Final Forms Physical Upload

1. Go to https://farmington-mi.finalforms.com/
2. If you have never logged in before, click on "New Account"

Parent

+] LOGIN

✱ NEW ACCOUNT

Need help creating your account?
Watch our *Video Guide*
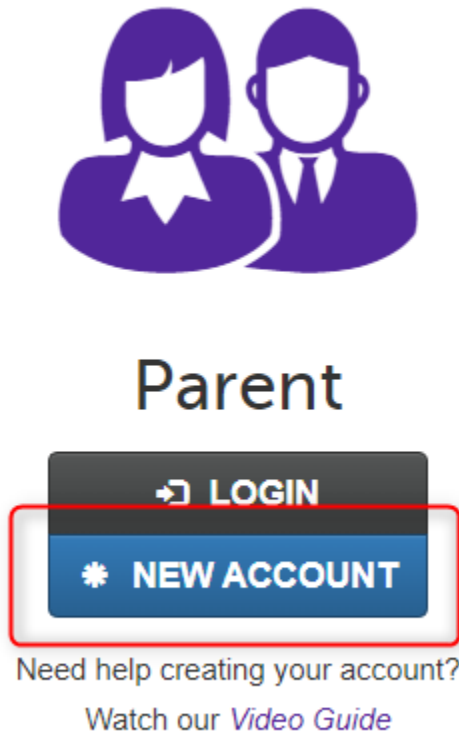
3. Fill out the form that comes up and click the blue "Register" box at the bottom

Important: Parent/Guardian & Student accounts are saved year-to-year.
If you already have an account with FinalForms please **click here to login** or **reset your password**.

1. Register as a **Parent/Guardian** below.
   You *must be a parent/guardian* to create this account and start the process.
2. Check your email (for the address supplied below).
3. You will receive an email within 3 minutes prompting you to confirm and complete your registration.
4. You will then find yourself logged in and able to register your students!

Legal Name:	Ralph		Zerbonia	

Date of Birth:	August	3	1999

Email Address: Ralph.Z@yahoo.com
Note: If email taken, please login or reset your password.

Confirm Email: Ralph.Z@yahoo.com

Enable Translation: ☐ Would you like an option to translate pages?
(This option will appear in the bottom right of all screens)

✔ I'm not a robot
reCAPTCHA
Privacy - Terms

Register Cancel

4. Go back to the main screen and login in as a parent

Parent

LOGIN

NEW ACCOUNT

Need help creating your account?
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5. Once you log in if you have already had students in Final Forms you will start on the current year and see their eligibility and when their physical expire. If you do not have any students already in the system, click on the black "+Add Student" button on the right hand side. If you have a returning student, please skip to step 7..

Welcome Ralph Zerbonia! You are now logged in.   ×

CLICK TO SWITCH TO 2024-25 REGISTRATION
And for more information on 2024-25

My Students
Manage your students within the system.   **+ Add Student**   **Instructions**

6. Fill out all of the appropriate information in the form that comes up about your student (name, email, birthday, home address, etc.) and then click the blue "Create Student" button at the bottom.

7. If you have a returning student, be sure to click on the box to switch to the 2025-26 school year.
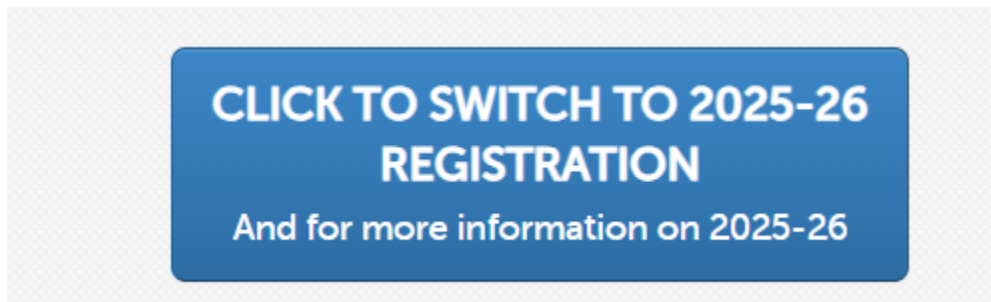
8. On the main screen, click on your "+Add Sports/Activities"
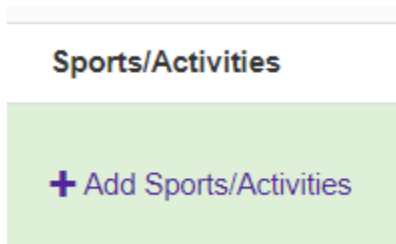
9. On the next page, select "Coed Marching Band" under "Join Extracurricular Activities" and then click on the blue "Update sports/activities" button at the bottom (be sure to add the right school year, the screenshot below may not be current).

Join Extracurricular Activities

All Year 2024-25

Registration opens on 6/3/2025

☐ Coed Marching Band

10. Back on the main screen, click on the "Update Forms" button under "Actions" menu

**Actions**

📄 Update Forms   🗂 2   📋 Profile   ✏ Edit
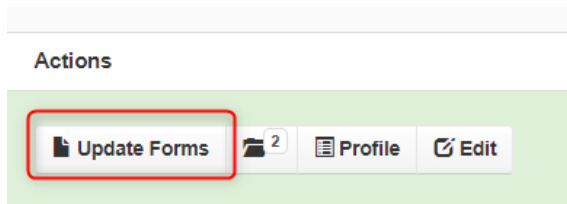
11. In this section you will be able to update numerous information about your student and it is critical that you do so that we have this available to the marching band staff and volunteers who will be helping your students during the season. Here are the section to fill out:
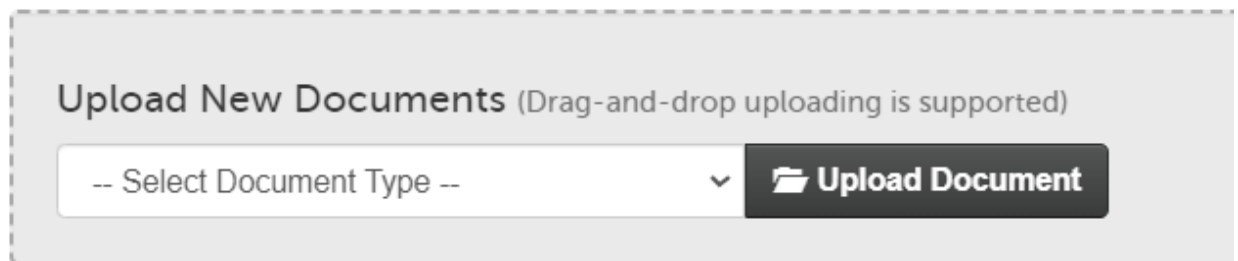
- **Contact Information:** More basic information about your student including where they live, who they live with, and parent contact information
- **Demographic Information**: High level information about the students Race/Ethnicity
- **Health History & Medical Profile:** All marchers are required to fill this section out so that we have good information for them when they are at practice, away at camp, or with us at a competition. This includes:
    - **Medications:** A list of all medications (both prescription and over the counter) that the student is regularly taking and will need during the summer and school year
    - **Injuries & Hospitalizations:** Information about any serious injuries or illnesses (including years) that have required the student to receive medical attention. It also asks about overnights at the hospital, surgeries, and if health has ever prevented the student from participating in heavy physical activity like sports
    - **Past & Ongoing Health Conditions:** A list of Yes/No questions about conditions your student might currently be facing that band leadership should be aware of. Please answer as honestly as possible as this will help the staff to care for your student while at marching band events and rehearsals
- **Emergency Medical Authorization**: This screen talks about emergency contacts (both parents and others), allows you to put in the students medical insurance information and

gives the opportunity to allow for your student to receive medical treatment as needed during band events and rehearsals

12. Finally you need to upload your physical. To do this, go to the folder icon under "Actions"

Actions

Update Forms   📁 2   📋 Profile   ✏ Edit
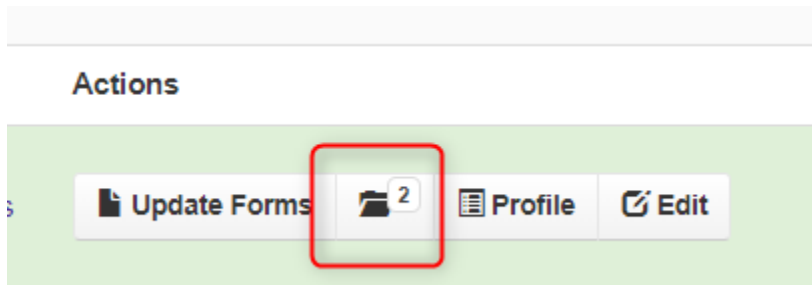
13. Click on the black "Upload Document" button and select the documents you would like to upload (which should include both the physical and the consent form).

Upload New Documents (Drag-and-drop uploading is supported)

-- Select Document Type --   ⌄   📁 **Upload Document**

14. Your student's record will then go into review. If your physical is reviewed and you are fully cleared to participate, the student's "Status" will change to "Eligible" and their bar will turn green. If for some reason your student needs to be limited their "Status" will change to a yellow color and say "Limited" and there will be information in their profile about what they are allowed to do. If for some reason their physical and information does not allow them to perform with the band the Status will turn red and will say "Ineligible".

Status

☑ Eligible!
Physical expires on 6/20/25 (in 371 days)