

		<h2>Policies and Procedures</h2>	
Subject: Individual Membership and Membership Fees	Document Number: 101 Version Number: 02	Effective Date: September 1, 2021 Last Revision: November 16, 2021	

1. **MEMBERSHIP** – Membership is required for all athletes, clubs, affiliated groups, coaches, officials, and specified administrators.
 - 1.1. Membership is optional for parents of swimmers and others.
 - 1.2. Athletes, officials, and other members may register as a member of a USA Swimming Club or as “Unattached-Oklahoma.”
 - 1.3. The registration date becomes effective the date the Registration Chair or Head Clerk of Course in the case of a “Deck Registration” at a meet receives the completed application and appropriate fees.

2. **MEMBERSHIP DURATION** – All memberships must be applied for annually or seasonally, except for life memberships.
 - 2.1. Registration is effective upon receipt of the proper registration forms/files and fees by the OKS Membership/Registration Coordinator.

3. **OKSI Offers four individual membership types:**
 - 3.1. **SEASONAL**
 - 3.1.1. Season 1- November 1st through March 13th.
 - 3.1.2. Season 2- May 1st through August 15th.
 - 3.2. **ANNUAL** – Annual memberships cover the calendar year except when they are applied for on or after September 1 in which case they are effective through December 31 of the following year.
 - 3.3. **SINGLE MEET OPEN WATER** – Single meet open water memberships cover a specific date of an open water competition. The athlete must compete in an unattached status. There is no limit on the number of single meet open water memberships an individual may obtain during a registration year.
 - 3.4. **FLEX** - Flex memberships are offered for athletes 18-under. There is a two (2) meet sanctioned meet limit. These meets must be below the LSC Championship, Zone, Sectional, and National levels.

4. **MEMBERSHIP FEES** – Membership fees are comprised of a national fee established by USA Swimming and a fee established by OKS.
 - 4.1. All fees must be made payable to OKS.

- 4.2. At the beginning of a new registration year, clubs should register swimmers in batches and pay all fees with one check.
 - 4.2.1. All registrations should be submitted electronically to the OKS Membership/Registration Coordinator.
 - 4.2.2. A handling fee of \$5.00 per swimmer shall be imposed if the club has more than ten swimmers and the registration is submitted manually.
- 4.3. OUTREACH- USA Swimming offers a reduced registration fee for athletes from low-income families.
 - 4.3.1. The purpose of this program is to provide competitive swimming opportunities to the underrepresented and economically disadvantaged youth in the United States. The Outreach Program reduces the annual membership fee an athlete pays to USA Swimming to \$5.
 - 4.3.2. QUALIFICATION CONSIDERATIONS- Submit documentation to club registrar who should maintain records. Use eligible programs that are based on individual family economics:
 - 4.3.2.1. Federal food stamp program
 - 4.3.2.2. Federal housing documentation
 - 4.3.2.3. WIC Program (Women, Infant and Children Federal Nutrition Program)
 - 4.3.2.4. AFDC
 - 4.3.2.5. Medicaid Medical Card
 - 4.3.2.6. TANF
 - 4.3.2.7. Social Security Disability Insurance (SSDI)
 - 4.3.2.8. Supplemental Security Income (SSI)
 - 4.3.2.9. Federal poverty schedule

Change Log					
Version	Date	Description of Change / Sections	Author or Editor	Authority	Control Number
01	04-06-19	Restructure of P&P / whole document	D. Mink	BOD	OKS-0001
02	11-16-21	Season dates updated/added Flex Membership	B. Staab	BOD	OKS-0002