

To add your student-athlete to your Parent Account enter the student-athlete ID numbers then Click Find Student

(Note: These are the ID numbers that are on their ID cards or Powerschool account)

Find Students

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

Student Date of Birth:

Student ID Number:

[Find Student](#)

Once you have entered in the information it will give you a Success message

Click Start Forms

Success!

Example, Student has been linked to your parent account

[Find Another Student](#)

[Start Forms](#)

To fill out the forms for your child click on the student's name

Once you have clicked on the student's name the list of required forms will populate below.

(Note some districts require fewer or more than others)

Student Sample (Out of compliance)	(Click to hide)
Paper Documents to be submitted to the athletic department	
Parent Permission Form	Incomplete
General Information	Incomplete
Electronic Documents to be submitted by the parent	
Preparticipation Medical History	Incomplete
OSSAA Eligibility Form	Incomplete
UIL Steroid Form - Spring	Incomplete
Emergency Release Form	Incomplete

The only Paper documents that must be printed, completed, & turned into your Athletic Department by hand are the Athletic Physical and the Transfer Forms. The Athletic Department will then approve the forms and the status will change to Approved.

Click on the Form Name to complete the Electronic Form. Once completed, the status will change from Incomplete to Pending Approval. After the school has approved the form the status will show Approved

After submitting all Electronic Participation Forms you can check your student-athlete's eligibility status and download/print the documents

(see example below)

Electronic Documents to be submitted by the parent		
Preparticipation Medical History	Approved	Download PDF
OSSAA Eligibility Form	Pending Approval	
UIL Steroid Form - Spring	Pending Approval	
Emergency Release Form	Pending Approval	

To complete paperwork for additional children click Add a Child to add another student-athlete to your Parent Account



Rank One Sport ISD
Online Participation Forms

Log Out

Home/Instructions **Fill Out Forms** 1 ▾ FAQs ▾ Manage Account Add a Child

Enter in the required information and select Find Student and continue to fill out the Electronic Participation Forms.