

I have been previously enrolled in the swimming program and need to rebook

[Login to the portal](#)

If you can't get in, try the password reset. No luck? Contact us on 9351 8735. Don't create another profile, we will help you access the one already set up for you.

Once you're in,

1. Add the Finance Info (see below)
2. Be sure to select 'default' and 'share with account'
3. Use Activity Registration to book in.
 - ACCEPTS – Credit card or bank account
 - NOT ACCEPTED – Amex and Debit cards

I am NEW to Sydney Uni Swimming

Welcome!

Firstly, [create a profile online](#)

If you have not been assigned a swim level, contact us on 9351 8735

If you DO have a swim level.

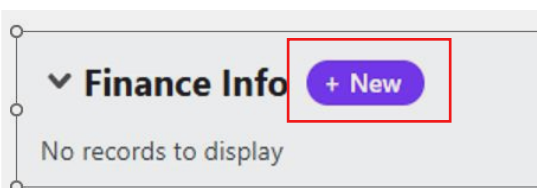
1. Add the Finance Info (see attached) **
2. Be sure to select 'default' and 'share with account'
Select NEW
3. Use Activity Registration to book in.
 - ACCEPTS – Credit card or bank account
 - NOT ACCEPTED – Amex and Debit cards.

You will be able to complete this online.

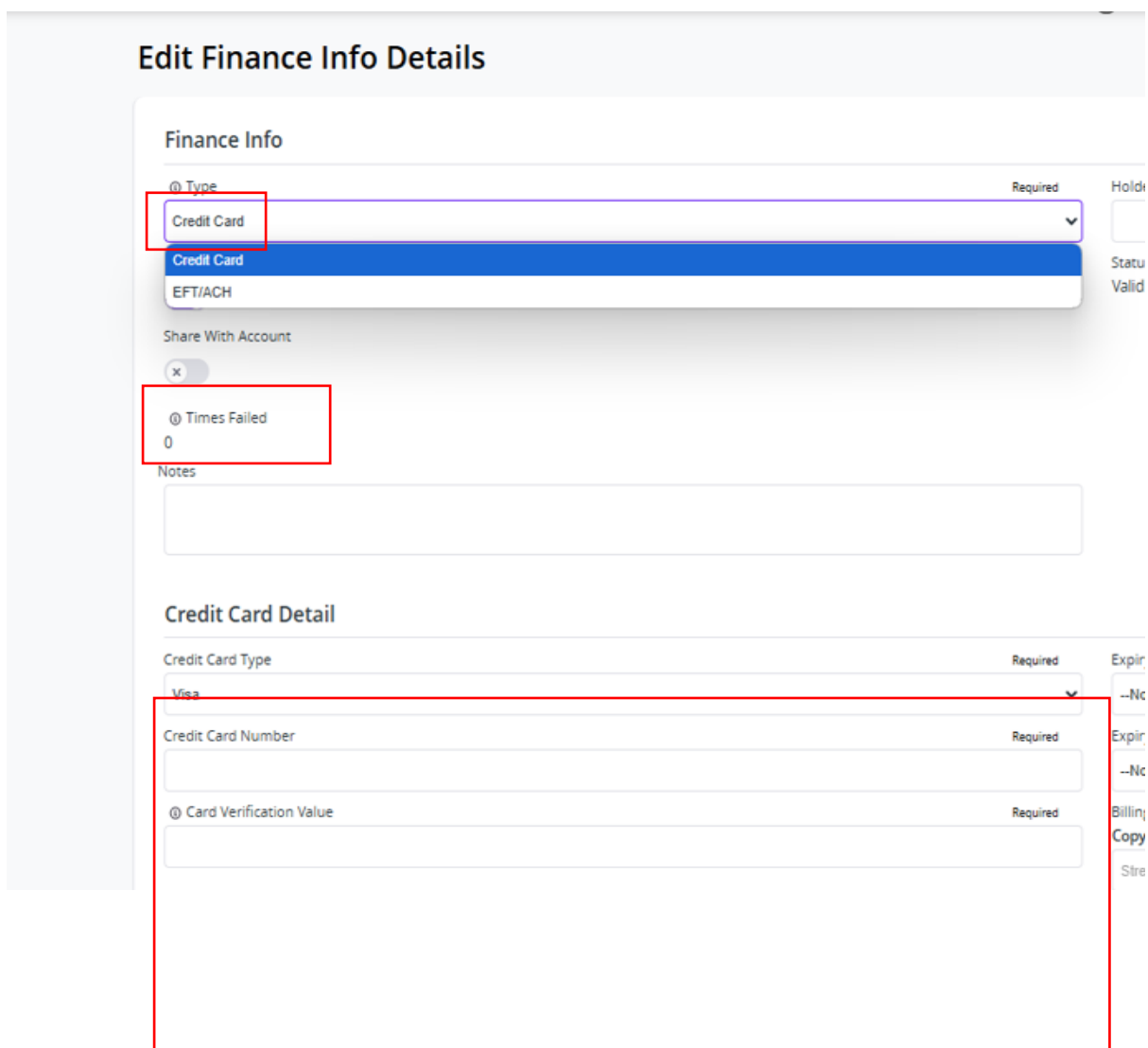
If you need any help with this at all, please feel free to call 9351 8735

Payment will be by Direct Debit. It Is easy to set up.

On your profile, you will see this field. Select NEW



1. Select 'Type'
 - a. Credit Card. NB – Do NOT use a DEBIT CARD or American Express. Your payments will be unsuccessful.
 - b. EFT/ACH – Bank account, this will change the fields on the form and prompt you for a BSB and account number.
2. Move the toggle button to Share with Account so that your finance info is shared to the account for payment.



Edit Finance Info Details

Finance Info

Type Required Holdi

Credit Card ▼

Credit Card

EFT/ACH Statu

Valid

Share With Account

Times Failed 0

Notes

Credit Card Detail

Credit Card Type Required Expir

Visa ▼ --Nc

Credit Card Number Required Expir

--Nc

Card Verification Value Required Billin

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It's a good idea to check the "finance info" tab regularly and keep track of how your payments are going. If you need to change the payment details, this is the place to do it. Leave plenty of time either side of your direct debit scheduled date for a smooth transition.