How to Complete Facility Booking on myrecsports.usc.edu:

1. Login using your USC NetID Credentials:

   ![Login Options Image]

   * If you are current USC student, staff or faculty, please make sure you click the ORANGE BAR above to log in with your official university login credentials. Do not log in under the local account section. If you are still having issues, contact us at recsports@usc.edu. Thank you!

2. Complete Facility Access Waiver. If you see a notification, click on the bell icon on the top right of your home page. Go through the electronic waiver, sign in the grey box, and submit. If you have an active waiver ob file you will not need to complete this step.
3. Select the “Rec Reservations” tab:

4. Select the Facility Icon that you would like to book a time at:
5. Select a time for an available day (up to 48 Hours in advance):

February 25 - 27, 2021

9 - 10 AM
2 spots available

6. Confirm Booking

*Each individual intending to use the facilities must complete their own unique reservation.
7. In order to check in to your reservation you must complete the following:
   a. Student or Staff/Faculty (Guest for Alumni) Trojan Check guidelines must be completed prior to your reservation time. This may include On-Site Covid-19 Test, Flu Shot Verification, Online Healthy/Hygiene & Safety Test and a Daily Symptom Check. Login with your NetID to verify what you need to complete: usc.edu/login. You must complete the full Trojan Check Process by logging in with your NetID, completing the Trojan Check guest pass will not be accepted.
   b. Provide USC ID Verification to Staff for Check-in

8. Cancellations: Due to the limited number of available times and occupancy, please cancel any reservations that you are unable to attend at least 2 hours prior:

   From your profile, click on bookings on the left-hand menu.

   If you have any questions or concerns regarding these step please email us at recsports@usc.edu.