

# CLAY HIGH

**DEPARTMENT OF ATHLETICS**

## CLAY HIGH SCHOOL ATHLETIC CLEARANCE

**2024-2025**

**ALL STUDENTS MUST COMPLETE THE ATHLETIC CLEARANCE PROCESS IN ORDER TO PARTICIPATE IN ATHLETICS**

**BELOW IS THE PROCESS FOR [AthleticClearance.fhsaahome.org](https://athleticclearance.fhsaahome.org)**

Directions to getting started

1. Go to [athleticclearance.fhsaahome.org](https://athleticclearance.fhsaahome.org)
2. Click on **FL**
3. Register for an account (unless you already have one)
4. Select year: **2024-2025**
5. Select school: **CLAY (GREEN COVE SPRINGS)**
6. Select sport: (**you can select multiple**) *HIGHLY ENCOURAGE YOU SELECT ALL SPORTS YOU WILL TRY OUT FOR. SAVES TIME*
7. Fill out **ALL** of the student information along with insurance company and policy number
8. Fill out parent/guardian information
9. Answer Medical History Questions
10. Complete electronic signatures of waivers and EL3 forms, STUDENT then PARENT
11. Upload your physical paperwork (EL2)...

Uploading your physical paperwork (EL2) to [athleticclearance.fhsaahome.org](https://athleticclearance.fhsaahome.org)

1. **\*REMINDER\*- ONLY PAGE 4** of the physical paperwork (THE NEW EL2) must be uploaded. **MAKE SURE THE STUDENT AND PARENT HAVE SIGNED AND DATED PAGE 4 OF THE PHYSICAL AND THE DOCTOR HAS SIGNED/STAMPED AND DATED PAGE 4. ALL SIGNATURES NEED TO BE ON PAGE 4!!!**
2. You can scan or take a picture of the physical paperwork (EL2).
  - a. UPLOAD IT by choosing from the 'Browse' button to where you saved the photos or scan. **Again make sure ONLY PAGE 4 is uploaded!!**
3. PLEASE upload a copy of your insurance card, and
4. PLEASE also upload the NFHS Certificates that are **REQUIRED** for all athletes: These have to be done ANNUALLY. You will NOT be able to submit your clearance until ALL the courses are done!
5. Hit "SUBMIT YOUR REGISTRATION"

**In order to be clear to play:**

1. Print the confirmation page
2. Click on print
3. PARENT and STUDENT need to **sign it and date it**
4. Turn it into Coach Moses -OR- the Coach of the sport.



OVER 

**The following is the procedure for the Student-Athlete to complete the 4 required courses.**

## **Concussion/Sudden Cardiac/Heat Illness Courses/Hazing**

The FHSAA requires all **head coaches, paid/supplemented coaches, and student-athletes** for all sports at all levels to complete the **THREE** free NFHS courses of **Concussion, Sudden Cardiac and Heat Illness** prior to the first practice of their sport **ANNUALLY.**

### **COURSES MUST BE COMPLETED ON OR AFTER JUNE 1**

Each school's athletic department is required to keep a copy of each individual's completion certificate on file. The FHSAA will, randomly, request a copy of a particular individual's certificate. If you are unable to provide us proof of completion of a course, a coach may be suspended until the course has been completed and a financial penalty will be assessed.

The following are instructions for ordering and completing the required courses:

#### **FOR HEAD COACHES, PAID/SUPPLEMENTED COACHES, & STUDENT-ATHLETES --**

- Course 1: NFHS "Concussion in Sports",**
- Course 2: NFHS "Sudden Cardiac Arrest"**
- Course 3: NFHS "Heat Illness Prevention"**
- Course 4: NFHS "Hazing Prevention" (NEW THIS YEAR-PER OUR COUNTY)**

**(Important Note: If you have completed this course anytime in the past, the course must be "ordered" prior to beginning the course.)**

#### **Course Ordering**

**Step 1:** Go to [www.nfhslearn.com](http://www.nfhslearn.com).

**Step 2:** "**Sign In**" to your account using the email address and password you provided at time of registering for an nfhslearn account.

OR

If you do not have an account, "**Register**" for an account.

**Step 3:** Click "**Courses**" at the top of the page.

**Step 4:** Scroll down to "Concussions in Sports" from the list of courses.

**Step 5:** Click "View Course".

**Step 6:** Click "**Order Course.**"

**Step 7:** Select "**Myself**" if the course will be completed by you.

**Step 8:** Click "**Continue**" and follow the on-screen prompts to finish the checkout process. (Note: There is no fee for this course.)

#### **Beginning a Course**

**Step 1:** Go to [www.nfhslearn.com](http://www.nfhslearn.com).

**Step 2:** "**Sign In**" to your account using the email address and password you provided at time of registering for an nfhslearn account.

**Step 3:** From your "**Dashboard,**" click "**My Courses**".

**Step 4:** Click "**Begin Course**" on the course you wish to take.

\*Your course will launch on the same page of the web browser.

\*\*Click "**Back to Dashboard**" when ready to exit the course.

Be sure to print the certificate of completion at the end of the course as each school's athletic department is required to keep a copy on file.

For help viewing the course, please contact the help desk at NFHS. There is a tab on the upper right hand corner of [www.nfhslearn.com](http://www.nfhslearn.com). If you should experience any issues while taking the course, please contact the NFHS Help Desk at 1-317-565-2023.

You can check an individual's completion of this course through the NFHS website by clicking on the "Coach Search" tab at the top of the page.

