



USA Swimming Membership Verification for CSI Sanctioned Meets

Meet hosts conducting USA/CT Swimming sanctioned meets are obligated to verify the membership status of athletes, coaches, officials, and meet directors participating in a sanctioned meet and/or serving in an official capacity.

Athlete Membership Verification

- Connecticut Swimming athlete verification may be checked by host club using **Connecticut FAST**. Log into your club's Connecticut **FAST** Administration page or your **FAST** My Account and select Meet Verification File from the search menu. (Go to Meets section.) Upload the exported membership file from your meet software. The query will return a list of athletes flagged for registration/membership errors:
 - Athletes without current USA Swimming registration.
 - Notify coach and re-run membership verification prior to the meet. Athlete must be registered before competing regardless of host and participating club communications.
 - Athletes with USA IDs that don't match the membership record for that athlete. These athletes may or may not be registered.
 - Connecticut Swimming athlete USA ID numbers are available using **Connecticut FAST**. Log into your club's FAST Administration page. Click on Swimmer Registration Check under Reports. Click on the Team dropdown and select Swimmer from another team.
 - Make corrections to USA ID numbers in meet database.
 - Notify coach if the athlete isn't registered or has a USA ID that doesn't match the ID on file.
 - Notify office if USA ID in the membership report is incorrect.
 - Athletes entered under a different club than they are registered with.
 - Any member athlete may enter as unattached (UN) even if registered with a club.
 - If registered as UN, then the athlete cannot compete affiliated with a club.
 - Adult Athletes 18/O with no Athlete Protection Training on file
 - Notify coach that adult athlete must complete APT before competing. Re-run membership file before prior to meet to confirm adult athlete has complete APT.
 - Athletes registered as Flex members that have already swum the 2-meet maximum.
 - Notify the coach that the athlete must be "upgraded" to premium membership before competing.
 - Re-run membership file before prior to meet to confirm adult athlete has complete APT.
 - Clubs without current USA Swimming membership (unregistered)
 - Clubs must compete UN and club name, mascot, etc is not to be used.
 - Change club to LSC-UN (LSC Unattached)
 - Notify unregistered clubs that they are not a USA Swimming club.
- Out-of-State athletes must be verified by the CSI office or the LSC of the visiting club. Meet hosts should email a membership file to ctswim.mccurdy@gmail.com when out of state teams are participating. Please send this file immediately after all out-of-state entries are received.
- Unregistered athletes and adult athletes 18/O without Athlete Protection Training may not compete in sanctioned meets. There are no exceptions. Failure to verify membership or APT and/or permitting an unregistered athlete to swim will result in a monetary fine to the meet host.
- [Registration Policy for Athletes Competing in CSI Sanctioned Meets](#) Effective January 1, 2013. Approved by CSI Board of Directors on December 5, 2012.

Coach Membership Verification

- Every individual acting in a coaching capacity at a meet must be asked to show a current USA Swimming Coach card on USA Swimming Deck Pass Plus.

- CSI posts on its website and emails each meet host a roster of current Connecticut Swimming coaches.
- Failure to verify coaches and/or permitting a coach on deck to coach may result in a monetary fine.
- [Registration Policy for Meet Host Clubs Conducting CSI Sanctioned Meets](#) Effective January 1, 2013.
Approved by CSI Board of Directors on December 5, 2012.

Official Verification

- The Meet Referee will check membership credentials for officials, unless other arrangements have been made between the Referee and Meet Director.

Meet Director

- All Meet Directors must be registered non-athlete members in good standing with USA Swimming on or before the day the meet announcement is approved by CSI Program Operations. Failure to do so may result in a monetary fine.
- [Registration Policy for Meet Host Clubs Conducting CSI Sanctioned Meets](#) Effective January 1, 2013.
Approved by CSI Board of Directors on December 5, 2012.