

## STEPS TO SUBMIT ATHLETIC CLEARANCE FORMS THROUGH PRIVIT (Returning Athletes)

- Log on to your Privit Account
- Go to Manage Documents
- Choose Archive All
- Go back to Home
- Re-sign and submit all forms (modifying grade level information when necessary)
- Add to new team(s) for 2021-2022 school year
- Scan and upload athlete's new physical or bring a paper copy to the Athletic Office
- Mail or bring participation fee or waiver application to Athletic Office

All of these steps must be completed before an athlete will be cleared to practice or participate.