



Creating a Ping One account and Login for USA Swimming (Required for Parents of swimmers and Non-Athlete Members)

Important Notes:

- Use a personal email account when creating the Ping One account referenced below.
- Current or prior USA Swimming members -- Do not create a new member ID for yourself with USA Swimming when you get to that step. Link your existing member ID. (Do not link to your swimmer's ID either.)
- Parent should create login accounts BEFORE registering their swimmers.

The steps to follow are:

1. Go to <https://hub.usaswimming.org/landing>
 - Some resources (help documents and sort videos) are available on the login screen.
2. On the portal, create a new Ping One account for yourself using a personal email address.
3. Validate using the code provided by the Ping Identity provider to your email address. Add a password.
4. Finalize your Login Account. Have you ever had a USA Swimming membership?
 - If you've never been a registered member, (usually the case for parents who are not coaches or officials), Answer NO and input your contact information as requested.
 - If you are a current or former USA Swimming Member, Answer "YES." Link your new member ID to the account. You may search for yourself using your name and DOB, but it is safer to reach out to nicholas@fairportswimming.com to have your new Member ID emailed to you to ensure proper linking so that your history transfers over properly. (Do NOT create a new account if you've been registered before with USA Swimming.)
 - You may add your child's member ID to your dashboard if you aren't going to register them yet.

Registering with USA Swimming as a member for the new season:

- All swimmers and non-athlete members must register separately with USA Swimming for the season.
 - New swimmers must register with USA Swimming when joining FAST.
 - Returning members' USA Swimming membership expires 12/31 of the current year. Membership renewal is required before that time. You will receive an email from the club with a link or go to step 5.
 - Coaches who are not current members must register first in order to complete the educational requirements and Background Check / Athlete Protection Training (APT).
 - **Parents – do not register yourself unless you are a non-athlete member (e.g. coach, official). Parents will register their swimmers while logged into their parent account.**
5. Registration Link: Click [HERE](#) to register a swimmer or non-athlete member with USA Swimming. (Note that this link is specific to FAST.) Use the login account created above.
 - Options: registration is for logged in member or someone else. If for your swimmer, select "someone other than the logged in member"). New swimmer, select "NEW." Already a member, select "RENEW."
 - **IMPORTANT – if renewing, and cannot find your swimmer, please reach out before adding new.**
 - Complete the required fields in the registration as directed. We suggest using a personal email address when confirming your profile. On the membership page, for membership type:
 - Swimmers: select "Premium Athlete"
 - Coaches: select "Coach"
 - Officials: select "Official"
 - Meet Director, Safe Sport Coordinator: select "Other"
 - Select more than 1 membership type if applicable (e.g. coach + official). You will only pay for one.
 - You may register additional members after the first one is completed.
 - After review, submit and enter payment information.
 6. For non-athlete member reimbursement:
 - Coaches, Officials / Other member types – forward the confirmation email to: Nicholas Weiner, Vice President of Business Operations at nicholas@fairportswimming.com.