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

June 18-July 2: Priority Registration for Returning FCST Swimmers

First Colony Swim Team welcomes you. We know that with your talent and our leadership, we make a winning combination. Registration is online again this year. Returning FCST swimmers have the opportunity to register before new swimmers, during FCST Priority Registration, June 18-July 2 (for accounts in good standing). Registration for new swimmers begins July 2nd, so please **register no later than July 1st** in order to reserve your spot on the team for the upcoming 2012-2013 season. Registration is on a first come–first serve basis beginning July 2nd.

Upon successful completion of online registration, members in good standing, who have fulfilled their volunteer requirement, will be approved and placed on the team. The upcoming July FCST-Hosted Meet is the final big opportunity this season, to fulfill the volunteer requirement. Click here to sign-up to volunteer.

Please read the FCST Registration and Membership Policy and Fee Structure for 2012- 2013, located online at www.FirstColonySwimming.com, under ***Join FCST*** and ***Registration Info***. You will be asked to acknowledge your agreement to these policies online during registration.

Returning Swimmers do not mail a check for Registration Fees. Your 2012-2013 Registration fees will be auto-drafted (ACH) August 1st, 2012 through your FCST account.

If you plan on paying one Annual payment rather than monthly swimming dues, you must notify us by emailing financemanager@swimfcst.com before the August 15th Annual Payment Notification Deadline.

The first regular monthly dues will be drafted on Sept. 1st, 2013.
Please email questions to Denise Aljohar Ousley, businessmanager@swimfcst or Laura Conway, financemanager@swimfcst.com.

2012-2013 FCST Registration Checklist and Step by step Instructions

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

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

_____ Complete Online Registration:

Select the *FCST Members Page* link located in the blue box on the left side of the Home Page at www.swimfcst.com

Select **Start Registration** (If you are already logged in to your account, you will need to Sign Out)
Scroll down and Select **Register Now**

Depending on whether you remember your password or not, select one of these two options:

○ I am NOT currently signed in but I already have an Account on this team:

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

Select **NEXT**

Please re-confirm your Billing Account info below before registering Members to your Account:

Update your **Email, Billing, Guardian, Insurance/Emergency Contact** Information, and whether you reside in the Fort Bend Independent School District, **FBISD: (Yes/No)**
Scroll down and Select **NEXT**
Select **Member to Register (YES)**

Update member information - please put in T-Shirt size – put in cell number for Senior swimmers
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.'

Select **Swimmer's Group**

(Register Swimmer to Group)

(Scroll down after you select group and press **REGISTER MEMBER TO SELECTED GROUP**)

Repeat this step for all swimmers to register

Select **NEXT**

Select the **green tab Pay By Check** Registration fees will be billed to your account August 1 **(through ACH draft), but you must select the 'Pay By Check' tab in order to complete the online registration process; DO NOT MAIL A CHECK)**

Read Through <u>All Waivers</u> and check (☑) that you agree

After you check all the boxes that you agree to the Policy, Fee Structure, Volunteer Obligation, and Waivers, you will see a warning message:

You have chosen to pay by check. The member[s] you are registering will be automatically added to our wait list and are not confirmed until we receive and clear your check. Please remit as soon as possible. DISREGARD THIS MESSAGE; IT IS STANDARD TO COMPLETE THE ONLINE REGISTRATION PROCESS BUT DO NOT MAIL A CHECK. YOUR ACCOUNT WILL BE DRAFTED FOR THE REGISTRATION FEES ON AUGUST 1ST

Scroll down and Select the Red Tab: **Complete Registration and Pay by Check**
A receipt will be sent to your primary email account