How do I link my child to my parent account and then create a login for my child?

Parents can create a login for their children through the family portal. Child logins must be created on one computer using the parent login immediately after adding them to the My Family section (either by registering them using a club's registration link or by clicking the Add to Family button in the My Family section and entering their Member ID). Parents will not be able to complete the setup process after logging out or switching to another computer. This process must all be done during one login session. The following steps will guide you through the process.

1. Log in at **hub.usaswimming.org** using your parent login credentials.

Login

Please login with your username and password.

Username

YourUsername

Password

••••••••

LOGIN

FORGOT USERNAME   FORGOT PASSWORD   CREATE A LOGIN

2. Once logged in, you will be taken to your dashboard where you will be able to see your family members to the

right.

3. If your child is not currently linked in your My Family section, click on the icon to add a family member.

4. Once you have clicked the icon to add a family member, you will need to make sure you have your family Member's ID to enter into the following Member Id Box:

Please note: If you do not have the Member ID for the family member, please reach out to your club for that information.

5. After clicking "Save," your child will appear in the "My Family" section, as seen above in step 2.

6. To create a login, you (the parent) will need to click on the "View" button next to your child's name in the "My Family" section.

7. From your child's dashboard, click on the "Create a Login Account" button.

Back to Parent

AS   Arya Stark

REMOVE FROM 'MY FAMILY'

CREATE A LOGIN ACCOUNT

My Account
General Info   Contacts   Photos
Groups

FOLLOW

8. This will log you (the parent) out and take you to the "Create A Login" page. Please make sure the email provided for your child is not the same as your parent email, as your child needs their own unique email address.

User Info

Please supply the following information.

Child First Name	Child Preferred Name	Child Middle Name
Example		

Child Last Name	Email* (This will also be your child's username)	Child Birth Date
Child	emailforchild@example.com	01/01/2015

Child Member Id

DA792A3607C448

Password Requirements

- ✅ No less than 10 characters
- ✅ 1 number
- ✅ 1 special character
- ✅ 1 lowercase character
- ✅ 1 uppercase character
- ✅ Not equal to email

Password*	Confirm Password*
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CONTINUE   **BACK**

9. Your child will receive a verification email at the email address provided above. After entering the validation code, they will be able to log in using their new credentials (their email will be their username, and their password will be the one provided above).

Validate Email

Please enter the verification code that was emailed
to you to complete creating your login account.

Your new account username will be:
emailforchild@example.com

Verification Code*

[   ]

SUBMIT

BACK

10. Your child may now log in using their credentials
at **hub.usaswimming.org**.

Login

Please login with your username and password.

Username

emailforchild@example.com

Password

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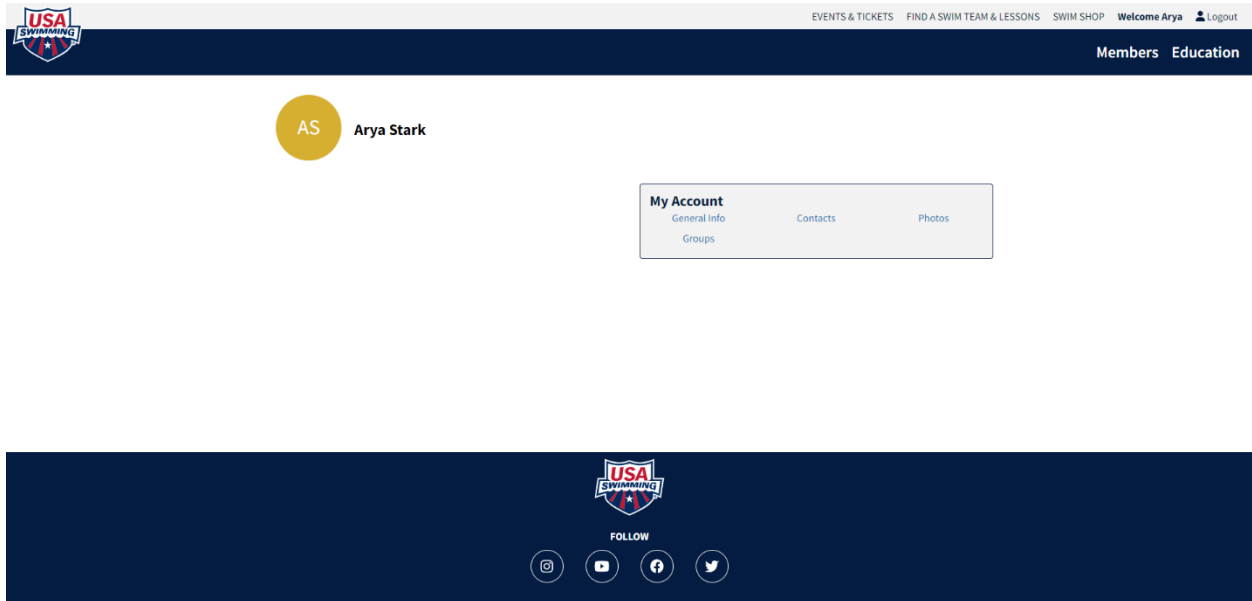
LOGIN
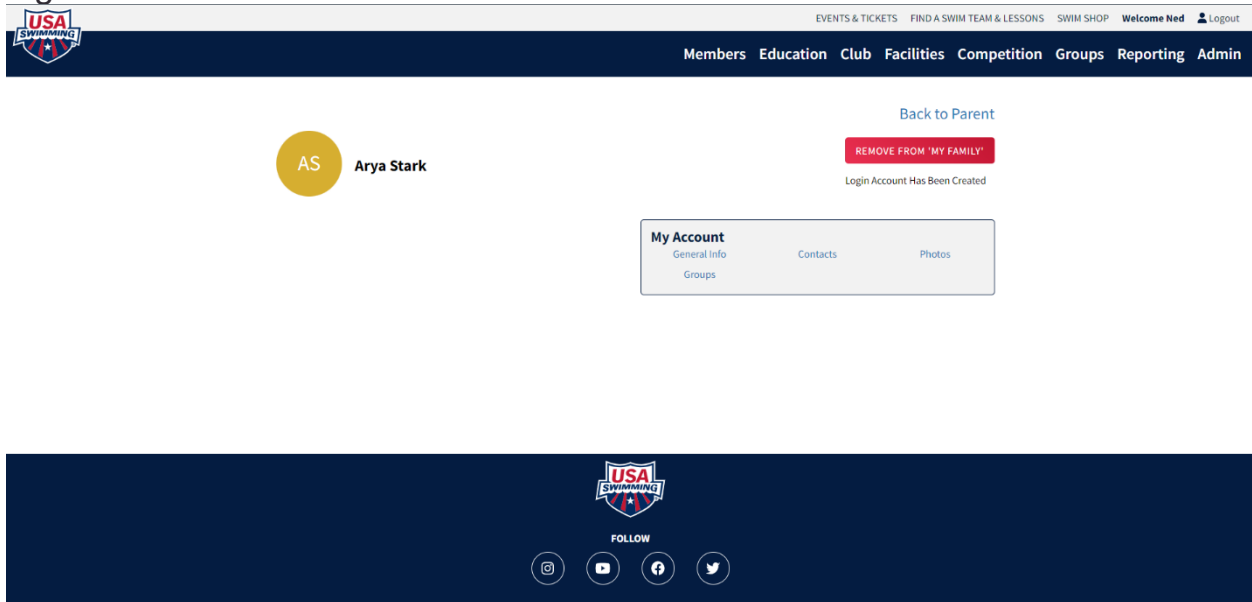
FORGOT USERNAME   **FORGOT PASSWORD**   **CREATE A LOGIN**

11. Your child will be taken to their
dashboard.

12. Your child now has their own login credentials. You can log them out and
log back in using your own credentials.

13. When you log in, you will see your child in the "My Family" section as seen
in step 2. When you click the "View" button, their dashboard will show that you
have created a
login.

If you ever need to remove a family member from your My Family section, click the "Remove from 'My Family'" button.