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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?**

Swim central	My Family Group	Enter your PIN to Unlock Family Administration Mode
Login to your account	Your Name	
Your enail Passacrif @	Dependents	Forgot pin?
Proget Passaget	Child 1 Child 2	↓ I
G GOOGLE		Your pin has been sent to your registered email
Don't have a login? Register for an account		

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.

