



Submitting Forms on IMLeagues

Step 1. Go to IMLeagues and select “Login”

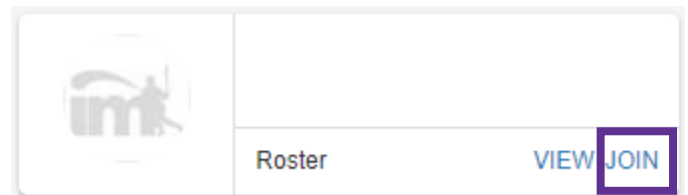


Step 2. Select Stephen F. Austin State University and it should take you to sign in using mySFA

A screenshot of a dropdown menu for selecting a school. The text 'Select School/Organization' is at the top. Below it, 'stephen|' is entered in the search field. The dropdown list shows 'Stephen F Austin State University' as the selected option. Below the list are three buttons: 'Next' (orange), 'Or Sign In With' (text), and two social media login buttons for 'Facebook' and 'Google'.

Step 3. On the Home screen, you should see a place to click “My Forms” near the top left

Step 4. Scroll down to the Sport Club you would like to join and select “Join” in the bottom right



Step 5. Read through and select Accept on the waiver. Then type your first and last name and the date. Then make sure to type in your Student ID number.

Step 6. Click the blue rectangle at the bottom of the page that looks like there should be an “Accept Button”

Step 7. At the top of the next screen, you will see these two forms

A screenshot of a list of required forms. At the top, it says 'You must complete the following forms.' Below this is a table with two rows. Each row has a small Stephen F. Austin State University logo, the name of the form, the word 'Required' in red, and a blue 'Options' button with a dropdown arrow. The first row is for the 'Driver Consent Form' and the second row is for the 'Sport Club Participation Registration Form'.

Step 8. Click the “Options” box and then “Edit”



Joining an SFA Sport Club

Step 9. Fill out both waivers and select “Submit for Review”

PLEASE KNOW

When filling out these forms, it is important that your answers for driving **MUST MATCH**

They must either both be “Yes” or both be “No”. If they are both “Yes”, you must also fill out ALL of the sections on the Sport Club Participation form about Car, License, and Auto Insurance information.

Step 10. Wait for Approval from Brandon Hatfield

Step 11. If denied, you will receive a notification of it being denied. Attached to that will be instructions from Brandon on what needs to be done.

Step 12. Make those changes and submit again for approval.

Driver Consent Form

Do you plan to drive for the club at any point? *

** If no, it is not necessary to complete this form **

No ☐

Sport Club Participation Form

Driver Information - Do you plan to drive for the club? *

No ☐