

# Creating A Portal Profile: Athlete (Self)

## Overview

Every athlete that participates in Special Olympics sports must have an account that is used to ensure that the athlete meets basic requirements to include medical information and electronically signed waivers. If you don't know what type of Portal profile to choose please refer to the **Choosing Which Athlete Account to Create 1 pager** (<https://bit.ly/3P9FPil>)

## What you will need

- Your own unique email account
- Your personal and emergency contact information
- Information about your medical condition, history, and current medications


## When to use this guide

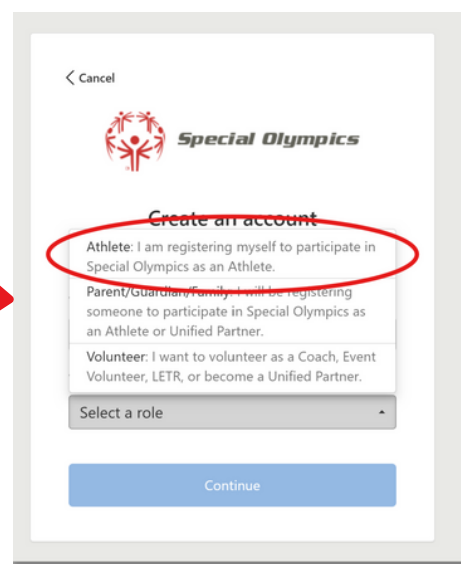
- The Athlete is their own legal guardian, and manages their own health.
- The Athlete has access to their own unique email address?

## How to create a profile


Create a profile on the Registration Portal & bookmark

<https://portals.specialolympics.org>

- Click the **RED CREATE AN ACCOUNT BUTTON**
- What is your role: select "Athlete" 
- Enter your preferred email address
- Click **SEND VERIFICATION CODE BUTTON** (you have 5 minutes to use the code)
- Check your email inbox (email from "Microsoft on behalf of Special Olympics B2C Production") and copy the code
- Enter verification code into the box



Cancel

 **Special Olympics**

Create an account

Athlete: I am registering myself to participate in Special Olympics as an Athlete.

Parent/Guardian/Family: I will be registering someone to participate in Special Olympics as an Athlete or Unified Partner.

Volunteer: I want to volunteer as a Coach, Event Volunteer, LETR, or become a Unified Partner.

Select a role

Continue

Follow the prompts, and enter in your personal information

Fill out all questions with an asterisk \*

**You're almost done!** The next page will walk you through the steps of completing your Health History Form.



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Last updated 3/18/25



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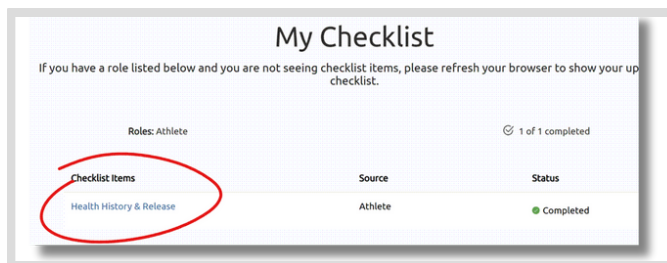
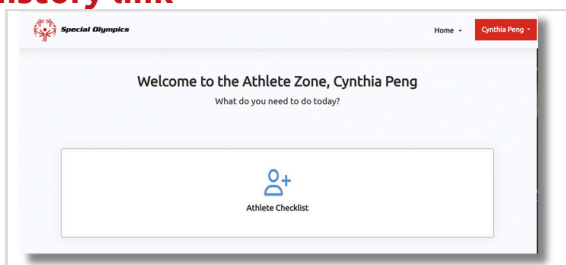
[Portal](#)

**CONTACT**

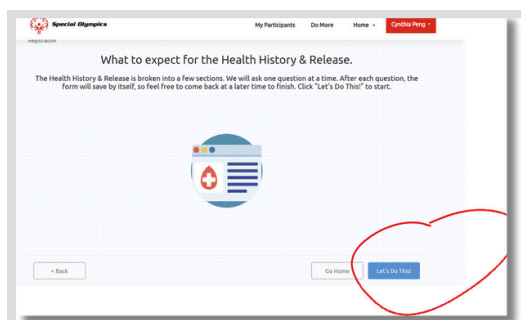
Visit our Portal Support page with questions at <https://bit.ly/SOWA-PortalSupport>

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Once you've logged into the portal and click on **Athlete Checklist**, and click on the **Health History link**



It should walk you through the steps of filling out the Health history form from there



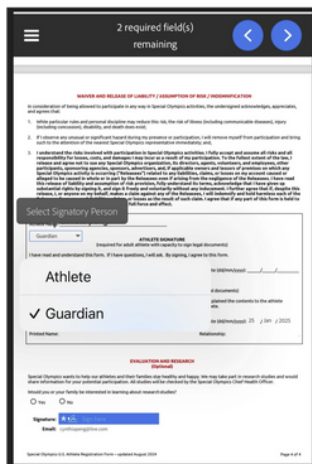
If you have need a Parent/Guardian to sign the form they should receive an email from:

Signature requested on "Health History & Release\_Legacy Example"



Center of Excellence Sign via Adobe Acrobat Sign <adobesign@adobesign.com>  
To: Cynthia Peng

Make sure the form is electronically signed in the correct section



You're almost done! Get connected to a Special Olympics team or program through our **Portal Support Intake form**  
<https://bit.ly/SOWA-PortalSupport>.

We have quick tip Portal videos available for you as well on our Special Olympics Washington YouTube channel at  
<https://bit.ly/4gr0OIT>.

**CONTACT**



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