## What is FinalForms? Why is Hoban using it?

FinalForms is the system Hoban uses to collect and manage information related to academic, medical, and athletic paperwork. FinalForms will reduce and/or eliminate redundant information and paperwork requests to families.

# My child does not intend to participate in Hoban athletics. Do I still have to complete FinalForms?

Effective with the 2019/2020 academic year, FinalForms will be used for mandatory Emergency Medical Authorization paperwork for all Hoban students, even non-athletes.

## My child intends to participate in Hoban athletics? What else do I need to know?

For student athletes, FinalForms will generate the OHSAA Preparticipation Form, which must be printed, signed by a physician, and returned to the athletic office prior to participation in any athletic practice or competition. This is especially important for fall sports athletes, since most teams begin preseason training in the summer. All student athletes should are encouraged to submit a completed OHSAA Preparticipation Form prior to the first day of school.

#### What information do I need for FinalForms?

- 1. Valid Parent AND Student Emails. These emails cannot be the same. Both emails should be readily accessible as part of the account creation process. *If your student doesn't have a personal email, contact hottingert@hoban.org* to obtain a Hoban email address.
- 2. Emergency contact information
- 3. Student medical history and insurance information
- 4. Auto Insurance information (for student drivers)

### How do I get started?

Parents new to Hoban start by creating an account at <a href="hoban-oh.finalforms.com">hoban-oh.finalforms.com</a>. Click on **New**<a href="hoban-oh.finalforms.com">Account</a> to begin.

Parents of current Hoban students should login at <a href="https://hoban-oh.finalforms.com">hoban-oh.finalforms.com</a> and add a new student to their existing account.

## How long does it take to get set up in FinalForms?

The initial signup process will be a one-time event, which takes roughly twenty minutes. After that, annual verification and/or updates should take roughly three to five minutes.

I need help signing up for FinalForms. What should I do? Send an email to <a href="mailto:hahnc@hoban.org">hahnc@hoban.org</a>, or make an appointment <a href="mailto:here">here</a> to meet at Hoban for individual help with the signup process.