

Taos High School Soccer Program
A Step-by-Step Parent Guide to Register Your Player Through Rank One
Athletics & Activities Compliance
www.rankone.com

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.

Step-by-Step Instructions

1. Visit the Portal

- Go to: 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 the student’s full name, date of birth, and the New Mexico Student ID.
 - If your student is **not registered with Taos Municipal Schools or is an 8th grader**, please use the attached form at the end of this document and give it to your head coach so the information can be entered manually, allowing you to access your account.
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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

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.”

Parent Checklist

- Visit 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](#)

Final Notes

Your student-athlete will not be allowed to begin formal practice on August 11th, 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.

Taos High School Athletics
Athletics & Activities Compliance

If your student is *not registered with Taos Municipal Schools or is an 8th grader*, please complete this form and give it to your head coach or the Taos High School Athletic Director. This information must be entered manually into Rank One before you can fully access your account and upload the required information.

Student's Full Name:

Student's New Mexico State Student ID:

The student's school that they will be attending for the upcoming school year:

Student's Date of Birth:

Grade level the student will be entering or is currently in:

Parent/Guardian Address:

Parent/Guardian Name: _____

Street Address: _____

Street Address Line 2: _____

City: _____

State: _____ Zip Code: _____

Please provide an Emergency Contact Name and Phone:

Phone Number: _____