

USA Swimming Registration Help Sheet

In preparation for completing your swimmer's Seahawks registration with USA Swimming you will need to create a parent account with USA Swimming.

FIRST STEP...

All Seahawk parents will need to go to the [USA Swimming website](https://www.usaswimming.org/) and "create a new login" account regardless of ever having been a swimmer in the past or having been part of another club.

The video linked <https://www.youtube.com/watch?v=oR9RDM-ShhY> is very useful at explaining this crucial first step needed to establish your USA Swimming account in order to register your swimmer.

Once you have your parent account with USA Swimming created, LOG OUT of the account you just created.

SECOND STEP...

Go to the USA Swimming Online Membership Registration website specific for only Seahawk members, [CLICK HERE](#).

Log in using the parent login information you established in the FIRST STEP. You will be asked for a verification code. So check your email.

Once logged in you will be taken to the Welcome screen for the Online Membership Registration specific for the Seahawk Swim Team.

USA Swimming Online Member Registration

Welcome

Click 'Continue' to register a new person or re-register an existing person with USA Swimming. This registration is associated as a member of the,

LSC: **Midwestern Swimming (MW)**
Club: **Seahawk Swim Team (SCH)**

If this is not the registration option that you intended, please get the correct link from your coach before starting your registration.

[CONTINUE](#)

Once you click CONTINUE, you will be taken to a page asking "Who is the membership for?"

Select the button "The membership is for someone other than the logged-in user."

You will then click the grey toggle button to indicate

- NO, that the person has ever had a USA Swimming membership **OR**
- YES, the person has been a previously registered with USA Swimming

USA Swimming Online Member Registration

Who is the membership for?

- ☐ The membership is for myself
- ☒ The membership is for someone other than the logged-in user ⓘ

Has this person ever had a USA Swimming Membership? No X

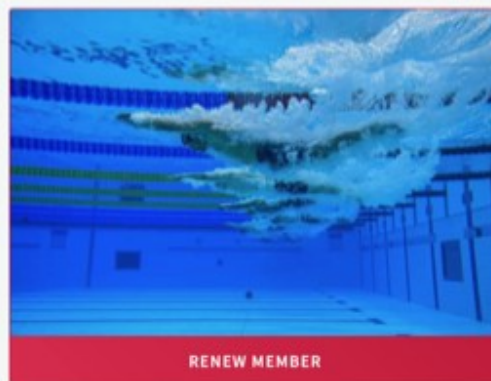


USA Swimming Online Member Registration

Who is the membership for?

- ☐ The membership is for myself
- ☒ The membership is for someone other than the logged-in user ⓘ

Has this person ever had a USA Swimming Membership? ✓ Yes



If you are new to any USA Swimming program/ team, you will click on the image that says 'New Member'.

The next page you will see is the 'About Member' form. Please fill in the required information. Once completed, click CONTINUE to proceed to the emergency contact information page.

Registration For:

✱

About Member

✕

Member Contact

(complete other steps first)

✕

Membership

(complete other steps first)

✕

Ethnicity

(complete other steps first)

✕

Gender

(complete other steps first)

✕

Member Summary

(complete other steps first)

About Member

Legal First Name*

Legal Middle Name*

☐ Member does not have a Middle Name ⓘ

Member is a US Citizen?*

☐ Yes

☐ No

Legal Last Name*

Suffix

Birth Date*

Month

▼

Day

▼

Year

▼

Preferred Name

BACK

CONTINUE

You will have several pages to complete regarding Ethnicity, Gender/ Competition Category and Legal Acknowledgements. Once these are taken care of, you will be taken to a 'Member Summary' page.

NOTE: If you have another swimmer to register, click on the SUMMARY button located on the top right side of the screen. You will see a "Fees" screen. On the top left side you will see the option to ADD ANOTHER MEMBER.

Once the registration and payment have been successfully completed you will see the following success message.

Check Out

Payment succeeded!

RETURN

You will then need to click the RETURN button to be taken back to your 'Member Dashboard'. You should now be able to see the swimmer added to your account in the 'My Family' section of your 'Member Dashboard'.