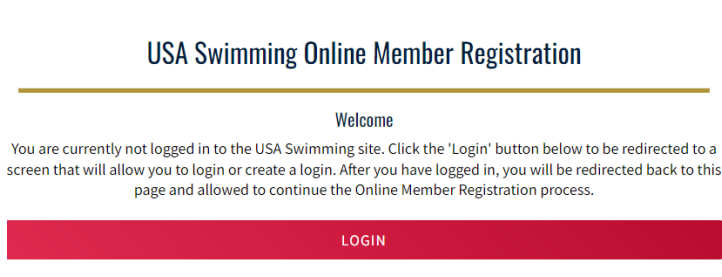


Creating a Login in SWIMS 3.0 and Completing USA Swimming Registration

Click on the link provided by your club for registering with USA Swimming. You'll see the following:



USA Swimming Online Member Registration

Welcome

You are currently not logged in to the USA Swimming site. Click the 'Login' button below to be redirected to a screen that will allow you to login or create a login. After you have logged in, you will be redirected back to this page and allowed to continue the Online Member Registration process.

LOGIN

Click on *LOGIN*.

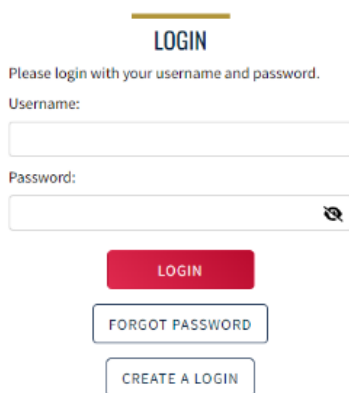
If you have not yet created your new login with USA Swimming you can do so from the login screen.



If you already have created your new login with USA Swimming, skip to step 4.



1. Select **Create a Login**. Important - You are creating *your* login as the parent (not a login for your athlete).



LOGIN

Please login with your username and password.

Username:

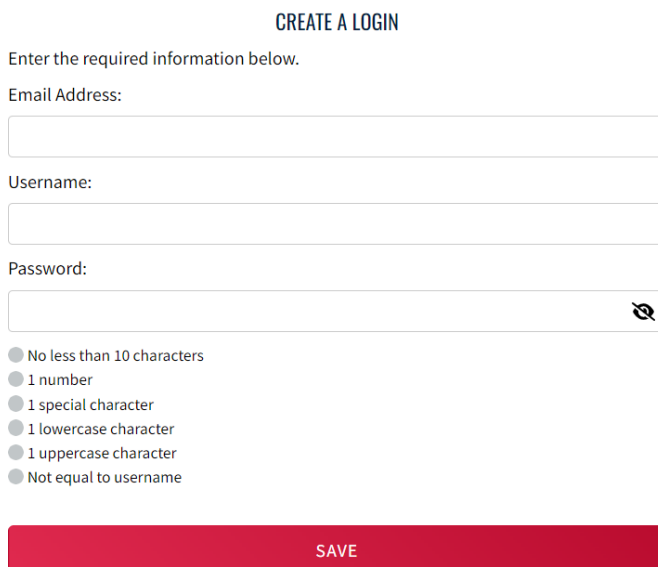
Password:

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:

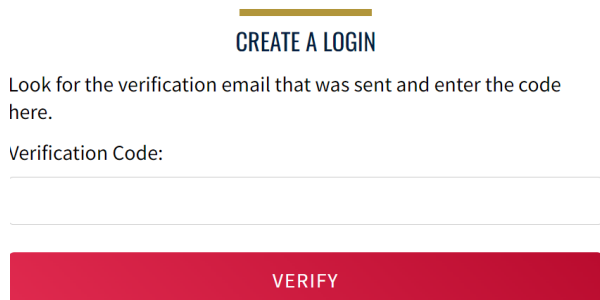
Username:

Password:

- No less than 10 characters
- 1 number
- 1 special character
- 1 lowercase character
- 1 uppercase character
- Not equal to username

SAVE

2. You'll receive an email with a verification code. Once the verification code is entered you'll be asked to log in using the username and password you just created.



CREATE A LOGIN

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

Verification Code:

VERIFY

- Then you'll be asked if you've ever been a member of USA Swimming in the past. (Important - This question refers to you, personally, not your children.) Click on the Yes/No icon for it to indicate Yes or No.

If the answer is yes (if you, personally, were registered previously as a coach, official or other, or as an athlete member), select *Use Additional Information*. Be certain to enter your name correctly.

After you complete the requested information, your **new ID** will be emailed to address shown in the form. Once received, copy and paste your new Member ID in the appropriate field and click *Link Account*. ****Do not try to put your old USA Swimming ID in. It will no longer work.**** If you're unsure if/how you were registered in the past or your account is not found, STOP and contact jen@iaswim.org for help.

If the answer is No, (if you, personally, have *never* been a registered member of USA Swimming as a coach, official, other, or athlete), click the icon to show *No* and complete the steps shown on the screen. You will automatically be logged into SWIMS 3.0.

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? **Yes**

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](#)

You have now created your account. The username and password you entered in step 1 is the login for your new account. When you login you will see your Dashboard. On this page, you will see My Family, and an icon to Add Family Members. You will not be able to add family members yet. First, you must register/renew them as members of USA Swimming. Go to step 4.

- Now that you have created your account you can complete USA Swimming Registration for your athletes. Use the registration link your club registrar sent. You'll first be asked to select if the membership is for you or someone else. Select the appropriate answer and complete the remaining steps to register yourself and/or other family members. At the end of the first registration that you create, you'll see the option to *Add Another Member* before you check out. You will receive an email confirmation of the registrations that you have submitted.

- Adding Family Members to your profile

After you complete registration for any family members, you will see that the family members you registered have been added to your 'My Family' section on your 'Member Dashboard'. Click VIEW beside their name to see their member ID and information. Remember, you will not be able to add family members to the My Family section until you have registered/renewed them.

The screenshot shows the USA Swimming Member Dashboard for Lucy Diamonds. At the top, there is a navigation bar with links for 'EVENTS & TICKETS', 'FIND A SWIM TEAM & LESSONS', 'SWIM SHOP', 'Welcome Lucy', and 'Logout'. Below this, there are tabs for 'Members' and 'Education'. The user's profile is shown as 'Lucy Diamonds, Athlete, Parent' with a green circular avatar containing 'LD'. A red banner at the top of the dashboard reads 'YOU ARE LOGGING INTO THE TEST ENVIRONMENT'. The dashboard is divided into several sections: 'My Member Cards' (showing 'Athlete, Not in Good Standing'), 'My Family' (showing 'David Diamonds, Athlete' with a 'VIEW' button), 'My Account' (with links for 'General Info', 'Contacts', 'Photos', 'Groups', 'Club Transfer', and 'Upgrades'), and 'Payment Transactions' (showing two transactions: '08/31/2022 \$31.21 Paid' and '08/30/2022 \$80.00 Paid', each with a 'VIEW' button). A 'View All' link is also present for the payment transactions.