

**Taos High School Soccer Program**  
**A Step-by-Step Parent Guide to Register Your Player Through Rank One**  
**Athletics & Activities Compliance**  
[www.rankone.com](http://www.rankone.com)

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**What is Rank One?**

Rank One is the secure online system used by Taos Municipal Schools to collect athletic and activity-related forms, manage team rosters, and communicate with families. Athletes cannot participate in formal high school practices until all forms are completed and approved.

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**Step-by-Step Instructions**

**1. Visit the Portal**

- Go to: [www.rankone.com](http://www.rankone.com)
- Click “Parents – Click Here.”

**2. Select Your School**

- Choose New Mexico, then Taos Municipal Schools

**3. Read & Proceed**

- Click “Proceed to Online Forms.”
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**4. Create or Log into Your Account**

- If this is your first time using Rank One, click “Create New Account.”
- If you've used Rank One in the past (for any sport or school level):
  - Log into your existing parent account – do not create a new one
  - You can add a sibling or additional athlete to your account

**Unable to log in?**

- Use the “Forgot Password” link on the login page
  - Enter your parent email to reset your password and regain access
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**5. Add Your Student (If Not Previously Registered).**

- Click “Add a Student.”
  - Enter student’s full name, date of birth, and Taos student ID (If available).
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**Complete Required Forms**

**A. Electronic (Online) Forms:**

Most required forms can be completed directly within the Rank One system.

You will be asked to provide:

- Emergency Contacts
- Health Insurance Info
- Parent/Guardian Contact Information
- Acknowledgements and Digital Signatures

**Forms include:**

- Athletic Safety and Welfare Statement
- Taos Athletic Participation Forms
- Medical Examination Form
- Emergency Information
- Consent to Treat Form
- Concussion Certification


Student must complete the NFHS Learn "Concussion for Students" course.

Access the course here: [nfhslearn.com/courses?searchText=Concussion](https://nfhslearn.com/courses?searchText=Concussion)

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#### **B. Physical Upload Form Paper/Upload Forms:**

- Preparticipation Physical Evaluation Form (Fall 2025)
- Must be completed by a healthcare provider after April 1, 2025  
[Download Physical Form \(PDF\)](#)
- Upload a clear PDF or photo of the signed/stamped form

 Your student is compliant when all items say "**Submitted**" or "**Approved.**"


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#### **Parent Checklist**

- Visit [www.rankone.com](https://www.rankone.com)
  - Log in or create your account
  - Use password reset if needed
  - Add your student(s)
  - Complete online forms (emergency, insurance, contacts, signatures)
  - Upload physical form (Fall 2025)
  - Student completes NFHS Concussion Course
  - Confirm all items say "**Submitted**" or "**Approved.**"
  - Download app for updates.
  - Contact the Taos Athletic Department Office or coaching staff with any questions.
  - Additionally, parents and athletes must read, sign, and submit the final page of the **THS Soccer Codes of Conduct, Team Philosophy & Guidelines, and Policies**. Once you have read this document in its entirety, please print out the last page, complete it, and submit it to the staff.  
Download: [THS Soccer Codes of Conduct, Team Philosophy & Guidelines, and Policies](#)
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#### **Final Notes**

Your student-athlete will not be allowed to begin formal practice on August 11<sup>th</sup>, 2025, until all steps are completed and compliance is confirmed formally in Rank One. Additionally, parents and athletes must read, sign, and submit **THS Soccer Codes of Conduct, Team Philosophy & Guidelines, and Policies**. Once you have read this document in its entirety, please print out the last page, complete it, and submit it to the staff. Download [THS Soccer Codes of Conduct, Team Philosophy & Guidelines, and Policies](#)

 Each required item must show "**Approved.**" A final green check mark will acknowledge compliance.

Note: The Parent Request to Transport Student form is optional and not required until applicable.