



## **Registration Instructions for Parents**

Go to [www.aktivate.com](http://www.aktivate.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 Aktivate or Register My Athlete in the past)*

Fill in personal account information

*(This should be the Parent/Guardian personal information)*

You will be using the site as a **Parent**

Click **Create Account**

Lastly, input the account **Verification Code** that you'll receive via email to confirm your account

**Please Note:** You will need to open another tab (do not close your current tab) and find the verification email in your email inbox (it may take a few minutes to appear, so be patient). You can copy and paste the code into the pop-up or directly type into it.

### **After you have an account:**

**Login**

Under the Parents header, select "**Click here to start/complete athlete registrations**".

Click **Start/Complete a Registration** (*upper left hand corner of the page*)

Click **Start a New Registration** (*this is where you will enter all of your Athlete's information*)

Follow the prompts to complete all requirements for your school's registration

***If assistance is needed, click the orange button on the lower left side of the screen for live***

***chat***  ***or email [support@aktivate.com](mailto:support@aktivate.com).***