

**Hello Penn Yan Parents/Guardians:**

Penn Yan will be using the on-line athletic registration program. The on-line registration will go through Family ID ([www.familyid.com](http://www.familyid.com)).

Family ID is a secure registration platform that provides you with an easy, user-friendly way to register our athletic teams and helps us to be more administratively efficient and environmentally responsible. When you register through Family ID, the system keeps track of your information in your Family ID profile. You enter your information only once for each family member for multiple uses and multiple athletic programs.

As a parent/guardian you should register by clicking on the website and follow the steps to complete the registration:

[www.pycsd.org](http://www.pycsd.org) & Follow these steps:

1. Go to horizontal bar & locate: “ATHLETICS” – Click on this button.
2. Go to the left vertical bar & locate: “Family ID – Athletics” – Click this on button.
3. Go to bottom of the page and Click on **Penn Yan Academy Fall 2018-19 Athletic Registration** button.
4. Go to the bottom of the page:
  - a. If you already have a Family ID account – Click Log in Button, go to step # 8.
  - b. If you **do not** have an account with Family ID, go to steps # 5, # 6 & # 7.
5. Sign-up for your secure Family ID account by entering the account owner First & Last Names (parent/guardian), E-mail address, and password. Select the agreement to the Family ID Terms of Service. Click “Create Account”.
6. Go to next page: I want to register for a program at: (type in: **Penn Yan Academy**)
7. You will receive an e-mail with a “Link” to activate your new account. Click on this link in your activation E-mail, which will log you in to FamilyID.com. (If you don’t see the e-mail, check e-mail filters (spam, junk, etc.).
8. Once in the registration form, complete information requested. All fields with a “RED\*” are required to have an answer. Start with the field “Sections” and select the sport/level and continue to fill all sections.
9. Click the Green Submit Button. After selecting “Submit” the registration will be complete. You will receive a completion e-mail from Family ID confirming your registration.
- 10. VERY IMPORTANT – An updated current physical must be on file or updated to the system as well. Please note: physicals are only good for one calendar year.**

**SUPPORT: If Needed**

If you need assistance with registration, contact Family ID at 888-800-5583 x 1 or [support@familyid.com](mailto:support@familyid.com). Family ID also offers online chat during business hours. Support is available 7 days per week and messages will be returned promptly.

As always, if you have additional questions, please contact Family ID first, then call the Athletic Office. We believe the convenience of this new system will benefit everyone involved with the Penn Yan Athletic Community.

Thanks for supporting Mustang Sports,

*Tobin Tansey*  
*Athletic Director*

