**ONLINE ATHLETIC CLEARANCE INSTRUCTIONS**

**www.athleticclearance.com**

★     On the school's website under the **Athletics tab** click **Clearance Information**

★     Click on the “**Click here to start clearance**” and choose **CA**

★     If this is your first time using AthleticClearance.com you will need to **click register** and create a username and password.  This is what you will use to log in and renew for each sport and year.  Once you are logged in click the **Start Clearance Here** button

★     You will choose the **2018-2019 school year**

★     Choose **Shadow Hills (CIF-SS)** as your  school

★     Select the sport you wish to try out for

★     Fill out all required information

★     Enter medical history information

★     If you would like to make a **donation to Shadow Hills Athletics** you may do so at this time there is a $5 convenience fee *or* you can click **Back to Clearances**

★     You will now see your student and the information you completed.  Towards the right hand side under **CONFIRMATION click View** at the bottom of this page you can add all sports they would like to apply for.

★     **IMPORTANT FINAL STEP!!!  Print confirmation page for each sport, SIGN and bring into the Athletics Office along with the physical for final clearance.**