



## 2020-21 Season Wait List Registration Instructions

### ONLINE REGISTRATION DETAILS

- ▶ The link for the 2020-21 season is at the bottom of these instructions. If you have registered with us in a previous year, please use your existing log-in credentials. If you are new to Excel, you will need to create a log-in to register. You will use those log-credentials throughout the season and future seasons, so don't forget them!
- ▶ Enter your personal information carefully. Everything you input is exported directly to USA Swimming as entered so if you use all caps or misspell something, that's how it's going to look on every official document. It is also very important to use a primary email address that is checked daily; all communications will go to that address.
- ▶ Save the following link to your Swim Portal to check your account information after you register. Once you are officially in a workout, this will be your source for all information regarding your registration, payments, meet entries, etc.:  
<https://swimportal.active.com?a=284194102>

### BILLING AND PAYMENT

- ▶ You will be required to enter payment information but *you will not be charged for a wait list registration*. Once you have reached the top of the list and accept a space, we will transfer you internally and your saved payment information will be used to charge the account. We cannot access this payment information independently so no need to worry about security.

### REGISTER FOR YOUR WORKOUT(S) OF CHOICE

- ▶ You will be offered only those workouts that correspond to your swimmer's age. If we are unable to add to our roster until after your swimmer ages up to a different workout, we will make every effort to place them accordingly but there are no guarantees due to capacity restrictions.
- ▶ Swimmers aging up *after* they begin training with us will move to the next workout on a space available basis. Again, due to capacity restrictions, we cannot guarantee an age-up date.
- ▶ You can register for multiple wait lists if you wish. *You cannot select more than one at a time; you must register for each one separately but it is not necessary to log out and back in for each one.* To do them in one login session, register the first workout and at the checkout window select "add another registration" in the upper right. That will take you back to the beginning where you can select another workout, go all the way through to checkout again and select another. You can do this multiple times if necessary.
- ▶ Wait list registrations are good for this season only. At the end of the season, all wait list information is cleared and registration begins anew in the fall.

### MEDALIST REGISTRATION

- ▶ Do not register for a Medalist wait list without contacting us first. Medalist requires PNS Gold times to be eligible.

### INVITE YOUR FRIENDS!

- ▶ If you hear of other swimmers interested in being on a USA Swimming team, either forward these instructions to them or ask them to email us for more information. It's a lot more fun when you swim with friends and the pandemic won't last forever. Hopefully, we'll be back to normal capacity soon!

**[CLICK HERE TO REGISTER](#)**

Or type the following address into your browser:

<https://www.active.com/seattle-wa/water-sports/swimming-registrations/excel-swim-club-21-season-2020>

WEBSITE: [www.excelswimclub.org](http://www.excelswimclub.org)

EMAIL: [excelswimclub@comcast.net](mailto:excelswimclub@comcast.net)