

## \*\*\*\*\*ONLINE SPORTS REGISTRATION\*\*\*\*\*

To register online use the following instructions:

- Go to <https://plainfeldeast.8to18.com> (no www.)
- If you have never registered ANY children prior click on “Create An Account” and enter your own email and create your own password. **(Please be sure to remember this password as you will use this for the years to come for all of your children.)**
- Click on “Begin Registration”
- “Select Activity”
  - Choose the sport your child will be trying out/participating in.
- “Select Participant”
  - Choose your child listed or “Add a New Participant”
  - All information on this page is for the student, i.e. cell phone, email
  - Please be sure to include any MEDICAL information on this page also. This is what the athletic trainers and coaches will be looking at.
- “Roster Details”
  - You must choose a t-shirt size, however we typically will not need this feature.
- “Primary Parent/Guardian Information”
  - Fill out the Parent information on the next page.
- “Physical Form”
  - If you need a form to take to the doctor you may print it here.
  - Remember your athlete must have a current physical turned in to the athletic office in order to begin tryouts/practice.
- “Legal Form”
  - At this time by clicking on the boxes, you are agreeing to the forms and giving your son/daughter permission to participate.
  - You may click on the form to read or print. Please note that if there is a guardian and student check box- **they must both be checked to move forward.**
  - Please DO NOT turn in any forms filled out.
- “Summary”
  - At this time you can see what you have registered for (BUT YOU ARE NOT DONE YET)
  - **Click on “Finish” to complete your registrations.** Very Important that you hit the finish button to finalize registration. You will then receive an email confirmation. If you don't receive confirmation, then you are not registered.
- You may click on “Begin Registration” again and register for another sport/athlete (up to three for the year).

You may contact the Athletic Office if you have any questions at 815-577-1025.