



To access RankOne, please use the provided link: <https://www.rankone.com>

Please read the guide instructions below and watch the tutorial video linked in the document. The guide provides step-by-step instructions on how to set up your parent account.

Once logged in, you will be required to enter your Student's First Name, Last Name and DOB (Date of Birth) to claim your student(s). You can claim multiple students within one account. You do not need to create multiple accounts if you have more than 1 student-athlete. Once you set up your account, you will not have to set it up again.

The required DIAA eligibility forms will now be electronically signed through this portal.

If you have any questions about the process, please contact the Athletic Department:

- Athletic Director Kevin Smith, kevin.smith@cape.k12.de.us or
- Administrative Assistant II Kim Betts, kimberly.betts@cape.k12.de.us

There will be 3 forms you need to complete inside of Rank One:

1. **DIAA Transfer Eligibility** – asking for last year's school attendance
2. **DIAA Acknowledgement Form** – this form, parents have to acknowledge DIAA Concussion and Sudden Cardiac Arrest protocols and their child's sport
3. **Pre-Participation Consent Form** – This consolidated form includes the Sudden Cardiac Arrest Awareness, Heat Policy Awareness, the Concussion Awareness, & Consent to Treat.
4. **Emergency Contact Card**

Double-check that each form is submitted and shows as **"Complete."** (green)

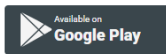
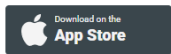
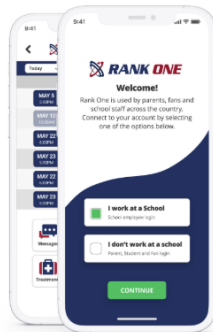
It is recommended for parents and guardians to download the RankOne App. The app allows you to access all forms and information for your student from your phone. Once your student athlete is placed on a team roster in Rank One, you will then have access to that team's information and communication from the school and coaching staff.

Download the App on iPhone or Android: [Rank One App - App Store](#) or [Rank One - Apps on Google Play](#)

Enjoy your favorite features with the Rank One Unified App

Experience all your favorite Rank One features at your fingertips. With our Unified App, school staff can effortlessly access rosters, schedules, and report injuries with just a few taps. Parents, students, and fans can stay up-to-date on schedules, compliance forms, and more. With in-app notifications and messages you'll never miss those important updates. Take charge of your Rank One data on the go. Download the Rank One Unified App today and unlock a new level of organization, documentation, and communication.

Download the Rank One Unified App for iOS and Android at the links below.



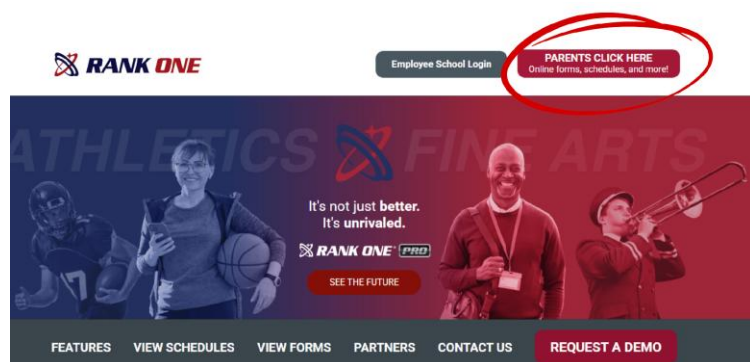
Instructions on How to Set Up a Parent Account in Rank One

Step 1: Visit the Rank One Parent Portal

To begin, go to the Rank One Portal:

<https://www.rankone.com>

Then click on "Parents Click Here"



Step 2: Locate Your Child's School

You'll need to search for your child's school district:

Select the state where the school is located (**DELAWARE**).

Select your child's school or school district from the drop-down list.

Click "Proceed to Forms".



[Back to Home](#)

To fill out your child's forms please select the appropriate state.

Select your state

Arkansas	Arizona	California
Delaware	Florida	Georgia

Select your district

Search for your district...

[All](#)
[A](#)
[B](#)
[C](#)
[D](#)
[E](#)
[F](#)
[G](#)
[H](#)
[I](#)
[J](#)
[K](#)
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[Y](#)
[Z](#)

Appoquinimink School District	Aquinas Academy	Archmere Academy
ASPIRA Academy	Brandywine School District	Caesar Rodney School District
Cape Henlopen School District	Capital School Dist.	Caravel Academy
Christina School District	Colonial School District	Delmar School District
Delmarva Christian School	Early College School at DSU	First State Military Academy

Step 3: Create a Parent Account

Once you're on the school's page:

Click "Create New Account" in the bottom.

Fill in the required information:

First and last name

Email address

Create a secure password

Agree to the terms of service and submit.

You'll receive a verification email.

Click the link in that email to confirm your account.

Step 4: Add Your Student(s)

Once logged in:

Navigate to the "My Students" section.

Click "Add New Student".

Enter your child's:

First and last name

Date of birth

School

Click "Save" to connect your child to your account.

Step 5: Complete Required Forms

After adding your student:

Go to the "Forms" section.

Complete the required electronic forms.

- DIAA Eligibility Form – *must be complete before proceeding with other forms*
- Medical Card Upload Form– Upload Page 3 (Student Athlete Medical Card) of the Physical form – jpeg or pdf. The form can be downloaded in the Forms "Downloads" section.
- Pre-Participation Consent Form
- Emergency Contact Card

Student Management Portal

Please log in below to access eligibility forms and student profiles.

Email

Password

Forgot your password? [Click Here](#)

[Login](#)

Or

[Continue with One Time Login Code](#)

[Login with Passkey](#)

[Continue with Facebook](#)

[Continue with Google](#)

[Sign in with Apple](#)

Don't have an account yet? [Create a new account.](#)

Double-check that each form is submitted and shows as “Complete.” (green)

Electronic Documents

DIAA Eligibility Form

Must be complete before proceeding with other forms

✔ Parent - Complete - No Review Needed

Step 6: Use the Platform to Stay Informed

Once your account is set up and forms are submitted, you can use Rank One Sport to:

Receive alerts or updates from your child’s coaches or athletic staff.

Monitor form statuses and eligibility.

View practice schedules if applicable.

Watch this short video to learn the basics of the Student Management Portal.

[Getting Started: Student Management Portal](#)

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