

Current Athlete ATS INSTRUCTIONS

If you have questions contact Seth Wolles: seth.wolles@nwciowa.edu

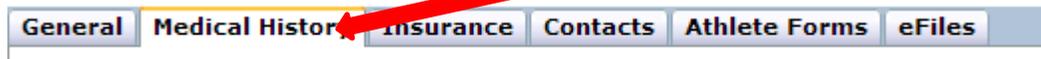
1. Go to nwciowa2.atsusers.com
2. Enter your Athlete ID (should be your NWC ID number)
3. Password = whatever you chose when you created your profile
4. Click on Athlete Information



5. Review all your information and make any necessary changes.
6. Click Save Athlete Information



7. Click on the Medical History Tab



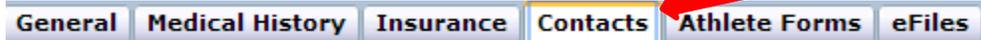
8. Review information and make any necessary changes and click "Save Medical History"
 - a. If no changes are needed click "Verify Medical History"

9. Click on the Insurance Tab



10. Review information and click "edit" if changes are needed. Make necessary changes and click the check mark at the bottom.
 - a. If no changes are needed click "Verify Insurance Information"

11. Click Contacts Tab



12. Review information and click “edit” if changes are needed. Make necessary changes and click the check mark at the bottom.
a. If no changes are needed click “Verify Emergency Contact Information”

13. Click Athlete Forms Tab



14. Select Physical Form



15. Click New

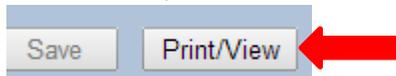


16. Complete ALL questions (3 PAGES)

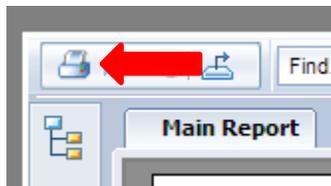
17. Click Save



18. Click Print/View



19. Click Print



20. Click Return



21. Bring Physical Form to Doctors office when you are completing your physical to have them sign.
22. Once all information is completed log out

