

TRANSFERRING YOUR ATHLETE TO A NEW CLUB

1. Log into your account on the USA Swimming website and choose the membership of the athlete you wish to transfer to a new club and click on their name.
2. Next you will see the following screen. Click on the "Club Transfer" pill to proceed.

Member Name: ██████████ MEMBER
Member Id: ██████████
Roles: Athlete ✓

General | Profile | Administrative

Info | Contact Info | **Club Transfer** | Ethnicities | Disabilities
Requirements | All Courses | Affiliations | Upgrade

Member Info

Birth Certificate
UPLOAD BIRTH CERTIFICATE (*.pdf), (*.doc), or (*.docx)

Legal First Name*	Preferred Name	Middle Name or Middle Initial
██████████		██████████
Legal Last Name*	Maiden Name	Suffix
██████████		--
Email*	US Citizen	Birth Date
	<input checked="" type="checkbox"/> Yes	██████████

3. You will now see the transfer screen. Click on the down arrow by the current club's name.

← Back to Member Search

Member Name: ██████████
Member Id: ██████████
Roles: Athlete ✓

General | Profile | Administrative

Info | Contact Info | **Club Transfer** | Ethnicities | Disabilities
Requirements | All Courses | Affiliations | Upgrade

Member Club Transfer

CLUB
YWCA Flying Fish ▼

4. Once you click on the down arrow you will proceed with the transfer to the new club. Click on "Initiate Transfer"

Member Name: ██████████
Member Id: ██████████
Roles: Athlete ✓

General Profile Administrative

Info Contact Info Club Transfer Ethnicities Disabilities

Requirements All Courses Affiliations Upgrade

Member Club Transfer

CLUB				
YWCA Flying Fish				
MEMBER ROLE	EFFECTIVE DATE	EXPIRATION DATE	STATUS	
Premium Athlete	10/07/2019	12/31/2023	Transfer Eligible	Initiate Transfer

5. You will now fill out the new club code and/or name of the new club in the space provided marked "New Club*" Put in the first and last name of the person completing the transfer and click on "Submit"

Info Contact Info Club Transfer Ethnicities Disabilities

Requirements All Courses Affiliations Upgrade

Member Club Transfer

Current Club Info

Club	Member Role	Last Competition Date	Representing Club
YWCA Flying Fish (IL/YWFF)	Premium Athlete	04/02/2023	
Meet Name	City	State	
2023 NC TEAM Sunkissed Invitational	Charlotte	NC	

Transfer Form

New Club*

This will confirm that the above information is correct. I understand that the above athlete will remain Unattached for 60 consecutive days from the date of last open sanctioned competition in accordance with USA Swimming Rules and Regulations 203.3.

First and Last Name* Date

04/03/2023

The club from which the athlete is transferring will be notified that this transfer has occurred. The old club has the responsibility to notify the LSC Registrar of the new club within sixty (60) days if the club has obtained a court judgment in accordance with USA Swimming Rules and Regulation 203.6. If there is a court judgment, the swimmer will be unattached until such time as the judgment has been satisfied.

SUBMIT TRANSFER BACK

You have now completed the club transfer process. The process will be approved by the LSC Registrar and your new club will be invoiced for the transfer fee.