

## How To Complete Student Central Eligibility Forms

<https://studentcentral.bigteams.com/>

1. Create Accounts -Both a parent and student are required to create separate accounts. Each account must have a unique email or mobile #.
  - Go to <https://studentcentral.bigteams.com/> (Creation of accounts can be done on all devices with a connection: Computers, Smart Phones, Tablets, iPads, etc.)
  - Home School selection -this is the school that you/your student attends. Do NOT select the school district in which your school resides.
2. Emergency Contact Section -STUDENT: not required to input. Can proceed to clicking on "Link Account"  
PARENT: required to input as much information as possible, which will then automate information into the forms, saving time and duplicate work.
3. Link Parent & Student Accounts -**Once logged in, you will be prompted to link the parent and student account.** Enter the email address or mobile # to send an invitation to the parent/student. The invited person clicks on the link in the email or text message to finish the linking process. The invited person can also login and accept the link request by clicking on the Link Account Button and selecting accept.
4. Athletic Forms -Click the **Athletic Forms** button to move to the Pre-Participation Forms Overview Page and **complete the required digital forms.**
5. Select the Sports you will participate in -In the Sports Interest section, check the sports you will be trying out for. By checking these sports, you are allowing the coach of that team to view your pre-participation paperwork.
6. Complete & Sign Digital Forms -Click on each form link, complete each form, and click the Sign & Submit button. **Both the parent and student must complete this step.** Upon completion of each form, you should be auto promoted to the next form. Students with accounts may begin completing digital forms immediately. Parents must be linked to a student account to see the electronic version of the forms. If they are not linked, they will only see example PDF versions of the forms. You can complete forms or see their status at any time by clicking on the ATHLETIC FORMS button.

