



## PARENT REGISTRATION

### HOW DO I GET STARTED?

1. Check your Email for a FinalForms Email, and click CONFIRM YOUR ACCOUNT in the email text.

#### *FINALFORMS*

Hello!

Your FinalForms account with XYZ Local Schools (OHE) has been successfully created.

Please [click here to confirm your account](#) and complete your registration as a parent.

Thank you,  
XYZ Local Schools (OHE) Administration

*NOTE: You will receive an email from your District prompting you to confirm and complete your registration. If you do not receive an email, check your spam folder. If you still do not see the FinalForms email, please contact an Athletic Administrator.*

2. Create your new FinalForms password and click CONFIRM ACCOUNT

### You're almost done registering as a Parent

SET THE PASSWORD YOU WOULD LIKE TO USE TO SECURLY ACCESS YOUR ACCOUNT

New Password:

\*\*\*\*\*

Confirm Password:

[ConfirmAccount](#)

3. Your account will be confirmed and you will be logged in, you can now proceed to the next page!

# FINALFORMS™

## REGISTERING A STUDENT

### WHAT INFO WILL I NEED?

- Basic Medical History & Health Information
- Doctor & Dentist Contact Information
- Insurance Company & Policy Number
- Hospital Preference

### HOW DO I REGISTER MY FIRST STUDENT?

\*\*\*IMPORTANT\*\* If you have followed the steps on the previous page, you may Jump to Step 3.

1. Go to [purcellmarian-oh.finalforms.com](http://purcellmarian-oh.finalforms.com)
2. Click LOGIN under the Parent Icon
3. Click INCOMPLETE FORMS



Parent

→ LOGIN

My Students  
MANAGE YOUR STUDENTS WITHIN  
THE SYSTEM



Update Forms + My Medical Profile Exit

4. If your student plans to participate in a sport, activity, or club please click the checkbox for each. Click UPDATE after making your selection.

NOTE: A selection can be changed any time until the registration deadline.

5. Complete each form and sign your full name (e.g. "John Smith") into the Parent Signature field at the bottom of the page. After signing, click SUBMIT FORM and move on to the next form.
6. When all forms are complete, you will see a "Forms Finished" message. Forms finished!
7. \*\*\*IMPORTANT\*\*\* If required, an email will automatically be sent to the email address that you provided for your student prompting him/her to sign Student forms requiring his/her signature.
8. Click MY STUDENTS if you are done. You may repeat steps 3 through 6 for additional Students.
9. At any point in the future, you may login at any time and click the Update Forms button to update information.