

## Registration Process for Officials (who already have a parent account)

Using the link sent to you by your team (if you do not have the link, request the Registration Link from your team administrator), log in with the credentials for your USA Swim account (where you registered your swimmers). Once you log in, select Register New Member. On the next page, click the bottom box to register yourself. You will now proceed through the registration forms.

Click 'Register New Member' to register a *new member* with USA Swimming.  
This registration is associated with

LSC: **Middle Atlantic Swimming (MA)**  
Club: **Blue Wave Aquatics (BWA)**  
LSC Contact: **Amy Steeves (amy@maswim.org)**

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

Your Club Here

REGISTER NEW MEMBER

*\*For officials not registering through a team, email [Registration@maswim.org](mailto:Registration@maswim.org) to request a link to register as Unattached.*

On the first form labeled **About Member**, make sure you fill in the information for the person you are registering. Since you are registering yourself, this will be your info. On the **Contact** form, be sure to fill in the information of the member's main contact.

The **Membership** form is where you will select which membership(s) you are going to purchase for the person who is being registered. Since you are registering to become an official, select OFFICIAL. Complete the **Ethnicity** and **Gender** forms by selecting the ethnicity and competition category for the person who is being registered. Click the toggle buttons for each of the legal acknowledgements. Enter your signature.

You will now see a **Member Summary** with all the information you have entered. Please review the information to make sure it is correct. To register a second member, click the blue "Add Another Member" button. To complete the registration, click "Check Out."

You will be taken to your **Shopping Cart**. Review the items and click "Check Out" in the bottom right corner. Enter your payment information and click "Pay" to complete your registration purchase. After paying, you will have completed your registration with USA Swimming.

*Please note that your membership with USA Swimming will only be considered "Current" when you have completed the Background Check, Athlete Protection Training and Concussion Protocol Training outlined in the [Become An Official page](#) of the Middle Atlantic Swimming website.*

Be sure to download the USA Swimming app from your favorite app store to your phone. You will log in with the same credentials as the website. Once you are logged in, select Member Card at the bottom and you should see your membership requirements and the expiration dates for each. Each time you work a meet, you are required to present this membership card and a photo ID to access the pool deck as an official.

Questions? Contact [OfficialsTraining@maswim.org](mailto:OfficialsTraining@maswim.org).

