

**Athletic Registration**  
**Brookfield East High School**  
[brookfieldeasthighschool-ar.rschoolday.com](http://brookfieldeasthighschool-ar.rschoolday.com)

Click the icon below to register for an activity



- 1) Click on icon to begin:
- 2) Create New Account or Login to Existing Account. If you have already created an account and need to register a sibling, simply login to your existing account and choose "Register a New Student"

### First Time Users - Register & Create an Account

**Note:** If you previously created an account and want to *add a sibling* or *new student*, login to your family account. **DO NOT** create a separate account.

**Create Account**

1. Fill out the registration form.
2. Create a username and password for your family account on the checkout page.

### Family Account Login for Returning Users

**Account Login**

**Guidelines for returning users:**

**To register the same student:**

1. Login to your family account.
2. Click "**Register**" link (blue paper and pencil icon) and choose the "**name of student**" from its dropdown.
3. On the next page, choose the "**name of the student**" from the student name dropdown.

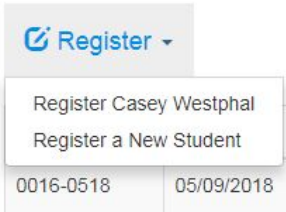
**Note:** The form will auto-populate the answers based from your previously submitted registration. *Please review and edit the answers such as Grades and others if needed.*

4. Choose the activity/sport then continue and submit the registration.

**To add a new student in your family account:**

1. Login to your family account.
2. Click "**Register**" link (blue paper and pencil icon) and choose "**Register a New Student**" from its drop down.  
**Note:** Fill out the form as a new registration.
3. Choose the activity/sport then continue and submit the registration.

**(OVER)**

STEP	INFORMATION
<p>Registration History</p> 	<p>Register current student (information already entered) or new student (sibling) from drop-down menu</p>
<p>Step 1. Select Student</p>	<p>Information will already be pre-populated if registering student for additional activities. New information will need to be entered for new student (sibling). You must know your student's six-digit ID number (from Infinite Campus). Any field with an * is required.</p>
<p>Step 2. Select Activity</p>	<p>Select any Fall, Winter, or Spring sport you would like to register your student for (or select None). You can register your student for all sports at once or prior to each specific season.</p>
<p>Step 3. Parent/Guardian Inf</p>	<p>Fill in information for parent/guardians. Information is required for at least one parent/guardian.</p>
<p>Step 4. Physical Forms</p>	<p>Fill in the date your student had his/her last physical. If your student has not had a physical after 4/1/17, your student must get a physical and you must scan in and upload the form at this step. If your student has had a physical on or after 4/1/17 and BEHS has the physical form on file, there is no need to upload a form at this time.</p>
<p>Step 5. Medical Informator</p>	<p>Complete doctor information, medical information that a coach will need to know, and information for two emergency contacts.</p>
<p>Step 6. Others</p>	<ol style="list-style-type: none"> <li>1) Read through the <b>Athletic Eligibility Form from the WIAA</b> (the 2018-19 form will be added as soon as it is available); check the boxes and electronically sign (both student and adult)</li> <li>2) Read through the <b>Co-Curricular Code of Conduct Summary</b> (full Co-Curricular Handbook is available by clicking on the link); check the boxes and electronically sign (both student and adult)</li> <li>3) Read through the <b>Concussion Information</b>; check the boxes (both student and adult) and electronically sign (both student and adult)</li> <li>4) Electronically sign (both student and adult) the <b>Sign-Off Form</b> and click "Next" or "Pay Later"</li> </ol>
<p>Payment</p>	<p>\$80 Athletic fee payment (per sport; max of \$160 per athlete) is not required at this time but the registration site will link you to "My Payments Plus" if you choose to pay at this time. Fees can either be paid prior to a sport starting or after rosters are determined.</p>