## Instructions for Creating an Account in SWIMS 3.0

These instructions are just for creating a new account for USA Swimming.

This process will not renew your registration for 2023. You will use a link sent from your club to renew your registration.

Click <u>https://hub.usaswimming.org/landing</u> to create the new USA Swimming account.

## Select Create a Login.

Please l	ogin with your username and passw	ord.
Usernar	ne:	
Passwo	rd:	
		ð
	LOGIN	
	FORGOT PASSWORD	
	CREATE A LOGIN	

Use a personal email address instead of a shared account since this will be linked to your individual membership or account. Shared or group email addresses such as office@abcde.com should not be used.

	CREATE A LOGIN	
Enter the required information	below.	
Email Address:		
Username:		
Password:		
		Ø
No less than 10 characters		
🛑 1 number		
1 special character		
1 lowercase character		
1 uppercase character		
Not equal to username		

1. You'll receive a PingOne email with a verification code. Copy and paste the verification code – click. Log in using the new username and password you just created.

2. Have you ever been a member of USA Swimming at any time? If the answer is Yes, click on the icon for it to indicate Yes or No. Select Use Additional Information unless you already have your new ID number. Enter your name as it is listed on your most recent membership card.

If you're unsure how you were registered in the past or your account is not found, STOP and contact kyswim@kylsc.org for help.

After you complete the requested information your new ID will be emailed to address shown in the form. Once received, copy and paste the Member ID in the appropriate field and click Link Account.

If you have never been a member of USA Swimming, click the icon to show No and complete the steps shown on the screen. You will automatically be logged into SWIMS 3.0.

## **CREATE A LOGIN**

Look for the verification email that was sent and enter the code here.

Verification Code:

VERIFY

## **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?



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

The username and password you entered in step 1 is the login for your new account.