Family Rate: Contact landerswimclub@gmail.com before completing registration.

Scholarships: Contact landerswimclub@gmail.com before completing registration.

Do not register until the 1st of the month for the month your swimmer is starting. For example, if your swimmer is starting in November, the first day you may complete online registration is November 1. If you register in October, you will be billed for October too.

Masters swimmer and other swimmers: If registering a Masters swimmer and a child swimmer in the same account, the account must be set up under the adult who will be swimming. If you are setting up the account, but are not the swimming adult, you will be able to add your contact information as a second contact to receive club communication.

# Online Registration Guide

## Click on Register Now.

Enter email under New User or sign in to your Active account.

(You may also choose to sign in with your Facebook account or sign in with your Active.com account, if you have one.)

Select the swimmer you want to register or enter swimmer information and your information to get started.

**USA Swimming Membership:** Select the full year membership. The seasonal (Seasonal 1) membership is for swimmers swimming April-August only. Only scholarship swimmers may choose the outreach membership.

# Select Group--Read Carefully!

Select your swimmer's practice group: Each option lists the swim group, practice times/days, and frequency of swims per month (1-8/mo, 9-12/mo, unlimited). Groups are limited, so if a group is full, you may choose to add your name to the waiting list for the desired group. Choose recurring payments each month.

\*\*If you are registering mid-season and select recurring payments, it may look like you are signing up for 11 payments, but don't worry. It will register you for monthly payments for the month you are starting until the end of the season, not for the full season.

#### **Enter Parent/Guardian Information**

If you do NOT want the free newsletters, click on the boxes so they are NOT checked.

\*\*If you want a second parent/guardian to receive club emails, enter another parent/guardian.

### **Enter Swimmer Information**

You only need to complete the required questions marked with a red asterisk.

You do NOT have to choose 3 months free of magazines.

Waivers- read and sign electronically.

Read and review the LSC Code of Conduct with your swimmer.

#### **Review Order Details**

If you are registering multiple swimmers, click on +add another registration.

#### Checkout

If you select **Pay Amount Due Now**, you must electronically pay these fees immediately when you check out and drop off your first month's dues at the pool before your swimmer may start swimming.

Select bill me automatically--your online account (credit card or electronic check) will automatically be charged each month.

Bill me manually each month--you will receive a notice when payment is due and you will need to drop payment at the pool, or mail payment to LSC by the 20th of the month before the month of swimming. LSC requires pre-payment, so dues must be paid before a swimmer swims that month.

If you select **Pay** (total for selected group and fees) **Now**, you will electronically pay for fees and your first month's dues immediately when you check out.

Select bill me automatically--your online account (credit card or electronic check) will automatically be charged each month.

Bill me manually each month--you will receive a notice when payment is due and you will need to drop payment at the pool, or mail payment to LSC by the 20th of the month before the month of swimming. LSC requires pre-payment, so dues must be paid before a swimmer swims that month.

### **Enter Payment Information**

\*\*The system requires online payment for registration fees. If you do not want to pay monthly dues online in the future, you may select to pay amount due now (USA, WSI, & registration fees) and drop off payment at the pool or mail it to LSC.

If you have ANY questions, email landerswimclub@gmail.com.