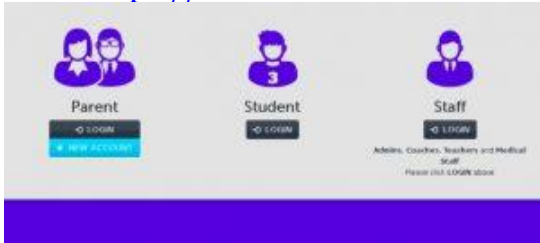


Part 1 - Creating Parent/Guardian Account

Go to <https://wintonwoods-oh.finalforms.com>



2. Click "NEW ACCOUNT" under the Parent Icon

3. Type your NAME, DATE OF BIRTH and EMAIL, click **REGISTER**

Parent/Guardian Registration at *Winton Woods City Schools*

Important: Parent/Guardian & Student accounts are saved year-to-year.
If you have already created an account with FinalForms please [click here to login](#).

1. Register as a **Parent/Guardian** below.
You *must be a parent/guardian* to create this account and start the process.
2. Check your email (for the address supplied below).
3. You will receive an email within 3 minutes prompting you to confirm and complete your registration.
4. You will then find yourself logged in and able to register your students!

Legal Name: First Last

Date of Birth: Month Day Year

Email Address:

Note: If you have already registered, please login or request a new password

I am a parent/guardian of a student at, or playing sports at **Winton Woods City Schools**. Misrepresentation, under Ohio Revised Code section 2921.13, is a misdemeanor of the first degree punishable by a maximum of six (6) months imprisonment or a fine of \$1,000 or both.

4. Check your Email and click **CONFIRM YOUR ACCOUNT** in the email text

Hello Parent,
Your FinalForms parent account with Winton Woods City Schools has been successfully created.
Please click here to [confirm your account](#) and complete your registration
Thank you,
Winton Woods City School Athletics

Note: You will receive an email within 2 minutes 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 email support@finalforms.com

5. Type your password (minimum 8 characters) and click **CONFIRM ACCOUNT**

You're almost done registering as a Parent
SET THE PASSWORD YOU WOULD LIKE TO USE TO SECURELY ACCESS YOUR ACCOUNT
New Password

Confirm Password

Confirm Account

6. You will be asked if you want to grant another Parent/Guardian access to your registered students. Either click **SKIP THIS STEP** or type Name and Email Address and click **ADD PARENT ACCOUNT**

Add Another Parent? Or [Skip this step](#)

Grant access to an additional parent account (perhaps for your spouse), allowing them to manage your students.

Name

Email Address

Add Parent Account

No Thanks

7. Your account will be created, you can then click the [REGISTER STUDENT](#) to complete the forms.

Part 2 – Registering a Student

WHAT INFO WILL I NEED?

Insurance Company & Policy Number

Hospital Preference

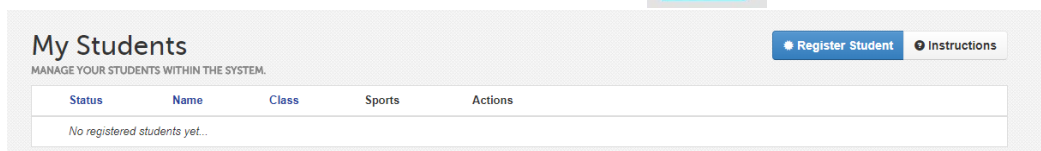
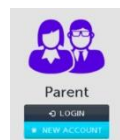
Doctor & Dentist Contact Information

Email Address for Both you and your student (School emails are not available during the summer. Please use an email for your student that they will have immediate access to so they can complete the student forms.)

HOW DO I REGISTER MY FIRST STUDENT?

****Important**** If you have followed the steps on the previous page, you are already logged in. Jump to Step 3.

1. Go to <https://wintonwoods-oh.finalforms.com>
2. Click **LOGIN** under the Parent Icon
3. Click **REGISTER STUDENT**



4. Type your Student's **NAME**, **EMAIL ADDRESS**, **DATE OF BIRTH**, **GENDER**, **GRADUATION YEAR/GRADE** and **HOME ADDRESS**, then click **CREATE STUDENT**

NOTE: The email address provided will be used to send reminders to your student.

Register a New Student

IMPORTANT: STUDENT WILL ONLY BE PROMPTED TO LOGIN ONCE THEIR FORMS HAVE BEEN COMPLETED BY A PARENT.

Legal Name: First... Middle... Last...
MUST match the name on the child's Birth Certificate.

Student Preferred Name: Preferred First Name... (Only if different from First Name above.)

Student Email: Ex. student@example.com...
Note: Each student must have a unique email address.

Date of Birth: Month... Day... Year...

Demographics: Gender... Grade for 2018-19...
Grade for 2018-19 school year.

Home Address: Street Address...
City... State... Zip...

Special Circumstances

Homeschooled / External Student Check this box if student DOES participate in sports/activities but DOES NOT attend a Winton Woods City School District school.

I, Parent the parent/guardian, do hereby state and declare under penalty of falsification that I am the parent or legal guardian of the above named student and that this registration information is true and correct. Falsification under Ohio Revised Code section 2921.13 is a misdemeanor of the first degree punishable by a maximum of six (6) months imprisonment or a fine of \$1,000 or both.

Create Student Cancel

5. Please assign your student to all sport(s) they are interested in participating by clicking a checkbox. Sports are separated by season & registration deadline. Click **UPDATE SPORTS** after making your selection. It's better to click too many sports than none. If no sports are selected at this time, you will need to sign **additional forms** when a sport is added by a parent. **NOTE:** A sport selection can be changed anytime up until the registration deadline.

Before completing any forms, please verify your Sports selections for the **2018-19** school year.

Fall 2018-19 Registration open until 10/15/2018 <input type="checkbox"/> Girls Cross Country <input type="checkbox"/> Girls Tennis <input type="checkbox"/> Girls Cheerleading <input type="checkbox"/> Girls Rowing - Fall <input type="checkbox"/> Girls Soccer <input type="checkbox"/> Girls Volleyball Registration open until 10/30/2018 <input type="checkbox"/> Girls Golf	Winter 2018-19 Registration open until 2/3/2019 <input type="checkbox"/> Girls Basketball Registration open until 2/27/2019 <input type="checkbox"/> Girls Cheerleading <input type="checkbox"/> Coed Academic Quiz Team <input type="checkbox"/> Girls Bowling <input type="checkbox"/> Girls Swimming	Spring 2018-19 Registration open until 5/1/2019 <input type="checkbox"/> Girls Rowing - Spring <input type="checkbox"/> Girls Softball <input type="checkbox"/> Girls Track & Field
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Update Sports Skip, not a student-athlete

6. Complete each form and enter 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.

Student's Forms

- Contact Information
- Health History & Medical Profile
- Medications
- Injuries & Hospitalizations
- Past & Ongoing Health Conditions
- OHSAA PPE Physician Questions
- Emergency Medical Authorization
- Student Athlete Handbook
- Athletic Code of Conduct
- Acknowledgement of Warning
- OHSAA Preseason Meeting Presentation
- Sudden Cardiac Arrest Awareness
- Concussion Acknowledgement
- ImPACT Testing Consent
- OHSAA Authorization
- OHSAA PPE Physical (for Physicians)

Contact Information

This form, as well as every form in the formset to the left, must be completed and signed **BEFORE THE FIRST DAY OF TRYOUTS, PRACTICE, OR GAMES.**

This contact information is important for your child's safety and getting in touch with parent/guardian(s) in the case of an emergency.

Basic Information

Student's Home Address:

919 Waycross Rd

Cincinnati OH 45240

Note: If student moves or changes residential address causing residence to be in a new school district, you must print, complete, and return the [OHSAA Affidavit for Bona Fide Legal Change of Residence](#) to maintain athletic eligibility.

Mailing Address: ([Click here if same as above](#))

PO Box / Street Address

City State Zip

Student's Cell Phone:

If student has their own cell phone, list that here.

Last edited today

[Print this form](#)

The form name will turn yellow when completed and signed.

If it stays red, check at the top of the screen for a red box with items listed that need to be completed. (All forms will be in green after the student signs also)

There was a problem while trying to update this Contact Information form.

- Phone number "513-555-555_" must be in the format: 000-000-0000[x00000]

Correct the items listed, sign the Parent/Guardian Signature (sign name as listed below the signature box) Click. **SUBMIT FORM** and move on to the next form.

I/We agree that this form is complete and accurate, and the digital signature is that of the legal guardian of the student above.

Parent/Guardian Signature:

Linda Schiltz

Your signature must match your name: Linda Schiltz

Student Signature:

Student must log in to sign.

Note: Linda will be emailed instructions on how to login and sign, only after you have signed all forms.

[Submit Form](#) [Skip this form](#)

Last edited today by parent Linda Schiltz

[Print this form](#)

The form name should be listed in yellow when it is completed by parent. It will change to green after the student has completed the forms.

Contact Information was successfully updated.

Student's Forms

- Contact Information
- Health History & Medical Profile
- Medications
- Injuries & Hospitalizations
- Past & Ongoing Health Conditions
- OHSAA PPE Physician Questions
- Emergency Medical Authorization
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- Concussion Acknowledgement
- ImPACT Testing Consent
- OHSAA Authorization
- OHSAA PPE Physical (for Physicians)

Print this form

- When all forms are complete, you will see a "Forms Finished" message.
- ***IMPORTANT***** *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.*
- If you are registering an additional student, click MY STUDENTS at the top of the page and jump back to Step 3. Most of the information, like home address and contact information, is automatically copied to your additional students. All forms for additional students will still require your signature. **Remember:** FinalForms saves data from year-to-year, so if you entered all the information last year, you will only need to update and resign the forms.
- In the future, you may login at any time and click the button to update information.