



COACH MEMBERSHIP REQUIREMENTS CHECKLIST

- Membership Application** - complete and mail a non-athlete membership application to the address printed on the application form. Memberships are processed by each LSC (Local Swimming Committee). Annual fees vary by LSC. Application forms can be found on each LSC's website. A map of LSCs and a list of their websites can be found at <http://www.usaswimming.org/LSCmap>
- CPR/AED Certification** – Obtain USA Swimming-approved adult & child/pediatric CPR/AED certification (must maintain a current certification at all times – see list of approved courses at www.usaswimming.org/coachmember).
- Safety Training for Swim Coaches** (must maintain a current certification at all times) – go to www.usaswimming.org/coachmember for list of acceptable options.
- Criminal Background Check** (www.usaswimming.org/backgroundcheck) (\$38.00)
Anyone who has lived in New York State may have to pay more and the process may be delayed due to NY requirements.
- Athlete Protection Training (APT)** (www.usaswimming.org/apt)
Current and previous members can access the course at any time. These courses are offered at no charge. New members cannot begin the course until their membership applications have been processed by their LSC. Once the membership application has been processed, the coach will receive an email confirmation and at that time the APT log-in procedure can begin. (An error message will appear during the log in if the new member's application hasn't been processed yet. New members need to wait for the email confirmation from their LSC.)
- Foundations of Coaching 101** First year coaches must complete FOC 101 (\$15)
*Prior to 2nd year of registration, complete **Foundations of Coaching 201** (\$25) and **Rules & Regulations for Coaches** (no fee).*

Coaches should enclose a copy of the CPR/AED and Safety Training for Swim Coaches certifications with their application and payment. Your LSC will be notified automatically when you have passed the background check, online athlete protection training, and the Foundations of Coaching exams. Once all membership requirements have been met, you can view/print your non-athlete coach membership card from your Deck Pass account that you create at www.usaswimming.org. Here you can verify membership status and check the expiration dates of all the coach membership requirements. Deck Pass also serves as an electronic membership card at meets. Questions: deckpass@usaswimming.org

Questions regarding the membership process: membership@usaswimming.org

Questions regarding the Foundations of Coaching courses: clubdevelopment@usaswimming.org

Questions regarding the background check: backgroundcheck@usaswimming.org