



Springfield Middle School 2024 – 2025 Sports Registration Form



Principal: DeShune Bush

Athletic Director: Antwan Lewey

Registration for Parents/Guardians

CREATE A PARENT/GUARDIAN ACCOUNT:

- On www.aktiviate.com, click **Login**
- Click **Create an Account**

*** You only need ONE account, even if you have children in more than one high school and/or junior high**
*** Do not create another account if you have used Register My Athlete/Aktiviate in the past.**

- Fill in your personal account information. You will be using the site as a

Parent/Guardian.

- Click Create Account
- Shortly after creating your account, you will receive an email with a 6-digit Verification Code. Use this code to verify your account when prompted. *** Do not close your current tab.*** You will need to open your email in another tab and find the verification email in your email inbox (it may take a few minutes to appear, so be patient).

REGISTER YOUR STUDENT FOR AN ACTIVITY:

- Login with your email address and password
- Under the **Parents** header, click the button labeled **Click here to start/complete athlete registrations**
- Click **Start/Complete Registrations** under "What would you like to do?"
- Click the **New Registration +** button in the upper right hand corner
- Click on each box to complete the following tasks: **Select School, Select Athlete, Select Year/Sport.**
 **** Click on **ALL** available sports for your specific gender even if you do not plan to tryout for the sport. ****
- Continue following the steps presented in the red bars.
- Upload your completed **EL2 Physical Form** (page 4 only) and **Birth Certificate** under the "Physical Documents" section.

****Students do not have to complete the trainings for tryouts. Trainings will be completed as a team after tryouts are completed. You only have to upload the Physical and Birth Certificate for tryouts.**



- Once your registration is complete, you'll receive a confirmation email from us Need Help? For a live chat, click the orange **Help** button on the lower left side of the screen or email support@aktiviate.com for assistance. Contact Coach Lewey for more information. leweya@duvalschools.org

