



Instructions for DragonFly Max Electronic AHSAA Athletic Forms

1. Click on www.DragonflyMax.com - “Login/Sign Up” in the top right corner of the screen.
2. Click “Sign Up for Free”
3. Complete the Sign-Up form “**as the parent with your information**” (You will add your child later).
First Name Last Name . Email Address or Mobile Number Create a password

Check "I'm not a robot" (You may have to pick some pictures to prove it.) · Click "Submit" button

4. Once you click submit, you will be sent a verification code. This code will arrive in one of two ways:
 - Text Message (if you used a Mobile Number to sign up)
 - Email (if you used an email to sign up)
 - After entering your verification code, your account is created.

5. Create Your User Profile Select your Role: Parent Connect to your School: **J6EG6K**

6. Add Athletes

Enter first and last name of your student

- Enter School Code: **J6EG6K**
- Accept the terms of use
- Choose the Sports in which your Child plans on participating – if you are not sure of a team, click on “Everybody Else” – this will input your child into the Dragonfly system for our school.

7. Click on “Things To Do” to begin uploading the electronic paperwork

- Update Medical & Demographic Info (This information will be used to populate information on remaining forms to reduce input of redundant information.)
- **Skip the Immunization section. This is not necessary.**
- Electronic Signature Agreement
- Participation Agreement and Consent form
- Concussion Form

- Consent to Participate Form
- Covid Forms
- Pre-participation Physical Evaluation Form (This is the 1st page of the printed

Pre-participation Physical Form)- **this is filled out electronically**

- Physical Examination (This is the 2nd page of the printed Pre-participation Form)

Upload the 2 page of the Pre-participation form that has been **signed/stamped by a**

doctor. *Please ensure ALL blanks are filled out including dates and signatures

-Birth Certificate: All athletes must **upload** a current Birth Certificate if one is not uploaded to the Dragonfly system.

NFHS Sportsmanship Certificate:

All athletes must complete the Sportsmanship Certification. This can be found and completed on-line. Once this is completed, please upload this certification to your Dragonfly account.

New athletes: Go to: www.nfhslearn.com/courses

*Click on **Register**

*Complete registration and verify email. **The athlete must register using their own name.** *The certificate that prints at the conclusion of the course will have that name on it.

*Once registered, click on the **Courses** tab at top of screen.

*Search for **Sportsmanship**.

*Click on **View Course**.

***Order** the course. (It is free.)

*Select state – **Alabama**

*Click on **Checkout** - the order summary is displayed.

*Click **Continue**.- the receipt is displayed.

*Click on “**Click Here**” to access your course.

*Click on **Begin Course** . (The first time you log in it makes you click through a tutorial of how site works.)

* Upload a copy of the certificate to Dragonfly Max