

## **How to Register on Planet-HS for Athletic Eligibility**

Each school year student-athletes and their parents/guardians must submit all athletic eligibility paperwork online at [www.planeths.com](http://www.planeths.com) in order to be eligible to try out for school sponsored sports. Hard copies will not be accepted.

To complete this process, the student-athlete and the parent/guardian should follow these steps:

### **If you already have a PlanetHS account:**

Log in to your student OR parent account.

Scroll to the bottom of the screen and click on:

1. **Pre-participation Physical Evaluation- (PPE) History Form:** Update digitally and must be digitally signed by logging into student account and parent account.
2. **PPE- Physical Examination Form:** Upload your physical form that has been signed by a licensed medical professional.
  - Physicals for each new school year must be signed after April 1 of the current year.
  - Must be digitally signed by logging into student account and parent account.
3. **Parent's Permission & Acknowledgement:** Must be digitally signed by logging into student account and parent account.
4. **Birth Certificate:** Click Re-Use document.
5. **Concussion and Student Athletes:** Must be digitally signed by logging into student account and parent account.
6. **Student-Athlete Consent Form:** Must be digitally signed by logging into student account.
7. **COVID Waiver Form:** Must be digitally signed by logging into student account and parent account.

### **To set up a PlanetHS account:**

1. Go to [www.planeths.com](http://www.planeths.com)
2. Click on SIGN UP button.

3. Select account type—  
STUDENT select STUDENT  
PARENT/GUARDIAN select PARENT

Fill-in all fields/information

Parent/Student School=School that will be attended for the year of athletic participation.

4. Once STUDENT and PARENT have both created a PlanethS account:

Login to PARENT account

- Click Athletic Forms
- Click Athletic Participation
- Scroll down and click LINK ACCOUNTS and enter the STUDENT email address.

Login to STUDENT account

- Click Athletic Forms
- Click Athletic Participation
- Scroll down and click LINK ACCOUNTS and enter PARENT email address.

5. Both PARENT and STUDENT must accept the invite to link accounts by clicking APPROVE.

6. On the PRE-PARTICIPATION PAGE—CLICK ALL sports that the student plans to be a participant in for the school year.

7. Complete the PARENT PERMISSION form.

8. Complete the CONCUSSION acknowledgement form. NOTE: both Parent and student must read and initial. This occurs under each login.

9. Upload a digital copy (picture) of a state issued BIRTH CERTIFICATE. Ensure file is clear and readable.

10. Complete PRE-PARTICIPATION PHYSICAL EVALUATION form.

11. Upload a digital copy (picture) of PHYSICAL FORM. Ensure the picture is clear and readable. The physicians signature and date must be visible.