

How to Register your swimmer(s) online

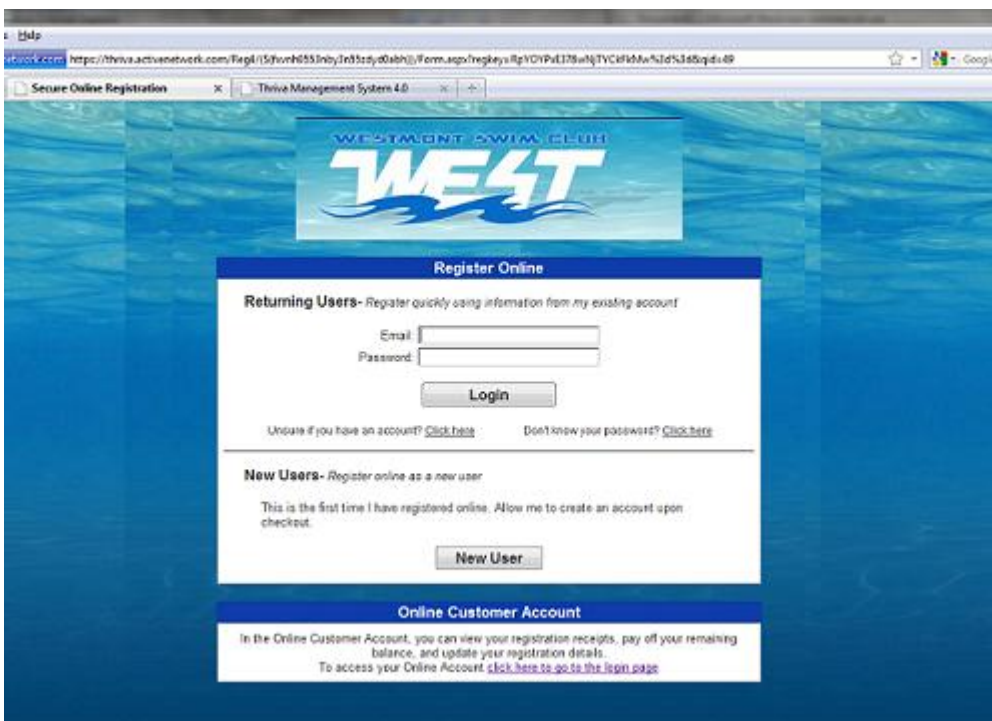
Go to www.westswim.com and click on

Online Registration

Found on the right hand side of the home page



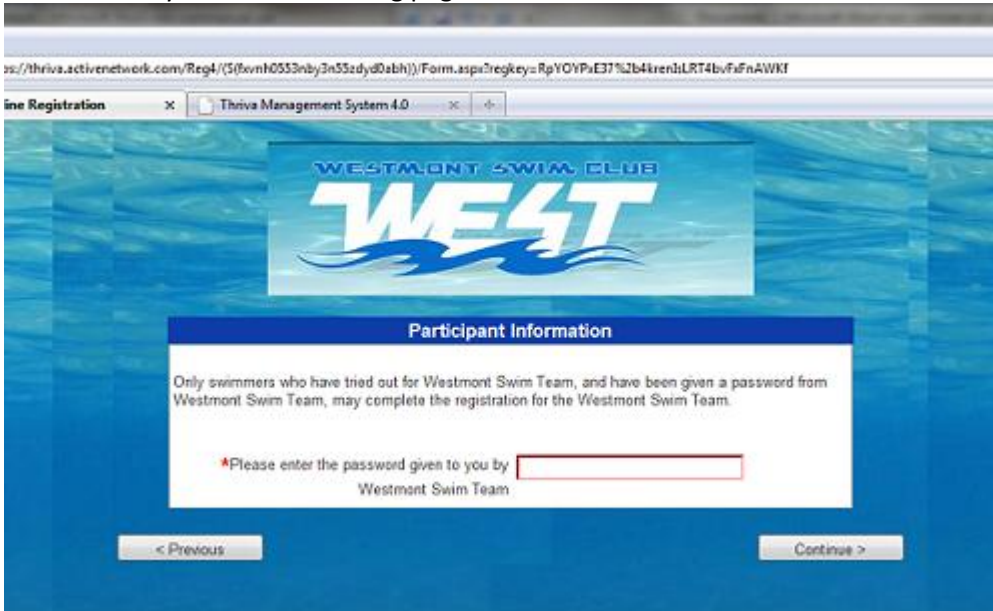
This will take you to the Online Registration Login page



If you have already registered online input your email and password and click the “Login” button. If you have forgot your password, click on “Click here” next to “Don’t know your password”, then enter your email address and click “Send Me a Password Reset Email”. You will have one hour to reset your password. Please email me if you have any problems.

If this is your first time registering online click the “New User” button

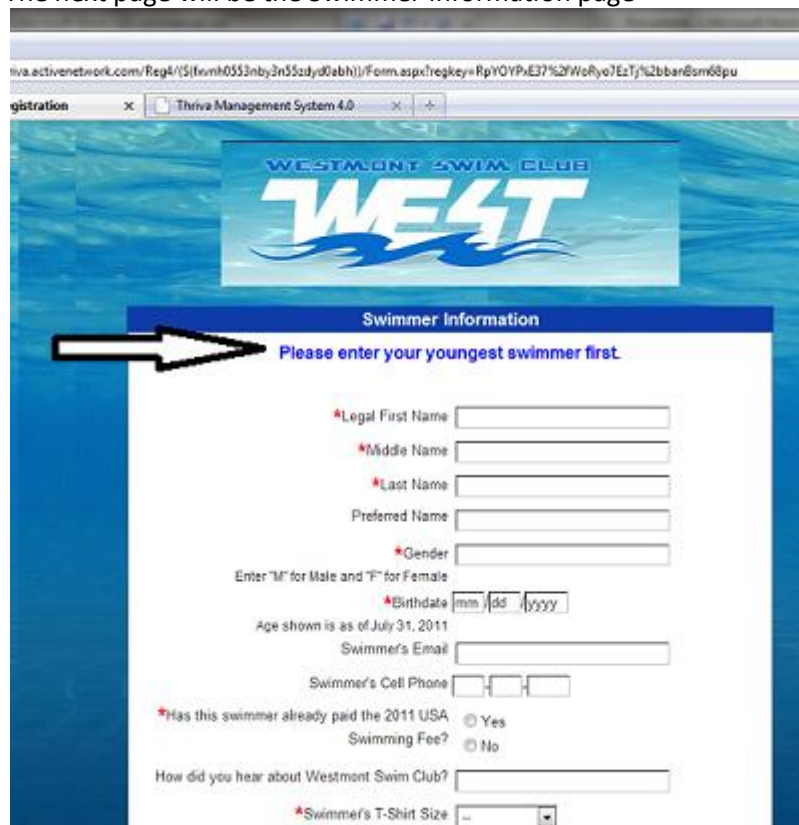
This will take you to the following page



The screenshot shows a web browser window with the URL [https://thriva.activenetwork.com/Reg4/\(S\(fvnh0553nby3n55zdyd0sbh\)\)/Form.aspx?regkey=RpYOYPxE37%2b4krenbLRT4bvFfNAWKI](https://thriva.activenetwork.com/Reg4/(S(fvnh0553nby3n55zdyd0sbh))/Form.aspx?regkey=RpYOYPxE37%2b4krenbLRT4bvFfNAWKI). The page features the Westmont Swim Club logo and a section titled "Participant Information". Below the title, it states: "Only swimmers who have tried out for Westmont Swim Team, and have been given a password from Westmont Swim Team, may complete the registration for the Westmont Swim Team." There is a text input field with a red asterisk and the prompt: "*Please enter the password given to you by Westmont Swim Team". At the bottom of the form, there are two buttons: "< Previous" and "Continue >".

Next enter the password you were given by the team in the blast email and click the “Continue” button. (if you didn’t get the password please email Coach Adam at westcoach@comcast.net to receive the password)

The next page will be the Swimmer Information page –

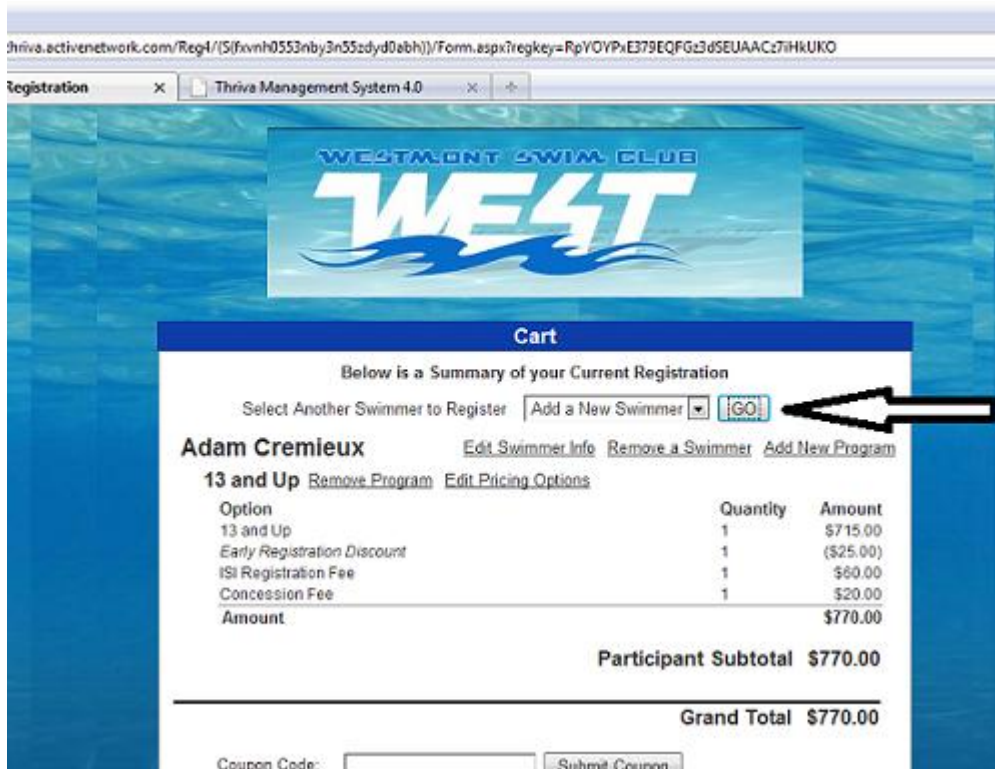


The screenshot shows the "Swimmer Information" section of the registration page. A white arrow points to the instruction: "Please enter your youngest swimmer first." The form includes several input fields: "*Legal First Name", "*Middle Name", "*Last Name", "Preferred Name", "*Gender", "Birthdate" (with dropdowns for mm, dd, yyyy), "Swimmer's Email", "Swimmer's Cell Phone", and "*Swimmer's T-Shirt Size" (with a dropdown menu). There are also radio buttons for "Has this swimmer already paid the 2011 USA Swimming Fee?" (Yes/No) and a text field for "How did you hear about Westmont Swim Club?". The page also includes a note: "Age shown is as of July 31, 2011".

If you are registering multiple swimmers PLEASE enter your YOUNGEST swimmer first then enter your next youngest and so on.

You have to register one swimmer at a time. Once you have fully entered all the information requested for your first swimmer you will then be able to add a swimmer.

To enter a second swimmer click the “GO” button. All the information that you had entered from your first swimmer will be saved and you will not have to fill out all the information twice. You can also go back and edit your swimmer’s info by clicking the “Edit Swimmer Info” link or you can remove a swimmer by clicking the “Remove a Swimmer” link.



Once you have registered all your swimmers and ready to checkout, click on the “Checkout” button on the bottom left hand side of your screen.

This will bring you to the checkout page.

The first thing you’ll be able to do is sign up for your online account where you will be able to go to check your balance and make payments throughout the season.

Next please enter your billing information, no matter if you will be paying online or not.

The next section is your payment information –

Payment Information

Select the amount to pay below

Pay in full \$770.00

Pay the deposit amount only \$425.00

Pay nothing online now - Mail your payment to:

Westmont Swim Club
PO Box 265
Westmont IL, 60559

Select the payment method below

ECheck

Credit Card

Auto Billing Authorization
For your convenience, Westmont Swim Club will automatically bill your account when balances become due. Do you give your permission to have your account automatically charged?

Charge my method of payment used for this transaction for all future charges deducted automatically from my account.

Do not charge my card automatically for future billings. I wish to make my own payments online through my customer account.

Charge via new method below for all future charges deducted automatically from my account.

During the credit card processing you may be re-directed to Verified by Visa by your credit card issuer. Verified by Visa helps prevent credit card fraud by confirming your identity with an additional password. Once Verified by Visa has been activated for your card, a login/password must be provided. If you do not want to use Verified by Visa at this time then please click cancel and use a different credit card.

You have three options to choose from to make a payment. The first option is to pay in full, the second is to pay the deposit amount only and the third is to pay nothing online now. If you wish to pay with either cash or with a physical check please check the third option “Pay nothing online now”.

If you wish to pay online you have two options. You can either pay with a credit card or you can pay with a check by using the Echeck option.

The last step in the payment information is to choose an auto billing option.

If you wish to use the same payment method for all future charges during the season (meet entry fees, apparel fees, etc.) please select the first method.

If you wish not to have your card automatically billed during the season and wish to go into your account and pay it yourself or pay with cash or a check please select the second method.

If you wish to use a different payment method for all future charges during the season (meet entry fees, apparel fees, etc.) please select the third method.

Lastly before your click on “Place My Order” make sure you read through the waiver completely.

Welcome to the team!!

If you have any other questions please email Coach Adam at westcoach@comcast.net