

ATHLETIC CLEARANCE

Quick steps for parents/students using the online athletic clearance process.

Prepared for:

Athletic Directors
Athletic Assistants
Parents/Students

Prepared by:

Home Campus

Updated: May 20, 2020

Questions? Go to Support.AthleticClearance.com and submit a ticket.

Online Athletic Clearance

1. Visit www.AthleticClearance.com and choose **Florida**.
2. Watch quick tutorial video
3. **Register**. **PARENTS** register with your 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.
You must use a parent email account to register. This email address will receive an alert when your child's physical is going to expire. *You will be responsible for keeping track of your child's physical expiration date.
4. Login using your email address that you registered with
5. Select "**New Clearance**" to start the process.
6. Choose 2020-21 as the School Year.
Choose "Southwest Florida Christian" as the School.
Choose Sport
7. Complete all required fields for Student Information, Educational History, Medical History and Signature Forms. Be sure to upload the student's updated physical (either use a scanner or take a picture with your phone).
(If you have gone through the AthleticClearance.com process before, you will select the Student and Parent/Guardian from the dropdown menu on those pages)
*****Please enter UNKNOWN in the Student ID field if you do not know your student's ID number.**
8. Optional Donation to your athletic program.
9. Once you reach the **Confirmation Message** you have completed the process.
10. If you would like to register for additional sports/activities, you may check off those sports below the Confirmation Message. Electronic signatures will be applied to the additional sports/activities.

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11. All of this data will be electronically filed with your SFCA's athletic department for **review**. When the student has been **cleared for participation**, an email notification will be sent. ****** If your child will be participating in summer/off-season conditioning throughout the year please be sure to select "Weight Training" as a sport they will be participating in. Your child will not be permitted to participate in off-season conditioning without adding "Weight Training" to their athletic clearance profile.

Online Athletic Clearance FAQ

What is my Username?

Your username is the email address that you registered with.

Multiple Sports

Once you complete a clearance for one sport and arrive at the Confirmation Message, you will have the option to check off additional sports/activities for the current school year. PLEASE ONLY CHECK OFF SPORTS YOU KNOW YOU WILL PLAY. Don't just check ones because you are interested in those.

If you decide to participate in an additional sport/activity later on, you can access the multiple sport check boxes by clicking on "Print" under the Confirmation Message of your original Clearance for that specific year.

Physicals

The physical form your school uses can be downloaded on Physicals page. SFCA will only accept the physical online (done by uploading the completed form on Step #2). Statuses for this page are as follows:

Completed: All upload areas are filled (may not be required)

In Progress: At least one upload area is filled

Incomplete: No files have been uploaded

Document Library

This area is meant to store your files so they can be accessed at any time. You can either upload your files to the Document Library then apply them to your Clearance on the Physical page OR you can choose/browse for the file on the Physical page and the file will save to the Document Library for future use. Only you will be able to access the documents saved in the Document Library.

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Why haven't I been cleared?

Your school 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.