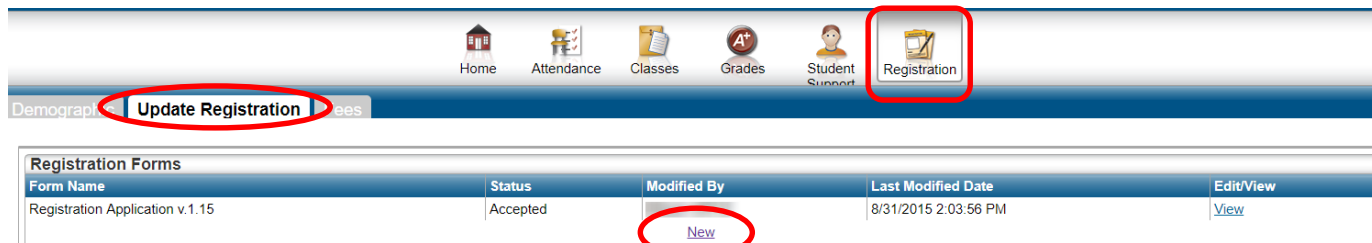


1. Log into Home Access Center using the parent/guardian login and password. (<https://homeaccess.hboe.org>)
2. If you have multiple children enrolled, choose which student athlete to update (click 'Change Student' in upper right corner).
3. Select 'Update Registration' from the Registration Screen. Any previously updated forms will be listed. To update a new form, click ['New'](#)
4. If you do not see the link to update information, contact your child's school.

Note: Only primary guardians have permissions to update student information.



5. Scroll down to the Important Student Documentation section (For some guardians, the section will be called 'Additional Information'.)
6. Find the nine fields indicating 'Athletes Only' and fill them in appropriately.

Athletes Only: Insurance Provider Name

Athletes Only: Insurance Policy Number

Athletes Only: Parent Meeting Signoff

Athletes Only: Sudden Cardiac Arrest Signoff

Athletes Only: Parent Signature

Athletes Only: Travel Form sign-off

Athletes Only: Risk Acknowledgement sign-off

Athletes Only: Athletic Handbook sign-off

Athletes Only: Concussion form acknowledgement

-- Select --

-- Select --

The documents which correspond to the sign-off and acknowledgement fields can be found in the next section (**Documents**) for download.

7. Click **'Save, not yet submitted'**, then check **'I Agree to Terms'** and finally click **'Save and Submit'**.

Documents

Items can be Uploaded here

Optional - For new student enrollments, you may upload the required documents (as previously outlined in Step 2) using the 'Click here to upload new file' link below.

[Click here to upload new file](#)

Admin Uploaded Files

Title	Download
Athletic Handbook 2018-2019	Download
Attendance Policy Changes	Download
Concussion Protocol for Athletes	Download
Student Handbook - 6th Grade/Middle School	Download
Sudden Cardiac Arrest Information	Download
Athletic Travel Risk Form	Download
One2One Loan Agreement	Download

To complete this form, click 'Save', check the 'I Agree' box and press 'Submit.' I pledge that I am the legal parent/guardian of the child indicated on this document and true and correct to the best of my knowledge.

I Agree to Terms

To submit please select 'I Agree'

8. You're done! Thank you!