

PRINTING NON-ATHLETE MEMBERSHIP CARDS AND OFFICIALS CERTIFICATION CARDS

Effective with the 2016 membership year, Officials will no longer receive non-athlete membership cards from Snake River Swimming.

Officials, Coaches, and those registering as “Other” (meet directors or chaperones, for example), have the ability to print their own membership card **in color** via Deck Pass. (You **must** have your own Deck Pass account; if you have an account for your athlete, you must establish a new account for yourself.)

1. Go to www.usaswimming.org
2. Sign in, with your username and password.
3. Click on Member Resources -> Programs & Services -> Deck Pass
4. Scroll down (below the 5 stroke icons) to Membership Card; select. (You can also click on “Membership Requirements” just below “Your Name’s Deck Pass.”)
5. Click on “Print Official Card;” be sure to select “Actual Size” instead of “Automatic Zoom” and color on your printer.
6. This card shows expiration dates for: Registration, Background Check, and Athlete Protection Training. It does not include certifications for Officials.
7. If you are printing a coach card, it will show expiration dates for CPR and Safety Training for Swim Coaches.

PRINTING OFFICIALS CERTIFICATION CARDS FROM THE USA SWIMMING WEBSITE

Officials have the additional option of printing their own certification card from the USA Swimming website.

This card will show those positions for which the official is certified; if you disagree with what is shown, contact your Officials Chairman.

The card also shows expiration dates for: Background Check (B/C), Registration, and Athlete Protection Training (APT). If any of these have expired, you must update the requirement immediately to maintain your status as an Official.

1. Go to www.usaswimming.org
2. Sign in, with your username and password.
3. Click on Member Resources, Officials, Officials Tracking System
4. On the left, click on “My Certification Card.”
5. Click on the statement, “Send me an Officials Certification Card Email to Print.”
6. When you receive the email, you may either print your card from the .pdf file that is attached, or you may print your card using the link provided in the email.

