<u>2022 – 2023 Physical Process Norwin School District</u>

Students who do **NOT** have an account created for registration for Norwin School District sports will need to choose **Create Account.**

Students who **DO** have an account created for Norwin SD Sports will simply need to *Log In. Please don't* create a second account if you already have one created from a prior year.

Please do not drop off physical paperwork with secretaries, coaches, or athletic department personnel. The following steps should be taken to ensure that students are cleared to participate in mandatory practices.

- 1. Go to the Norwin School District Website: https://www.norwinsd.org/
- 2. Under DEPARTMENTS, click on ATHLETICS
- 3 .At the top of the page, choose the MORE option; under forms choose: "Family ID Sports Registration".
- 4. Click this link (a completed physical will cover students through any sport during the entire school year).
- 5. From the Family ID page, click on Norwin School District Fall Sports 2022/2023. Do NOT choose "Unified Track".
- 6. Read the information & choose Create Account or Log In (if you already have an account), and follow the instructions.
- 7. Note: The Section 7 page (the only part that is a hard copy) can be found down the page on the right side, under Links: PIAA CIPPE Section 7 (Physical). It can also be found under the "MORE" option (see step 3).
- 8. Note: Whenever the Section 7 portion needs uploaded, you may take a picture of this document and upload it.

Potential FamilyID Issues

If you believe you have COMPLETED the entire physical process and still are not showing up as "Approved" with coach's update messages, these are the potential reasons you are not approved (if none of these work, please email our athletic trainers, asnowberger@norwinsd.org / dsnowberger@norwinsd.org).

- 1. Our athletic trainers might not have gotten to your account yet to give Approval. Typically they try to check daily, but sometimes delays do happen.
- 2. During the Physical ID submission process, the process was not completed correctly. Examples:
 - A. The physical form itself might not have been completely uploaded
 - B. The wrong sport could have been chosen (Unified Track is NOT Norwin MS Track)
 - C. You may not have scrolled down to the bottom of the physical upload screen to hit "Save" after uploading a document or completing a section this is a VERY common issue.
- 3. There is an issue with a student's physical (missing a signature or date, the date of the physical is prior to the June before the upcoming sport season, the incorrect physical form was used be sure to use the Section 7 Form on the Norwin Athletics site, etc).
- 4. The student's medical situation makes them not approved at this time to participate in a sport.