





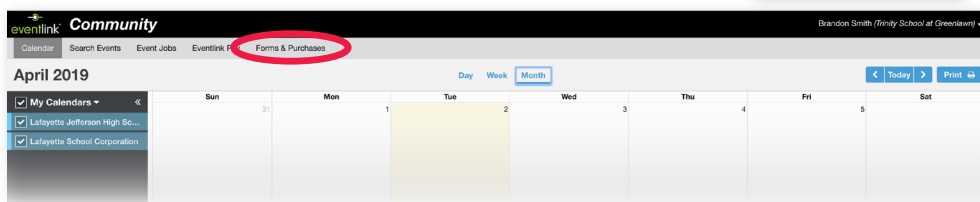
# How to register for athletics and upload your physical form if you already have an Eventlink account

1. Go to [www.eventlink.com](http://www.eventlink.com) and click .
2. You must be subscribed and viewing Trinity School at Greenlawn.  
If you are already subscribed, *skip* to step 4!
3. To subscribe to Trinity School at Greenlawn, hover over your name in the right-hand corner and click “Manage Schools.” Search for and select Trinity School at Greenlawn and click .

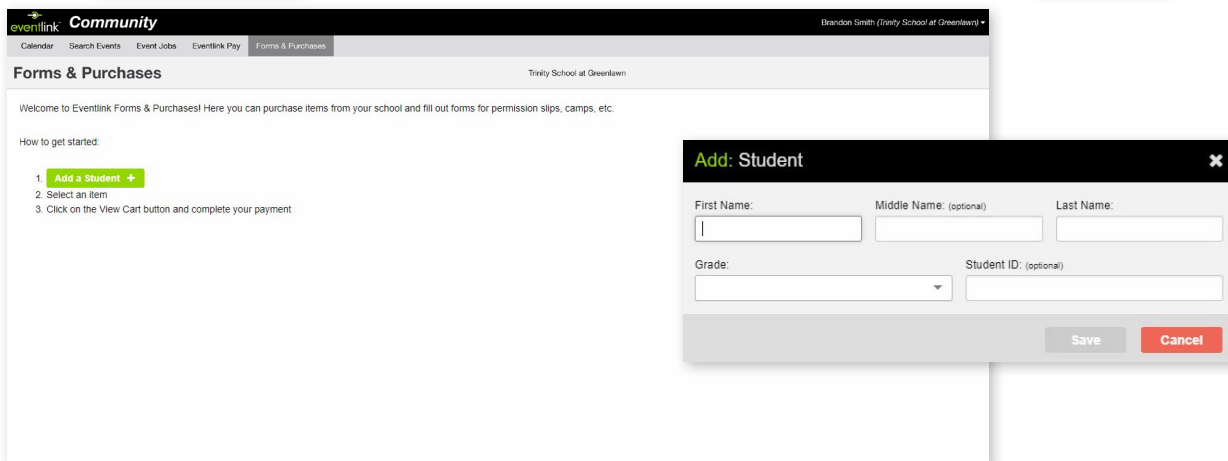
The screenshot shows the Eventlink Community interface. On the left is a calendar for April 2019 with various events listed. On the right, a user profile dropdown menu is open, showing the user's name 'Brandon Smith (Eventlink Sales School)' and a list of schools. The 'Manage Schools' option is highlighted with a red circle. Below this, a 'Manage: Subscriptions' modal is displayed. It contains a search bar for 'School Name or Zip Code' with 'Trinity School at Greenlawn' entered. Below the search bar is a table of available schools, and to the right, a table of the user's current subscriptions.

Available:			My Subscriptions:		
School	Address	Zip	School	Notifications	Daily Summary
Trinity School at Greenlawn	107 S. GREENLAWN AVENUE SOUTH BEND, IN 46617	46617	Brandon Demo School	<input type="checkbox"/>	<input type="checkbox"/>
			Eventlink Sales School	<input type="checkbox"/>	<input type="checkbox"/>
			SDI Innovations	<input type="checkbox"/>	<input type="checkbox"/>

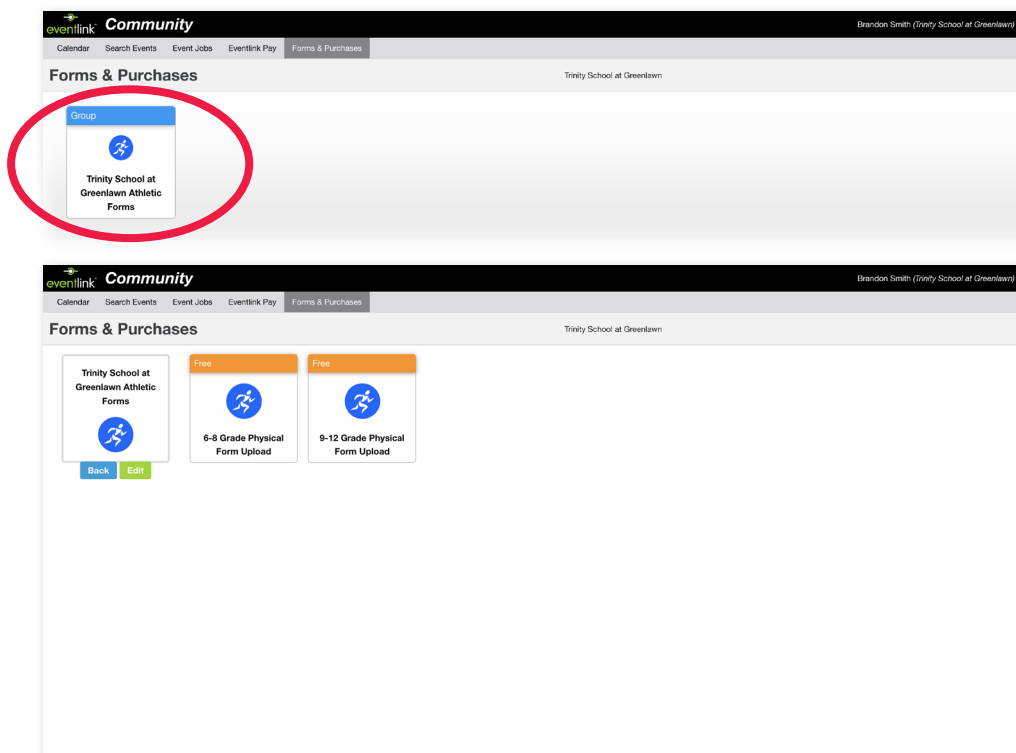
4. Once viewing Trinity School at Greenlawn, click the **Forms & Purchases** tab.



5. Click **Add Student +**. Fill out the fields in the pop-up window and click **Save**.



6. Select Trinity School at Greenlawn Athletic Forms and then the Form you would like to submit.



Please feel free to contact us at any time at  
866.330.7710 or [help@eventlink.com](mailto:help@eventlink.com).