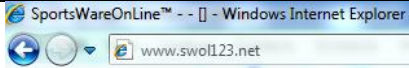

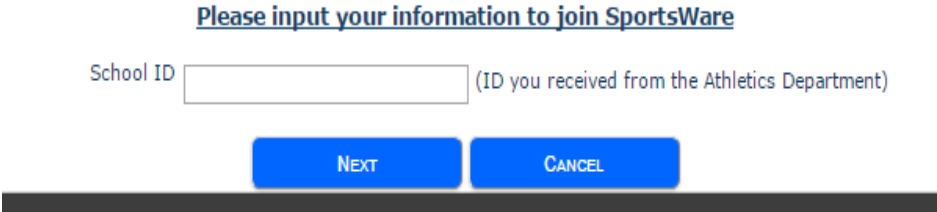
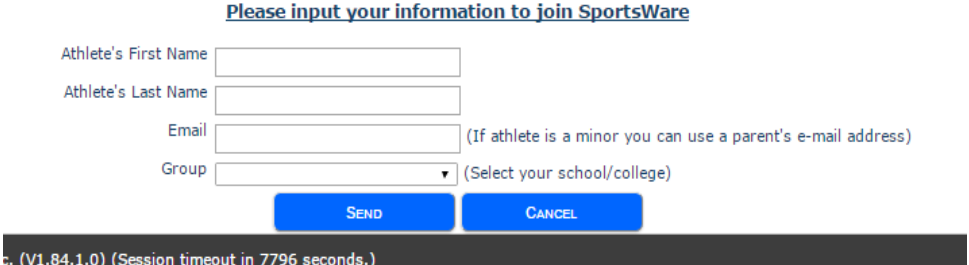
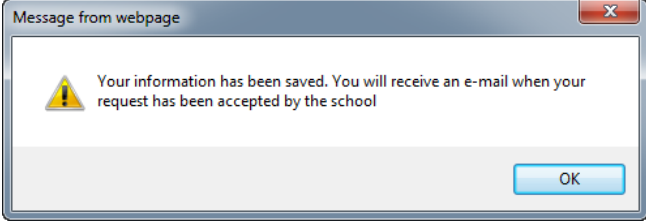


Dear Sport Club Athlete:

Prior to participating on a team with Virginia Tech Sport Clubs, athletes must provide us with current address, emergency contact, insurance, medical alert and other required information. To expedite this process, Virginia Tech Sport Club uses an online data entry system.

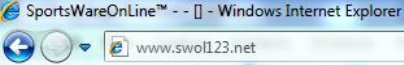
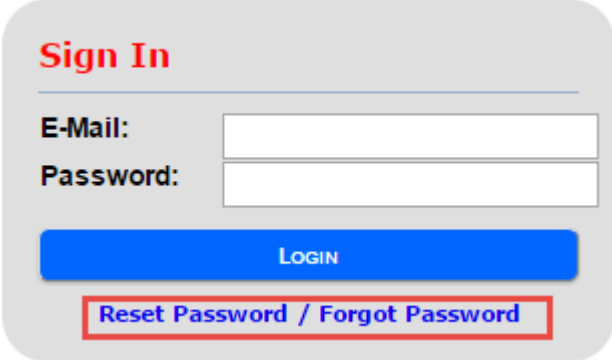

To enter your information, visit [www.swol123.net](http://www.swol123.net). The first time you visit the website you will need to enter Join SportsWare using the instructions below:

## Joining SportsWareOnLine

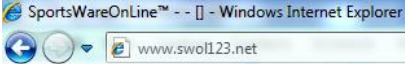

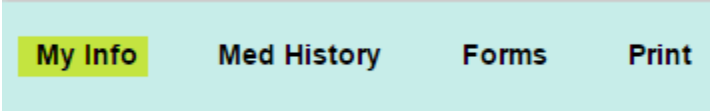
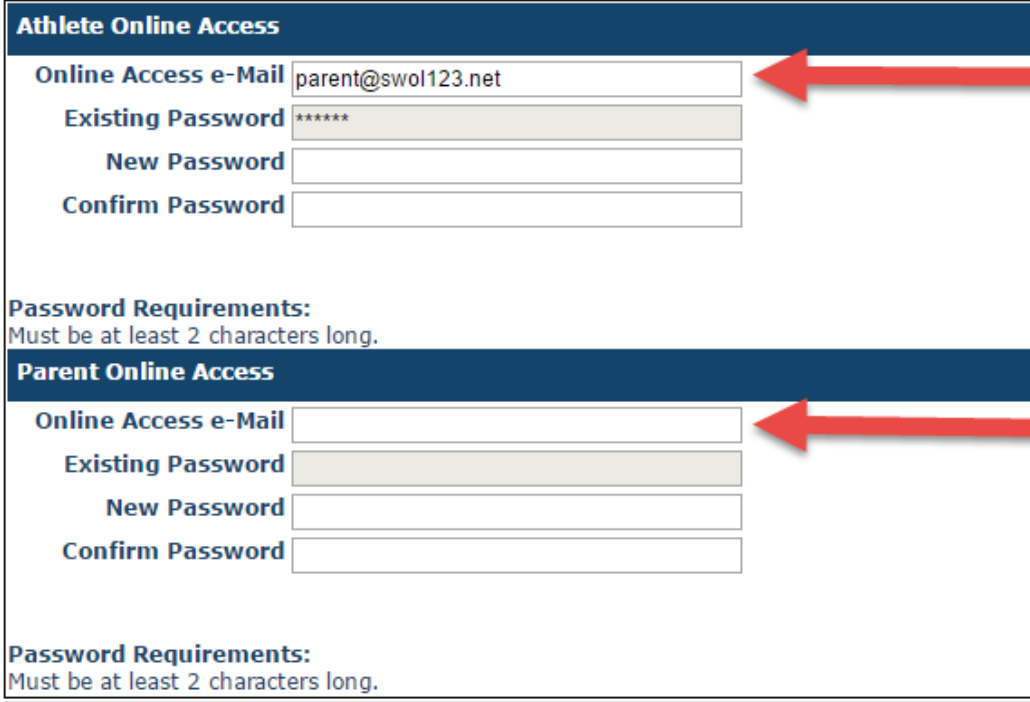
Instructions	Example
Go to <b>www.swol123.net</b>	
Scroll to the middle of the screen and click the <b>Join SportsWare</b> button.	
Enter your School ID (Please note that this is case-sensitive)  <b>VTRECSPORTS</b>	
Enter your First Name, Last Name, Email address and click the Send button.	
Your request to join SportsWare will then be sent to the Athletic Trainer for review. Please allow 48-72 hours for your request to be accepted by the Athletic trainer	

<p>Once your request is accepted you will receive an e-mail with the Subject <b>“SportsWare request accepted”</b>.</p> <p>Open the e-mail and click the <a href="http://www.swol123.net">www.swol123.net</a> link to continue to SportsWare OnLine.</p>	<p><a href="#">SportsWare OnLine Password Request</a> • You received this e-mail because either: 1) You requested to reset your SportsWare Online password OR 2) You are an athlete who's request</p>
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## Setting Your Password

Instruction	Example
<p>Go to <a href="http://www.swol123.net">www.swol123.net</a></p>	
<p>Enter your Email Address and click the <b>Reset Password</b> button.</p>	
<p>You will receive an e-mail with the Subject <b>“SportsWareOnLine Password Request”</b>.</p> <p>Open the e-mail and click on the link to reset your password. Enter your e-mail address, new password and click the <b>Save</b> button.</p>	

## Updating Your Information

Instruction	Example
Go to www.swol123.net.	
Enter your Email Address and password, click the <b>Login</b> button.	
<b>Select My Info:</b> Update your address, emergency contact and insurance information. <i>school.</i>	
Start entering Athlete's information. Complete the Athlete Online Access section by updating it with the Athlete's email address (defaults with Parents initially). Then Update The Parent Online Access section with email and password. Continue to complete the remaining tabs.	

Thank you for your prompt help. If you have any questions, please contact athletic trainer through email at [davidh18@vt.edu](mailto:davidh18@vt.edu).