Below are the following steps in regards to registering your diver through H2Oreg:

Step 1: Create an Account (a separate document will be provided on creating an account) Access the link provided below:

https://h2oreg.com/#!/memberships/dive-ontario-202223

Step 2: The link above will take you to this page.

- If you have not registered your athlete before click on the first button "ATHLETE REGISTRATION (first time this season)"
- If you have registered your athlete before, and need to upgrade your membership for the following year, click "ATHLETE REGISTRATION membership upgrade"

	Welcome to the 2022/2023 Dive Ontario Membership Registration Page!
	Joining/Renewing for the 1st time this season:
	ATHLETE REGISTRATION (First time this season) - Select Your Club
While joii	ning/renewing for the 1st time this season, as an athlete, it is mandatory to register through your club registration portal
	Register with Dive Ontario > OTHER MEMBERS - Officials/Board Members/Unattached Athletes/Coaches
	Upgrading your athlete membership:
Alread	dy registered as part of your club for the season? If you need to upgrade your membership, please use the link below:
	ATHLETE REGISTRATION - Membership Upgrade
	Downgrading, cancelling or requesting additional information about your membership:
	Please contact info@diveontario.com for further information.
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Steps 3 - ____ will be explaining how to register as a first time athlete. Skip to step ____ to find out more regarding athletes who have registered in the past.

Step 3: Select the club your athlete is a member of.

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Step 4: Once you select your club, the clubs portal/page will show up. You will select individual registration.



Step 5: Once you complete the steps above. You will select your athlete. You can register as many athletes as you would like on your account.

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$\leftarrow \ \ \rightarrow \ \ C \ \ \ \ \ \ \ \ \ \ \ \ $	% G @ ☆ 🛛 🚺 🚺 5
H2OREG	ENGLISH FRANÇAIS TOOLS 🃜 🔺 FELICITY
Toronto Diving Academy - 2022/2023 Process an admin transaction	START ADMIN TRANSACTION
Who do you want to register? Test Athlete REGISTER SOMEONE ELSE	Test Athlete DATE OF BRTH: 2003-07-03 Female
	CANCEL REGISTER

Step 6: Once you click "register". The website will ask you for what program you would like to register for.

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Step 7: Select the option that correlates with your athlete and then select "Next".

Step 8: Once you click next, this prompt will appear. If you would like to add another athlete then select "COMPLETE AND ADD ANOTHER PARTICIPANT" and follow the steps above.

 If you don't have another athlete to add select "COMPLETE AND PROCEED TO CHECKOUT".



Toronto Diving Academy - 2022/2023

Category	[edit]
Club Member	
COMPLETE AND ADD ANOTHER PARTICIPANT	COMPLETE AND PROCEED TO CART

Step 9: Select the account you want to record the transaction on, and then select "submit and complete".

HZOREG		ENGLISH	FRANÇ	ais tools 🏋 🛔 felicity
	Your order is NEARLY complete. Please review and transaction.	d submit the information below to complete your		Order Summary
	Hi Felicity Zuechner!		Q	Toronto Diving Academy \$0.00
	ADMIN TRANSACTION CHECK OUT			Promotion / Coupon Code
	If you're currently completing a transaction registrants, please select which account against.	on on behalf of one of your members / you would like to record this transaction		ENTER CODE HERE APPLY
	Warning: any validated order <u>cannot</u> be	modified later.		SUBMIT & COMPLETE
	 If you're not sure about your choice, you more detailed information. A user MUST be selected to proceed. The selected account, and the selected user's 	u can consult our REFERENCE GUIDE for a transaction will be linked to the s name will appear on the receipt.		
	USER	EMAIL		
	Felicity Zuechner (Admin)	felicityzuechner@gmail.com		
	Toronto Diving Academy		^	
	Club Member: Toronto Diving Academy - 2022	2/2023		
	- Felicity Zuechner		Ê	

Step 10: you should receive an email stating your athletes registration.

IF YOU HAVE CREATED AN ACCOUNT AND REGISTERED BEFORE:

Step 4:

Upgrading your athlete membership:

Already registered as part of your club for the season? If you need to upgrade your membership, please use the link below:

ATHLETE REGISTRATION - Membership Upgrade

Step 5: Select your athlete, Here you can update your athlete information, or you can register someone else.

As per OSIC regulations, please choose your Competitor Gender as your default gender on your profile (it will be used for
future registrations).

The registration process will collect additional statistical information in the 'member information' section.

Member Information	TEST
O Felicity Zuechner	Athlete
REGISTER SOMEONE ELSE	opsintern@diveontario.com
	DATE OF BIRTH 2003-03-03
	CANCEL REGISTER TEST

Step 6: select your membership option, this depends on what you are registering your athlete for. (there will be less options for the 2023/2024 year.)

420REG		ENGLISH	FRANÇAIS TOOL	s 🏋 🎍 FELICITY
	Membership Options for TEST Athlete			
	Recreational Members			
	Trial	LEARN MORE	\$0.00 CAD	
	Recreational	LEARN MORE	\$5.00 CAD	
	Learn to Dive	LEARN MORE	\$5.00 CAD	
	Competitive Members			
	Sr National	LEARN MORE	\$200.00 CAD	
	Pre-Competitive	LEARN MORE	\$200.00 CAD	
	Masters	LEARN MORE	\$200.00 CAD	
	Coaches and Instructors			
	Competition Intro	LEARN MORE	\$50.00 CAD	
	Competition Dev	LEARN MORE	\$50.00 CAD	
	Instruction Beginner	LEARN MORE	\$50.00 CAD	
	Instructor - Head Coach	LEARN MORE	\$50.00 CAD	
	Official Members			

Step 7: Once you have selected your membership option and selected "next". You will be asked to select the club your athlete is diving for. Select the Club and select "next".



Membership A	Affiliation	(Clubs/1	「eams)
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Affiliated Dive Ontario Club/Team 2022/2023	
Dive Toronto	
Etobicoke Diving Club	
Forest City Diving Club	
Gatquatic Divers Club	
K-W Diving Club	
Nepean Ottawa Diving Club	
Optimal Diving	
Ottawa National Diving Club	
Thunder Bay Diving Club	
Toronto Diving Acadamy	

Step 8: Fill out the required information

CLOSE & EXIT

HBACK

1ember Information		_
Preferred Language	Select an option	•
Other Languages Spoken	ENTER TEXT	
Please select one of the following that is most applicable to your Aboriginal ancestry	Select an option	•
Are there any allergies you should let us know about?	ENTER TEXT	T.

NEXT

powered by 🗲 Interpodia Contact Support

Step 9: Con	firm the information	n you provided	and select complete	and proceed to cart.
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Trial			[edit]	
Trial				
Affiliation Associate Member/	Academy		[edit]	
Unattached Dive Ontario Membe	r			
Questions			[edit]	
Member Information				
Q. Preferred Language		English		
HBACK CLOSE & EXIT	COMPLETE AND ADD A	NOTHER MEMBERSHIP	COMPLETE AND PROCEED TO CART	

Step 10: you will then fill out your billing information and pay any required fees. (similar process to Steps 10 & 11 above regarding an athlete's first time registering)

A Few FAQs that have been asked in club meetings. The link provided will lead you to more FAQs related specifically to H2Oreg and how to use it.

https://support.interpodia.com/knowledge/diving-member-how-to-access-my-h2oreg-profileupdate-my-membership-information

FAQ: Why do I have to use H2Oreg if my club uses a different registration platform or process?

If your club registers their divers/members through a separate process that is not H2Oreg, that's fine. However, for insurance and liability reasons, you must also register your diver through H2Oreg. As well as, registering your diver through H2Oreg is mandatory as it confirms they are members of Dive Canada and Dive Ontario.

Are other provinces using this platform as well, and will my child have to register again if they compete out of province?

Yes, all provinces are required to register their divers through H2Oreg. No you do not have to register again if your diver is competing out of province. Dive Canada & Dive Ontario will have confirmation as to whether you have registered your diver.

Why can't we use just one registration process?

It depends on your club and if they want to do all registration through h20reg or use a separate platform for registration individually to the club. Many other sports use two platforms for registration one for National and provincial registration plus for insurance reasons. As well as another registration process to the individual club. An example of another sport using this process is Ski Racing. Skiers must register through Alpine Canada/Ontario for insurance reasons in addition to their individual ski club.

How secure is H2Oreg, who has access to the information inputted on H2Oreg?

The company that operates H2Oreg is Canadian based, and those who have access to the information depends on the level the information is required. So if it is required for Dive Canada then only those from Dive Canada can access it, if it is provincial based information then only Dive Ontario can access it. Same goes for club level information, only the club has access to it.

For "Learn to Dive" sessions do I have to register my diver each session they participate in?

Yes, since each session is considered an individual program, they must be registered each time on H2Oreg.

If you have anymore questions feel free to email: opsintern@diveontario.com