

2025 Spring Registration Chair Report

Montana Swimming currently has 1,250 athletes registered and 229 non-athletes. We had a high of 1300 athletes registered in 2013 and 229 non-athletes in 2022. There are 76 outreach athletes registered. We currently have 86 registered coach members and 81 registered officials. There are 15 registered clubs.

If you have a question about a registration issue, please email Jay Friend and me first before you submit a help ticker as we may be able to answer your questions faster.

Montana Swimming needs to set the 2026 registration fees at the spring HOD meeting. These fees must be set before the 2026 registration opens on September 1. I recommend no increases for Montana Swimming. (See the registration fee report)

The administrator membership is for club board members and other club administrators – not admin officials. Individual seasonal athlete memberships are good for 150 days from the date registered. The athlete may then upgrade to a premium membership and only pay the difference between the two memberships. Flex members must be 12 and under and may only swim in two sanctioned meets before they must upgrade their membership. They may not compete at the LSC championships meet level or higher. Meet directors and chaperones should register with an “other” membership. A person with an administrator only membership can’t be a meet director.

If non-athletes have multiple types of memberships, such as coach, official, and other, you only pay one fee – not a fee for each membership type. You do have to register for each membership.

Clubs to be in good standing must always have a head coach in good standing and at least one registered athlete member.

Board members of clubs that are board run must all be USA Swimming non-athlete membership. You may register using the administrator membership. All clubs need to list their board members in the club’s hub account.

The club dashboard in the hub has had several new updates this spring. You can view these reports by going to club, my club, team management, reports.

The club member report will allow clubs to check if coaches, officials, athletes, and others have current memberships. The club roster can be sorted in several ways to show who is registered to your club by membership type. The club profile dashboard has graphs and charts detailing club membership over time, breakdowns by race and ethnicity, and more. The club flex athlete meet count will help coaches track when flex athletes have competed in two meets and need to upgrade their membership to premium. The club times report can be sorted to show top times by athletes in your club. IMX and IMR performances can be tracked in the IMX/IMR detail report and certificates can be printed in the club IMX certificate report. The club times progression dashboard will show how the times have progressed by athlete in your club over time. There are many other reports. Take some time and go through the reports and you may be pleasantly surprised at what information is available. Much of the same information can be found for the LSC as well that Jay and I can access.

Montana Swimming does check the registration status of athletes entered in meets if the club sends me a Meet Manager back-up prior to the meet. Send the MM back-up to me as soon as your

entries close. You can always send another back-up if you have late entries. Sending the back-up sooner allows me to contact teams to correct registration issues including athletes who must complete the APT. Any athlete 18 and older must have a current APT. Anyone who does not and competes in a meet creates liability issues for the host team as the athlete doesn't have a current membership and the times for that athlete will not upload to SWIMS.

Montana Swimming is no longer checking the registration for coaches and officials prior to swim meets due to changes to the report generated in SWIMS. Officials and coaches must show their current registration card on their USA Swimming app on their mobile device or may print a copy of their card to show the meet referee or designee.

Clubs will again have the option to opt in for bulk renewal this fall for athletes and non-athletes or both. Look for information to be sent out in July and early August. Currently four clubs have opted in for bulk renewal for this registration year.

Coaches and officials should send concussion certificates and Red Cross certificates for CPR, lifeguard, STFSC-W, and STFSC-O to Jay and me to post to your accounts. These certifications do not automatically upload to your account but must be manually loaded.

Montana State law requires that all youth sport coaches and officials take the concussion course each year. To follow Montana High School Association guidelines, you should take the NFHS course after June 1 each year. Montana Swimming only needs to upload your concussion certificate once to your account. Individuals and clubs should track if coaches and officials have completed with state law after the first year.

Please reach out to Jay or me if you need assistance with any registration issues.

Respectfully submitted,

Susan Huckleby
Montana Swimming Co-Registration Chair
May 22, 2025