



Seneca Valley Athletic Department



19401 Crystal Rock Drive | Germantown MD | Phone (301) 353-8028 | Fax (301) 353-8004
Marc Cohen, Principal | Jesse Irvin, Athletic Director | jesse_a_irvin@mcpsmd.org
www.svhsathletics.org | [@svhsathletics](https://twitter.com/svhsathletics) |

Dear Seneca Valley Parent/Guardians and Student Athletes,

We are pleased to announce that registration for Spring Athletics has gone digital! Registration will be completed online, as it was for the winter season! This will be your one stop shop to enter all of the information needed for student athletes to participate/tryout for a spring sport. Please note the following information to help you with the process of registering. **The most important piece to this is that you have your myMCPS portal username and password! This information was distributed at the beginning of the year by MCPS. If you are in need of your login information, please contact me.**

1. There have been slight changes to the forms from previous years that are reflected in the information within the online system, but the purpose of going online was to combine the Parent Permission Form, Medical Card, Transportation Form, Concussion Forms, ImPACT Baseline Testing Forms, and Football/Wrestling/Pole Vaulting forms into ONE process that is done online.
2. Once you have the information listed on the back of this letter collected and you have reviewed the information required by MCPS, the entire process should take 15-20 minutes the first time. When registering for additional seasons, the process should take even less time because information will be pre-populated into these fields for you to review and if necessary update.
3. If you start the process and cannot complete it or are interrupted, any information that you have already entered will save and be available the next time you sign-in.
4. If you have entered information via the Parent Portal for the Emergency Card that information should also pre-populate when you login. All you will have to do is review and update any of that information.

One of the benefits of this system is that it can be completed on any computer at any time. If you feel you need assistance or access to a computer, please contact the athletic department and we will make computers available.

All information should be entered by **Tuesday, February 27th** in order to tryout on the 1st. Please do not hesitate to contact our office with any questions you may have!

Sincerely,

Jesse Irvin
Athletic Director
Seneca Valley High School
Jesse_a_irvin@mcpsmd.org
office-301-353-8028



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SENECA VALLEY HIGH SCHOOL ONLINE ATHLETIC REGISTRATION CHEAT SHEET

How to Sign-Up for a Spring Sports Team

1. Make sure that you have access to the Parent Portal.
 - a. If you don't have access, Athletic Director Jesse Irvin- jesse_a_irvin@mcpsmd.org or 301-353-8028 to get your account information.
2. Be prepared:
 - a. You will be asked to either verify or enter the following information, make sure that you have it available or have discussed these items:
 - Contact Information for the student's Parent/Guardian
 - Contact Information for an Emergency Contact for the student
 - Doctor's name and phone number
 - Dentist's name and phone number
 - Health Insurance Information (type and Company name)
 - Hospital Preference
 - Physical Form (if the student has recently completed a physical)
 - Tetanus Shot Date
 - Allergy and Medication Information
 - Health Conditions and Treatment Information
 - Traumatic Brain Injury Information (including dates of injuries and results)
 - b. Make sure that you have reviewed information available on the MCPS Athletics Website, you will have to attest that you have read and understood the following documents that can all be found on the MCPS Athletics Webpages.
 - Athletic Participation Information
 - Sudden Cardiac Arrest Information Sheet
 - Concussion Awareness Information Sheet
 - Baseline Testing Parent Letter
 - Transportation Information
 - Athletic Participation Contract including Residency Verification
 - Additional Information is included for Football, Wrestling, and Track and Field (Pole Vault)
3. Login and complete the forms and registration process.