# Online Member Registration (OMR) Instructions Scottsdale Aquatic Club

#### HOW TO RENEW A CURRENT NON-ATHLETE USA SWIMMING MEMBER

#### **Important Information:**

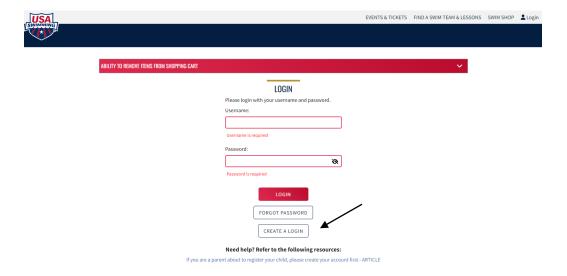
- The existing non-athlete member will need to create a new account with USA Swimming. Previous accounts are no longer valid or active.
- Non-athletes will have a new USA Swimming Member ID as of September 1, 2022. This ID is a
  combination of letters and numbers randomly generated by USA Swimming. Your ID will be
  provided by the SAC admin.
- Follow the steps below! There are other resources available through USA Swimming, etc but the information outlined here has been created to eliminate unnecessary steps in an already complicated process for families.
- This will be easier in the future once renewing members have an account and experience with the new platform. In the meantime, be patient and ask questions.
- If, and when, you get stuck on any page with a "Loading" message, please log out and log back into your account using your new account log in information.

## SAC specific link for OMR: https://omr.usaswimming.org/omr/welcome/D9433EE1FAFA4E

- Bookmark this page! You will need to go back to the OMR homepage at various points.
- All of your swimmer's information will be available through their account moving forward.

## Step 1: Create an Account

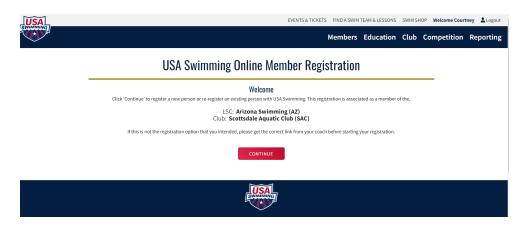
- 1. Go to the SAC specific link (same as above) and select "Log In"
- 2. Select "Create A Login" (Previous account log in and passwords are no longer active).



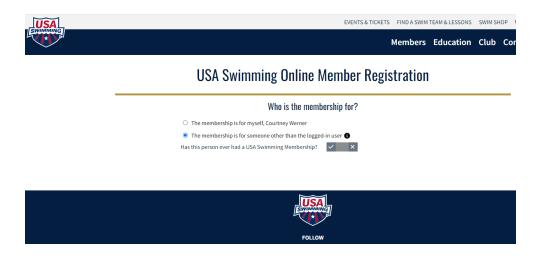
- 3. Enter email address, username, and password for the account and select "Save". Email address should be an email used by the account holder (non-athlete member) on a regular basis.
- 4. You will receive a verification email with a code. The email will come from "PingOne" and should come directly to your inbox.
- 5. Enter that code on the next page. This is a one-time code.
- 6. The final step will be to finalize your login account. You will be asked "Have you ever had a USA Swimming Membership?" -- **Select "Yes"**
- 7. Enter the new USA Swimming ID provided by the SAC admin.
- 8. Enter the required information and "Submit". You will be directed to your account Dashboard.
- 9. Go back to the SAC specific link to registration or renew your swimmers.

## Step 2: Renew A Current USA Swimming Non-Athlete Member

1. When you return to the OMR/SAC homepage after creating an account



2. Select "Continue", then "This membership is for myself, \_\_\_\_\_\_".



3. Complete the registration process by entering and verifying the required information in your existing account.

Select "Premium" for membership type.

The final step will be the payment of \$80. Your membership and confirmation of payment will show on your Dashboard. Send receipt to the SAC admin for reimbursement.

