## **RANKONE ONLINE INSTRUCTIONS**

- 1. Go to web site: www.sandsprings.rankonesport.com
- 2. Place mouse over "Electronic Participation Forms". There will be a drop down menu with 7 forms that must be filled out.
- 3. You will need to have your students School ID number. This is their cafeteria number and most students know this number. If you are a new student and don't know your number you can get it from the Athletic Office. 918-246-1475 and speak with Sheri. If your number begins with a zero, leave the zero off when entering your info. Example: John Doe SID # 011111 should be entered as 11111.
- 4. Athletes can not play or practice until all online forms are filled out and a physical is on file in the Athletic Department. This includes preseason practices.