



May 17, 2018

Dear Parent/Guardian:

The purpose of this letter is to provide information regarding the registration process for the upcoming fall season for high school athletics. During the 2017–18 school year, Montgomery County Public Schools (MCPS) debuted an online registration program through the myMCPS Parent Portal, replacing the previous registration process for athletics, which included the submission of multiple paper forms directly to the coach prior to participation.

The myMCPS online registration portal, available in English and Spanish, incorporates all previously required paper forms and documents into an internet-based platform that you can access using your secure myMCPS Parent Portal login. Parents/guardians are also able to scan and upload their student’s physical as part of the registration process. Following are some important dates and action items regarding the registration process for the upcoming fall sports season.

Date	Action Item
<b>Now</b>	Students should complete their pre-participation physical (MCPS Form SR-8) so that the clearance form (last page of SR-8) is ready for online submission or for submission to the coach prior to tryouts/practices. Physicals are valid for one calendar year. The form is available at the link below:  <a href="http://www.montgomeryschoolsmd.org/departments/forms/pdf/SR-8.pdf">http://www.montgomeryschoolsmd.org/departments/forms/pdf/SR-8.pdf</a>
<b>Now</b>	Parents/guardians should confirm access to the myMCPS Parent Portal. Parents/guardians new to MCPS will have their myMCPS login information mailed home this summer. There will be no change in login information for parents/guardians with existing myMCPS accounts. Parents/guardians who need assistance with accessing myMCPS should contact the local school. More information regarding the myMCPS Parent Portal is available here: <a href="http://www.montgomeryschoolsmd.org/mymcps-classroom/">http://www.montgomeryschoolsmd.org/mymcps-classroom/</a>
<b>July 16</b>	The myMCPS Fall Athletics Registration portal opens for parents/guardians. Detailed directions for completing the registration process are available here: <a href="http://www.montgomeryschoolsmd.org/uploadedFiles/departments/athletics/parent/myMCPSParentPortalAthletics_v1.pdf">http://www.montgomeryschoolsmd.org/uploadedFiles/departments/athletics/parent/myMCPSParentPortalAthletics_v1.pdf</a>
<b>August 8</b>	Fall sports tryouts/practices begin.

Additional information is available on the MCPS athletics website and on local school athletic department websites. During the online registration process, schools will provide access to computers for families in need of assistance. Thank you in advance for your support as we continue to improve the registration experience for all stakeholders across the entire MCPS athletics program.

Sincerely,

Jeffrey K. Sullivan  
 Director, Systemwide Athletics