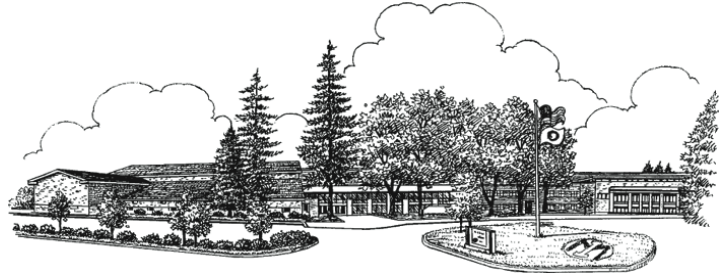


Mercer Island High School

9100 SE 42nd Street
Mercer Island, Washington 98040-4199
(206) 236-3345 • FAX (206) 236-3358

Nick Wold, Principal
Lisa Deen, Associate Principal
Erica Hill, Associate Principal



June 2023

MIHS Parents and Students:

The athletic department is transitioning to Final Forms for athletic sports registration (only). Each Family will need to create a new user id within Final Forms to register for sports. Link to step-by-step directions for setting up you Final Forms account can be found here:

Key dates for Registrations: All sports open June 26th

Football Registration closes August 10th; first day of Football is August 16th

Fall Cut sports, Registration closes: August 18th;

Winter Cut Sports Registration closes: November 9th

Spring Cut Sports Registration closes: Feb 22nd, 2024

Sports fee payments will still be made through our online payment system: <https://wa-mercerisland.intouchrecepting.com/>

**** PLEASE NOTE SPORTS PAYMENTS FOR THE 2023-2024 SCHOOL YEAR WILL NOT OPEN UNTIL AUGUST 1ST 2023. Sports payments will open only by season.**

The athletic office closes June 30th 2023 for the summer. It will reopen July 27th.

If you have any questions or needs assistances with the new registration process, please contact Becky in the athletic office . Email: becky.lemaster@mercerislandschools.org ; or phone 206-230-6345



FinalForms

Parent registration

How do I sign up?

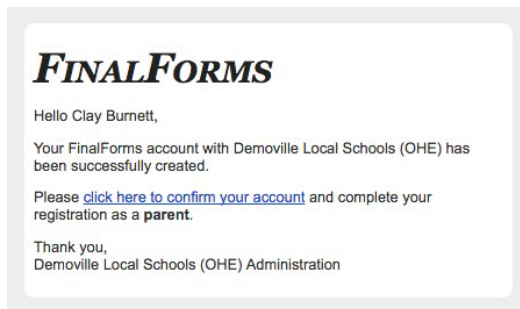
1. Go to: <https://mercerisland-wa.finalforms.com/>
2. Locate the parent icon and click **NEW ACCOUNT** below.



3. Type your YOUR NAME, DATE OF BIRTH, and EMAIL. Next, click **REGISTER**.

NOTE: You will receive an email within 2 minutes prompting you to confirm and complete your registration. If you do not receive an email, then check your spam folder. If you still can not locate the FinalForms email, then email support@finalforms.com informing our team of the issue.

4. Check your email for an **ACCOUNT CONFIRMATION EMAIL** from the FinalForms Mailman. Once received and opened, click **CONFIRM YOUR ACCOUNT** in the email text.



5. Create your new FinalForms password. Next, click **CONFIRM ACCOUNT**.
6. Click **REGISTER STUDENT** for your first child.



FinalForms

Registering a student

What information will I need?

Basic medical history and health information. Insurance company and policy number. Doctor, dentist, and medical specialist contact information. Hospital preference and contact information.

How do I register my first student?

IMPORTANT: If you followed the steps on the previous page, you may Jump to Step number 3.

1. Go to: <https://mercerisland-wa.finalforms.com/>

2. Click **LOGIN** under the Parent Icon.



3. Locate and click the **ADD STUDENT** button.

4. Type in the **LEGAL NAME** and other required information. Then, click **CREATE STUDENT**.

5. **If your student plans to participate in a sport, activity, or club**, then click the checkbox for each. Then, click **UPDATE** after making your selection. Selections may be changed until the registration deadline.

6. Complete each form and sign your full name (*i.e. 'Jonathan Smith'*) in the parent signature field on each page. After signing each, click **SUBMIT FORM** and move on to the next form.

Form Signatures

Parent Signature:

Your signature MUST match your name: Clayton Burnett

Student Signature:

Student must log in to sign.

Submit Form [Skip this form](#)

7. When all forms are complete, you will see a 'Forms Finished' message.

IMPORTANT: If required by your district, an email will automatically be sent to the email address that you provided for your student that will prompt your student to sign required forms.

How do I register additional students?

Click **MY STUDENTS**. Then, repeat steps number 3 through number 7 for each additional student.

How do I update information?

Login at any time and click **UPDATE FORMS** to update information for any student.