




## Registration for Parents/Guardians

### CREATE A PARENT/GUARDIAN ACCOUNT:

- ☐ On [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 Register My Athlete/Aktivate 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  
Please select the school your child is attending
- ☐ Continue following the steps presented in the red bars
- ☐ Once your registration is complete, you'll receive a confirmation email from us

**Need Help?** For a live chat, click the orange **Help** button  on the lower left side of the screen or email [support@aktivate.com](mailto:support@aktivate.com) for assistance.