USA Swimming On-Line Member Registration – New Member

All USA Swimming members must be registered through the USA Swimming SWIMS 3.0 website. All families will need to create an account on the USA Swimming SWIMS 3.0 website and register their swimmers. If you created an account last year you will only need to renew your swimmer's registration, click here for <u>renewal instructions</u>.

There are two steps required to register.

- 1. Create A New USA Swimming Account
- 2. Complete The Registration Process

Creating an Account for Parents of Swimmers

Here is the link to the <u>SWIMS 3.0 Landing Page</u>. If you select Login from the USA Swimming home page, you will also be directed to this page.

Choose "Create a Login"

On the next page, enter Email Address, Username and Password for your account and hit save.

You will receive a verification code via the email address entered from Ping Identity. Check spam folder if you do not find it. Enter the verification code to verify your account.

Login to your verified account. The screen will ask you if you have ever had a USA Swimming account – select no if you have not been a USA Swimming member, select yes if you have.

NO -- If you have not been a USA Swimming Member: Enter your name and birthdate information and hit submit to finalize your account. You may now add swimmers to your account by following the USA Registration instructions below.

YES -- If you have been a USA Swimming Member (Officials, Board Members, Chaperones): If you have been a USA Swimming member you will have to link your old account to your new account. The screen will ask for your USA Swimming ID. This is not your old ID; it is a randomly generated 14-character ID that does not include any identifying characters. To receive your new ID from USA Swimming Click on "Use additional Information." You may then enter your name and birthdate on the next screen. This will search for possible matches in the old USA Swimming database. There will be an email address partially blocked. Click on the envelope next to your email address and your new ID will be sent. Wait 10-15 seconds and check email (Spam as well). Enter the new ID and hit "Link Account."

If you do not receive your ID, or if your email address on file is incorrect you may contact me or the LSC for your ID, but you may have to wait a while for me to have a chance to look it up.

You will be asked to verify and sign legal acknowledgements. Once that is complete you will have access to the new system.

USA Registration instructions

While logged in to your account, use the team registration link below to start the registration process. The link is unique to our team.

Lake Country Swim Team Registration Link

Ensure that you are registering for Lake Country Swim Team. Choose who you are registering, yourself, or someone else (your child).

If the member you are adding has been a member before, click yes to that question and then click on the "Renew Member" button. Use the member search function to find the existing member and click on their name to begin the registration renewal.

If the swimmer you are registering is a new member, click no to that question and then click on the "new Member" button.

Complete the information screens. Select what memberships you would like to sign up for (for all swimmers on LCST the correct membership is "Premium"). After going through all the required screens, including signing the legal acknowledgements, you will see a summary of your registration information. You may edit it at this time. Hit continue and the fees summary will pop up. You may either hit "continue" to pay or "add another member." After all members have been added to the cart, hit continue to advance to the payment screen. Once payment is made, the registration is complete.

You can find tutorial videos, FAQ and a SWIMS 3.0 User Manual at the link below.

SWIM 3.0 Resource Page

Contact Coach Mark Kohnhorst (<u>CoachKohn@sbcglobal.net</u>) if you have any problems completing the registration.