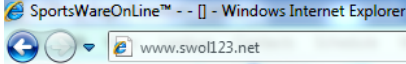

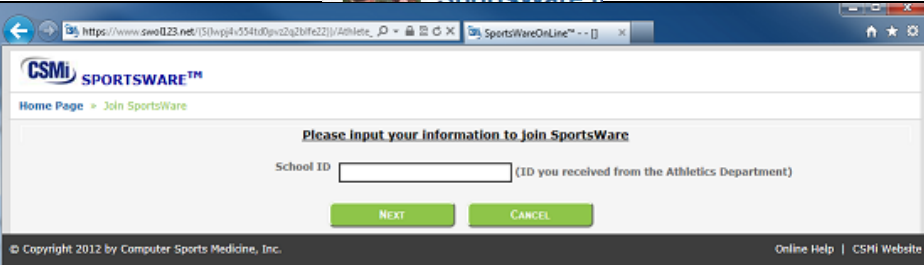
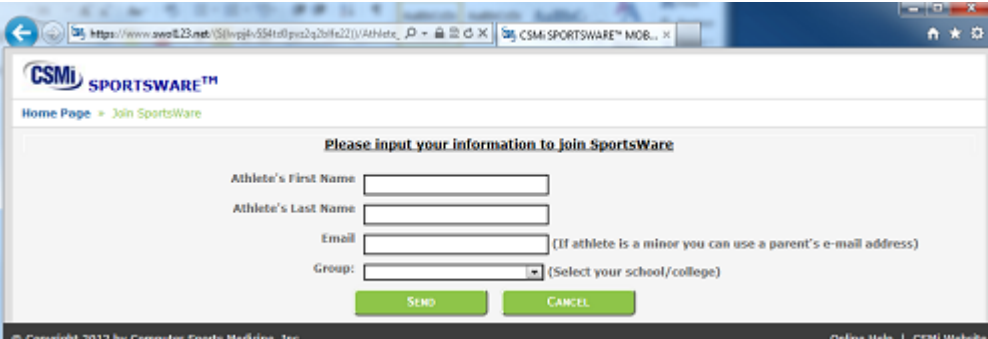
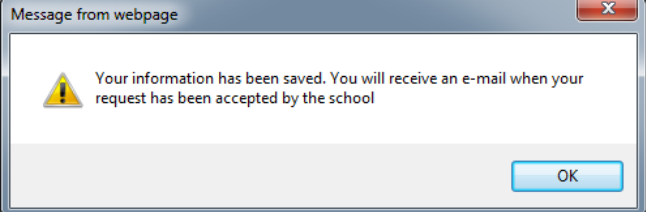
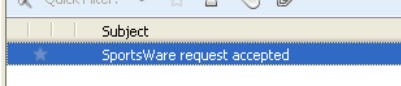


Dear Northern Oklahoma College Student Athlete:

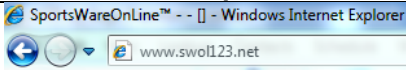
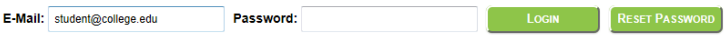
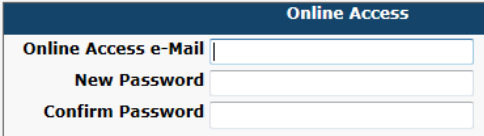
Prior to participating on a team from Northern Oklahoma College athletes must provide the Athletic Department with current address, emergency contact, insurance, medical alert and health history information. To expedite this process Northern Oklahoma College uses an online data entry system.

To enter your information, visit www.swol123.net. The first time you visit the website you will need to click on **Join SportsWare**. You will then need to enter the school ID: **Northern1**.

Joining SportsWareOnLine

Instruction	Example
Go to www.swol123.net .	
Scroll to the middle of the screen and click the Join SportsWare button.	
Enter your School ID. School ID is Northern1	
Enter your LEGAL First Name, Last Name, Email address and click the Send button.	
Your request to join SportsWare will then be sent to the Athletic Trainer for review.	
Once your request is accepted you will receive an e-mail with the Subject " <i>SportsWare request accepted</i> ". Open the e-mail and click the www.swol123.net link to continue to SportsWareOnLine.	

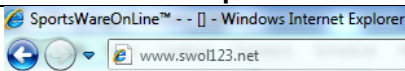

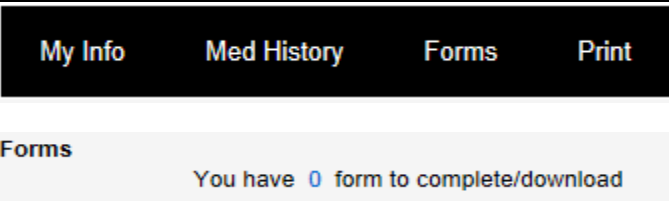
Setting Your Password

Instruction	Example
Go to www.swol123.net	
Enter your Email Address and click the Reset Password button.	
<p>You will receive an e-mail with the Subject "SportsWareOnLine Password Request".</p> <p>Open the e-mail and click on the link to reset your password. Enter your e-mail address, new password and click the Save button.</p>	

Updating Your Information

Things you will need to have in order to properly complete the forms:

1. Up to date addresses and phone numbers for yourself, parents/guardians, emergency contacts.
2. A digital copy of both the front and back of your insurance card(s), health, dental, vision if applicable. The copy must be saved to the device you are completing these forms on in order to upload it. ****NOTE: you can upload additional copies of cards by choosing "ADD" under the "FORMS" tab.**
3. Immunization record (dates).

Instruction	Example				
Go to www.swol123.net					
Enter your Email Address and click the Login button.					
<p>At the top of the page is the Menu Bar.</p> <p>My Info: Update your address, emergency contact and insurance information.</p> <p>Med History: Complete a Medical History questionnaire.</p> <p>Forms: View/complete required paperwork. Note: SportsWare will also display "You have 4 forms to complete/download".</p> <p>Notices and Handbooks: Find the NJCAA Physical Exam form and Student Accident Shield Insurance Policy Information Links in this section.</p>	 <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>*Select <u>Save</u> and <u>Submit</u> on all forms EXCEPT the Eligibility Affidavit* Simply <u>Save</u> the Eligibility Affidavit. It will be printed and signed at a later date.</p> </div> <p>Notices And Handbooks</p> <table border="1" data-bbox="667 1444 1511 1745"> <thead> <tr> <th>Title</th> </tr> </thead> <tbody> <tr> <td>NJCAA Physical Exam Form 2017-18</td> </tr> <tr> <td>2017-18 Northern Oklahoma College Student Accident Shield Provider Letter</td> </tr> <tr> <td>2017-18 Student Accident Shield Insurance Policy Highlights and Exclusions</td> </tr> </tbody> </table>	Title	NJCAA Physical Exam Form 2017-18	2017-18 Northern Oklahoma College Student Accident Shield Provider Letter	2017-18 Student Accident Shield Insurance Policy Highlights and Exclusions
Title					
NJCAA Physical Exam Form 2017-18					
2017-18 Northern Oklahoma College Student Accident Shield Provider Letter					
2017-18 Student Accident Shield Insurance Policy Highlights and Exclusions					

Thank you for your prompt help. If you have any questions, please contact the athletic training office for assistance. Sincerely,

Julie Baggett, M. Ed., LAT, ATC
 Head Athletic Trainer Enid Campus
 Office 580-548-2369 Fax 580-628-6296
julie.baggett@noc.edu