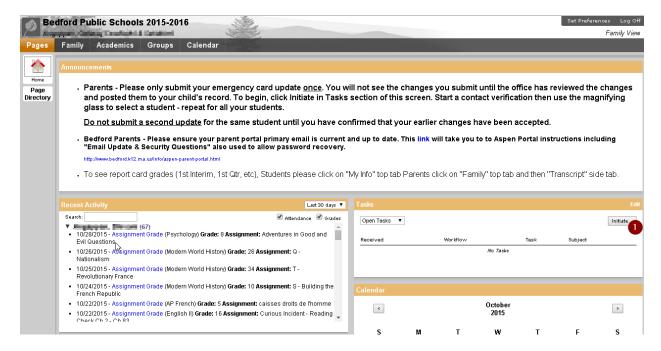
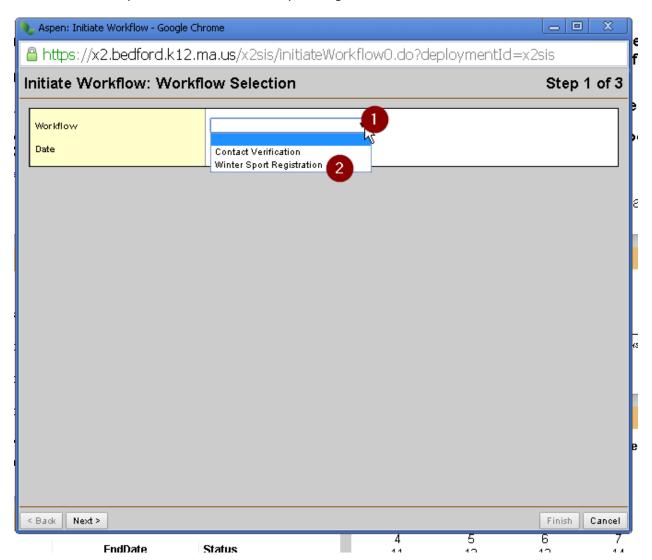
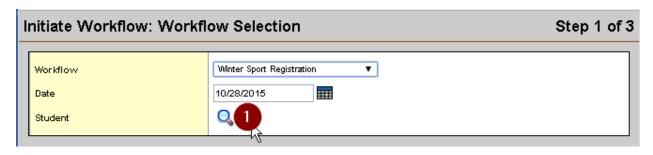
Log into Aspen Parent Portal. Click "Initiate" in tasks widget on main page.



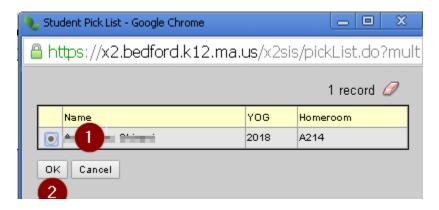
Click Workflow drop down list, select Winter sports registration



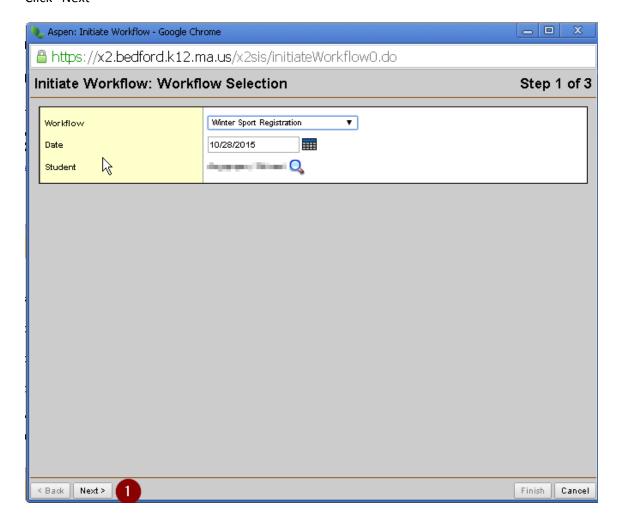
Click on magnifier to select student



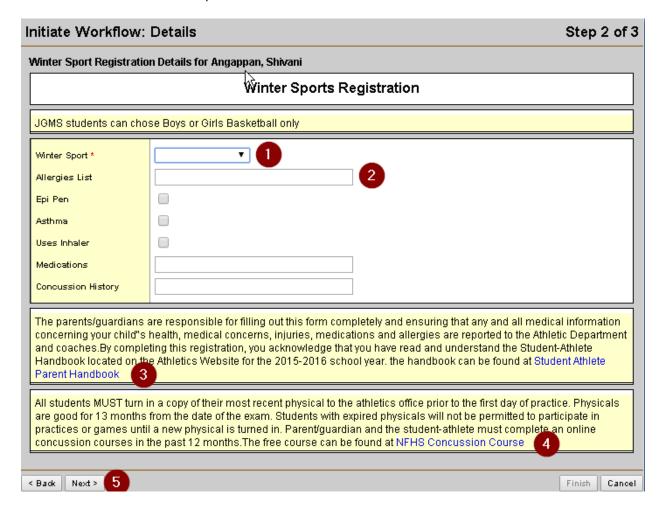
Select student to register for sports then click "OK"



Click "Next"



Select Sport, Answer all applicable questions,
Review the handbook and complete the concussion course if needed. - Click "Next" to confirm



Click "Finish" to complete registration Process

