

Registration for Parents/Guardians

CREATE A PARENT/GUARDIAN ACCOUNT:

☐ On www.aktiviate.com, click **Login**

☐ Click **Create an Account**

** You only need ONE account, even if you have children in more than one high school and/or junior high*

** Do not create another account if you have used Register My Athlete/Aktiviate in the past*

☐ Fill in your personal account information. You will be using the site as a Parent/Guardian. ☐ Click **Create Account**

☐ Shortly after creating your account, you will receive an **email with a 6-digit Verification Code**. Use this code to verify your account when prompted.

** **Do not close your current tab**. You will need to open your email in another tab and find the verification email in your email inbox (it may take a few minutes to appear, so be patient).*

REGISTER YOUR STUDENT FOR AN ACTIVITY:

☐ Login with your email address and password

☐ Under the **Parents** header, click the button labeled **Click here to start/complete athlete registrations**

☐ Click **Start/Complete Registrations** under "What would you like to do?"

☐ Click the **New Registration +** button in the upper right hand corner


☐ Start by clicking the red **Select School** bar and follow the directions as they appear ☐ Continue following the steps presented in the red bars

☐ Once your registration is complete, you'll receive a confirmation email from us



SCAN TO LEARN HOW TO CREATE AN ACCOUNT

AND SUBMIT A REGISTRATION Need Help? For a live chat, click the orange **Help**

button  on the lower left side of the screen or email support@aktiviate.com for assistance.