



Mankato West Activities Department - Spring 2025-26 Online Registration Directions

Spring Online Registration Opens: February 14, 2026

Please see important dates/times below. Please save for future reference.

<u>Spring Sport</u>	<u>Coach</u>	<u>Grades</u>	<u>Practice Start Date</u>	<u>PAC Meeting Date/Time/Location</u>
Adapted Bowling	Dylan Boettcher dboett1@isd77.org	7-12	March 2	March 24, 6:00 West Media Center
Baseball	Marshall Miller mmille6@isd77.org	9-12	March 16 March 9-conditioning	March 4, 6:30 West Cafeteria
Golf - Boys	Jon Andersen coachjonandersen@gmail.com	9-12	March 16	March 17, 6:00 West Cafeteria
Golf - Girls	Heather Paulson hpauls1@isd77.org	9-12	March 16	March 9, 6:30 West Cafeteria
Lacrosse -Boys	Jamie Kunst jkunst1@isd77.org	9-12	March 30	March 2, 7:30 East Room 104
Lacrosse -Girls	Kayla Shadle kshad1@isd77.org Riley Gaulrapp rgaulr1@isd77.org	7-12	March 30 Girls LAX dates 25-26	March 23, 6:00 West Cafeteria
Softball	Sara Tostenson stoste1@isd77.org	9-12	March 9	February 23, 6:30 Media Center
Track & Field-Boys	Alex Wischnack awisch1@isd77.org	9-12	March 9	February 24, 6:00 West Cafeteria
Track & Field-Girls	Scott Carlson scarls1@isd77.org	9-12	March 9	February 24, 6:00 West Auditorium
Tennis - Boys	Andrew Jelken ajelke1@isd77.org	9-12	March 23	March 17, 6:30 West Media Center
Middle School Tennis - Boys		6-8	March 23	March 17, 6:30 West Media Center
Middle School Baseball		6-8	March 30	March 25, 5:00 DMMS Cafeteria
Middle School Softball		6-8	March 30	March 25, 5:00 DMMS Cafeteria
Middle School B & G Track & Field		6-8	March 30	March 25, 5:00 DMMS Cafeteria
Middle School B & G Golf		6-8	March 30	March 25, 5:00 DMMS Cafeteria



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Activity Shuttle Bus 1 will transport students from DMMS to MWHS

Activity Shuttle Bus 2 will transport students from MWHS to DMMS / Caswell

***Please note that 6th graders may not participate in senior high events. 7th and 8th graders who do not attend DMMS or who are not MSHSL eligible as a homeschool or co-op student may not participate in senior high events.**

Participation Fees:

- High School Athletics: \$215
- Middle School Athletics: \$145
- Free Participation Fee
 - In order to qualify for Free or Reduced pricing, you must first register for Educational Benefits. You can find instructions/information [HERE](#) and the application can be found on the Parent Portal under the MORE tab - select MEAL BENEFITS.
- High School Family Max = \$755/year
- Middle School Family Max = \$480/year
 - Note, if you have students in both High School and Middle School, the High School Family Max is applied.

Contacts

Online Registration Customer Service - 800.934.2621

Eric Dahlman - Activities Director - 507.207.3808 - edahlm1@isd77.org

Kari Csizmadia - Activities Secretary - 507.207.3921 - kcsizm1@isd77.org

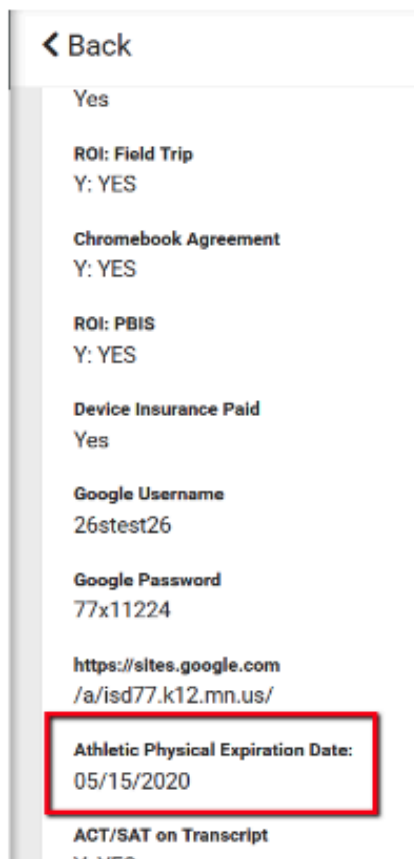
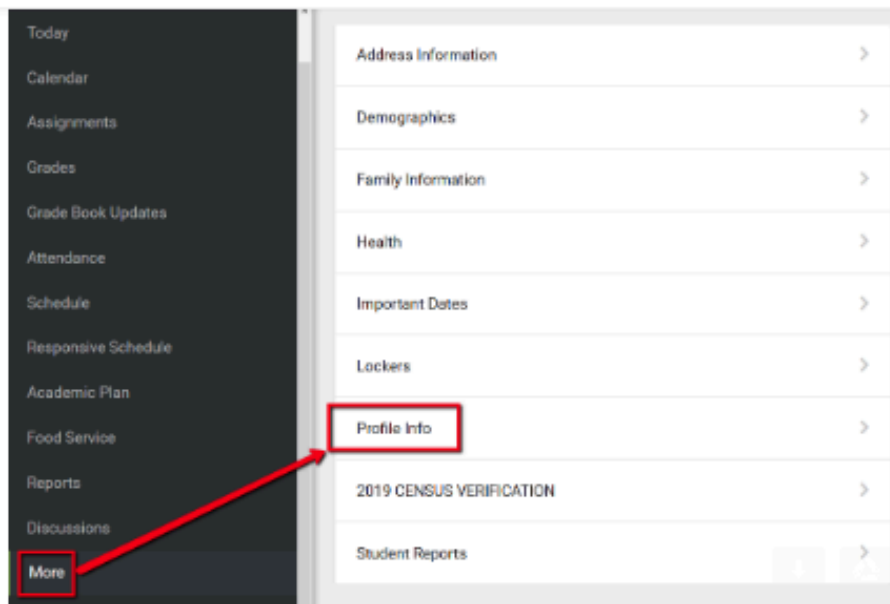
Nate Hawker - DMMS Activities Director - 507.207.3262 - nhawke1@isd77.org

Preparation for Online Registration

1. The Spring online registration system will open on **Saturday, February 14, 2026**.
2. You will be asked for doctor, dentist, and insurance information as part of the registration process - you may want to have the information with you when registering
3. **Physicals** - a valid physical must be on file for your child to register and participate. Physicals with expiration dates **before** the end of your season (approximately June 15, 2026) will need to be renewed before participation occurs in the spring. Physical forms can be found on the Mankato West Activities website (on the "Registration and Important Information" link on the bottom of the page) or by clicking [LINK](#). **If you have a copy of your new physical to turn in, please email it to Kari Csizmadia at kcsizm1@isd77.org, mail it to or drop it off at the Mankato West Activities Office.** Your student will not be allowed to participate without a current/valid physical on file in the Activities Office.
 - a. To check your child's physical expiration date and Google Username and Password, please log into the Infinite Campus Parent Portal and follow the illustration below. NOTE: If your student is new to the Mankato Public School system, please contact Mankato Area Public Schools Central Registration at 507.207.4037 to set up a Parent Portal account; this will allow you to view your GoogleID.



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Steps to Register: Please read closely as the screens have changed from last year

1. Go to mankatowestactivities.com
 - a. Read and familiarize yourself with the home page (note the tabs across the top of the page and additional printable document links toward the bottom of the page). **Please note - there are**



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instructions on the website that demonstrate how both returning users and new users should access their account. Please view these to create an account, if you have any trouble accessing the program, or experience difficulties logging into your account. You can also click [HERE](#) to access the instruction piece.

- b. Please review the MSHSL forms (Eligibility Statement, Bylaws, and Rules) by clicking “2025-26 MSHSL Eligibility Brochure.” During the registration process, you will be asked to confirm that you will abide by all of these.
 - c. Click on the soccer ball to begin your log in.
 - d. To register, parents must first have an account. *(If you created an account during the 2017-18 school year or after, that account is still valid)*. Enter the email address and password used to create your account to login to your account. If you cannot remember your login credentials, please use the system prompts to access the information.
 - e. If you are new to the system and don't have an account, choose “**Don't have an account yet?**” and create an account with an email address and password of your choosing. This is the email address and password that you will use to login in the future. After creating an account you will receive an email asking you to validate the account. This **MUST** be done to access the system in the future. If you do not receive this email, please check your spam or junk mail folder.
 - f. Reminder - Instructional steps to set up a new account and link your students to that account can be found both on the website's home page and also by clicking this link: [Instruction to create a registration account](#)
 - g. If your student does not have an ISD77 issued Google username and password, please contact the Mankato West Activities Office for assistance. A registration key for your student will be emailed to you. You will then enter that key in OPTION 1 on page 6 of the instructions packet.
 - h. If you need to work with customer service to create your User Account for the first time, they will email you a registration key. You will choose “Other Options” and then follow the prompts to enter that registration key to start the login process or contact customer service Toll Free [800-934-2621](tel:800-934-2621). You can also email the service desk at admin@affinetsolutions.com
2. To begin registration,click “GO” or the soccer ball and then click REGISTER within the appropriate student box.
- a. Click the activity box of choice, select the course,and click REGISTER
 - b. Read the information presented about the course and click START
 - c. Complete forms
 - i. Answer all questions presented.
 - ii. You must complete the MSHSL Eligibility Statement, Bylaws, and Rules portions of this form. By answering these questions you verify you have read and agree to these items. A link to the 2025-26 MSHSL Eligibility Brochure can be found on the homepage of the website.
 - iii. After all questions have been answered click SAVE FOR LATER and then click REVIEW DATA. Review the information you entered. If you need to revise any answers click REVISE ANSWERS. Once you agree with all the information entered the student and parent sign off on the form electronically click SIGN.
 - d. Complete Emergency Card, Pay Fees
 - i. You must complete the **Emergency Card** to process your registration. **All** boxes must be answered. Boxes requiring a phone number must be answered in the following format with numbers XXX-XXX-XXXX. **(Note: you must have completed all 3 of the following to be fully and completely registered: Health Questionnaire, MSHSL Eligibility/Bylaws/Rules, and Emergency Card)**.
 - ii. Enter a payment method: You will be asked to enter a payment method before the system will allow you to pay. (This website is secure for entering your personal card information for



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payment. If you choose not to use your personal card, payment can also be in the form of a pre-paid debit card.)

- iii. Check out and Finalize Order
 - iv. Pay using the debit or credit card you entered as your payment method.
 - v. Once you've completed the registration process, print your receipt. If you are not offered a receipt – you have not completed your registration.
- e. You can see which activities, sports, and passes your account has registered/paid for by clicking on the "Order History" tab at the page when you are logged in.
3. Registration must be complete and a valid physical on file in the Activities Office before your student will be eligible to participate in practices or games.
 4. For the most accurate game schedules (including cancellations, time/location changes, etc.) please go to the Big 9 website: www.big9.org. Here you can sign up for notifications of schedule changes.

Steps to Register to be a Team Manager or Exchange Student

1. In Item (#2-a) above, the Activity you Select will be SPRING SPECIAL CONSIDERATIONS if registering for a SPRING Activity or FULL YEAR SPECIAL CONSIDERATIONS if registering for a Full-Year activity.
2. You will be asked to indicate in the activity name (ex. Soccer, Drama Club, etc.). Enter the information in the box provided.
3. Next you will click the appropriate button for the special consideration you are choosing - Team Manager or Exchange Student.
4. Continue on with step (#2-b).

Assistance:

The West Activities Office does not have access to login user information or user passwords. You will need to click the "help" options to recover those pieces of information or call the Affinity Customer Help Line toll free at [800-934-2621](tel:800-934-2621).

If you are able to log in but find you are not able to complete activity registration on your own, the Activities Office may be able to assist you. You will still need to complete the registration online with an account you have created but we will help walk you through the steps.

Schedules

All game schedules can be found on the Big 9 website (www.big9.org)