**Instructions for athletic clearance**

After a physical exam is performed by the appropriate health care provider this information along with other documents must be uploaded to AthleticClearance.com

1. Go to AthleticClearance.com
2. Select Florida
3. If you already have an account login. If you don’t have an account please register then login.
4. Select start clearances
	1. Select **2019-2020** under year
	2. Select Tavares High school for school
	3. Select the sport you are trying out for
		1. If you are playing multiple sports you can add them all at the end
5. Fill out student information completely
	1. Many students will already be in the system so they can select their name from the drop down menu
6. Upload the required documents under the following sections
	1. Page 1 of El2 physical form – physical form
	2. Page 2 of El2 form – concussion/ baseline certification
	3. Birth certificate – additional form
	4. Insurance card – proof of insurance

\*\*The only physical form that is accepted is the FHSAA EL2 form.

\*\*Once the documents are in their proper sections, you must click “save” for them to be uploaded.

\*\*Uploading the documents can be done by taking pictures with a cell phone, using a scanning application on a cell phone or using a scanner.

\*\* Not knowing how is not an excuse for not doing this step. Please ask questions if you need help.

1. Fill out medical history
2. Fill out parent/guardian information
3. Fill out signatures
	1. Make sure to place the correct signatures in the appropriate boxes
	2. Place parents name where it says parent signature
	3. Place students name where it says student signature
4. **Select all sports that you intend to try out for!!!!**