

# Athlete Registration (Self)

## What you will need

- Your own unique email account.
- Your personal and emergency contact information.
- Information about your medical condition, history, and current medications.

## When to use this guide

- You are an athlete who is 18 or older and manages your own health.
- You have access to your own unique email address that you regularly check.

## How to create an account:

**Create an account on the Registration Portal. You may want to save this web address to log in again in the future.**

<https://portals.specialolympics.org>

1. Click the **RED "CREATE AN ACCOUNT" BUTTON.**
2. Enter Pennsylvania as the state you participate in. For your role, select "I am an Athlete."
3. Enter your preferred email address.
4. Click **"SEND VERIFICATION CODE" BUTTON.**
5. Visit your email inbox (email from "Microsoft on behalf of Special Olympics B2C) and copy the code.
6. Enter verification code into the box.

## Create your account

7. Follow the prompts, and enter in your personal information.
8. Once all info is entered you will be taken to the Registration Zone.

## Verify that you entered all required information

9. Click on the Athletes Checklist button to confirm you've completed all the requirements.

The next page will walk you through the steps of completing your Health History Form & Release Form.



Scan to Register

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## 1. Access the Athlete Checklist:

- Log in to your account.
- Click on **"Athlete Checklist"** (This is your personalized list of required tasks and forms).
- You'll see a **"Health History"** link. Click on it to begin.

## 2. Complete the Health History & Release Form:

- Follow the on-screen prompts to fill out the form.

## 3. Sign and Submit the Release Form:

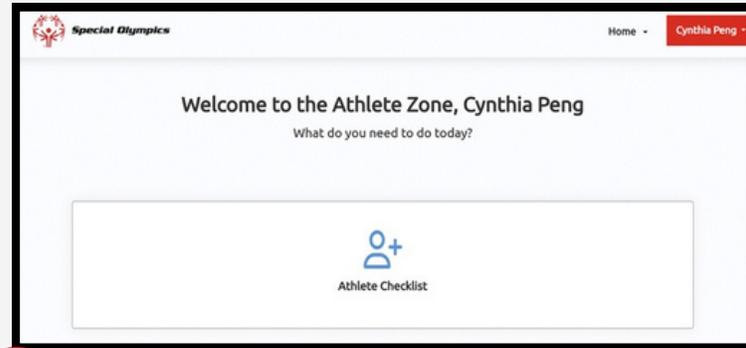
- Choose to sign electronically via Adobe Sign (recommended) or download, print, and sign manually.
- If you choose electronic signing as an athlete registering yourself, the e-form will open in a new tab for you to sign immediately.

## 4. Review and Potential Medical Form:

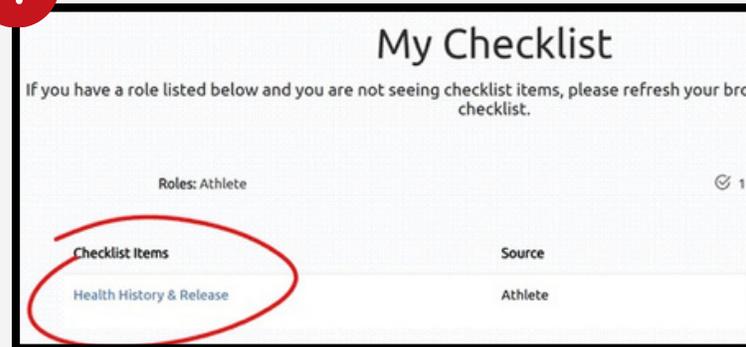
- Special Olympics Pennsylvania staff will review your submitted Health History & Release Form.
- If a health condition requires a Medical Form, it will be added to your checklist, and you'll receive a notification.

## Mobile-Specific Note:

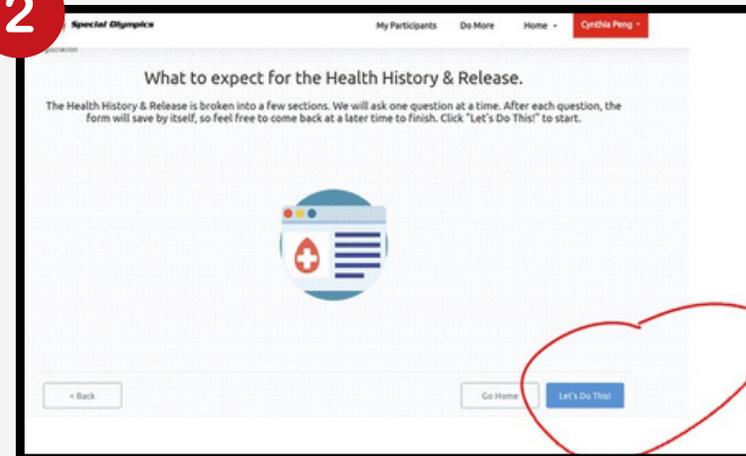
- If accessing on a mobile device, you will need to toggle between your email and the portal during the registration process.



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