


# Student Registration Health Check

## 10 Questions to Reveal Hidden Gaps in Your Student Registration Process

<b>Registration Tracking &amp; Follow-Up</b> <p>Do staff rely on spreadsheets, emails, or manual follow-up to track incomplete registrations or missing requirements?</p> <p><input type="radio"/> Yes <input type="radio"/> No</p>	<b>Incomplete Registration Visibility</b> <p>Can staff quickly identify which students are incomplete, pending, or cleared without checking multiple systems?</p> <p><input type="radio"/> Yes <input type="radio"/> No</p>	<b>Assessment Results</b> <b>Your Score</b> Count your "Yes" answers  <b>0-2 — Strong Process</b> <p>Your registration process is organized, visible, and consistent across staff, programs, and approvals.</p> <b>3-5 — Operational Friction</b> <p>Core processes are in place, but manual follow-up may increase delays and visibility gaps.</p> <b>6-8 — Needs Improvement</b> <p>Inconsistent workflows with heavy manual follow-up. Higher risk of missing information, approval delays, and eligibility gaps.</p> <b>9-10 — High Risk</b> <p>Limited visibility and manual coordination. Elevated risk of missing information, delayed approvals, and compliance gaps.</p>
<b>Eligibility Coordination</b> <p>Does your eligibility review process require manual coordination between staff, coaches, or departments?</p> <p><input type="radio"/> Yes <input type="radio"/> No</p>	<b>Registration Process Consistency</b> <p>Does the registration process vary depending on the sport, activity, school, or staff member managing it?</p> <p><input type="radio"/> Yes <input type="radio"/> No</p>	
<b>Family Communication Gaps</b> <p>Do families ever miss important registration updates, deadlines, or required actions?</p> <p><input type="radio"/> Yes <input type="radio"/> No</p>	<b>Staff Access &amp; Record Management</b> <p>Can authorized staff securely access and update student records without relying on another person or department?</p> <p><input type="radio"/> Yes <input type="radio"/> No</p>	
<b>Disconnected Systems</b> <p>Are registration, payments, eligibility, or communication managed in separate systems?</p> <p><input type="radio"/> Yes <input type="radio"/> No</p>	<b>Reporting &amp; Administrative Cleanup</b> <p>Would participation or compliance reporting require manual work or data cleanup?</p> <p><input type="radio"/> Yes <input type="radio"/> No</p>	
<b>Process Scalability</b> <p>Would your registration process still run smoothly if participation increased significantly?</p> <p><input type="radio"/> Yes <input type="radio"/> No</p>	<b>Connected Workflows</b> <p>When registration information changes, do related systems and workflows update automatically?</p> <p><input type="radio"/> Yes <input type="radio"/> No</p>	
<b>Registration Reality</b> <ul style="list-style-type: none"><li>• Staff spend more time managing processes than supporting students and programs</li><li>• Disconnected systems create visibility gaps, duplicate work, and manual follow-up</li><li>• Small registration issues often turn into larger operational problems later</li></ul>		

## Manage Registration and Eligibility in One Place

Real-time eligibility, faster approvals, and full visibility across every program.

[See It in Action →](#)



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