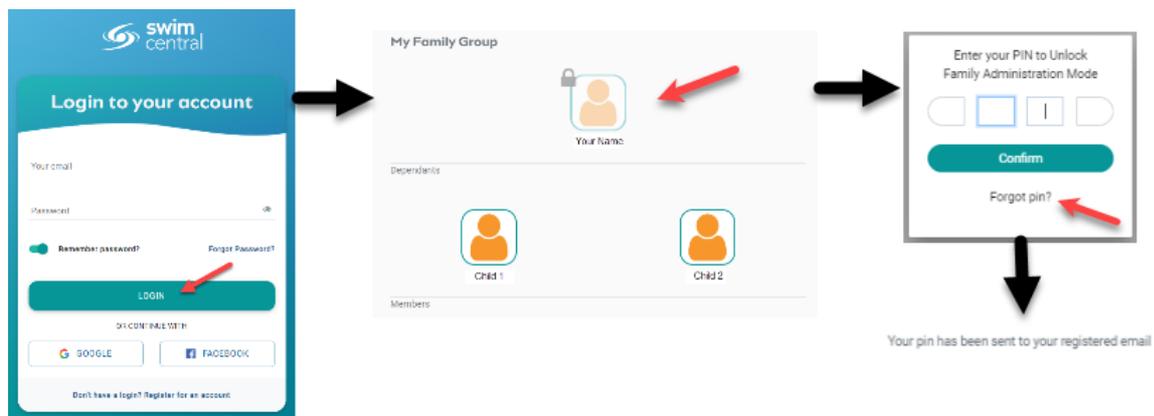


HOW TO RESET YOUR FAMILY ADMINISTRATION PIN

Follow the steps below to either be reminded of or reset your family administration pin.

TO BE REMINDED OF FAMILY PIN

Login to Swim Central and select **your profile** as principal of family. You will see a pop-up that asks you to enter your PIN to unlock your family administration mode. Select **Forgot Pin?**



You will see a notification on the pop-up window that says your PIN has been sent to your registered e-mail address. ****Please check your spam/junk folders if you do not see an e-mail in your inbox within a few minutes.**

TO RESET FAMILY ADMINISTRATION PIN

Login to Swim Central and **Unlock** your principal of family profile (by entering family PIN). Select **Family Setup** from your personal dashboard, then select **Update PIN** from the far right, enter new 4-digit PIN the Select **Confirm**. ****Please note: PIN change will only take effect on next sign in.**

