

RETURNING STUDENT-ATHLETE SPORTS MEDICINE REGISTRATION DIRECTIONS

- 1) Click on the student-athlete portal link
- 2) You will need to register in the Athlete Portal by filling in Athlete ID and Password:

Athlete ID: sent to your email

Password: sent to your email

Then click LOGIN

- 3) Complete/verify the **GENERAL** athlete Information page (highlighted item REQUIRED):

If you play more than one sport, please add

School email is preferred

Please search for your cell carrier. If not found, please type N/A.

Athlete ID:
This is the ID you used to log into the system

Password: This is the same as what was sent to your email.

****Make sure you Click: Save Athlete

Information before moving to next step

Once you have completed this step, you now have the ability to log in/out of the system using your new ID and password

4) You should now see the **Medical History** tab:

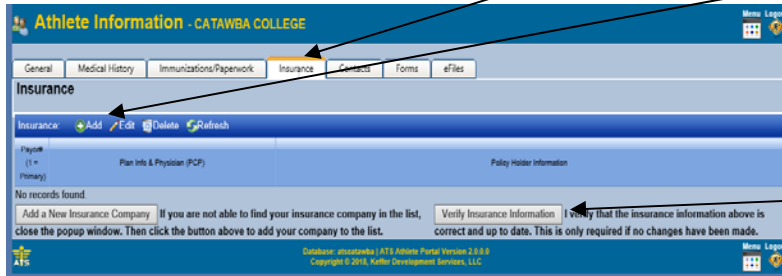
If you HAVE NEVER had surgery, you may skip this step

If you HAVE had surgery, please click the **green ADD** icon. Once complete, make sure you click the check to save!

Once complete, please check the verify button prior to moving on to the next tab

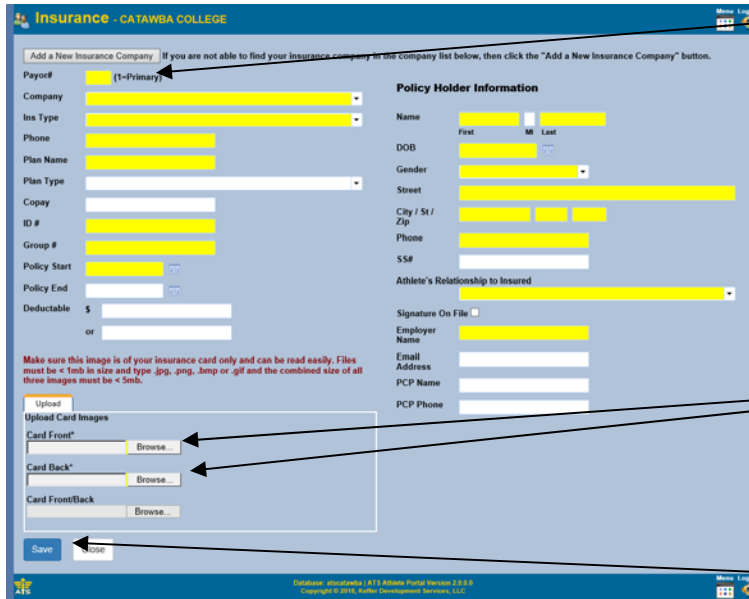
5) **SKIP THE “IMMUNIZATION/PAPERWORK” TAB.** THIS TAB TELLS YOU WHICH FORMS YOU HAVE OR HAVE NOT COMPLETED. **PROCEED TO THE NEXT STEP: “INSURANCE” TAB.**

6) YOU WILL NEED A PARENT OR LEGAL GUARDIAN TO ASSIST IN FILLING OUT THIS SECTION. CATAWBA COLLEGE REQUIRES EVERY STUDENT TO SHOW PROOF OF A VIABLE PRIMARY INSURANCE PRIOR TO PARTICIPATION IN ATHLETICS



Click on the green ADD icon

You must verify once completed



This is ALWAYS going to be 1

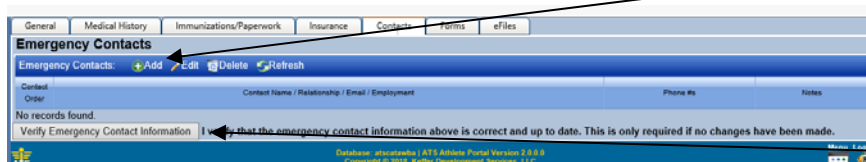
ALL HIGHLIGHTED AREAS ARE REQUIRED.

Make sure you upload a copy of your card

Click Save

7) You should now be on **Contacts** tab:

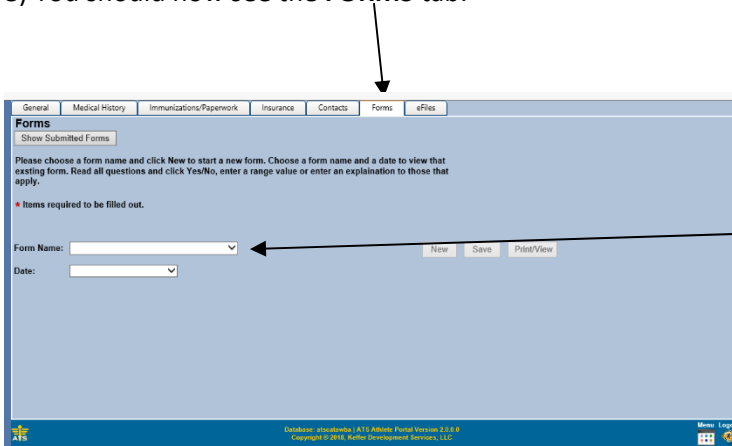
Click green ADD tab



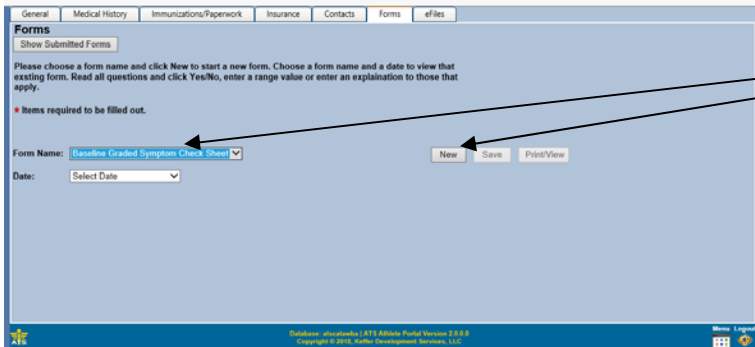
Please verify

Please provide 2 individuals for your emergency contact

8) You should now see the **FORMS** tab:

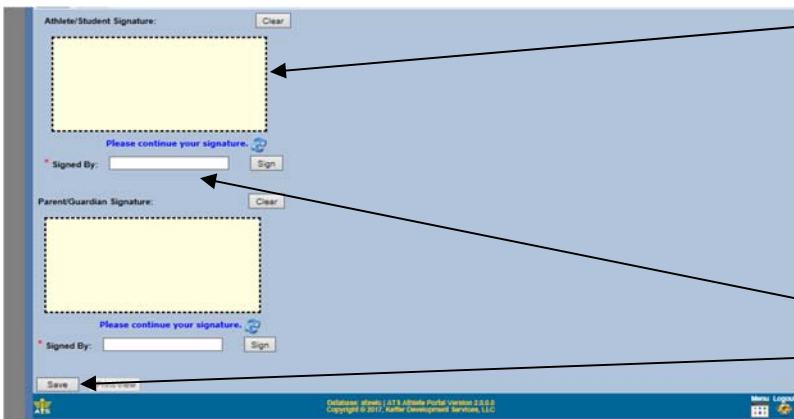


Click on the drop down menu and you will see several forms



Highlight each from and hit NEW

Each form will ask you to provide YES/NO or FILL IN THE BLANK answers. Follow the directions on each form. At the end of each form, you will see:



Use mouse or touch screen to sign

Make sure to type your name

Click SAVE and proceed to next form

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If you have any questions regarding the registration process, please contact:

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