ATHLETIC CLEARANCE

EAGLE ATHLETICS ONLINE RECORDS PORTAL

1. Visit **AthleticClearance.com**.
   - Click on the Florida Picture

2. Click on **"Create an Account"** and follow steps, or **"Sign -In"** if you have previously created an account.
   - Watch tutorial video if help is needed.

3. **Register.**
   - <u>PARENTS</u> register with valid email username and password)

4. Login using your email address that you registered with.

5. Select **"Start Clearance Here"** to start the process.

6. **Choose the School Year** in which the student plans to participate. (Example: Football in Sept 2023 would be the 2023-2024 School Year.
   - **Choose the School** at which the student attends and will compete for.
   - **Choose Sport**. (You can also "Add New Sport" if a multi-sport athlete)
     - Electronic signatures will be applied to the additional sports/activities.

7. Complete all required fields for Student Information, Educational History, Medical History and Signature Forms.
   - 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.

8. Once you reach the **Confirmation Message** you have completed the process!
   - 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.**

FAQS

What is my Username?
Your username is the email address that you registered with.

Multiple Sports
On the first step of the process you have the ability to "Add New Sport". If you use this option, you fill out the clearance one time and it is applied to the sport selected. If you complete a clearance and come back at a later date to add a sport, you will "Start New Clearance" and then autofill student and parent information using the dropdown menus on those pages.

Physicals
The physical form can be downloaded on Files page. CFCA will accept the physical upload.

Why haven't I been cleared?
Your school will review the information you have submitted and Clear, Clear for Practice or Deny your student for participation. You will receive an email when the student's status is updated.

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