Steps to Register Students on Bound

- 1. Go to the Janesville Wildcats Bound webpage https://www.gobound.com/ia/schools/janesville
- 2. Click on **Registration** on the top tool bar
- 3. Click on "Find My Student"
 - a. Type in your student's name. If they are already in the system, their name will pop up.
 - b. If you student is not in the system (most 6th graders won't be in yet) then you will click "Add Student"
 - c. If you have multiple students, you can toggle between then using the "person" button on the bottom left.



- 4. If you are adding a new student Fill out the information for your student, then click "Parent" to give you parent access to their portal.
- 5. Once in the portal, click on the Green Arrow next to the sport that you are registering your student for.

6. Another page will come up which you will select the sport once again. All JH and HS athletes will register through the same page

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Select an Option

Junior High and High School Softball Fre

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Bound Student Profile	Your Connected Students
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Steps to Register Students on Bound

Register

Contact

= Basic

Middle Name

- 7. Once you are in the registration, fill out all of the information on all the tabs.
 - This information will be available to coaches to have emergency contact information and other necessary information that coaches will need.
 - b. Under the "Users" tab Add your student by clicking "send invite." Be sure to add them as "Student" and have them accept the invitation. This will give coaches the ability to send mass communication to the players as well as parents.
- Be sure to fill out the "Documents" section
 - a. ***Last page of the <u>Physical</u> <u>Forms must be uploaded to their</u> <u>Bound account. Physical copies</u> <u>can be sent to Nurse</u> <u>Jensenius***</u>
- After completing the information on all tabs, click "Complete"

Additional Information-

- Remember your Bound login credentials as you will need to access this page for all sports registrations
- Bound will send you reminders when your physical is 30 days out from expiring.
 - When a new physical is needed, you will enter your student's portal, click on the "Documents" tab, and click the green arrow next to "Physical" to upload the new physical
 - Uploads can either be a scanned image or a photo of the physical
- Last Nerro M Cample 2008 2023 2022-23 -E Documents 7/31/2023 12:00:00 AM Signed 8/8/2022 - 11-14 AM 8/8/2022 - 11:14 AM 8/8/2022 - 11:14 AM 8/8/2022 - 1114 AV ant 2022-23 Complete Registration Baseba \$0.00 2022-23 \$0.00 Subtotal Student A Dashb shoot landlans Service Upload File (front Enter notes you'd like coaches to know about your students individual health

Physical Examination Date

Signature

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image or a photo of the physical
 New physical forms only need the back page with the doctor's signature and date uploaded

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• All program information will be pulled directly from Bound, so please be sure to keep your students information updated.

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• Be sure to "follow" the Janesville Bound page for updates on games, practices, etc.