First Colony Swim Team
New Swimmer Registration 2012-2013
Welcome to FCST!

Registration for New Swimmers:

Registration for new swimmers begins July 2nd, 2012. Prior to registration, your swimmer *must* be evaluated, placed on the team, and given a Group Assignment by a First Colony Swim Team Coach. After your swimmer has received a Group Assignment from an FCST Coach, please read and follow the instructions below for registration.

More information about the Evaluation process and how to sign up is located on our website: www.FirstColonySwimming.com. To sign up for an Evaluation, please email: tryoutfcst@swimfcst.com.

We are glad your swimmer wants to join First Colony Swim Team. Registration is on a first come–first serve basis. Some groups may be full by the time your registration is completed; please register and submit the registration fees as soon as you receive a Group Assignment in order to reserve a place on the team and to better get your desired schedule and practice location. Please note that the Evaluation Group Assignment is only valid for 30 days. And waiting to complete registration may mean being put on the Waiting List.

Please read the 2012-2013 FCST Registration and Membership Policy and the Fee Structure. These are provided in the New Swimmer Packet passed out at Evaluations and available online at www.FirstColonySwimming.org. You will be asked to acknowledge your agreement to these policies online during registration.

Registration fees must be made by check payable to First Colony Swim Team (FCST). No credit cards accepted. Monthly swimming dues are deducted via Automated Clearing House ("ACH") withdrawal from your bank. Invoices are generated on the 1st of the month and bank drafts occur on the 1st of each month. Your billing summary will be emailed at the end of the month. If there are changes to your account, email the finance manager no later than the 26th day of the month.

How Do I Register My Swimmer?

1. Register your swimmer online (see directions attached below)
2. Mail registration check to PO Box 16220, Sugar Land, Texas 77496-6220
   Or bring check to the office M-F 10-3 pm, 4501 Cartwright Rd, Suite 406, Missouri City 77459.

2012-2013 FCST New Member Registration Instructions

____ **The following must be read and agreed to during registration:**

- FCST Registration and Membership Policy 2012-2013
- Fee Structure 2012-2013

_____ **Complete Registration--Step by step Online Registration Instructions:**

Go to www.FirstColonySwimming.com

Click on **Start Registration** in the upper left hand corner of the homepage
Scroll down and click on **Register NOW**

Select I am not sure if I have an Account on this team. This is the email address I want to use:
Enter email address
Select **NEXT**

Enter your Billing information, Guardian, Insurance and Emergency Contact Information
Select **NEXT**

Add Swimmer Information
Please put in T-Shirt size – put in cell number for Senior swimmers
Select swimmer's group
(register swimmer to group: ***scroll down after you select*** group and press REGISTER THE MEMBER TO THE SELECTED GROUP)
Please fill in the Homeowner's Association/Subdivision field. For example, if you live in Sterling Heights in New Territory, you would enter 'New Territory-Sterling Heights.'
Repeat this step for all swimmers registering, by adding new members
Select **NEXT**

Select **Pay By Check**
Read Through All Waivers and check (☑) that you agree
Select **Complete Registration and Pay By Check**
A receipt will be sent to your primary email account

You will receive an email confirmation that your registration has been processed. If you do not receive an email confirmation after completing the online registration, or have any questions, please email the Finance Manager, Laura at financemanager@swimfcst.com or the Business Manager, Denise at businessmanager@swimfcst.com. We can be reached at the FCST Office at 281-969-8759 Mondays-Fridays.