

# 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.

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## Login

Please login with your username and password.

Username

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



**NS** **Ned Stark**  
Athlete, Coach, Official, Parent, LSC Admin, Member

**YOU ARE LOGGING INTO THE DEVELOPMENT ENVIRONMENT**

**My Member Cards**  
(Click to view card)

<b>Athlete</b> Not in Good Standing	<b>Coach</b> Not in Good Standing	<b>Official</b> Not in Good Standing
<b>LSC Admin</b> Not in Good Standing	<b>Member</b> Not in Good Standing	

**My Family**  
(Login accounts can be created for 8-17 year old family members)

**AS** **Arya Stark** [VIEW](#)

**My Account**


General Info	Contacts	Photos
Groups	Club Transfer	Upgrades
Times		

**My Actions**

**⚠** Arya's Flex Athlete membership has expired. [VIEW](#)

**Payment Transactions** [View All](#)

08/05/2022	\$ 10.61	Paid	<a href="#">VIEW</a>
08/05/2022	\$ 68.28	Paid	<a href="#">VIEW</a>

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.*

**Add Family Member** [✕](#)

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Member Id\*

  
  
[SAVE](#) [CANCEL](#)

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.

The screenshot shows a user profile for Arya Stark on the USA Swimming website. At the top, there is a navigation bar with the USA Swimming logo on the left and links for "EVENTS & TICKETS", "FIND A SWIM TEAM & LESSONS", "SWIM SHOP", "Welcome Ned", and "Logout" on the right. Below the navigation bar is a menu with "Members", "Education", "Club", "Facilities", "Competition", "Groups", "Reporting", and "Admin". The profile section features a yellow circular avatar with the initials "AS" and the name "Arya Stark". To the right of the name are three buttons: "Back to Parent" (blue), "REMOVE FROM 'MY FAMILY'" (red), and "CREATE A LOGIN ACCOUNT" (dark blue). Below these buttons is a "My Account" box with a title and four sub-links: "General Info", "Contacts", "Photos", and "Groups". At the bottom of the page, there is a dark blue footer with the USA Swimming logo, the word "FOLLOW", and four social media icons: Instagram, YouTube, Facebook, and Twitter.

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

Example

Child Preferred Name

Child Middle Name

Child Last Name

Child

Email\* (This will also be your child's username)

emailforchild@example.com

Child Birth Date

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\*

..... 

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).

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## 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](https://hub.usaswimming.org).

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## Login

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Username

Password



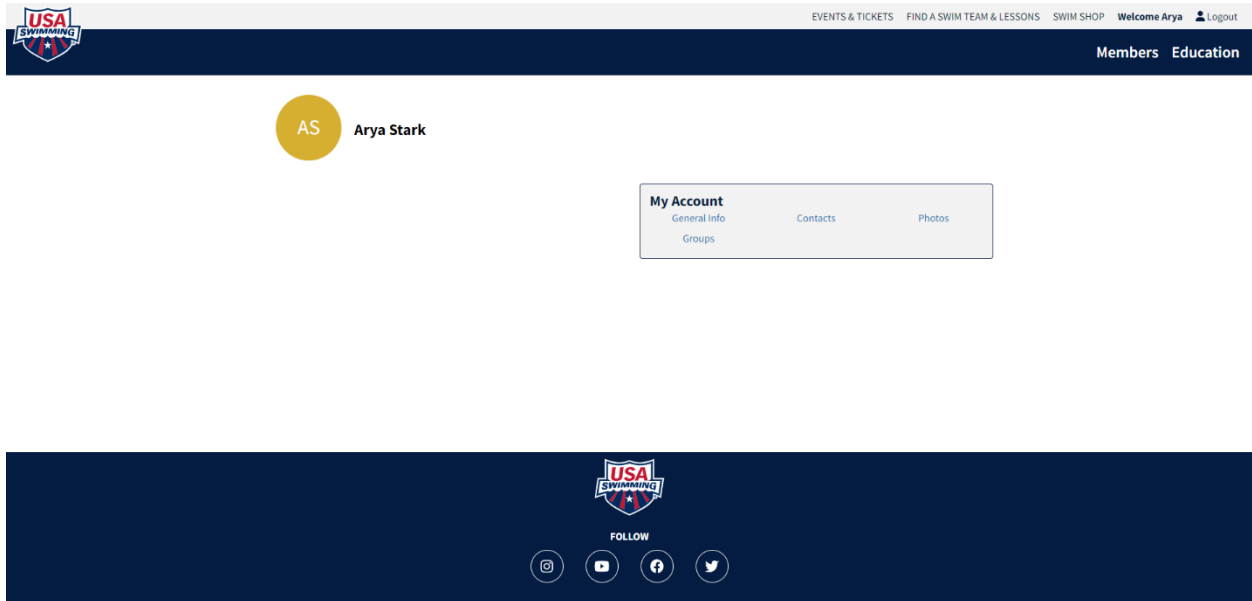
LOGIN

FORGOT USERNAME

FORGOT PASSWORD

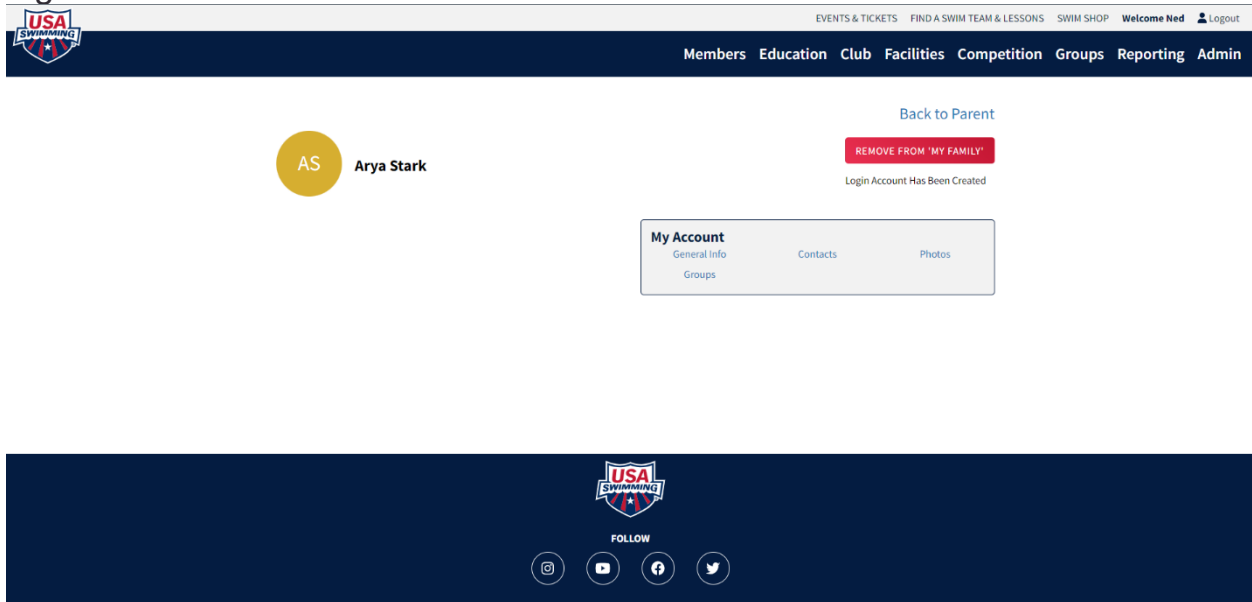
CREATE A LOGIN

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.*