



Mission Statement:

Colorado Swimming is dedicated to competitive excellence in our sport.
We P.L.E.D.G.E to keep swimming fun.
Performance***Leadership***Education***Diversity***Governance***Excellence

Vision Statement:

Colorado Swimming aspires to enable our members to achieve excellence in the sport of swimming and in life.

CLUB PORTAL DIRECTIONS

The first step is to make sure that you have logged in on the USA Swimming website (www.usaswimming.org) by clicking the Sign In link in the upper right-hand corner of the home page. If you are not personally logged in, you will not be able to access the club admin login. If you have forgotten your user name or password, please click Sign In and then click the link to have them emailed to you.

If you have not created a personal account on the website, you will need to do that first. Click the Sign In link in the upper right hand corner of the home page and follow the instructions to create an account.

Once you've logged in, <https://www.usaswimming.org/utility/landing-pages/club/club-and-lsc-portal-search>

Type in your club's name and click Search. Then click on the Club Portal link for your club under Options in the search results.

From your club's portal page, click on the Club Administrator Login box and enter your portal password. Then you must click the Edit Club Portal link with your mouse – do not press enter or return or you won't be logged in.

To begin updating your club portal, entering club profile information, or working on the Club Recognition Program, follow the instructions that come up on the next screen.

If you need to view or print the rosters available for your club, click the Reports tab.

There are 3 areas that you cannot edit in your club portal:

- 1) your club's website address (please send an email to Gina Mensay in Member Services at gmensay@usaswimming.org and she can update it for you)***
- 2) the names of the coaches listed (these names are drawn directly from the registration database; contact your LSC registration person who can access the database and make corrections)***
- 3) the club facility information shown in the club profile (contact your LSC registration person to make corrections)***

Our LSC (Local Swimming Committee) is CO (Colorado Swimming)

The LSC Registrar is Jackie Stiff in the Colorado Swimming office:

csiswimoffice@gmail.com

800-242-SWIM (7946)