FINALFORMS™

Online registration for school, sports, and more.

FinalForms PARENT registration

First, you must have access to an email address. If you do not, please skip to the 3rd page, titled: "I don't have an email address".

How do I sign up?

1. Go to: **https://imaginegroveport-oh.finalforms.com/**

   *NOTE: If you already have an account, please skip to **number 3 on the next page!***
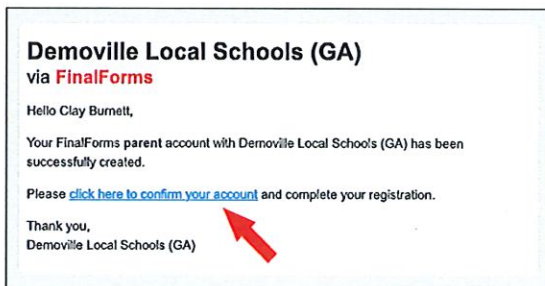
2. Click **NEW ACCOUNT** under the parent icon.

3. Type your YOUR NAME, DATE OF BIRTH, and EMAIL. Next, click **REGISTER**.
   Why is date of birth required? To help schools verify your identity.

   Register

   NOTE: FinalForms will send an ACCOUNT CONFIRMATION email within 2 minutes. If you do not receive an email, then check your spam folder. If you still can not find the FinalForms email, please email support@finalforms.com so the support team can help.

4. Check your email for an **ACCOUNT CONFIRMATION** email from mailman@finalforms.com

5. Open the email, click the **CONFIRM YOUR ACCOUNT** link in the email text.

   Clicking this link will take you to FinalForms in your browser (Chrome, Safari, etc.).

   Demoville Local Schools (GA)
   via **FinalForms**

   Hello Clay Burnett,

   Your FinalForms parent account with Demoville Local Schools (GA) has been successfully created.

   Please click here to confirm your account and complete your registration.

   Thank you,
   Demoville Local Schools (GA)

6. Create your new FinalForms password. Next, click **CONFIRM ACCOUNT**.
   Clicking this button will confirm your account and you will be logged in.

   Confirm Account

   *Please skip to **number 3 on the next page!***

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FinalForms STUDENT registration

What information will I need?
Basic medical and health history as well as preferred hospital, doctor, dentist, medical specialist, and insurance information.
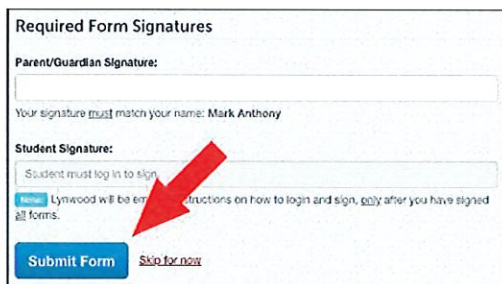
How do I register my first student?

*IMPORTANT: If you followed the steps on the previous page, skip to **number 3**.*

1. Go to: **https://imaginegroveport-oh.finalforms.com/**

2. Click **LOGIN** under the Parent Icon, then login.

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. After making your selections, click **UPDATE**. Selections may be changed until the registration deadline.

6. Next, 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** to go to the next 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. This email includes instructions and a link to help your student sign forms.

How do I register additional students?
Click **MY STUDENTS**. Then, repeat numbers 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.

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I don't have an Email Address

Q: How do I set up an email address?

A: Open any browser (Chrome, Safari, etc.). Type the following web address into the bar near the top of your browser: **https://accounts.google.com/signup** Follow instructions to create a FREE email address adress.

Q: Why do I need an email address?

A: You will confirm your FinalForms account via email. Plus, your school sends enrollment, eligibility, health, & safety info via email.

Q: Do I have to check my email?

A: Yes! Why? So you don't miss important deadlines that could leave your child on the sidelines or ineligible for opportunities. *No FinalForms means no playing time!*

Q: Can someone help me?

A: Yes. We recommend visiting your school or library for help with setting up your email address -AND- connecting it to your phone, tablet, or computer.

IMPORTANT: Tell your school's main office about your new email address!