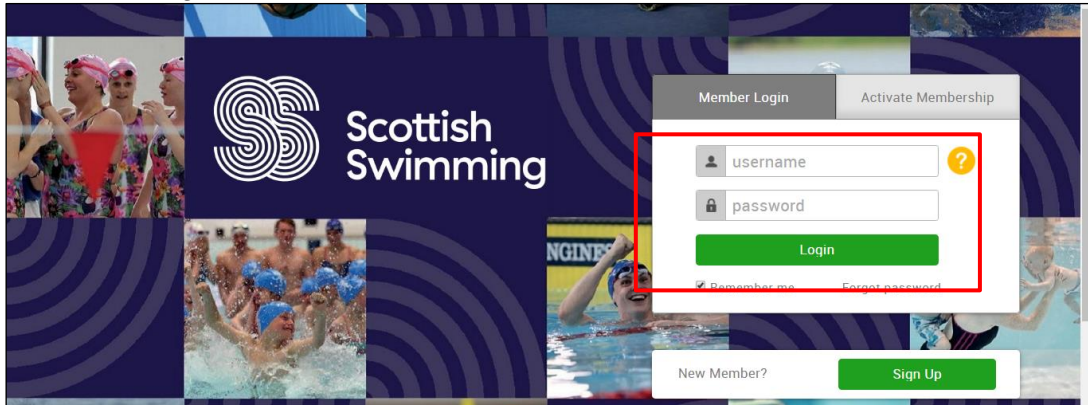


# How to apply for a Poolside Pass – Scottish Swimming Members

- If you know your user name and password.
  - Go to the login page:- [click here](#)
  - In the Member Login section type in your User Name and password in the appropriate fields and click Login



- If you know your username but not your password?
  - Type your User Name into the username field and click on Forgot password. An email (check 'Junk' folder) will be sent to the email address held on your member/user record containing a password reset link. Your username is normally your Email Address or Membership Number
  - Click the link in the email and you will be able to reset your password
- If you don't know your User Name?
  - You need a user name to allow the "forgot password" link to work. If you cannot remember this please contact [info@scottishswimming.com](mailto:info@scottishswimming.com) to confirm your User Name. **Please do not register again simply because you cannot remember your user name** – Scottish Swimming will let you know your User Name promptly, allowing you to log on.
  - Note – Scottish Swimming cannot see your password so cannot tell you what your password is, but your password can be reset by Scottish Swimming.

## Selecting your Poolside Pass

- Once you have logged in click on:-


Events and Courses tile



Select Poolside Passes



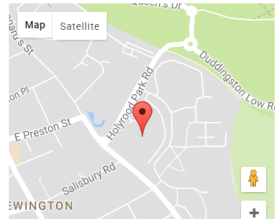
- Select your pass and add to cart:-

 **2017 Scottish Short Course Championships**  
Fri, 8th Dec

Booking Type	Sale Ends	Price	Qty
<b>SC Coach</b> SC Coach Pass	15 NOV 2017	£25.00	1
<b>SC Chaperone</b> SC Chaperone Pass	15 NOV 2017	£25.00	0
<b>SC Team Manager</b> SC Team Manager Pass	15 NOV 2017	£25.00	0

[Add to Cart](#)


**Location and Dates**



- Complete the details and select 'Complete Registration'

**2017 Scottish Short Course Championships**  
Fri, 8th Dec

**Location and Dates**



**Royal Commonwealth Pool**  
21 Dalkeith Road  
Edinburgh  
EH16 5BB  
Friday, 08 December 2017

**Contact Details**

Melanie Orr  
nationals@scottishswimming.com  
01786 466520

**Event Registration**

Please complete the following registration details:

Ticket 1 - SC Coach

**Club Selection**

Select which club you represent for this pass

All chaperone and team manager passes must be approved by the club Head Coach. You should only apply for a pass if you have verbal approval from the Head Coach. Following the application for a pass, a notification will be sent requesting approval from the Head Coach. Please tick to confirm you have the Head Coach's approval

\*

Please specify the Head Coach granting permission

\*

Please tick to confirm you have read the terms and conditions [here](#)

\*

Please tick to confirm you have read and understand the code of conduct state [here](#)

\*

- Select your payment option:-

**Checkout**  
Review and purchase items


1 Confirm Details
2 Order Review
 3 Confirm Payment

Below is a summary of your order, please review and then select a payment option.


**Contact Details**

Mel Orr  
m.orr@scottishswimming.com  
01786 466520

Request Invoice
Admin Pay
Pay with Card



**Item Summary**

ITEMS	PRICE	QTY	TOTAL
 <div style="font-size: small;"> <p>SC Coach (Kevin Adams)</p> <p>SC Coach Pass</p> <p>In Stock</p> <p><input type="button" value="Remove"/></p> </div>	£25.00	1	£25.00


Sub Total

£25.00

Total


£25.00

Request Invoice
Admin Pay
Pay with Card



**There are three reasons why your pass would be rejected:-**

- If you do not hold a current PVG – please contact the Scottish Swimming office on 01786 466520
- Not an active member - please contact your Club Membership Secretary
- No photo uploaded - please return to your Membership profile page and upload a photo




**Oops...**

Please review and update accordingly

To apply for a pass, you need to have an active PVG for the club you are applying through – please contact Scottish Swimming.

OK




**Oops...**

Please review and update accordingly

To apply for a pass, you need to have active membership – your membership is not active – please contact your club

OK



**Oops...**

Please review and update accordingly

To apply for a pass, you need a photograph on your profile. Please return to your profile page and upload a headshot photo.

OK