

Registration for USA Swimming Membership

- **Step 1: Create a USA Swimming Login**

- This is **REQUIRED** for ALL members (swimmers, officials, coaches, etc.). Each **17 & older** member needs their own login.
- For families with **swimmer(s) under 17**, you are **REQUIRED** to create a PARENT login in order to register for your swimmer(s) with USA Swimming.

- **Step 2: Register for the USA Swimming Membership**

This is ONLY required for Swimmers, Officials, and Coaches. It's NOT for Parents.

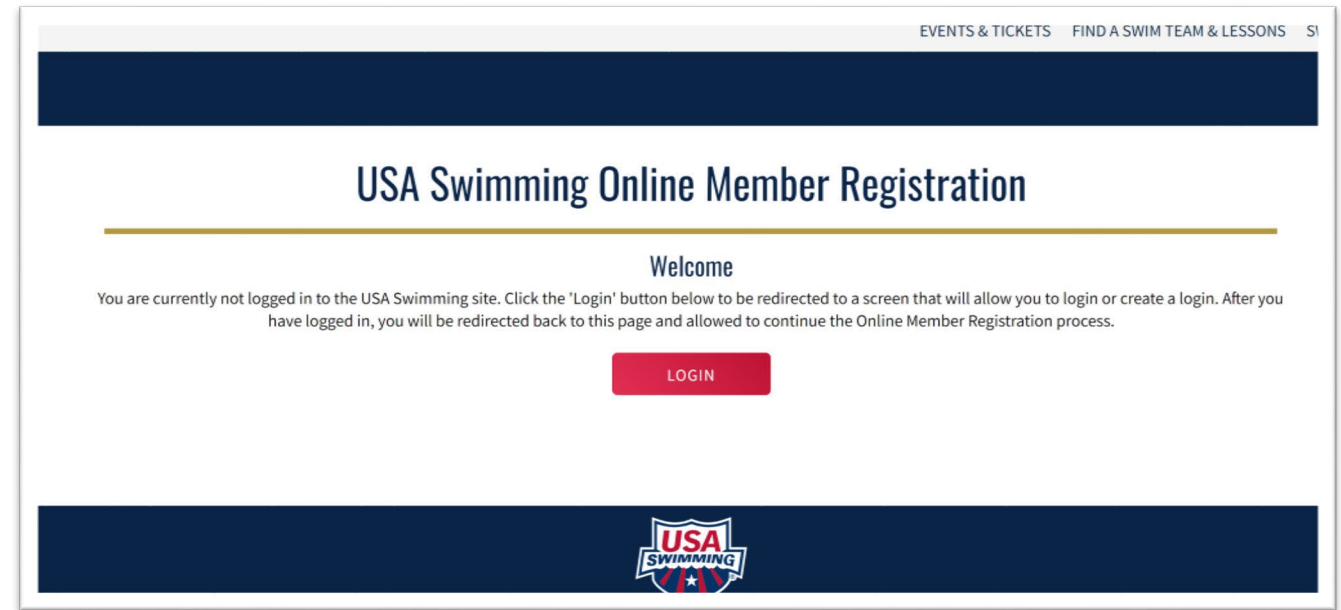
- **Optional: Link Accounts**

For families with multiple logins, if you wish, you can follow this section to link all of the accounts under one login for easy management.

Step 1: Create a USA Swimming Login

- *This is **REQUIRED** for all ALL members (swimmers, officials, coaches, etc.). Each **17 & older** member needs their own login.*
- *For families with **swimmer(s) under 17**, you are **REQUIRED** to create a PARENT login in order to register for your swimmer(s) with USA Swimming.*

- Open a browser and go to <https://hub.usaswimming.org/>
(or go to the registration link your specific club has shared with you)
- Click “LOGIN”.



- Click “CREATE A LOGIN”.
- This is for your PARENT information.

A screenshot of the USA Swimming Login page. At the top, there is a dark blue header with white text links: "EVENTS & TICKETS", "FIND A SWIM TEAM & LESSONS", and "SI". Below the header is a large dark blue banner. Underneath the banner, the title "USA Swimming Online Member Registration" is centered in a dark blue font. A horizontal gold line separates the title from the "Welcome" section. The "Welcome" section contains a paragraph: "You are currently not logged in to the USA Swimming site. Click the 'Login' button below to be redirected to a screen that will allow you to login or create a login. After you have logged in, you will be redirected back to this page and allowed to continue the Online Member Registration process." Below this text is a red button with the word "LOGIN" in white. At the bottom of the page is another dark blue banner featuring the USA Swimming logo, which includes a shield with "USA" and "SWIMMING" and a swimmer icon.

- Enter the information, then click “SAVE”.

The screenshot shows a web form titled "CREATE A LOGIN" with a blue header bar. Below the title, it says "Enter the required information below." The form contains three input fields: "Email Address:", "Username:", and "Password:". The "Password:" field has a small icon of a person with a lock. Below the "Password:" field, there are six bullet points indicating password requirements: "No less than 10 characters", "1 number", "1 special character", "1 lowercase character", "1 uppercase character", and "Not equal to username". At the bottom of the form is a red button labeled "SAVE".

- Check your email account for the verification email. Enter the Verification Code, then click “VERIFY”.

The screenshot shows a web form titled "CREATE A LOGIN" with a blue header bar. Below the title, it says "Look for the verification email that was sent and enter the code here." The form contains a single input field labeled "Verification Code:". Below the input field are two buttons: a red button labeled "VERIFY" and a white button with a blue border labeled "CANCEL".

- Enter the Username and Password you just created, then click “LOGIN”.

Unless you are an official, coach, other or admin registered with USA Swimming, the answer to the following is NO.

- **For RETURNING members 16 & older**
 - Have you ever had a USA Swimming Membership? = click on  and select  **Yes**.
 - Click “USE ADDITIONAL INFO”, then go straight to [page# 7](#).
 - For all other members, see next page.

For return members, the old member ID no longer works. Make sure you follow the instructions to retrieve your UPDATED member ID.

- **For RETURNING member under 16 and ALL NEW members**
 - Have you ever had a USA Swimming Membership? = click on the    and select  .
 - Enter the information, then click “SUBMIT”.
 - *For RETURNING members under 16 – enter the parent’s information.*
 - Go straight to [page# 9](#).

Finalize Your Login Account

Please supply the following information to finish creating your login account. You will be redirected back to where you started when this is completed.

Have you ever had a USA Swimming Membership? 

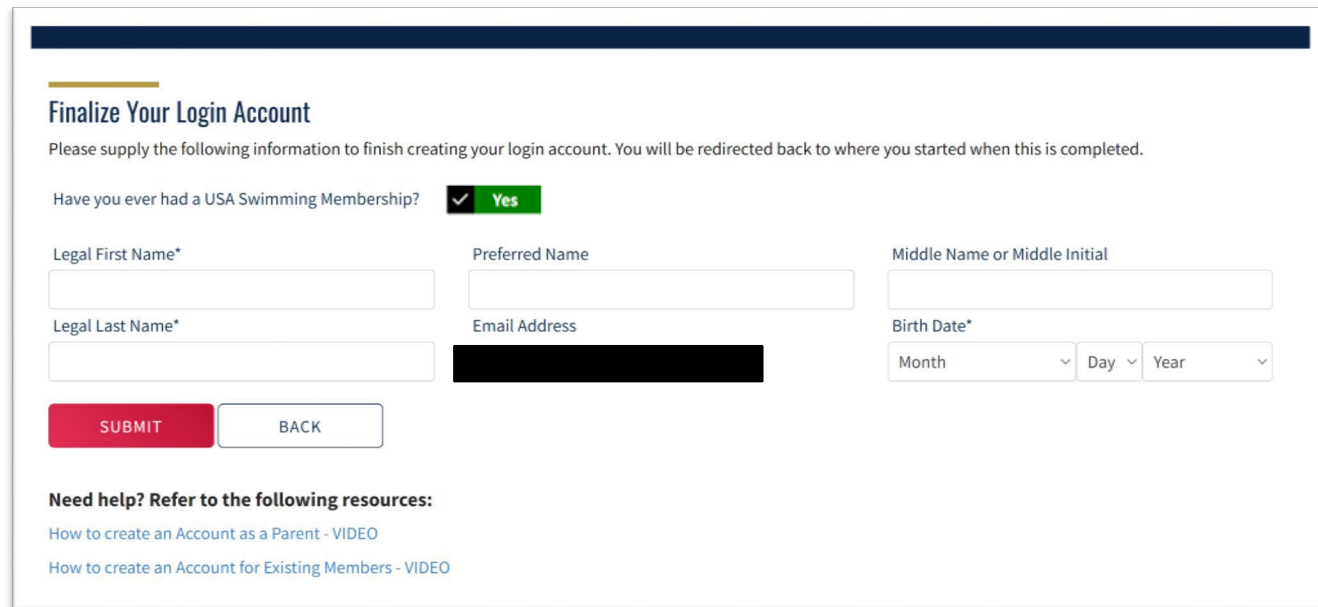
Legal First Name*	Preferred Name	Middle Name or Middle Initial
Legal Last Name*	Email Address	Birth Date*
		Month Day Year




Need help? Refer to the following resources:

[How to create an Account as a Parent - VIDEO](#)
[How to create an Account for Existing Members - VIDEO](#)

- **For returning members 16 & older** - Enter the information, then click “SUBMIT”.



Finalize Your Login Account
Please supply the following information to finish creating your login account. You will be redirected back to where you started when this is completed.

Have you ever had a USA Swimming Membership? ☒ **Yes**

Legal First Name* Preferred Name Middle Name or Middle Initial

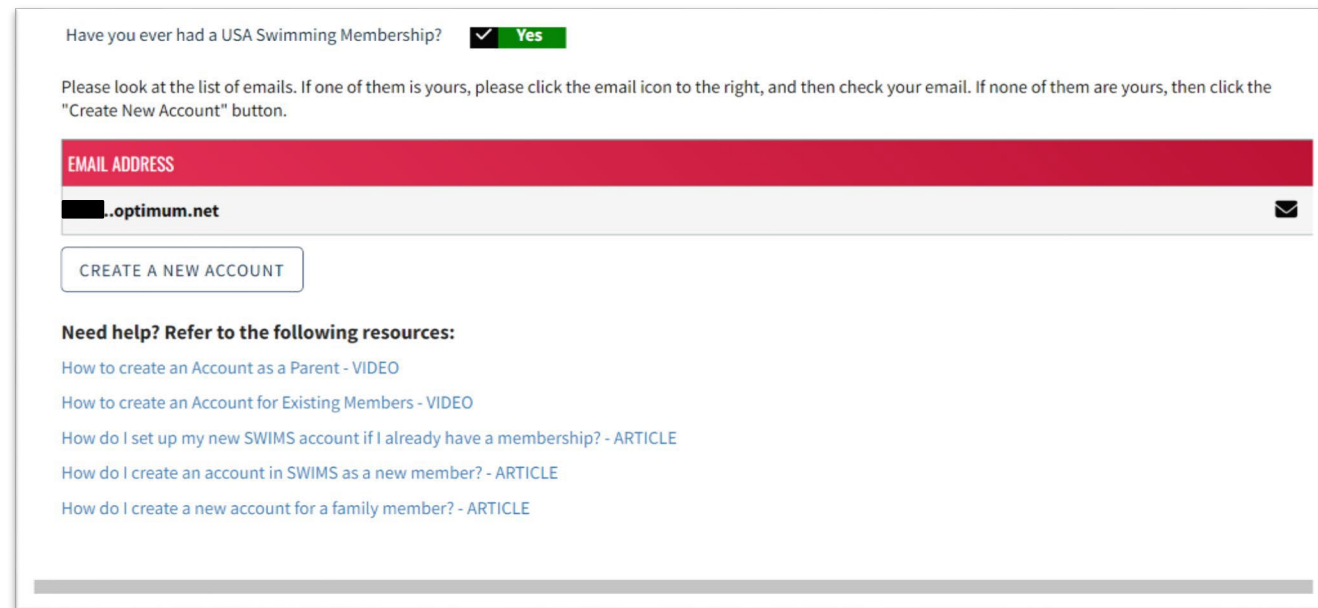
Legal Last Name* Email Address Birth Date*
Month Day Year

SUBMIT **BACK**

Need help? Refer to the following resources:
[How to create an Account as a Parent - VIDEO](#)
[How to create an Account for Existing Members - VIDEO](#)

- **For return members 16 & older** - The email address that was associated with the member will show up, then click on either “EMAIL MEMBER ID” or .

Please reach out to Trish (registrar @ozarkswimming.com if there are any troubles finding the return member.



Have you ever had a USA Swimming Membership? ☒ **Yes**

Please look at the list of emails. If one of them is yours, please click the email icon to the right, and then check your email. If none of them are yours, then click the "Create New Account" button.

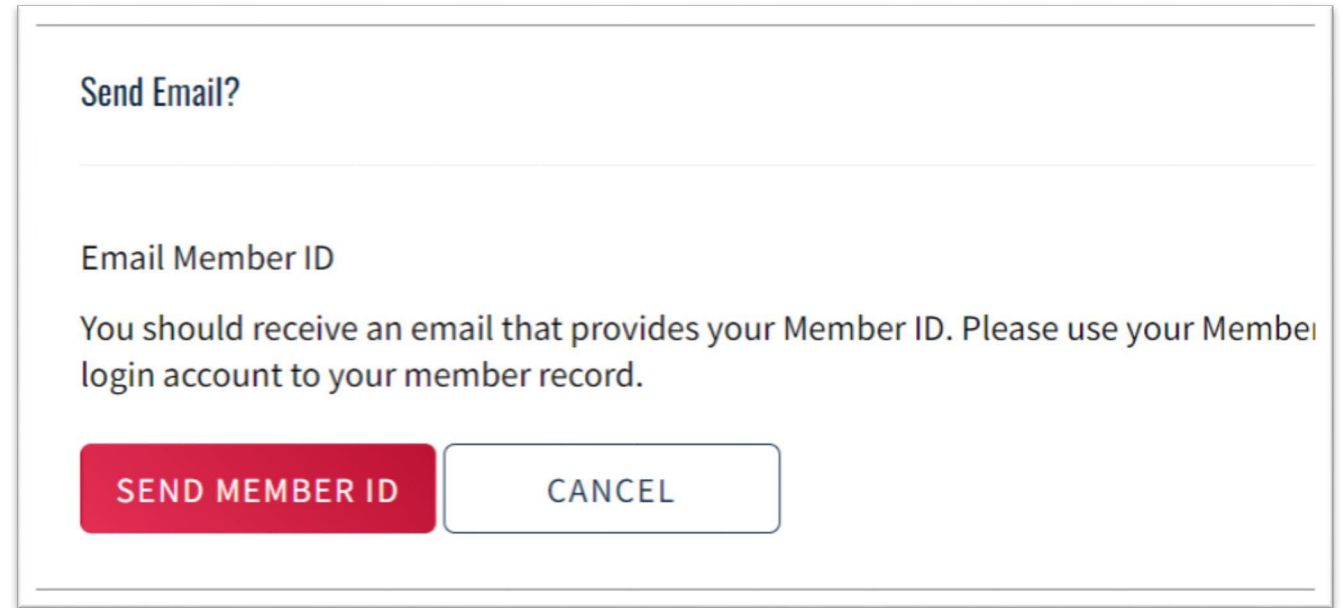
EMAIL ADDRESS

..optimum.net 

CREATE A NEW ACCOUNT

Need help? Refer to the following resources:
[How to create an Account as a Parent - VIDEO](#)
[How to create an Account for Existing Members - VIDEO](#)
[How do I set up my new SWIMS account if I already have a membership? - ARTICLE](#)
[How do I create an account in SWIMS as a new member? - ARTICLE](#)
[How do I create a new account for a family member? - ARTICLE](#)

- **For return members 17 & older**
-This message will pop-up, click
“SEND MEMBER ID”.



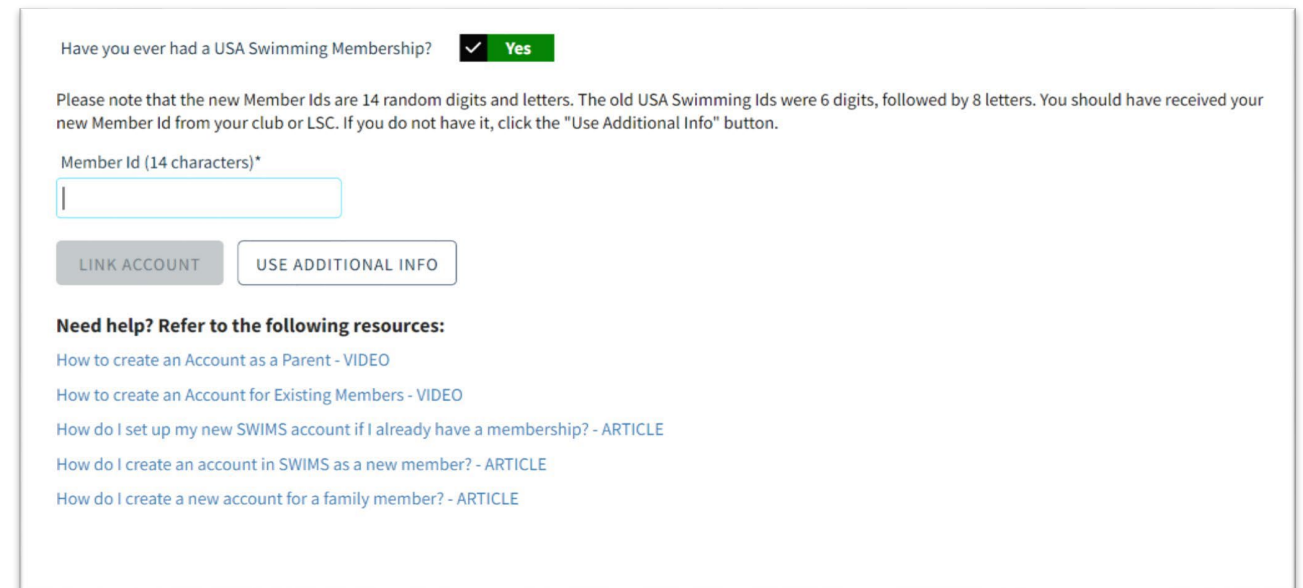
Send Email?

Email Member ID

You should receive an email that provides your Member ID. Please use your Member login account to your member record.

SEND MEMBER ID CANCEL

- **For return members 17 & older -**
Check your email account for the
UPDATED member ID.
Enter the UPDATED member ID,
then click “LINK ACCOUNT”. *Watch
out for the space if you use copy and
paste for the member ID.*



Have you ever had a USA Swimming Membership? ☒ Yes

Please note that the new Member Ids are 14 random digits and letters. The old USA Swimming Ids were 6 digits, followed by 8 letters. You should have received your new Member Id from your club or LSC. If you do not have it, click the "Use Additional Info" button.

Member Id (14 characters)*

LINK ACCOUNT **USE ADDITIONAL INFO**

Need help? Refer to the following resources:

- [How to create an Account as a Parent - VIDEO](#)
- [How to create an Account for Existing Members - VIDEO](#)
- [How do I set up my new SWIMS account if I already have a membership? - ARTICLE](#)
- [How do I create an account in SWIMS as a new member? - ARTICLE](#)
- [How do I create a new account for a family member? - ARTICLE](#)

- **Legal Acknowledgements – USADA Disclaimer**
 - Go through and select **Yes** to everything, then click “CONTINUE”

I agree to the [USA Swimming Terms of Use](#)

Do you acknowledge this information?

☒ **Yes**

Privacy Policy

I agree to the [USA Swimming Privacy Policy](#)

Do you acknowledge this information?

☒ **Yes**

Safe Sport Training

I acknowledge that USA Swimming offers free athlete abuse prevention training to its members and to the parents of its athlete members. In addition to mandatory member trainings, non-mandatory training is available to all members including parents and minor athletes.

Do you acknowledge this information?

☒ **Yes**

CONTINUE



- Type your name in the Signature field, then click “SIGN THE DOCUMENTS”.

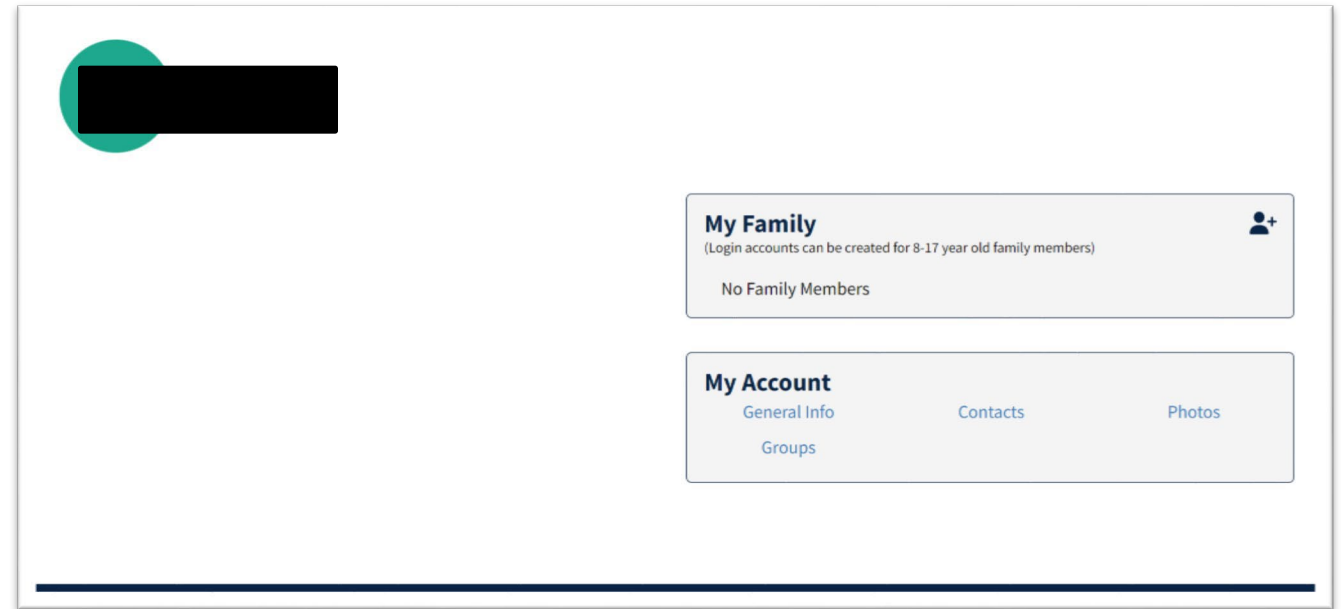
Signature

Please type your name below to indicate your signature.

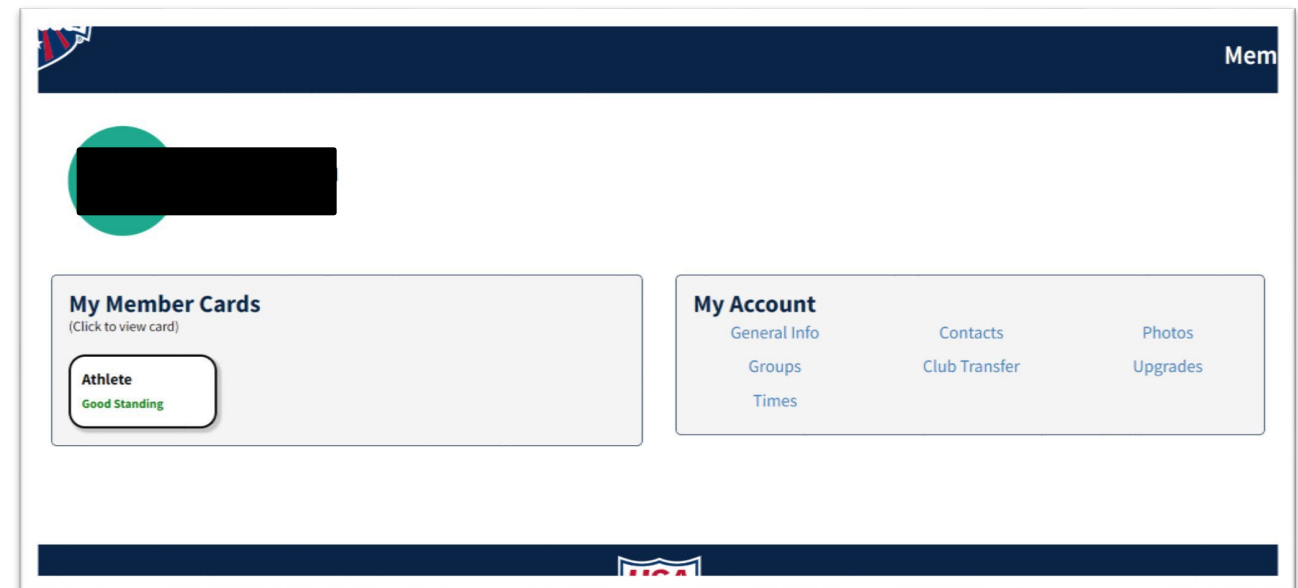
Signature

SIGN THE DOCUMENTS **CANCEL**

- **For RETURN members under 17 and ALL NEW members**
 - This is what your dashboard will look like since you haven't registered with USA Swimming yet.
 - See [Step 2](#) to register or renew for USA Swimming Membership.



- **For RETURN members 17 & older**
 - The member card is now available.
 - See [Step 2](#) to renew your USA Swimming Membership.



CLOSE ALL BROWSER WINDOWS!!!!

If you are ONLY creating a new login account and not registering (for example-you are a 17 or older athlete and you are creating your own account but your club is renewing your registration later), STOP HERE!

If you need to complete USA registration, please continue by going back to the specific registration link your club has shared with you.



Step 2: Register for USA Swimming Membership

This is ONLY required for Swimmers, Officials, and Coaches. It's NOT for Parents.

- Open a browser and go to your club's specific registration link they have shared with you. (This is club-specific. Please do not share with anyone else.)
- You might be asked to log in again.
- You should see "Ozark Swimming (OZ) for LSC and your specific club for Club.
- Click "CONTINUE"

USA Swimming Online Member Registration

Welcome

Click 'Continue' to register a new person or re-register an existing person with USA Swimming. This registration is associated as a member of the,

LSC: [REDACTED]
Club: [REDACTED]

If this is not the registration option that you intended, please get the correct link from your coach before starting your registration.

[CONTINUE](#)



- Choose whether the membership is for **yourself (1)**, or for **someone else (2)**.
 - For parents renewing for RETURN members under 17 or registering for ALL NEW members – choose **(2)**
 - For RETURN members 17 & older – choose **(1)**, then go straight to [page# 15](#)

USA Swimming Online Member Registration

Who is the membership for?

1
☐ The membership is for myself, A [REDACTED]

2
☐ The membership is for someone other than the logged-in user ⓘ



- **For NEW members**

- Has this person ever had a USA Swimming Membership? = **No**.
- Click “NEW MEMBER”, then follow the on screen instruction.
- Go straight to [page# 15](#).

- **For RETURN members under 17**

- Has this person ever had a USA Swimming Membership? = **Yes**.
- Click “RENEW MEMBER”.
- Go to next page.

Who is the membership for?

☐ The membership is for myself, [REDACTED]

☒ The membership is for someone other than the logged-in user ⓘ

Has this person ever had a USA Swimming Membership? **No** ✕



NEW MEMBER

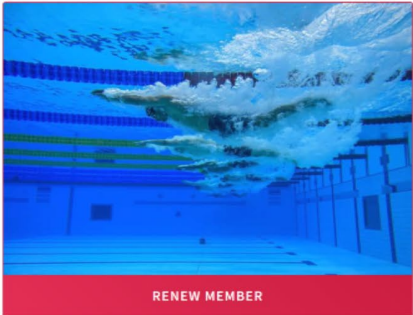
USA Swimming Online Member Registration

Who is the membership for?

☐ The membership is for myself, [REDACTED]

☒ The membership is for someone other than the logged-in user ⓘ

Has this person ever had a USA Swimming Membership? ✓ **Yes**



RENEW MEMBER

- **For return members under 17 -**
Enter the information, then click
“SEARCH FOR MEMBER”.

Existing Member Search

← Back to Registration Entry

To search for a person who is an existing member of USA swimming, enter the member's first name, last name, and birth date. If you are unable to locate the member, click 'Back to Registration Entry' and choose the 'Create New Membership' option for the registrant.

Legal First Name*

Legal Last Name*

Birth Date*

Month

Day

Year

CLEAR FORM

SEARCH FOR MEMBER



- **For return members under 17 -**
The return member's information
will come up, then click on the
name of the return member.
Please reach out to Trish at
registrar@ozarkswimming.com *if there are*
any troubles finding the return member.

Existing Member Search

← Back to Registration Entry

To search for a person who is an existing member of USA swimming, enter the member's first name, last name, and birth date. If you are unable to locate the member, click 'Back to Registration Entry' and choose the 'Create New Membership' option for the registrant.

Legal First Name*

Legal Last Name*

Birth Date*

▼

CLEAR FORM

SEARCH FOR MEMBER

1 Search Result

Hide Filters

MEMBER NAME	BIRTH DATE	LAST MEMBERSHIP	MEMBERSHIP YEAR

- Enter the Member's information, then click "CONTINUE".

USA Swimming Online Member Registration

Registration For:

* **About Member**
x Member Contact
(complete other steps first)
x Membership
(complete other steps first)
x Ethnicity
(complete other steps first)
x Gender
(complete other steps first)
x Member Summary
(complete other steps first)

About Member

Legal First Name*
Legal Last Name*
Suffix
Legal Middle Name*
☐ Member does not have a Middle Name ⓘ
 Birth Date*
Member is a US Citizen?*
☐ Yes ☐ No
 Preferred Name

BACK

CONTINUE

- Enter the Emergency Contact's information, then click "CONTINUE".

USA Swimming Online Member Registration

Registration For:

☒ **About Member**
* **Member Contact**
x Membership
(complete other steps first)
x Ethnicity
(complete other steps first)
x Gender
(complete other steps first)
x Member Summary
(complete other steps first)

Emergency Contact

First Name*
Last Name*
Relationship To Member*

Parent

Email Address*
Phone Number*

+1

Phone Type*

Mobile

Address Line 1*
Address Line 2
City*
State*
Zip Code*

BACK

CONTINUE

- Select “Premium Athlete” for the swimmer, then click “CONTINUE”.
For Coaches and Officials, you’ll see the additional choices during your registration.

USA Swimming Online Member Registration

Registration For:

- ✓ About Member
- ✓ Member Contact
- * **Membership**
- ✗ Ethnicity
(complete other steps first)
- ✗ Gender
(complete other steps first)
- ✗ Member Summary
(complete other steps first)

Membership

[USA Swimming Membership](#)
[Select Memberships](#)

SHOW MEMBERSHIP HISTORY

MEMBERSHIP NAME	EXPIRATION DATE		
Premium Athlete	12/31/2023	☐	Details

BACK

CONTINUE

- Select the member’s Ethnicity, then click “CONTINUE”.

USA Swimming Online Member Registration

Registration For:

- ✓ About Member
- ✓ Member Contact
- ✓ Membership
- * **Ethnicity**
- ✓ Gender
- ✗ Member Summary
(complete other steps first)

Ethnicity

Hispanic/Latino Ethnicity

☐ Hispanic or Latino
☒ Not Hispanic or Latino
☐ I prefer not to say

Other Ethnicity

Select up to four options below

☐ American Indian or Alaskan Native
☐ Asian
☐ Black or African American
☐ Native Hawaiian or other Pacific Islander
☐ White
☐ Other
☐ I prefer not to say

BACK

CONTINUE

- **For NEW members** – Select a Competition Category for your swimmer, then click “CONTINUE”.
- **For ALL RETURN members** – The Competition Category should be listed already.
Click “CONTINUE”

USA Swimming Online Member Registration

Registration For:

- ✓ About Member
- ✓ Member Contact
- ✓ Membership
- ✓ Ethnicity
- * Gender
- ✓ Member Summary

Competition Category

for the purpose of athlete swimming eligibility, competition, selection and records, stated as male or female.

Athletes are required to register with the competition category which corresponds to the biological gender assigned to the athlete at birth. Any athlete wishing to compete in a competition category different than the biological gender assigned to the athlete at birth, please reference the process outlined in USA Swimming's [Athlete Inclusion, Competitive Equity and Eligibility Policy](#)

Competition Category
Female

BACK

CONTINUE

- **Legal Acknowledgements – USADA Disclaimer**
 - This page might come up again, go through and select **Yes** to everything, then click “CONTINUE”.
 - You might need to sign again as well.

☒ **Yes**

USA Swimming Terms of Service

I agree to the [USA Swimming Terms of Use](#)

Do you acknowledge this information?

☒ **Yes**

Privacy Policy

I agree to the [USA Swimming Privacy Policy](#)

Do you acknowledge this information?

☒ **Yes**

Safe Sport Training

I acknowledge that USA Swimming offers free athlete abuse prevention training to its members and to the parents of its athlete members. In addition to mandatory member trainings, non-mandatory training is available to all members including parents and minor athletes.

Do you acknowledge this information?

☒ **Yes**

BACK

CONTINUE

- Review the member's information entered, then click "CONTINUE".

USA Swimming Online Member Registration

[SUMMARY](#)

Registration For:
Jocelyn Chinying Chu

- ✓ About Member
- ✓ Member Contact
- ✓ Membership
- ✓ Ethnicity
- ✓ Gender
- * **Member Summary**

Member Summary

[Athlete](#)

Full Name: Jocelyn _____

DOB: _____ US Citizen: _____ Ethnicity: _____

Competition Category: Female

[Emergency Contact](#)

Full Name: Annie Cheng Chu _____

Email: _____ Phone: _____ Address: _____

[Membership](#)

Premium Athlete: _____ EXP: 12/31/2023 [Details](#)

[BACK](#)
[CONTINUE](#)

- You can choose to "ADD ANOTHER MEMBER" or "CONITNUE".
"ADD ANOTHER MEMBER" – *this is only if there are multiple members within the family, such as Swimmers, Coaches, Officials, etc.*

USA Swimming Online Member Registration

Summary

[ADD ANOTHER MEMBER](#)

Fees Grand Total: \$

NAME	FEES	
[REDACTED]	[REDACTED]	

NOTICE:
After clicking "Continue" you will be navigated to the payment page and will be unable to make any additional changes.

[CONTINUE](#)

- Review the information entered for the member, then click “CONTINUE”.

Shopping Cart

Transaction ID: 70377

Date: 09/01/2022

Status: NOT PAID

ITEM	DESCRIPTION	AMOUNT
Premium Athlete Registration	[REDACTED] Premium Athlete	[REDACTED]

Optional

Donate to the USA Swimming Foundation ⓘ

Help save lives and build champions

0.00

Cover the \$2.71 Credit Card Transaction Fee?

You have the option to help USA Swimming cover the cost of your credit card transaction fee. Note: USA Swimming cannot accept transaction fee contributions if you are paying by e-check or debit card; only opt to cover the transaction fee if you are paying by credit card. If you also elected to donate to the USA Swimming Foundation, that transaction fee is included below.

No ✕

0.00

Total Amount: \$80.50

CANCEL

CHECK OUT

- Click “CHECK OUT”.

Shopping Cart

Transaction ID: 70377

Date: 09/01/2022

Status: NOT PAID

ITEM	DESCRIPTION	AMOUNT
Premium Athlete Registration	[REDACTED] Premium Athlete	[REDACTED]

Optional

Donate to the USA Swimming Foundation ⓘ

Help save lives and build champions

0.00

Cover the \$2.71 Credit Card Transaction Fee?

You have the option to help USA Swimming cover the cost of your credit card transaction fee. Note: USA Swimming cannot accept transaction fee contributions if you are paying by e-check or debit card; only opt to cover the transaction fee if you are paying by credit card. If you also elected to donate to the USA Swimming Foundation, that transaction fee is included below.

No ✕

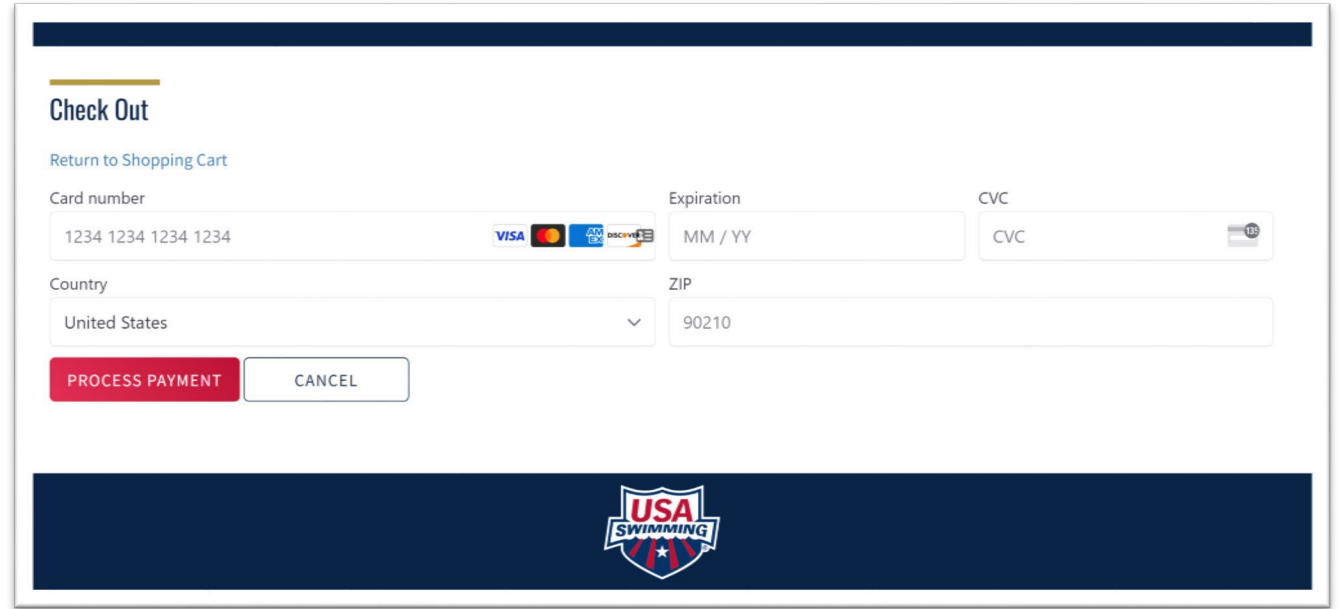
0.00

Total Amount: \$80.50

CANCEL

CHECK OUT

- Enter the credit card information, then click “PROCESS PAYMENT”.



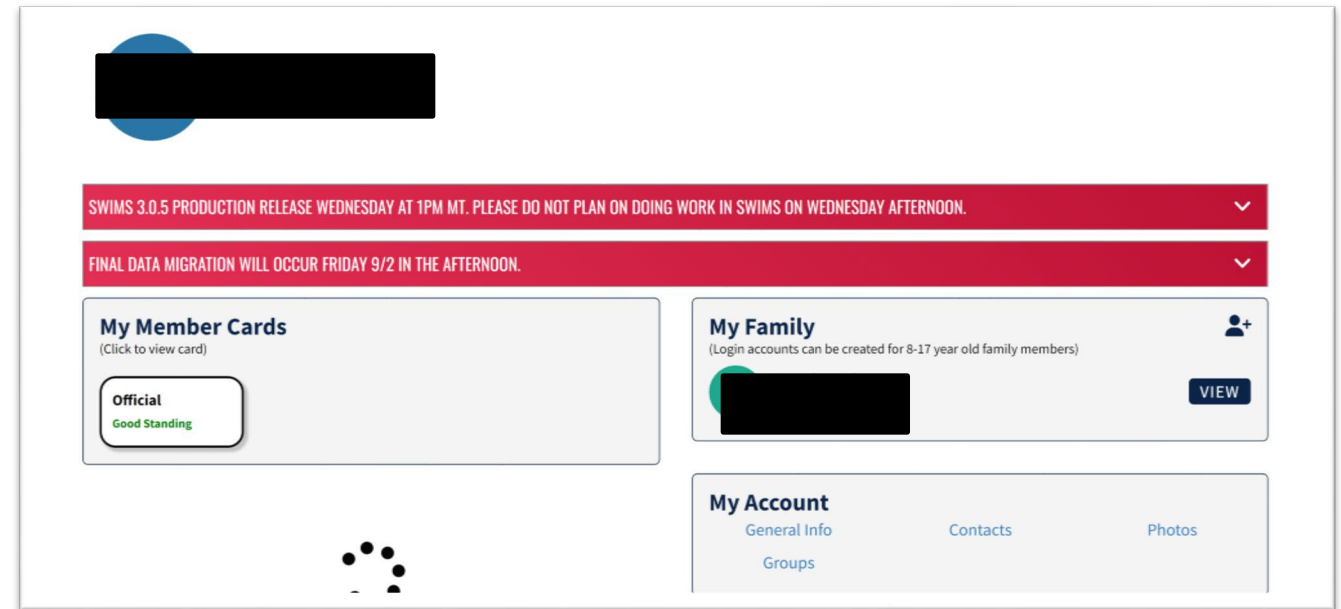
The screenshot shows the 'Check Out' page for USA Swimming. At the top, there's a dark blue header. Below it, the title 'Check Out' is followed by a link 'Return to Shopping Cart'. The form contains fields for 'Card number' (with a placeholder '1234 1234 1234 1234' and logos for VISA, Mastercard, American Express, and Discover), 'Expiration' (MM / YY), 'CVC', 'Country' (a dropdown menu currently showing 'United States'), and 'ZIP' (90210). At the bottom of the form are two buttons: 'PROCESS PAYMENT' in red and 'CANCEL' in white. Below the form is a dark blue footer with the USA Swimming logo.

- Click “RETURN”.
- YAY! THE MEMBER IS REGISTERED!
- Going forward, please use <https://hub.usaswimming.org/> to access USA Swimming

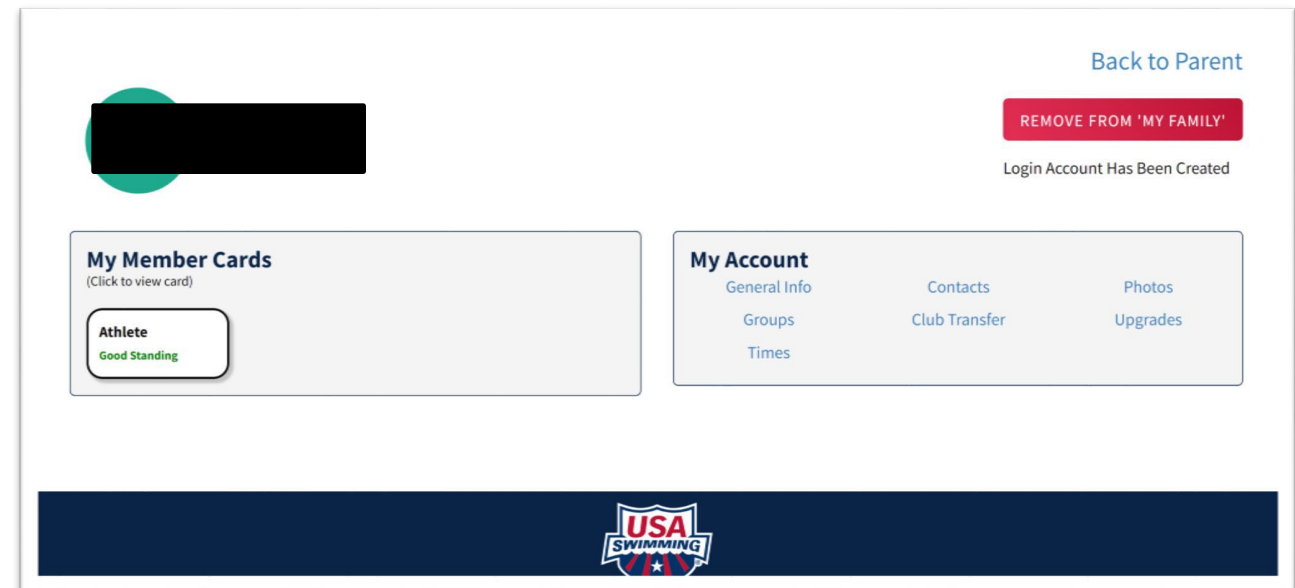


The screenshot shows the 'Check Out' page after a successful payment. The title 'Check Out' is followed by the message 'Payment succeeded!'. Below this message is a red button labeled 'RETURN'. The page has a dark blue header and footer.

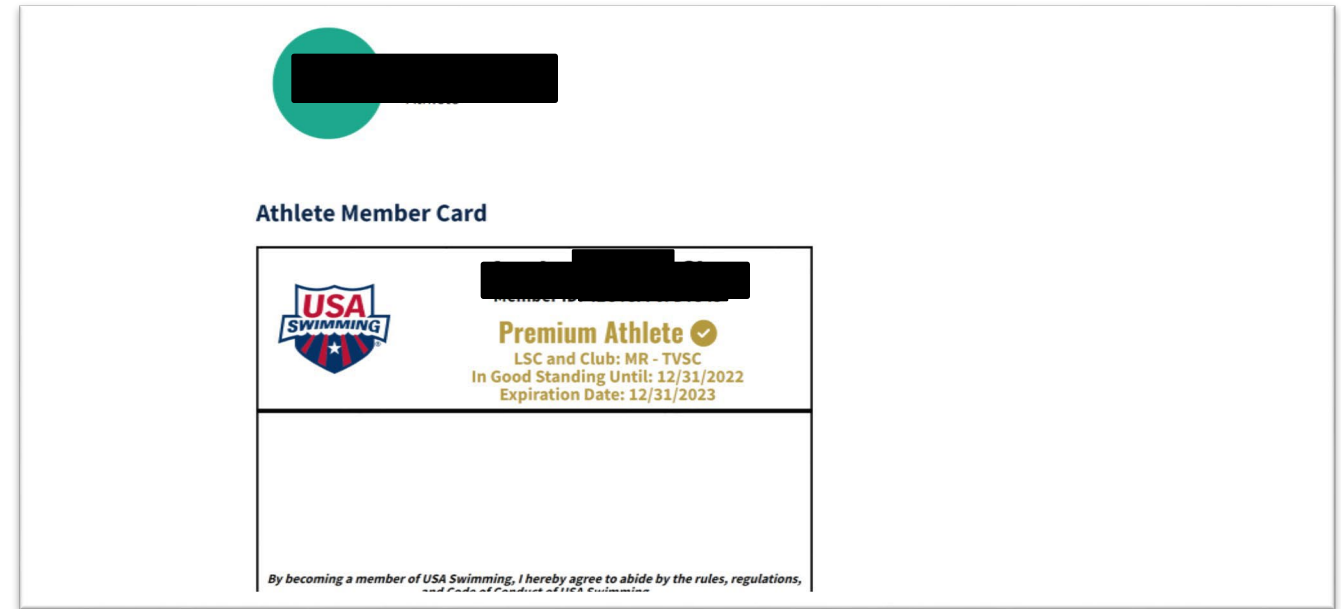
- If you wish to check on the membership status:
 - You can either click “VIEW” under “My Family” to access your swimmer’s account. (only if you are linked. See the “Optional: Link Accounts” section for it)
 - Or, just log in to the member’s account.



- Click on the box under “My Member Cards”.



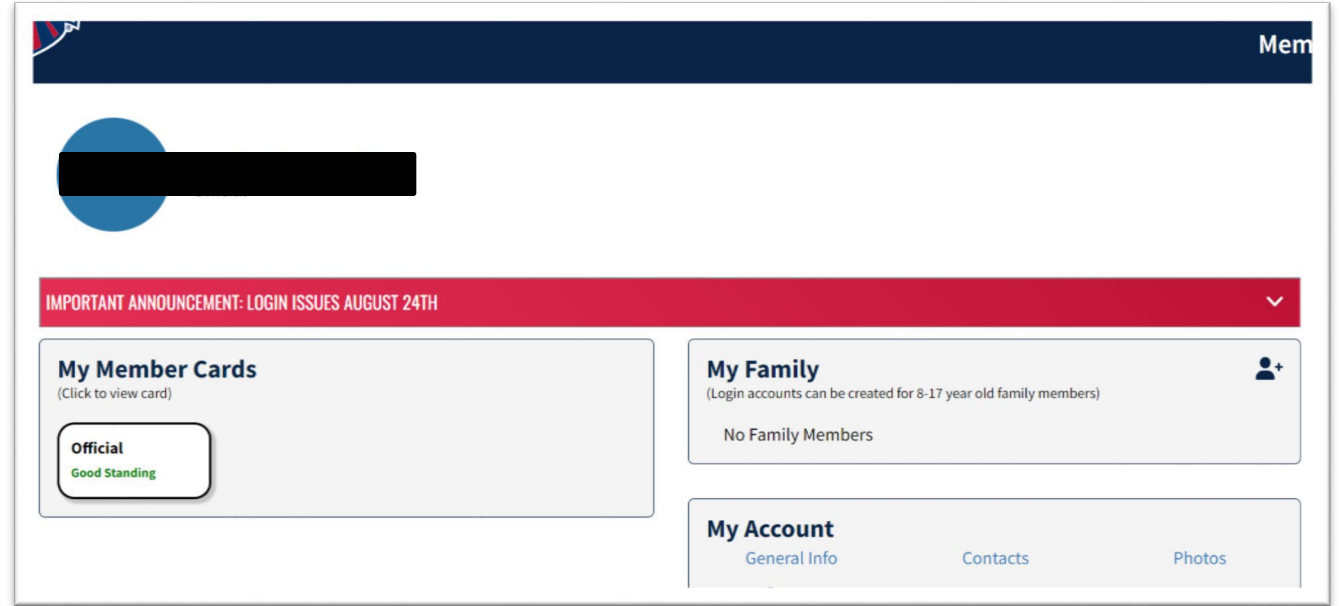
- The Expiration Date should now say 12/31/2026.



Optional: Link Accounts - For Families with Multiple Logins

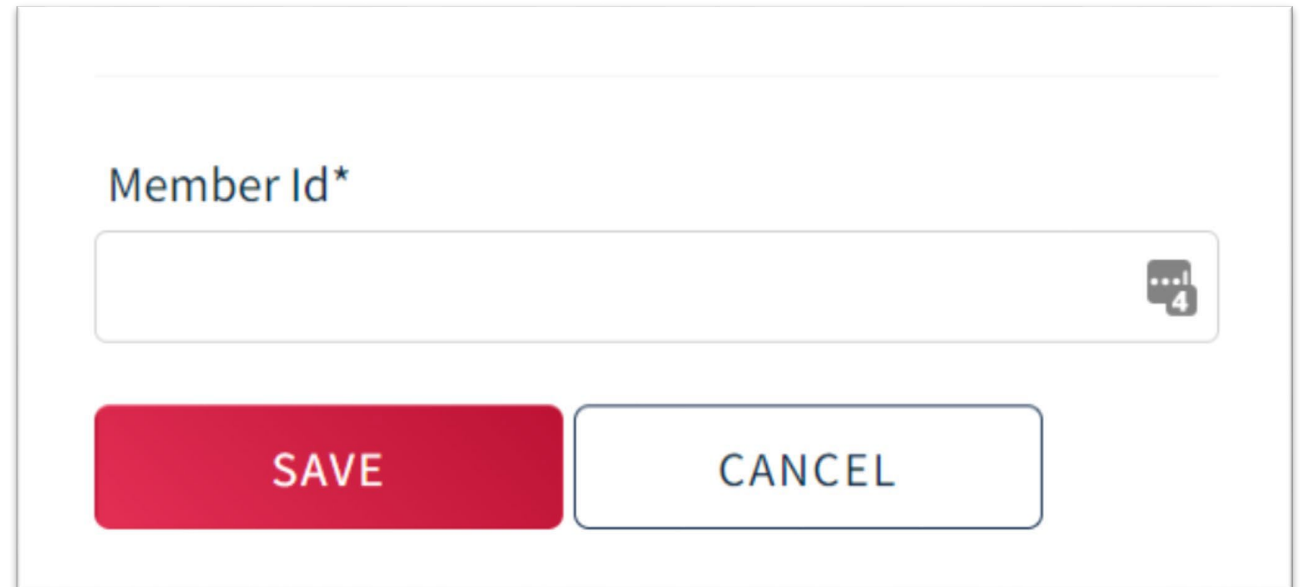
For families with multiple logins, if you wish, you can follow this section to link all of the accounts under one login for easy management.

- Log in to the Parent's Account, you'll see the additional box call "My Family". Click on the .



The screenshot shows a parent's account dashboard. At the top is a dark blue header with a small logo on the left and the word "Mem" on the right. Below the header is a profile section with a blue circular profile picture and a black rectangular name field. A red announcement bar reads "IMPORTANT ANNOUNCEMENT: LOGIN ISSUES AUGUST 24TH" with a downward arrow on the right. Below this are three main sections: "My Member Cards" with a subtext "(Click to view card)" and a card labeled "Official" with "Good Standing" in green; "My Family" with subtext "(Login accounts can be created for 8-17 year old family members)" and "No Family Members", accompanied by a person icon with a plus sign; and "My Account" with subtext "General Info", "Contacts", and "Photos".

- Enter the Member ID of the swimmers/members you would like to add, then click on "SAVE".



The screenshot shows a form for adding a member. It features a label "Member Id*" above a large, empty white input field. To the right of the input field is a small icon of a speech bubble with a plus sign and the number "4". Below the input field are two buttons: a red "SAVE" button and a white "CANCEL" button with a blue border.

- You can now manage all your family members accounts under one login.

