

Register a swimmer in the new SWIMS 3.0:

1. This is best done on a computer with a web browser, not your telephone/ipad. Follow the USA Registration link provided to you by Aspire: <https://omr.usaswimming.org/omr/welcome/4185B63E01A941>, your screen should look like this:



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

As you have already created your parent login account, click the RED login button, you will be directed to a screen that looks like this:



LOGIN

Please login with your username and password.

Username:

Password:

LOGIN

FORGOT PASSWORD

CREATE A LOGIN

2. Login to your account. You will now be asked if you want to register yourself or if you are registering someone else. Because you used our Aspire Aquatics registration link, you are registering your swimmer to USA swimming AND you are affiliating them with Aspire Aquatics at the same time. The screen you will see is this:

The screenshot shows the 'USA Swimming Online Member Registration' page. At the top, there is a navigation bar with the USA Swimming logo on the left, 'Welcome Kathleen' and a 'Logout' link on the right, and a hamburger menu icon. Below the navigation bar, the main heading reads 'USA Swimming Online Member Registration'. Underneath, a 'Welcome' message is followed by the instruction: '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,'. A red box highlights the registration details: 'LSC: Colorado Swimming (CO)' and 'Club: Aspire Aquatics of Colorado (AAC)'. Another red box highlights the text: 'Your name should be here. This is your account.' Below this, a red arrow points from the 'Your name' box to the 'Welcome Kathleen' text in the navigation bar. A 'CONTINUE' button is centered on the page. A third red box highlights a note: 'Since you are affiliating with Aspire Aquatics, and you used our link, this should specifically say what our LSC is and what Club you are affiliating with. You do not populate this.' A red arrow points from this box to the 'CONTINUE' button. At the bottom, there is a note: 'If this is not the registration option that you intended, please get the correct link from your coach before starting your registration.'

3. Click Continue. You will now be asked if you want to register yourself or if you are registering someone else. Because you used our Aspire Aquatics registration link, you are registering your swimmer to USA swimming AND affiliating them with Aspire Aquatics at the same time. You will see this:

The screenshot shows the 'USA Swimming Online Member Registration' page. At the top, there is a navigation bar with the USA Swimming logo on the left, 'Welcome Kathleen' and a 'Logout' link on the right, and a hamburger menu icon. Below the navigation bar, the main heading reads 'USA Swimming Online Member Registration'. Underneath, the heading 'Who is the membership for?' is followed by two radio button options: 'The membership is for myself, Kathleen Tanner' and 'The membership is for someone other than the logged-in user'. The second option is selected, indicated by a small circle next to it.

4. Since you are creating a membership for your swimmer, you will choose the second option. “The membership is for someone other than the logged in user”. When you click the radio button, you will be asked “Has this person ever had a USA Swimming Membership?”
 - a. **If you toggle to “no” (default)**, you will be prompted to enter your swimmer into the USA system. You will enter your swimmer’s information and you will choose a membership type. All Aspire swimmers are to choose “Premium Athlete”, regardless of the options provided. Follow the prompts to add all of the information for the swimmer.
 - b. **If you toggle to “yes”**, you will be prompted to “renew member”. Click on “Renew Member” and you will be led to a screen that will allow you to look up your swimmer in the “retired” USA system. Populate all of the starred fields and click “search for member”. The screen for looking up looks like this:

Existing Member Search

← Back to Registration Entry

To search for a person who is an existing member of USA swimming, enter the member's first name, last name, and birth date. If you are unable to locate the member, click 'Back to Registration Entry' and choose the 'Create New Membership' option for the registrant.

Legal First Name*	Legal Last Name*	Birth Date*
<input type="text"/>	<input type="text"/>	Month <input type="text"/> Day <input type="text"/> Year <input type="text"/>
<input type="button" value="CLEAR FORM"/>	<input type="button" value="SEARCH FOR MEMBER"/>	

- i. Your swimmers name, birthday and last membership details should come up. Click on the icon of the head and shoulders to the right of your swimmer to select them.
 - ii. Follow the prompts to add/edit the information for your swimmer and to register them as a “Premium Athlete”.
5. Repeat to add new members.
6. Check out. You will be paying USA Swimming directly. All fees are set by our local swim committee (LSC), Colorado Swimming, Inc.

Please note: If the system “hangs” or does not give you a cost for your Premium Athlete Membership, you will need to back out of the registration (or logout), and re-do it. If you cannot add new members all at once, add them separately.