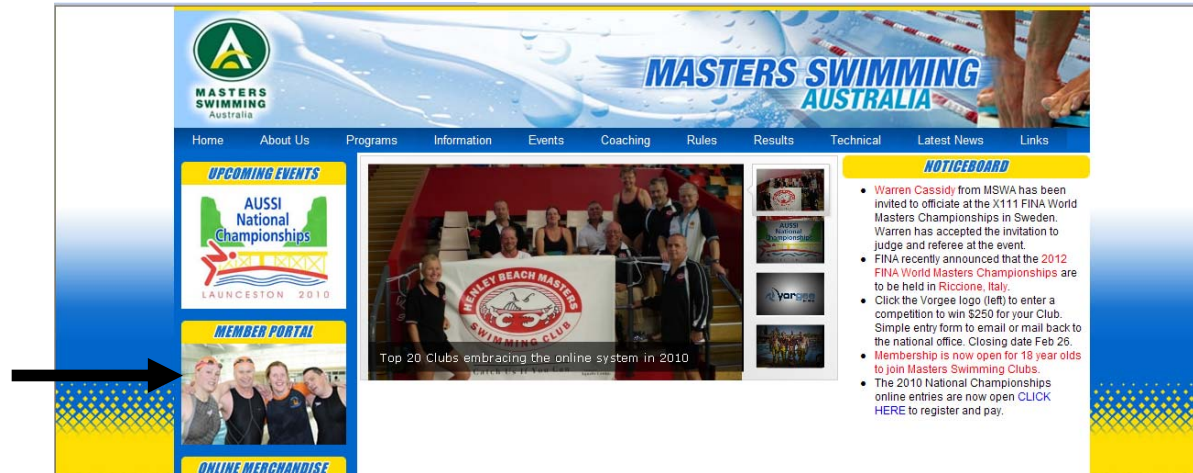


## STEP BY STEP GUIDE FOR NEW MEMBERS TO PAY THEIR MEMBERSHIP ONLINE

1. Go to the Masters Swimming Australia website at <http://www.mastersswimming.org.au> and click on the square titled MEMBER PORTAL with the picture of swimmers arm in arm.



2. This will take you through to the members portal. You now need to choose new registration.



3. You will now be taken to a page where you need to choose the state you will be registering in from a drop down menu. When you have chosen your Branch it will open up the option for you to choose your club. Once you have chosen your club click on the NEXT button.

Masters Swimming Australia Login Username & Password New Registration Contact Us

**New Registration**

State: ▾ Masters Swimming Victoria ▾

Club: ▾ VICTORIAN MASTERS ▾

**Next >>**

Secured by Thawte 2009-10-09

4. Next you have a choice of which type of membership you want and their costs (e.g. 4 month, 12 month or 16 month) Some States offer student concessions or over 80 memberships. Click your mouse in the dot next to the membership of your choice. And click NEXT.

<input type="radio"/>	<b>16 Month Subscription (09/10)</b> \$86.00 <i>Full fee incurred for a 16 month Membership period commencing 1 September 2009 and valid until 31 December 2010. Note: This subscription is for new members only or members who have not been registered for over 12 months.</i>
<input type="radio"/>	<b>4 Month Subscription (09/10)</b> \$34.00 <i>Full fee incurred for a 4 month Membership period commencing 1 September 2009 and valid until 31 December 2009. Note: This subscription is for new members only.</i>
<input checked="" type="radio"/>	<b>12 Month Membership (Swimmer) 2009</b> \$66.00 <i>Annual membership - Full year</i>

Contact Us: (Maximum 500 Characters):

**Next >>** **<< Previous**

5. Next read the Masters Swimming declaration regarding medical disability forms, privacy statement and Safety in Activity. You will be expected to check the box that you have read and agree with this information. After checking the box click NEXT.

A completed medical disability form (available from your club) must be sent to your club for a medical Disability to be considered for breaststroke and/or butterfly.

Some of the information contained in this form will be disclosed to the Branch and National office for membership registration purposes. Some of the information, including the health information, may be disclosed to other Masters Swimming Clubs, other Masters Swimming Branches or National office for official swim meet purposes. Identifying information may be published in Masters Swimming publications such as Top Ten, Records, newsletters etc.

**Privacy Statement**

Masters Swimming is concerned for your health and well-being. It is strongly recommended that you have a medical examination and discuss with your doctor your intention of undertaking an activity program.

**Safety in Activity**

Continued participation in swimming during pregnancy may pose health risks to women and their unborn children. As soon as you learn you are pregnant, you should seek advice from an appropriately qualified medical practitioner as to:

1. the risks involved in swimming while pregnant;
2. whether it is safe to continue participating in swimming while pregnant, and if so, for how long you should continue to participate.

You should also inform your club Safety Officer or other designated officer of your pregnancy.

As a condition of acceptance of my membership application, declare that I am aware of the risks associated in undertaking an activity program. I undertake to advise the Club Coach and Club Safety Officer (or other assigned officer) of any disability, lack of fitness, illness, or other medical condition, prior to participation in Masters Swimming activities.

I have read and agree to the above.

[Next >>](#) [<< Previous](#)

6. Next complete the personal information page. Details with a red diamond next to it are required information, and you will not be able to move to the next stage if you have missed anything. Once you have filled out your information click NEXT.

**New Registration**

[Login](#)

Title: ♦

First Name: ♦

Initial:

Last Name: ♦

Address: ♦

Suburb: ♦

State: ♦

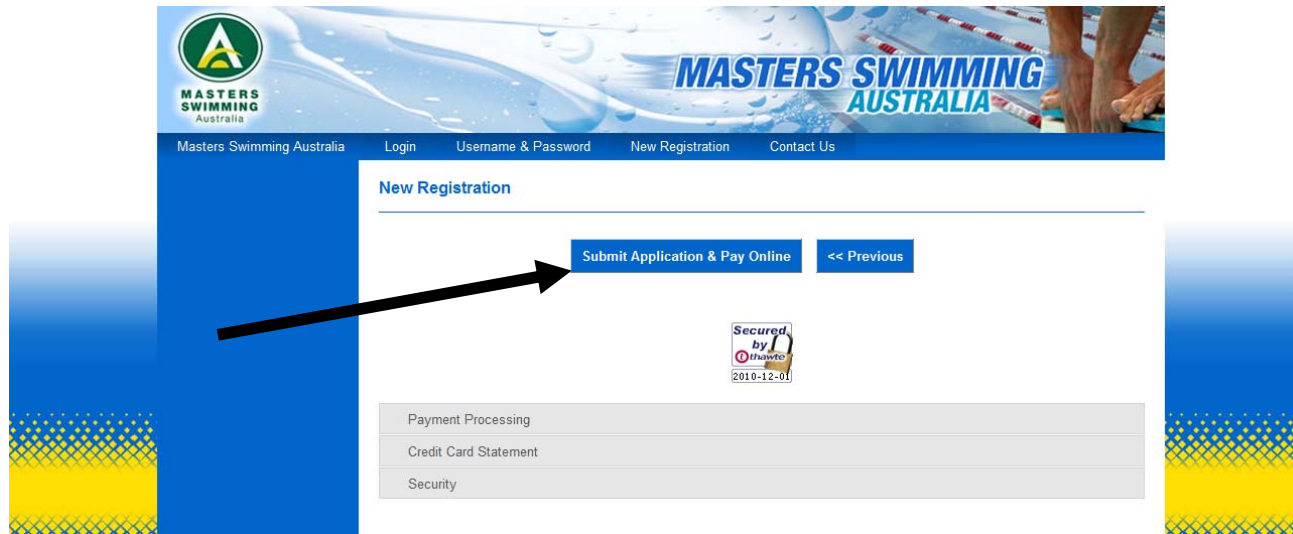
Postcode: ♦

Country: ♦

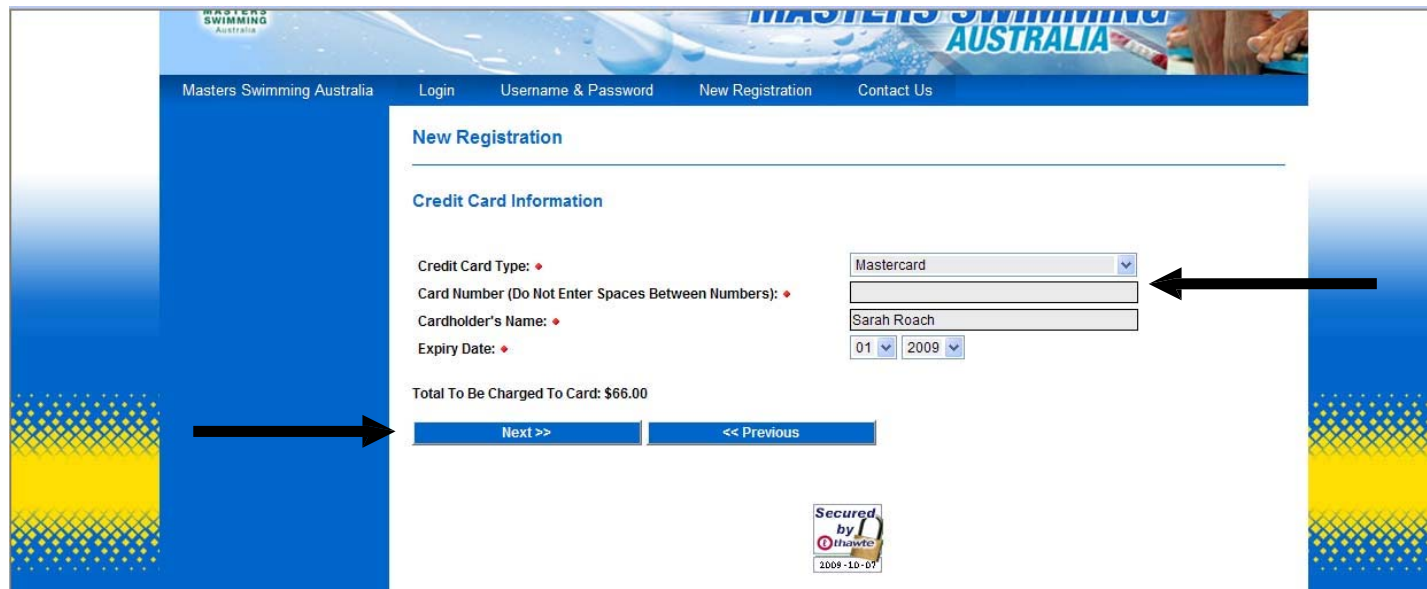
♦ At Least One Telephone Contact Number Must Be Entered

	Area Code:	Number:
Business:	<input type="text"/>	<input type="text"/>
Direct:	<input type="text"/>	<input type="text"/>
Private:	<input type="text"/>	<input type="text"/>

7. You are now need to click on submit your application and pay online and pay using a credit or debit card.



8. After you have chosen to pay online you need to input your credit/debit card information, it shows clearly how much will be charged to your credit/debit card. Click on NEXT. Your credit card will be charged at this time.



9. You will now receive a receipt for your payment that can be used as proof of membership. You need to contact your club and inform them that you have paid online, they will go on to the system and make you active. All swimmers to be considered a registered member need to be both FINANCIAL and ACTIVE.