

# **FAMILY ID – ONLINE ATHLETIC REGISTRATION**

Dear Students and Parents/Guardians:

We are excited to announce Northern Highlands is now offering the convenience of online registration through partner company, FamilyID

FamilyID is a secure registration platform that provides you with an easy, user-friendly way to register for our programs. It helps all involved to be more administratively efficient and environmentally responsible. When you register through FamilyID, the system keeps track of your information in your FamilyID profile so you enter your information only once for multiple uses, multiple family members and multiple programs.

## **ATHLETIC REGISTRATION AND MEDICAL FORM DEADLINES/TIMELINES:**

**FALL: Approximate Season Timeline:** August 10-December 10 **Registration/Submission of forms may begin on:** May 20 **Medical Forms/Acknowledgements are due by:** July 20

**WINTER: Approximate Season Timeline:** November 10-March 15 **Registration/Submission of forms may begin on:** September 15 **Medical Forms/Acknowledgements are due by:** November 1

**SPRING: Approximate Season Timeline:** March 1-June 10 **Registration/Submission of forms may begin on:** December 15 **Medical Forms/Acknowledgements are due by:** February 1

**INFORMATION NEEDED TO REGISTER:** It will be helpful to have the following types of information handy to allow for accurate completion of your online registration.

- *Examples: doctor information, health insurance information, emergency contact information, credit card, student ID and the date of the student's most recent physical exam.*

A parent/guardian should register by clicking on this link: <https://www.familyid.com/northern-highlands-regional-high-school> and following these steps:

1. CLICK the green "Programs" button (upper right corner of page), then click on the link for the program (applicable athletic season) for which you want to register. Scroll to the bottom of the page to either **Sign Up** if this is your first time using FamilyID, or **Log In** if you already have a FamilyID account.
2. Sign Up for your secure FamilyID account by entering your family name, email address and password. Make sure to agree to FamilyID Terms of Service. Click green sign up button. You will receive an email with a link to activate your new account. (If you don't see the email, check your spam or junk folders.)
3. Click on the link in your email activation, which will log you in to FamilyID.
4. If you do not return to the registration form, click "Find Programs" to retrieve the form. Once in the registration form, complete the information requested. When you have completed the form, click the "Save & Continue" button.
5. Review your registration summary and click the green "Add to Cart".
6. Make credit card payment for sport user fee.

You will receive an email receipt from [registrations@familyid.com](mailto:registrations@familyid.com). You can also view your completed registration in your “Registration” tab. You can log into <https://www.familyid.com> at any time to update your information and to check your registration(s).

**SUPPORT:** You can always find your programs at [www.familyid.com](http://www.familyid.com) by clicking “Find Programs” in the top blue banner and searching for our organization name.

If you need assistance with your registration, you can **call Family ID at 888-800-5583 ext. 1 or email [support@familyid.com](mailto:support@familyid.com)**. FamilyID also offers online chat during business hours and a support center at <https://familyid.desk.com>. Support is available 7 days per week and messages will be returned promptly.

Within FamilyID, you find information pertaining to the NHRHS athletic program and the various New Jersey State Interscholastic Athletic Association (NJSIAA) and the New Jersey Department of Education (NJDOE) acknowledgements/registrations required for student participation in athletics. The NJSIAA and the NJDOE require an annual pre-participation physical evaluation (PPE forms) and a Health History Update (HHQ). Before a student may participate in a sport (**any form** of athletic practice, tryouts etc.) a valid Health History Questionnaire form, and all FamilyID online acknowledgements/registrations must be received for review and approved by the Athletic Office, school nurse and school doctor.

**PLEASE NOTE – NEW NJDOE REQUIREMENT FOR DOCTORS IN NEW JERSEY (as of 5/1/15):**

Pursuant to New Jersey state law N.J.S.A. 18A:40-41.7 (Scholastic Student Safety Act), completion of a Student-Athlete Cardiac Assessment Professional Development Module by the physician, advanced practice nurse or physician assistant who performs a student athlete’s annual physical examination is REQUIRED. The NJDOE announced that this module is now available to all health care practitioners in the state.

**Once again, the school nurse and doctor cannot medically clear a student for tryouts, practice or any other participation until all required forms, registrations and acknowledgements have been reviewed and approved.** Student athletes/families that do not follow the guidelines could miss valuable practice time, but nothing is more important than the safety and wellbeing of our students. With your cooperation, clearance for athletic participation can be carried out with minimal inconvenience and maximum effectiveness.

Sincerely,  
Bob Williams  
Director of Athletics and Student Activities

Please upload the Health History Questionnaire (HHQ) and the Pre-Physical Participation Form (PPE) to the Genesis website. [Directions](#) for uploading these forms can be found on the Northern Highlands website.