

**What is the membership year with AAS (Alberta Artistic Swimming) and CAS (Canada Artistic Swimming)?**

The membership year is from September 1 to August 31.

**Can I register for 2023-2024?**

Registration for 2023-2024 will open on July 15th. **Registrants must make sure they choose the correct season to register with.**

**Have the membership fees for AAS and CAS been increased for 2023-24?**

Yes. Please see the fee table on the AAS [Registration Page](#). Additionally there is be a 2.9% + \$.50/transaction processing fee. Fees can also be found on the [H2OREG Landing page for 2023-2024](#).

**What AAS forms and information will be collected for a coach or official on the database?**

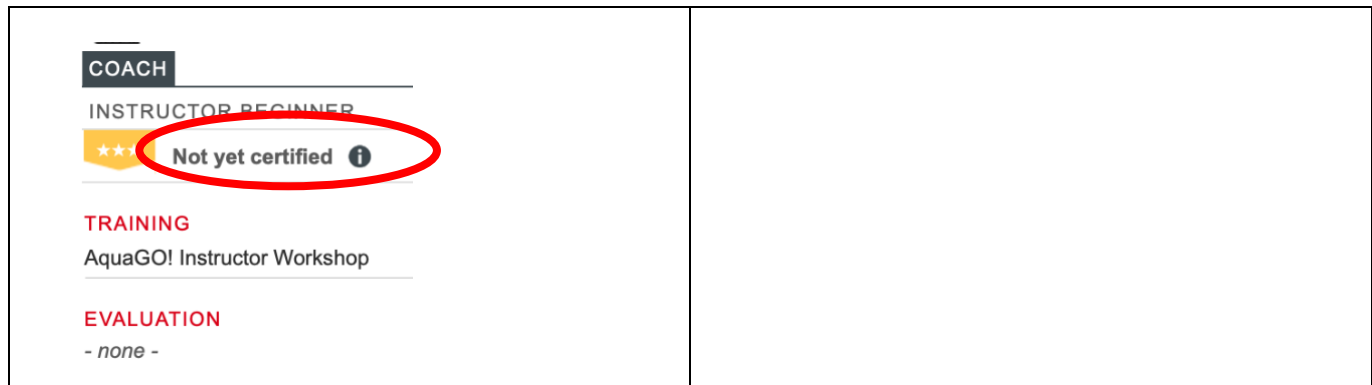
All forms and information required by CAS and AAS policies will be collected using the online database.

**Are coaches and/or officials required to be registered on the AAS database before they can participate in sanctioned activities?**

Yes, membership expires on August 31 annually and as such, any activity on or after September 1 requires new registration. Both coaches and officials must have an 'issued' status on H2OREG to be eligible to participate in any club or AAS sanctioned activities.

**How do I know if I met all of the requirements?**

Please read through the CAS Coach Registration and Certification Policy to find all requirements, including non-NCCP and NCCP requirements. For NCCP requirements you can review the Coach Development Pathway found on the Artistic Swimming Coach website and/or through your NCCP profile. Click on the 'I' to find missing requirements.



**How do I know which membership category to choose?**

Competitive Coach: coaching in the provincial and/or national stream.

Recreational Coach: coaching only recreational programs including AquaGO!.

\*If a coach is coaching in both streams the coach must register as a competitive coach.

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**Are my membership fees paid online?**

Yes, the H2OREG system is set up to collect the AAS and CAS fees through a third-party provider, WePay. No

payment information is stored in the system. Those individuals that meet all requirements within the system and paid will receive confirmation of their membership within minutes.

The system will show the breakdown of fee and they also be able to print out a receipt.

### **Why is my club not available when I register?**

Clubs must be compliant with AAS policies. Once a club becomes compliant AAS will have the club added as an affiliate, this can take up to two business days from the time approved on the H2OREG system. You may still continue with registration and go back later to add a club.

### **Do coaches have to be registered on the AAS database before they can coach or instruct?**

Yes, all coaches must have submitted all forms, paid the applicable fee on H2OREG and have 'issued' status. Coaches must select any clubs you are affiliating with. **DO NOT affiliate with clubs that you do not have an agreement with.**

### **Do officials register with a club?**

No. If you are registering as an official please choose Alberta Artistic Swimming to affiliate with.

### **Is there a registration deadline to become an AAS or CAS member?**

Memberships are accepted in all categories throughout the membership year of September 1 to August 31 however all individuals must register and receive confirmation of membership prior to their participation in any role.

### **Do Coaches and Officials have to upload a photo?**

Coaches must upload a photo, officials are not required to. The photo will be used to create an ID card for deck access at all AAS competitions. The photo must be a passport like photo, head and shoulders photo, where your face can be clearly seen. For upload instructions you can use the [Interpodia FAQ's](#).

### **Do members have to make a donation to AAS? If I do, how are the funds utilized?**

Making a donation to AAS is optional so can be skipped or a \$0.00 amount selected. In the event that someone makes a donation these funds would be tracked as donations and allocated to athlete development initiatives such as development camps, talent identification programs and/or provincial teams.

### **Will a new coach get a Canada Artistic Swimming (CAS) membership number?**

If you are a new coach member to Artistic Swimming you will be assigned one automatically once you register. If you have been registered previously on H2OREG your number is permanent. If you have transferred from another province the system will automatically assign you a new CAS number. AAS will do its best to retrieve your precious CAS number from the CAS database.

### **What if my status shows as pending?**

If your status shows as "pending" then you are likely missing a requirement to be compliant in a selected category. You should be able to see what is missing by clicking the 'pending' button next to the item indicated.

- CAS Screening Form – forms will be reviewed by AAS minimally each Tuesday and if clear will be manually updated.
- Background check – Usually completed within 24hrs. If not, please have the member contact Sterling to find out why there is a delay. Check the FAQ's for [myBackcheck here](#).
- Coach Certification – AAS will update this manually by confirming your coach credentials through

your NCCP profile. Please see the [Coach Registration and Eligibility](#) page on our website for more information.

- [Respect in Sport](#) – **is mandatory for coaches.** AAS will update this manually by confirming completion of this through your NCCP profile.
- [Safe Sport/Respect in Sport](#) – Officials may choose which module to take. Safe Sport is free and completed through the Coaching Association of Canada by setting up a profile. AAS will update this manually by confirming completion of either module through your NCCP profile.

### **If I have multiple roles with Alberta Artistic Swimming can I select them at once?**

Yes, you may select all of your applicable roles within AAS during your registration and the system will determine all applicable forms and the applicable fee.

### **What if I am under the age of 18 at time of registration?**

If you are a minor at the time of registering with AAS then a parent or legal guardian must complete and sign certain forms on your behalf. Your background check will show as incomplete. AAS will manually change this date to expire on your 18<sup>th</sup> birthday.

### **How do I know what I need to be a trained coach?**

You can find the requirements in the [Coach Development Pathway](#) for each coach context. You can also find what you are missing in your NCCP profile. Click on the little 'i' beside the coach context title and then choose 'Trained....' And choose option 2. Missing items will not have a completed date.

### **Who do I contact if I am having troubles using H2OREG?**

H2OREG has a [library for FAQ's](#) and a chat window. The chat window will be located in the bottom right corner of your browser.