NCAA Coaches
Frequently Asked Questions

Question	Answer
How do I access my team's roster and meet schedule?	Use the information you provided on the Team Information Form to sign into SWIMS. If you cannot log in, it means there is a discrepancy between the information you're using and what we have in the database. Please email ncaa@usaswimming.org for assistance. An account in SWIMS is necessary to access your team's page.
What do I do with graduated seniors or swimmers from last year's roster who are not returning?	At the beginning of each year, your current roster is a blank slate. You may use the Roster Rollover tool to add returning athletes to the roster for the current year. Only select the athletes who are returning. Athletes who have not been selected will not be moved to your current roster.
How do I correct incorrect athlete information (e.g., birthdate or misspelled name)?	Please send a note to ncaa@usaswimming.org for assistance.
What do I do when someone quits or is removed from the team?	Please refer to the document "How to Manage My NCAA Team" on the NCAA Help page.
How can I get intermediate splits into the database (e.g., first 1000 of 1650 FR)?	Send a request with all the details of the swim and a copy of the results to ncaa@usaswimming.org within 72 hours of the completion of the competition. Relay lead-off splits are uploaded automatically with the results.

If you have any additional questions, please send an email to ncaa@usaswimming.org.