Signing Up to Scottish Swimming

Scottish Swimming are the governing body for swimming in Scotland. When you join a swimming club, you also need to join Scottish Swimming as a member to make sure that your club is insured for you. Joining Scottish Swimming will also give you the following benefits. Once registered you will receive a membership number which will be used if you compete or attend courses or become a teacher or coach.

Your swimming club is responsible for managing all their members, and members cannot pay their membership direct to Scottish Swimming. The process is this - Once you have registered your details on our database, and added your club, the club will get a notification that you have joined. Once the club will have collected your membership fee, the membership secretary can arrange your membership which will make you an active member on the system.

To register with Scottish Swimming please follow these steps:

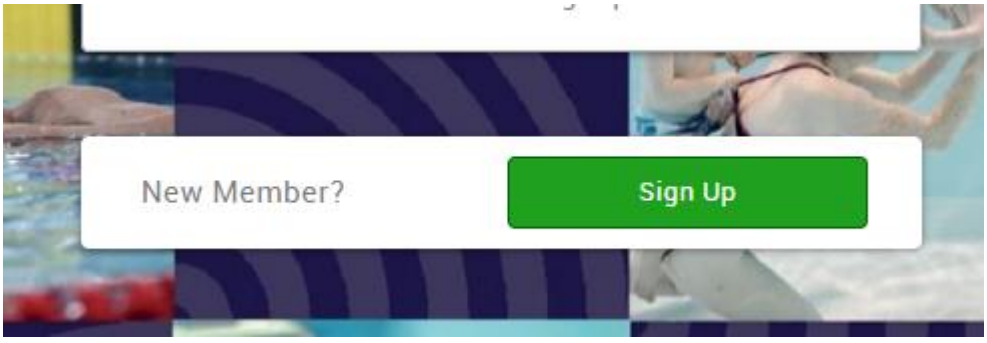
1. Have you been with a swimming club before? If so it is likely that you are already on the Scottish swimming database, so it is important that you don't just create a new profile since that would lose any of your history for eg courses, swim times – so to reinstate an older account or one you cannot access please contact us at info@scottishswimming.com and we can simply reactivate your account, saving you time. Also this will carry forward any swimming rankings, qualifications or courses, etc.

   Do you have any family members already registered with Scottish swimming? If so go to Appendix 1.

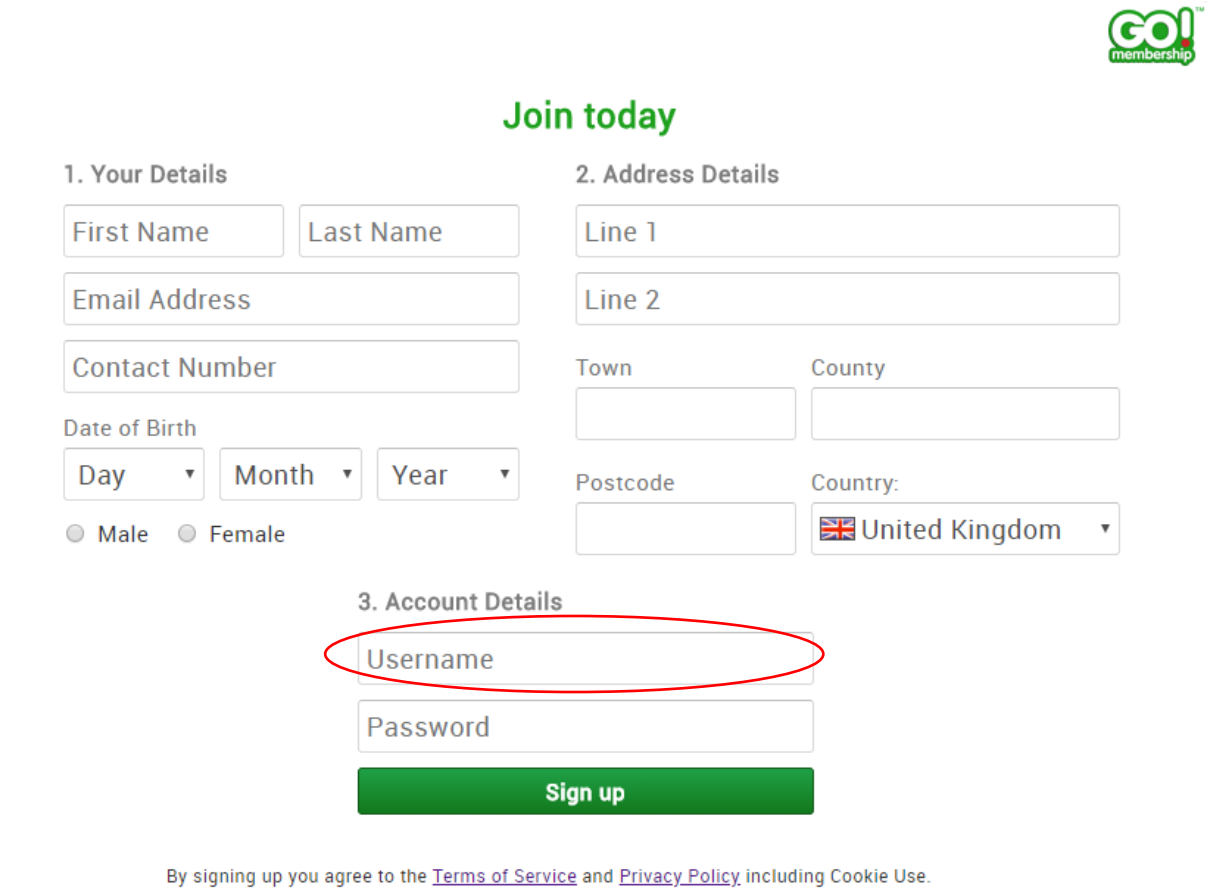
   If you do not have previous involvement with swimming
   Go to https://www.scottishswimming.com/

2. Click on online membership

3. Click on new member sign up

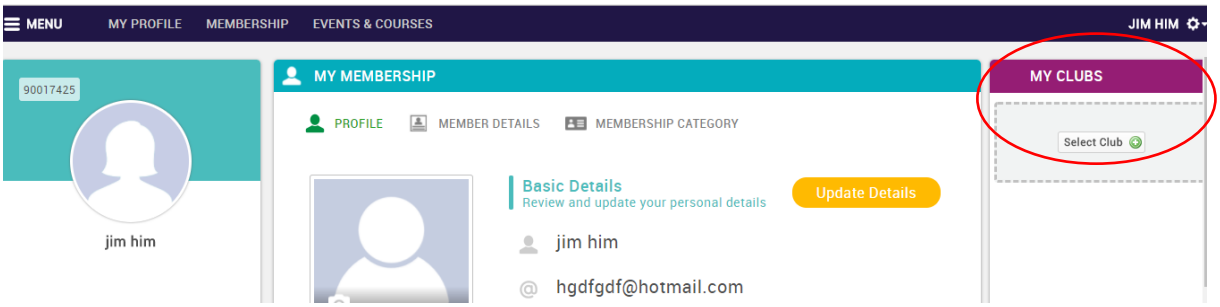


4. Enter the new member's details

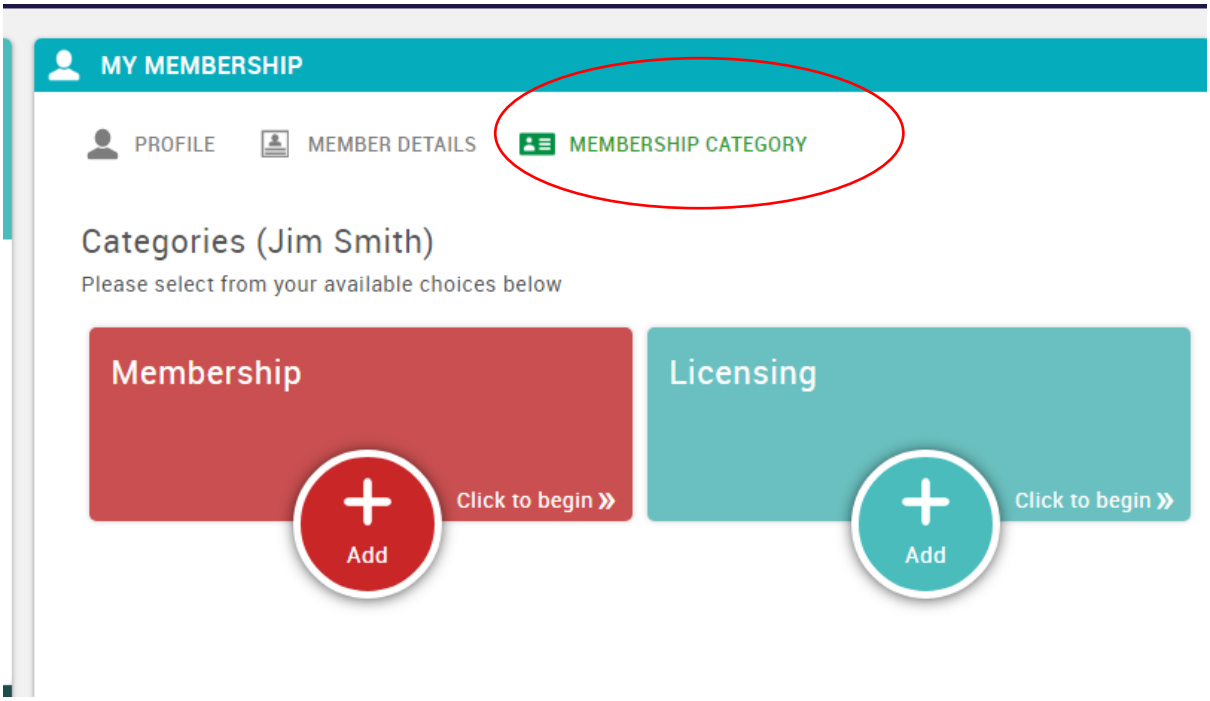


5. Important note – when you enter your email address – it will automatically copy this into the user name box. You should change this to your name e.g. john.smith before clicking sign up or your user name will be your email address. The system cannot have 2 identical user names and will give you an error message if that name is already in use. If this happens add a number after e.g. john.smith1

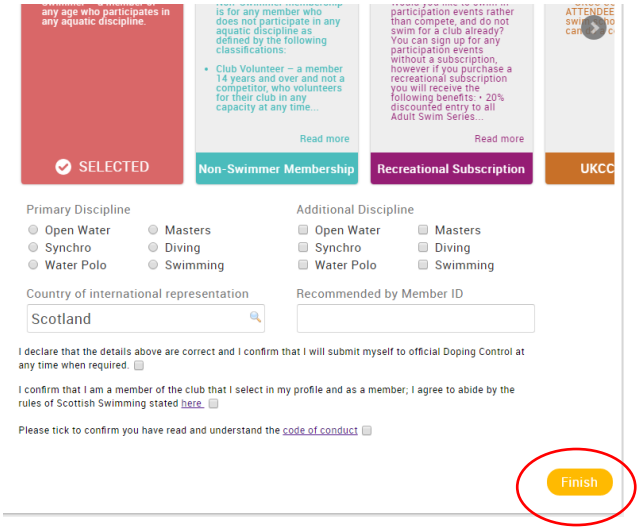
6. You need to now join your swimming club on the system **– if you don't join a swim club online the club cannot see your profile meaning the club cannot add your membership.** To add a swim club click on select club on the right hand side and use **the list** to find your club – it will then go to the club to approve**. Please ensure this is Aberdeen ASC and NOT Aberdeen ASC LTS**.



7. Now you need to select what kind of membership you require – if you are in the water – it is swimming membership. If you are a volunteer or coach or basically any role out of the water – choose non swimmer. To do that click on membership category then add button on the red membership tile.



8. Click on the membership, scroll down to complete the required information, then click on the yellow finish button

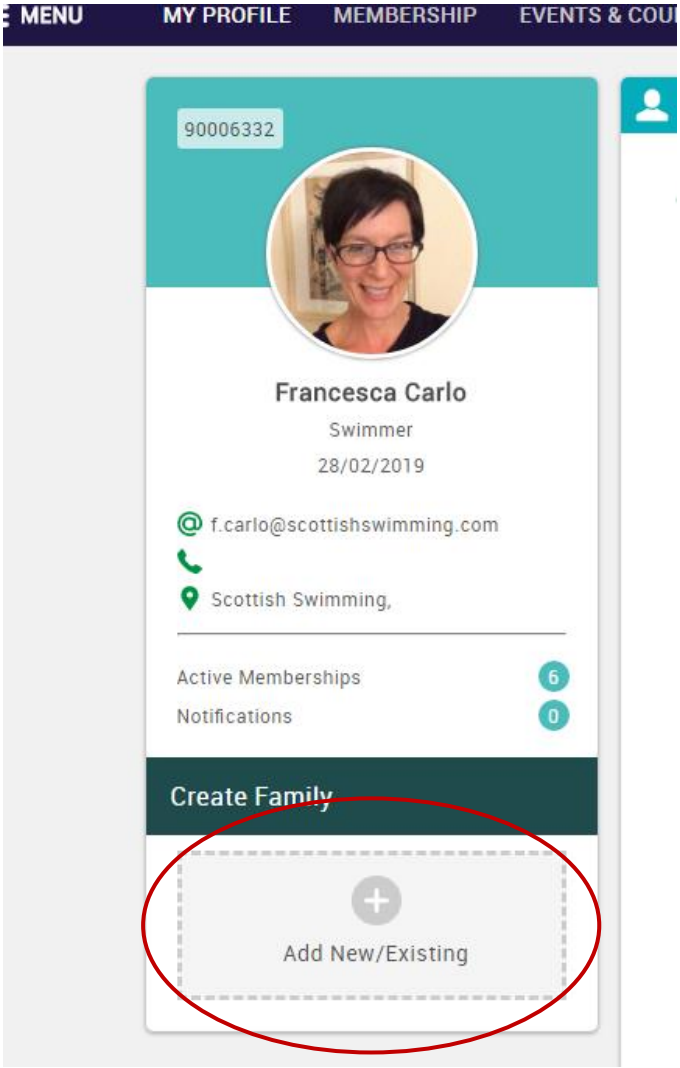


9. Your registration is complete and will now go to your club for final verification – please have a browse round – there is equality information we ask people to complete to help us with our equality standards (all confidential), and emergency contacts etc.
10. Your club will pay for your membership and you will receive an email notifying you once they have completed this final step.

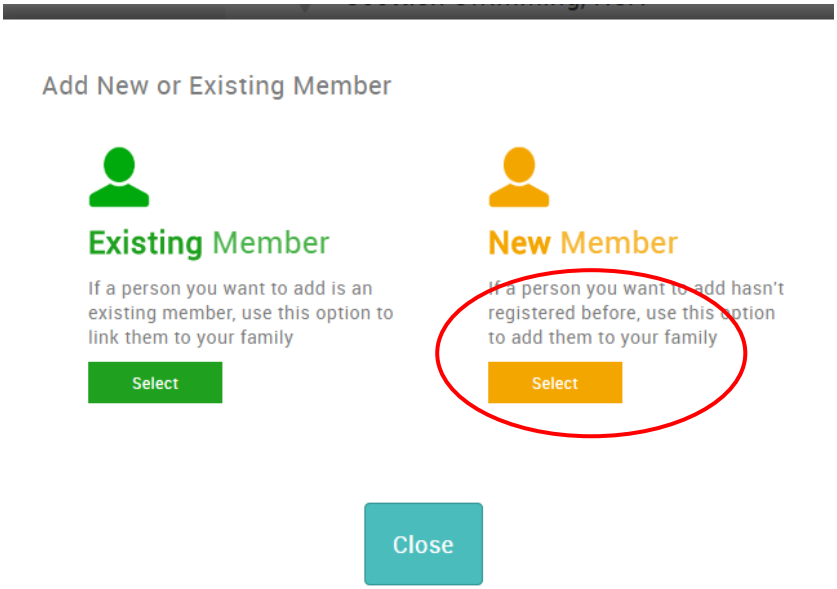
Thankyou – any questions please contact info@scottishswimming.com or Tel 01786 466520.

Appendix 1 **If you already have a family member registered with Scottish Swimming – how to add additional members:**

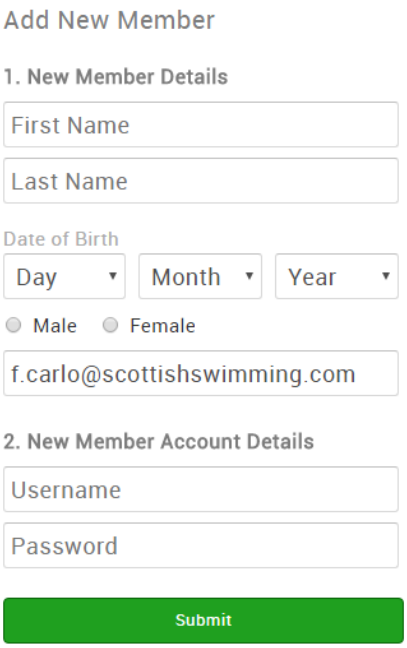
A. Log into the existing account here https://www.scottishswimming.com/
(if having difficulty logging on please contact info@scottishswimming.com or call 01786 466520).
B. Once logged on, click on “my profile”
C. Down at the bottom left you will see an option to add a family member



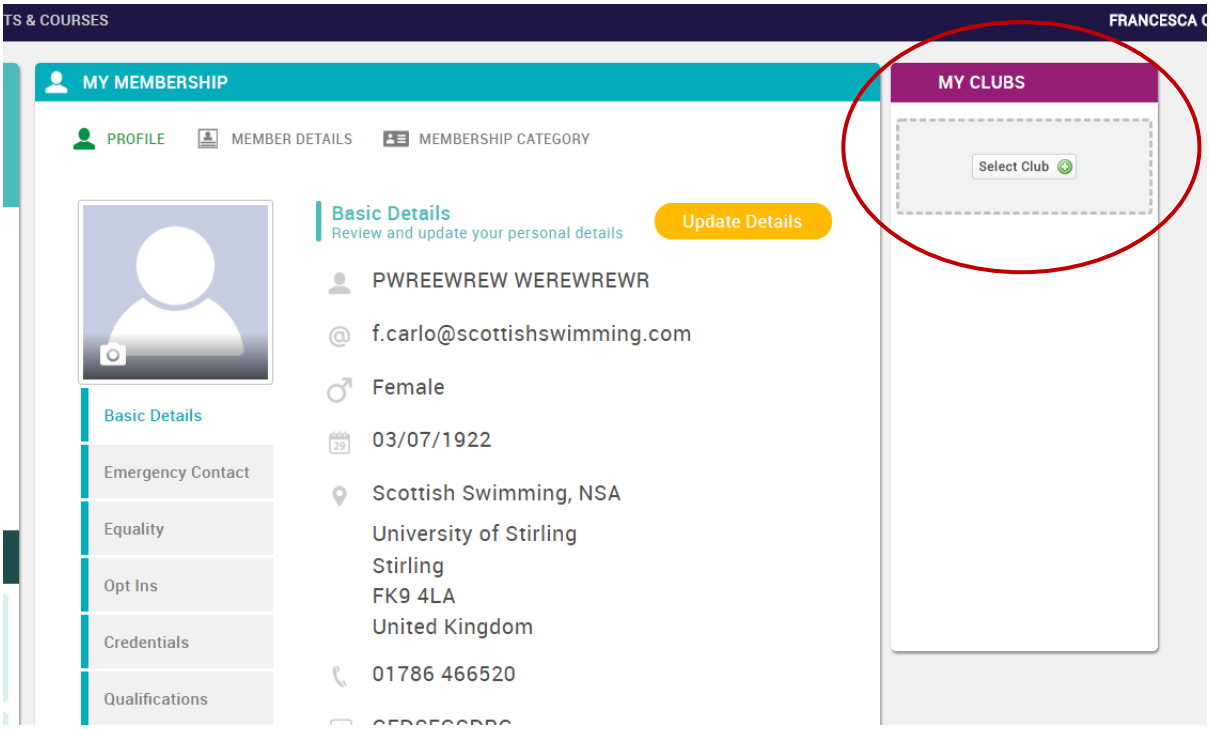
D. Select new member



E. Please add the member's details. In the user name and password boxes create a memorable user name and password for the new member.



F. IMPORTANT NOTE Once submitted YOU MUST ADD A CLUB OR SWIM SCHOOL to this member – until you do this they will not be visible to the club, meaning they cannot add membership. So click on select club and add the club.



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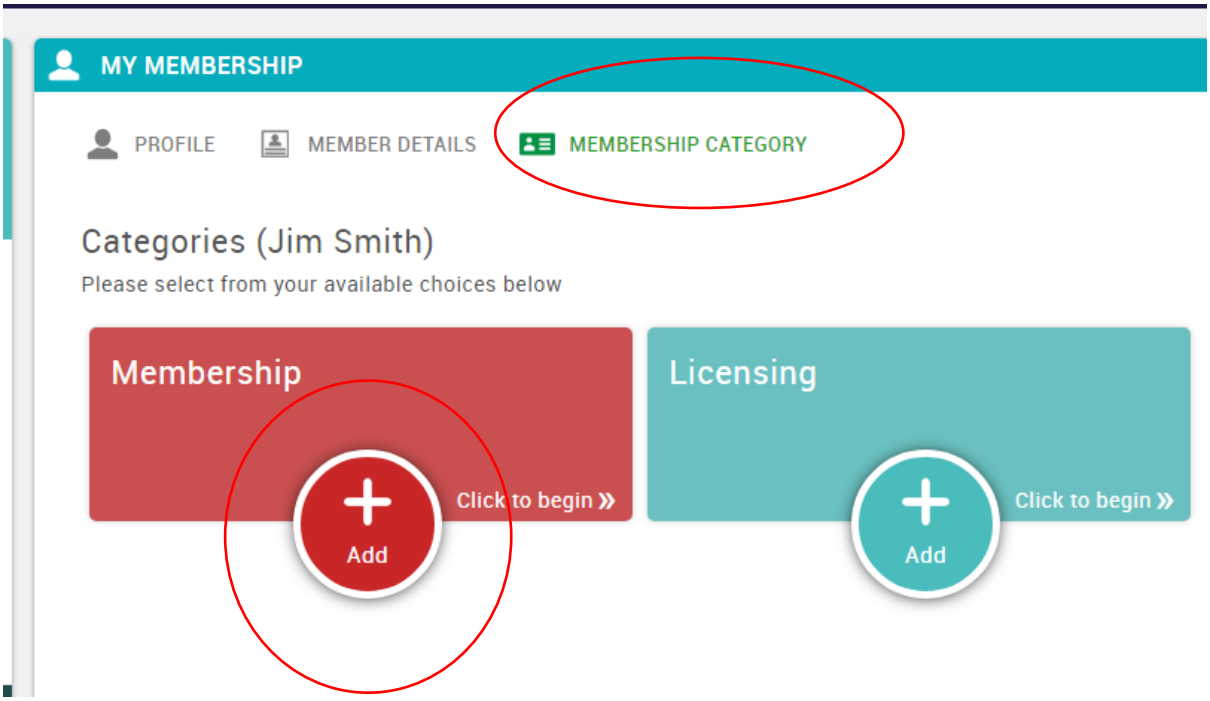

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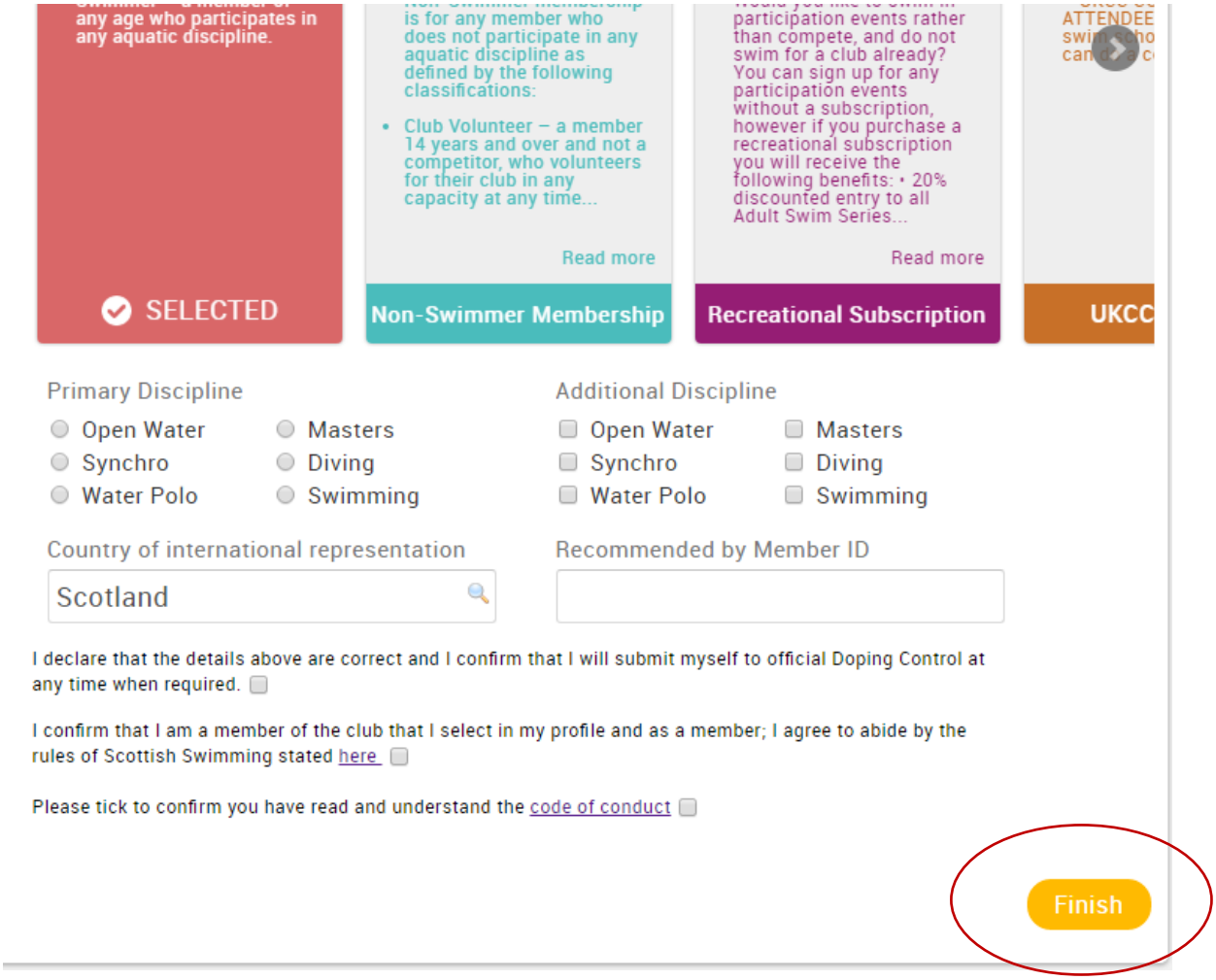

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Your club will pay for your membership and you will receive an email notifying you once they have completed this final step.

J. Thankyou you are finished with your registration – any questions please contact info@scottishswimming.com or Tel 01786 466520.