



## Seminole Athletics – Online Sports Physical Submission Information for the 2024 – 2025 School Year

All sports physicals and required documents must be submitted online for clearance to participate in athletics at Seminole High School. For parents, this process eliminates the need to “DROP” paperwork to the school or “SEND” it with your student-athlete.

***PLEASE NOTE: An ECG HEART SCREENING is REQUIRED and valid for five years.***

ALL athletes will need to create an online account at [www.AthleticClearance.com](http://www.AthleticClearance.com) to be eligible to participate in the 2024-2025 sports seasons.



# Online Athletic Clearance Directions

To complete the process, you will need the following documents available to upload into the system.

- **Completed EL2 Sports Physical (NEW FORM 3/2023)**
- **ECG Screening **\*\*REQUIRED and valid for 5 years \*\*****
- **Proof of Insurance**
- **Birth Certificate – All Students**
  - *If you have a non-US birth certificate, additional documentation is required.*
- **Parent/Guardian Government Issued Photo ID**
- **GA4 Form – Transfer Students Only**
  - *“Transfer Students” are those individuals who did not start 9<sup>th</sup> grade at SHS.*
- **NFHS Certificate of Completion – Concussion in Sports – FREE**
- **NFHS Certificate of Completion – Heat Illness Prevention – FREE**
- **NFHS Certificate of Completion – Sudden Cardiac Arrest – FREE**
  - Visit [www.NFHSLearn.com](http://www.NFHSLearn.com)

1. Visit [www.AthleticClearance.com](http://www.AthleticClearance.com) and choose your state.



2. Watch quick tutorial video (optional).
3. New Users - Create an Account / register by completing all fields.
4. Existing Users – Login using your email address and password. Select “Sign In”
5. Select **“Start Clearance Here”** to start the process.
6. Select “School Year” = 2024-2025  
Select “School” = Seminole **(Sanford)**  
Select “Sport” = Sport of Choice  
Select “Add New Sport” if you are a multi-sport athlete.

7. Complete all (6) required fields.
  - i. Student – Please use legal name as it appears in Skyward.
  - ii. Parent/Guardian – Answer all questions, provide necessary information.
  - iii. Medical - Answer all questions, provide necessary information.
  - iv. Program Information – Required Files Review.
  - v. Signatures – Parent and Student Sections.
  - vi. Files – Must have all documents to complete section.
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    - **GA4 Form (Transfer Students Only)**
    - **(3) NFHS Certificate of Completion**

*If you have previously completed the Athletic Clearance process, you will now be able to select the Student and Parent/Guardian from the drop-down option on those respective pages and most of the information will autofill.*

8. Once you reach the **Confirmation Message** you have completed the online registration process.
9. **The student is not “Cleared” yet!** All data will be electronically filed with the SHS Athletic Department for **review**. When the student has been **cleared for participation**, an email notification will be sent.

**PLEASE NOTE:**

***Participation in a program for conditioning, open facilities, tryouts, or practice cannot occur until you have been notified by the SHS Athletic Department of your “Cleared” status.***

If you have any questions or concerns, please contact the Seminole High School Athletic Department at 407-320-5057 or email

Athletic Secretary - Nilsa Ramos [ramosnm@scps.k12.fl.us](mailto:ramosnm@scps.k12.fl.us)  
Athletic Director – Woody Cox – [coxcw@scps.k12.fl.us](mailto:coxcw@scps.k12.fl.us)

# Online Athletic Clearance FAQ

**What is my Username?** Your username is the email address that you registered with.

**Multiple Sports** If you know you are going to play multiple sports when registering, it is best to add all sports on the first step where you also select the school year and school. If you are registering for additional sports after completing your initial clearance for the year, you will have to complete the process again. The good news is that if you select the student & parent/guardian info from the drop-down on those respective pages, the information will autofill.

**Physicals** You must use FHSAA Form EL2 (NEW FORM 3/2023). Take it to your physician for a physical exam. You can download this form from your athleticclearance.com account, Medical History page. You may also request or pick one up from the SHS Athletic Department or download it from the Athletics page on the school website. Wellness Exam Certificates cannot be accepted. You must submit the completed EL2 physical form (page 4 ONLY) online by uploading in the Files section.

**ECG Screening** You may upload the ***Who We Play For*** email noting your name, ECG Screening date and results, or the **SCPS ECG Form - 1615** (found on our website). ECG Screening is *required* and valid for 5 years.

## **Clearance Status**

- **In Progress:** A clearance has been started.
- **Pending:** All upload areas are filled. Awaiting review from the athletic department.
- **Cleared:** You are ready to participate in the sport for which you submitted a clearance!
- **Denied:** Something is missing. You should get an email explanation.
- **Practice Only:** Used infrequently at discretion of SHS athletic department.
- **Expiring Soon:** The system automatically changes status as your physical's expiration date nears. You are still able to participate.
- **Physical Expired:** You may not participate. Physicals are valid for 1 year. The system automatically changes status (and removes you from rosters) when your physical expires. You must get a new physical (on FHSAA Form EL2), upload it, and *notify the athletic department*.

**Document Library** This area is meant to store your files so they can be accessed later in the year or perhaps years following. You can either upload your files to the Document Library then apply them to your Clearance OR you can select "Browse" to retrieve files from your computer/device and the files will save to the Document Library for future use.

**Why haven't I been cleared?** Your school will review the information you have submitted and *Clear* or *Deny* you for participation. You will receive an email when you have been cleared for participation.

*Questions? Use the yellow Help option on the bottom right of the screen and submit a ticket.*

**I was “Denied” clearance, now what?** You should have received an email with the reason for denial. Please update your clearance accordingly then contact your school’s athletic department and ask them to review your information again.

**My sport is not listed!** Please contact your school’s athletic department and ask for your sport to be activated.

### **MOST COMMON REASONS FOR DENIAL**

- **To be eligible, you *must* have a minimum cumulative unweighted 2.0 GPA.**
- **Physical must be on FHSAA Form EL2 (NEW FORM 3/2023).** No other physical forms are acceptable.
  - a. EL2 page 4 must have **Student Information** filled out at the top.
  - b. EL2 page 4 must be signed, dated, and stamped by the Healthcare Professional. Boxes must be checked indicating medical eligibility / relevant medical history to share.
  - c. EL2 page 4 must be signed and dated by the parent/guardian *and* the student at the bottom.
  - d. When uploading EL2 page 4, please make sure corners are not cut off. We must be able to see the entire page.
- **Acceptable ECG Documentation:**
  - a. the ***Who We Play For*** email
  - b. If you use an outside vendor, please use the **SCPS ECG Form – 1615**.
- If uploading pictures of documents, you must take a still picture. LIVE pictures will not upload. JPG and PDF files work best!
- NFHS (3) Certificates of Completion must be in the *athlete’s name* and dated after **March 31, 2024**. Please do not upload certificates with parent/guardian name.
- Birth Certificates are required. If you have a non-US birth certificate, additional documentation is required.
- If the system is acting odd and you have a dash (-) or hyphen (‘) in your name, please remove the dash or hyphen to see if that helps.



*Questions? Use the yellow Help option on the bottom right of the screen and submit a ticket.*