

## **REGISTRATION INSTRUCTIONS WITHOUT HYTEK**

### **ATHLETE: New & Renewal Athletes**

- Have the swimmer fill out the appropriate Athlete Registration Application (Year Round or Seasonal – refer to dates below)
- Mail\* the application to the Registration Chair along with the appropriate fees. (All checks must be from the team or coach account)
- The Registration Chair will input the athlete into the USA Swimming database. Registration Cards will be printed and mailed to the club.

### **NON-ATHLETES:**

- Fill out a Non-Athlete Registration Application.
- Mail\* the application along with the fees to the Registration Chair.
- Registration Chair will input the athlete into the USA Swimming database. Registration Cards will be printed and mailed to the applicant.

### **COACHES:**

- Fill out a Coach Registration Application
- Acquire all certifications needed to be a registered coach (refer to Maine Swimming web site for information)
- Mail\* the application, fees and copies of all certifications to the Registration Chair.
- If all requirements are met, Registration Cards will be printed and mailed to the club.

*Year round memberships run from January 1 to December 31. Applications submitted after September 1 of the current year and will apply to the next calendar year. Season 1 memberships run from October 19 to March 9. Season 2 memberships run from April 4 to August 31.*

***\*For REGISTRATION/MEMBERSHIP CHAIR name/email address: refer to the Maine Swimming website: [www.maineswimming.org](http://www.maineswimming.org)***