WPI Varsity Athletics Pre-participation Forms
For Returning Student Athletes

1. Athletic Training Pre-participation Forms Checklist: Returners
2. How to Upload a Form to SportsWare

Resources:
- WPI Sports Medicine Website: http://athletics.wpi.edu/navbar_red/sports_medicine/index
- Athletic Training Staff Email: athletictrainers@wpi.edu
  - Please refer any of your question to this email in the summer months. This will provide the quickest response.
1. Athletic Training Pre-participation Forms Checklist: Returners

All forms must be completed by August 1, 2019. Forms submitted after August 1 will require at least 24 hours for clearance, since we need this time to review the forms.

Forget your password and get locked out, email gr-athletictrainers@wpi.edu.

<table>
<thead>
<tr>
<th>Required Document</th>
<th>Returning Student-Athletes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SportsWare Student-Athlete’s Information Section:</strong></td>
<td>Update any information in these sections where necessary including the photo of insurance card in its appropriate section.</td>
</tr>
<tr>
<td>• Address</td>
<td></td>
</tr>
<tr>
<td>• Emergency contact information</td>
<td></td>
</tr>
<tr>
<td>• Insurance information and associated insurance card</td>
<td></td>
</tr>
<tr>
<td><strong>Athletics Participation Statement</strong></td>
<td>Electronically signed/dated.</td>
</tr>
<tr>
<td><strong>Concussion Statement</strong></td>
<td>Electronically signed/dated.</td>
</tr>
</tbody>
</table>
| **Insurance Requirement Acknowledgement** | • Hand signed/dated by a parent, legal guardian, legal representative, or insurance policy holder.  
| | • Uploaded to Attachments Section of SportsWare. |
| **Athletic Training Video Quiz** | • Watch videos located on the WPI Sports Medicine Website.  
| | • Electronically signed/dated. |
| **Medical History Questionnaire (WPI Form Required)** | Hand signed/dated.  
| | -Any “yes” answers to recent surgeries within the last year require a final clearance note from the associated Physician.  
| | -If a student-athlete has more than two documented concussions they will need to follow-up with our Team Physician for full clearance.  
| | -If a student-athlete has any “yes” answers within the cardiac section, they are required to give any clearance notes from their Physician and or follow-up with WPI team Physician. |
| **Sickle Cell Trait Testing/Waiver Form** | You only need to complete this form if you have previously signed the waiver but have decided to have the testing done. |
| **Physical (WPI Form Required)** | Needs to be filled out, signed, and dated by a Physician (MD/DO), PA-C, or NP-C.  
- Physical complete within 6 months of the first practice date per NCAA.  
- The attached form from SportsWare must be completed, no other Physical Form is accepted except the WPI Physical Examination Form.  
- Do not submit Immunization History, this goes through WPI Health Services.  
- Clearance note is required by affiliated Physician for any surgeries within the last year. |
| **ADHD Form** | Only if needed.  
- Printable form located on WPI Sports Medicine page. |

**Completed on Campus Once You Arrive**

| **WPI Drug Testing Form** | Completed at Preseason Talk. |
2. How to Add a Form to SportsWare

You will need to do this with:

- Medical History and Physical Form
- Insurance Acknowledgement Requirement Form
- ADHD Form (If needed)

Main Menu: Athlete’s Portal

Adding a Form:

- Click on Forms Section in upper left corner above the calendar.
Once in the Attachments Section:

- Click **Add** in the left aspect of the screen.
- Choose the file you are uploading.
  - Please make sure to title the form correctly.
- Click **OK**.

You should now be able to view your uploaded form with the other attachments.
- Click **Ok** to return to the main menu.

---

**No Paperwork, No Practice!!!!!!**