

Membership Card Printing Instructions

ALL non-athlete members: if you want a paper membership card, you must print it yourself (if one is desired).

Proof of membership via Deck Pass must be accepted at any USA Swimming meet you attend as a coach, official, or other non-athlete member. If you attend a meet and your electronic membership card is not accepted, please contact the Snake River Registrar.

To print a membership card, you must have your own Deck Pass account; you can't use one for your spouse or a child. Your Deck Pass account must be linked to your membership record.

1. Login to USA Swimming.
2. Along the top of the page, you should now see (Your Name)'s Deck Pass.
3. Click "For You," just to the right of the USA Swimming logo.
4. Midway down the left side of the page, you should see Current Status, which lists Valid to Date, Registration Date, Expiration Date, LSC & Club, USAS ID, BGC expiration date, APT expiration date, Concussion Protocol, and (in blue) *membership card*. (Under Current Status, coaches should see expiration dates for CPR, STSC - Lifeguard /In-Water Skills, STSC – Online Content.)
5. Under Current Status, if it shows your membership to not be current, you will need to link your account to your membership. Go to My Account: under USA Swimming Membership Link, click the box that says *Link My Membership Record*. Click *Save Preferences*. Once you go back to Deck Pass, you should be able to see your card. (If you are unable to link your membership account and find your membership card, please contact Denise Thomas: denise.thomas@usaswimming.org).
6. When you click on Membership Card, you should see a card for your certificate level (Coach or Other). If you are an Official, you will see only your Official's Certification card.
7. **If you are an Official and want a Membership Card** (the card with a color background and the membership year in white), I will need to add "Other" to your membership code. Once that is complete, you'll need to go to My Account, and under SHOW ME CONTENT RELEVANT TO A ..., choose PARENT, then click Save Preferences. Go back to Deck Pass, and you will see a new tile on the right hand side, where you can toggle back & forth to see your different preference types. When you are in Deck Pass as a Parent, you can click Membership Card (and print) a current membership card. To get your Official's Certification card, you'll need to toggle back to Official, and the certification card will appear when you click on Membership Card.

If you have any problems or questions, please let me know.