

# South High School Athletic Clearances



## Online Instructions



**All members of the following activities must complete the Athletic Clearance process before participation:**

**Any athletic team, Band, Advanced Dance, Speech and Debate, Drill Team, Academic Decathlon, and Cheerleading**

The window for submitting Athletic Clearance information will open beginning Friday, June 29, 2018.

You may do the online portion of the clearance at anytime on or after 6/29/18, but the Athletic/Business Office will be open during the following hours for submitting physical forms, transportation payments not done online, and/or assistance with the process:

- Monday, July 23 through Thursday, July 26 from 12pm to 4pm**
- During registration hours the week of August 21st**
- During normal school business hours once school starts**

***Please follow these steps to complete the online process...***

- 1) Go to [athleticclearance.com](http://athleticclearance.com)
  - a) If you have previously cleared online, you will login with the same profile you created last year. This will save you time during the process - some of your information will autofill.
  - b) If you are new to the school or website, click on "Register" and fill in your first name and last name. Also, you will create a user name (your email address) and password. Save this information as it will be used for future clearances.
- 2) Once you are logged in, click "Start Clearance Here"
- 3) Select the school year for which you are filling out the form for **(2018-2019)**, select "South Torrance HS", and then select the program in which you are participating. If you participate in more than one activity, you will need to do a clearance for each sport/activity you participate in and will have the option to add them at the end of filling out your first clearance.

- 4) STEP 1 - STUDENT INFO. Completely fill out the student information, including:
  - a) Section 1 (personal information)
  - b) Section 2 (insurance information). Students are required to be covered by a minimum \$1500 insurance policy. If you do not have insurance, it is made available through Meyers Stevens - forms are available in the Athletic/Business Office (room F-1).
  - c) Section 3 (physician information). All students who participate in an athletic program, or are a member of Band, Advanced Dance, Drill Team, and/or Cheerleading must submit a physical dated on or after July 1, 2018. Forms are available on the school website or in the Athletic/Business Office (room F-1). See below (Step 2) for more information. Debate and ACADEC members do not need a physical.
  - d) Section 4 (education history). If you are an incoming 9th grader, select "Student is entering 9th grade". If you are transferring from another high school, please select "Student transferring from another school" and download the CIF form to fill out. Return the form to F-1 along with your physical.
  
- 5) STEP 2 - MEDICAL INFO.
  - a) **The physical form is available on this page, on our school website, and in F-1. A hard copy of the physical must be brought into F-1 during the times posted on the front of this handout. You are not cleared until all online information is filled out and a physical is submitted.**
  - b) Completely fill out medical information questionnaire. If you answer yes to any of the questions, you will be prompted to fill in a brief response/explanation.
  
- 6) STEP 3 - PARENT GUARDIAN INFO. Completely fill out the parent/guardian info. Similar to the student info, you will not need to fill this information in each time you submit a form- it will save the information for you.
  - a) Please submit an emergency contact as well. All efforts will be made to contact the parent/guardians first in any emergency.
  
- 7) STEP 4 - SIGNATURES
  - a) Please read each form and provide an electronic signature for each. The forms begin with parent/guardian signatures, followed by student electronic signatures required.
  
- 8) STEP 5 - TRANSPORTATION CONTRIBUTION
  - a) Please read the information regarding transportation. You may submit payment securely through this website using your credit card (in addition to a transaction fee) by selecting the package that best fits your participation, or you may submit payment by cash or check to the Athletic/Business Office (room F-1) during designated hours.
  - b) This is a very important necessity for our programs to be able to travel - please consider prompt payment. Contests/events are at risk of cancelation if a program does not raise enough funds.
  
- 9) **PLEASE NOTE - YOU ARE NOT OFFICIALLY CLEARED UNTIL YOU HAVE SUBMITTED ALL MATERIALS, INCLUDING YOUR PHYSICAL AND TRANSPORTATION, TO F-1. ONCE REVIEWED, YOU WILL RECEIVE A CONFIRMATION EMAIL.**

*If you have any questions, please contact Kevin Van Waardenburg, Athletic Director, at  
vanwaardenburg.kevin@tusd.org or 310-533-4352 x7320*