

PRE-ARRIVAL CHECKLIST

Below you will find your pre-arrival checklist. This has everything necessary for a smooth check in experience and is a reference for all information and resources. We recommend covering this with your student-athlete to familiarize them with their upcoming boarding school experience. We're excited to welcome you to campus!

HEALTH FORMS:

- UPLOAD SIGNED AND STAMPED PHYSICIAN'S REPORT (ON IMGA PHYSICIAN'S REPORT TEMPLATE, DATED 6.15.24 OR LATER)
- UPLOAD MEDICAL CLEARANCE- CARDIAC, CURRENT INJURY, ALLERGY PLAN, ETC. (IF APPLICABLE)
- UPLOAD VALID INSURANCE CARD. PLEASE NOTE THAT THE POLICY NEEDS TO COVER THE ENTIRE 2024-25 ACADEMIC YEAR
- UPLOAD SIGNED AND STAMPED IMMUNIZATION RECORDS
- OBTAIN DH680/DH681 FORM FROM [FLORIDA DEPARTMENT OF HEALTH](#) (DAY STUDENTS).
- COMPLETE LOCAL GUARDIAN INFORMATION (DAY STUDENTS).
- CONFIRM COMPLETION AND CLEARANCE WITH IMGA BOARDING SCHOOL SUPPORT TEAM- IMGA.SCHOOLSUPPORT@IMGACADEMY.COM

ACADEMIC INFORMATION:

- SEND UNOFFICIAL TRANSCRIPT TO IMGA.
- COMPLETE COURSE REGISTRATION PLANNING FORM AND SCHEDULE AN APPOINTMENT WITH COLLEGE COUNSELOR.
- REQUEST [OFFICIAL TRANSCRIPTS](#) FROM CURRENT SCHOOL PRIOR TO ARRIVAL.
- CONFIRM PARENT ACCESS TO [BLACKBAUD](#).

CAMPUS EXPERIENCE:

- LOG IN TO THE [HOUSING PORTAL](#) AND COMPLETE THE HOUSING APPLICATION (BOARDING STUDENTS ONLY).
- REVIEW "[WHAT TO BRING GUIDE](#)" ([RESOURCE PAGE](#))
- REVIEW THE 2024-25 STUDENT & PARENT HANDBOOK ([RESOURCE PAGE](#))
- SET UP [MYIMGCARD](#) ACCOUNT.
- ORDER [SCHOOL UNIFORM PACKAGE](#) ([SHOP.IMGACADEMY.COM](#)).

TUITION & BILLING:

- PROCESS TUITION PAYMENT ACCORDING TO THE SELECTED PAYMENT OPTION ON THE TUITION ENROLLMENT AGREEMENT.
- CONFIRM TUITION ACCOUNT IS CURRENT WITH COLLENE HAYES: 941-739-7303 OR COLLENE.HAYES@IMGACADEMY.COM
- [PAYMENT FAQs](#)

OTHER PRE-ARRIVAL TO DO'S:

- HOW TO NAVIGATE [TEAMWORKS](#).
- REVIEW [I-20 INFORMATION](#) (INTERNATIONAL STUDENTS ONLY).
- SELECT TIME SLOT FOR ARRIVAL VIA TEAMWORKS.
- SET UP [AIRPORT TRANSPORTATION](#) THROUGH IMGA AND/OR CONFIRM [LEGACY HOTEL](#) RESERVATION (PROMO CODE: BOARDSCHOOL), IF NEEDED.
- EMAIL PASSPORT PICTURE FOR IMGA ID TO CAMPUSDESK@IMGACADEMY.COM (PLEASE INCLUDE STUDENT'S NAME AND SPORT).