



## Crow River Community Swim Club

### New Swimmer Registration

Welcome to VELOCITY Aquatics! Please follow the step below to register with our team.

1. Register Online at [www.VELOCITYAquatics.org](http://www.VELOCITYAquatics.org) Click on "Registration Open" button on left.
2. After registration is complete, VELOCITY Aquatics will activate an online account for you, and send you an email with your family's password. This may take up to 24 hours.
3. Once you have your password, sign-in to your account, and change your password by clicking on the "Change Pswd" (yellow key symbol) below the blue toolbar.
4. After changing your password, click on "My Account" on the left, and update all of your family's personal and billing information. Be sure that all email addresses are accurate, as well as emergency contact information. Also, while in your account, click on your swimmer's name to update all information in the Member/Athlete Profile.
5. If you are transferring to VELOCITY Aquatics from another swim club, you will need to download and print the [TRANSFER FORM](#). The completed transfer form should be delivered in person or mailed to the registrar, David Kenison, on or before your swimmer's first day in the water. **Fax completed form to 763-445-2178.**
6. Unless you know you are currently registered with MSI because you are transferring from another swim team, YOU NEED TO REGISTER WITH MSI. To register with MSI, please download and print the [MSI REGISTRATION FORM](#). The completed MSI form, along with a check made out to VELOCITY Aquatics for \$60, should be delivered in person or mailed to the registrar, David Kenison, on or before your swimmer's first day in the water. Contact David for the mailing address. **An explanation of MSI registration can be found below.**
7. On the left tool bar, go to "Setup Auto Pay". Follow the instructions for setting up automatic payments from your checking account or credit card. Be sure to click on "Save Changes". Future payments will be made with the Auto Pay option you set up. The Electronic Fund Transfer will occur on or after the 1st of each month. If you have any questions about fees, please contact the treasurer, [David Kenison](#).

#### What is MSI Registration, and why do I have to do it?

Each year, all athletes associated with a USA swim team must register with their LSC (local swim committee). In Minnesota, our LSC is Minnesota Swimming, Inc., also known as MSI. Registering with MSI provides insurance for athletes when at practices or meets associated with a USA team, such as VELOCITY Aquatics. **Registering with MSI is mandatory for all athletes, regardless of your own family's insurance policies.**

When you register with MSI using a year-round registration form, your registration will expire on December 31 of the registration year. For example, if you are registering in the fall of 2014, you actually are completing a 2014 registration form, and your registration won't expire until 12/31/15

One other thing, when you pay for your MSI registration, part of the fee goes to USA swimming, and part of the fee goes to MSI, but none of the fee goes to VELOCITY Aquatics.

Please follow the directions above, and contact VELOCITY Aquatics registrar [David Kenison](#) if you have any questions on the registration process. Remember, set up payment via TeamUnify payment process or checks for MSI registration should be made out to VELOCITY Aquatics, and your registration form/payment should be given to David Kenison. **Do not mail MSI forms or payments directly to MSI.**