



WAMSAO Registration Policy/Process

Registration for sports participation is a **two-step** process:

1. Online Registration:

- Complete the registration at www.wamsao.com for the sport that your student is interested in. Check all fields and consents, and pay tryout or participation fee.
- Once you complete this online process, you will receive a **confirmation email** and your credit card will be billed.
- Confirm that your online registration went through by accessing your online account to see if it is confirmed or check your credit card account for the charge.
- If you do **not** get a confirmation email or see that your credit card was charged, email wamsathletics@bernardsboe.com to confirm or seek assistance as soon as possible.
- **Registration Fees (Tryout Fees and/or Participation Fees) are Non-Refundable.**

****Wait List:**

When a program is at maximum capacity, participants who join the waitlist will be contacted **ONLY** if a sport becomes available. This typically happens when a previously enrolled participant cancels their registration.

In such cases, we will promptly notify individuals on the waitlist via email, giving them the opportunity to secure a spot. It's important to note that being on the waitlist does not guarantee immediate enrollment, but it does ensure that you are in line for consideration if openings arise.

2. Submit a NJ State Mandated Physical Form via Genesis:

- Every student must submit a physical form for each sports season that you register for (Fall, Winter, Spring) as mandated by NJ state law. Only NJ State Athletic Forms can be used and submitted. Athletic physical forms must be uploaded to Genesis via the FORMS tab. There will be a registration Form for the season. You must scan and save all pages of the forms into one document. Then upload that one document to Genesis. Instructions can be found here: <https://docs.google.com/document/d/1hwpRxVJHvYy8mqT-emlUpOt5jpg0A9lgmn18Wrb8A78/edit>
- An [Athletic Pre-Participation Physical Form](#) based on your student's most recent exam with your physician must be submitted.
- The Athletic Pre-Participation Physical form must have a date of exam that is within 365 days of the first tryout/practice.
- If an Athletic Pre-Participation Physical form is on file and still within 365 days of the first tryout/practice then only a [Health History Update Form](#) is required.

- If the date of exam is more than 90 days from the first tryout/practice then a [Health History Update Form](#) is also required.
- Please see the **FAQs page** for answers to common questions and helpful suggestions to avoid issues with form submissions.
- Please note: Only **original** signed forms will be accepted; no emailed, scanned or faxed forms will be accepted.
- Physical Forms **MUST** be submitted by posted deadlines which are communicated by WAMSAO via www.wamsao.com , email, Facebook, Friday Folders, etc.
- Questions? If you are unsure what form needs to be submitted or if you have a question about your submission please email WamsAthleticPhysicals@bernardsboe.com as soon as possible.

****Grace Period:**

- A three-day grace period for NJ State Mandated **physical forms** will be allowed **ONLY** in the following circumstances:
 - o The online registration is complete by the posted deadline
 - o The required physical form is submitted by the posted deadline
 - o The required physical form has an outstanding piece of information on the **physician portion** of the form to deem it complete.
- A three-day grace period for **online registration** will **ONLY** be allowed for those that submitted a complete and approved physical form by the posted deadline.