



## Athletic Pre-Participation Getting Started Guide Parents & Students

Your school has elected to collect pre-participation forms online through PlanetHS. Both the parent and student will need to create a PlanetHS account to complete and digitally sign the web-forms. Follow the steps below to start pre-participation registration:

1. Log in to an existing account or create one at [www.planeths.com](http://www.planeths.com)
  - a. Home School selection- this is the school that your student attends. Do NOT select the school district in which your school resides.
  - b. If your student plays on both a middle and high school team, select the home school in which your student studies. You will be able to select the secondary school within the Pre-Participation section.
2. Once logged in, hover over the Athletic Forms tab and select the Athletic Participation link



### LINK STUDENT ACCOUNT

3. Link parent and student accounts
  - a. Click the Link Student Account button to send an invitation via email address to link accounts.
    - i. Either the parent or student can initiate the linking process. Only one invitation will need to be sent. An email will be sent to the address provided.
  - b. Approve the linked account request. \*This is to ensure the correct parent and student accounts are linked.
    - i. Click the link found within the link request email sent from PlanetHS OR use the 2. [Click here to review and approve any pending account link requests.](#) Your parent/legal guardian may have already sent you a link request. Found on the Athletic Pre-Participation section of PlanetHS (see step 2 above).
    - ii. Click *Approve* under the Actions column. This approval will only have to be completed by either the parent or student, NOT both.

View a list of your linked Student accounts. You can approve pending invites, or delete the account links.

Name	Status	Actions
Brown, James	Pending	Approve   Remove

4. Once parent-student accounts are linked, the status will update to Approved. Click on the Student Athletic Pre-Participation or Athletic Participation link found directly to the left of the status box.

DOWNLOAD YOUR MEDIA      VIEW YOUR LINKED CHILDREN  
 View a list of your linked Student accounts. You can approve pending invites, or delete the account links.

STUDENT ATHLETIC PART...

Name	Status	Actions
Brown, James	Approved	Remove

5. Complete each form listed by clicking on the form link. Click the *Sign and Submit* button at the bottom of the form. **Both the parent and student must complete this step.**
  - a. There may be forms where you are required to upload a document instead of completing the web-form. For example, the physical exam form your physician completes or your child's birth certificate.
    - i. Click the *Upload Document* button, choose the file from your computer you wish to upload, and then click the *Upload Document* button.
    - ii. Forms that are uploaded to PlanetHS, like the physical exam for or birth certificate, for example, will only have to be uploaded by either the parent OR the student.
6. When both the parent and student complete a form, except for the uploaded forms mentioned above, the Athletic Director at your school will be notified and he/she will review and accept the form. Once the Athletic Director accepts a form, the status of the form will be marked as complete.


Questions? Contact the Athletic Director at your school or email [schoolsupport@planeths.com](mailto:schoolsupport@planeths.com)



# QUICK ACCOUNT INSTRUCTIONS

## \* QUICK ACCOUNT INSTRUCTIONS:

Each School and Club, Class, and Team now have a specific code they can give out to their parents, students, athletes, etc. Text this specific code to 69274 and PlanetHS/K8 texts back a link that allows you to quickly create an account/login (with limited information needed) and then it instantly follows that specific school or class, club, or team! No more navigating. No more handouts. Just one simple code for quick accounts and instant follows!

2. Click on your School, Class, Club, or Team Dashboard settings wheel. 
3. The big blue message at the top of your screen holds your code.

### Quick Account Instructions

Please copy and paste the following verbiage into materials that reference the Quick Account Instructions.

To sign up for the PlanetHS website and follow ROCK HILL HIGH via smart phone, text **5618** to **69274**. Text **HELP** to 69274 for more information. Text **STOP** to 69274 to opt out. Msg & Data rates may apply. The wireless carriers are not liable for delayed or undelivered messages. Number of messages vary per user.

4. Text the specific code to 69274
5. PlanetHS/K8 will send you a text with the direct link.

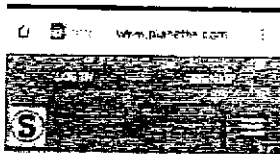


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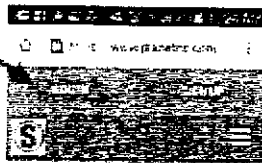
To create your account with Standard High School and follow National Honor Society, please visit [www.phhs.com](http://www.phhs.com)

Click on this link.

If you are new user and need to create an account, you will see the screen below. Fill in your account details and click the Sign Up button. If you have an account on PlanetHS/K8, click the Log In button. Enter your login information and click



Standard High School



Standard High School

Once logged in, you will instantly Follow the specific School, Class, Club, or Team \*If you are already logged in to PlanetHS/K8, you will bypass the login/account creation screen and instantly Follow the specific school, class, club, or team!

