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## ***MEETS***

### **I. Meet Entries**

Meet entries will be accepted beginning no less than 30 days from the first day of the meet. Said date shall be clearly stated in the meet invitation under Entry Requirements. Only ISI teams/athletes will be allowed to enter the meet during the first seven days entries are accepted. Entries from teams/athletes outside the Iowa LSC, and those from ISI teams/athletes not entering during those first seven days, will be accepted beginning on the eighth day and will be taken on a first received, first entered basis until the meet entry deadline, or until splash limit is met, whichever comes first.

Meet entries are to be submitted to the meet host in strict accordance with the directions contained in the invitation for the specific meet. Generally speaking, entries for ISI sanctioned invitational meets will require submission of the following:

- A. ISI Meet Entry form (APP-7) for individual and relay entries which requires the following:
  1. A listing of each swimmers full name including middle initial and age.
  2. Each swimmers ID registration number.
  3. Each individual and relay event number, distance, stroke, cut time.
  4. Each swimmer or relays entry time for each event.
  5. The make-up of all relays.

OR

Entries will be accepted on disk or email in Hy-Tek Commlink format in place of the ISI Meet Entry form. When submitting electronically a computer printout of the entries must follow with meet fees.

- B. ISI Financial Sheet (APP-8.1, 8.2 or 8.3)
- C. Check payable to host club for splash fees, individual & relay entries.

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## II. Fees

### A. Entry Fees

1. Meet hosts holding ISI sanctioned meets may charge any amount per individual event for events run on prelim-finals basis and \$5.00 for Championship meets.
2. Meet hosts holding ISI sanctioned meets may charge any amount per individual events run on a timed finals basis, \$ 3.25 for Regional meets & Championship meets \$5.00.
3. Meet hosts may charge any amount for entries into relay events, Regional meets \$8 and Championship meets \$10.
4. Meet hosts holding ISI sanctioned meets allowing late entries may not charge more than double the amount of the customary entry fee.
5. Hosts of intrasquad, dual and triangular may charge to defray pool fees and awards either of the following:
  - a. Up to \$1.00 per event and/or \$4.00 per relay, or
  - b. Up to \$5.00 per swimmer.

### B. Splash Fees

1. Splash fees are \$3.00 for all swimmers.
2. No splash fee will be collected for intrasquad, dual and triangular.
3. Splash fees must be forwarded to the ISI Treasurer no later than 5 days following competition with a copy included in the meet wrap-up to the ISI office.

### C. Time Trials

Sanctioned time trials at Iowa Swimming Championship meets shall have a \$5.00 fee per event. Fees collected go to the host club.

### D. Refunds (Events & Splash)

Entry Fees are not refundable in the event the swimmer is unable to participate in any or all events in the meet for any reason, nor are they refundable in the event the meet is cancelled in whole or in part because of inclement weather, equipment failure or other difficulty. A sole exception to this rule occurs if a swimmer is required to scratch an event in a 'BB' or 'B' meet by virtue of having achieved an 'A' or "BB" time,

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respectively, in an event after submitting the meet entry; in this event the entry fee for the scratched event will be refunded.

The splash fee (but not the entry fees) will be refunded in the event an entire meet is cancelled.

If an Age Group meet is postponed by weather or other reason, swimmer who age up before the new meet date and are eliminated from competition because they do not meet the qualifying time in their new age group, shall be permitted to enter the new age group events at the cut-off time. If they choose not to enter, their original entry fees shall be returned.

### III. Entry Deadline

The meet invitation will establish a deadline for submitting entries to the meet, not to exceed ten days for mailed entries & not to exceed seven days for email entries before the meet. This deadline will be strictly adhered to, and failure to comply with it may, in the discretion of the meet host, result in a refusal to accept the entry or assessment of an additional fee as a late entry. Some meets will accept **late entries** at a prescribed time or times on the day of the meet, if open lanes are available. The **late entry fee** may be no more than double the amount of the customary entry fee. The meet invitation will establish the rules of that meet regarding the acceptance of late entries for the following items:

- A. If late entries will be accepted.
- B. The time and manner in which they will be accepted.
- C. If a club accepts late entries, meet hosts must accept late entries at no additional fee in the event a swimmer has achieved a qualifying time for an event in the meet after the entry deadline. Swimmers must provide proof of time in order to qualify for this. Acceptable proof would be final results from sanctioned meet; final results signed by the Meet Referee at the meet the swimmer achieved the qualifying time, by contacting the ISI office for verification from the ISI database or copy from USA Swimming Website Times database.

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#### IV. Submissions of Seed Times

A seed time must be submitted for each individual event and relay entered in the meet. The seed time is the best time the swimmer/relay has achieved in an event swum in the same length pool as the meet will be swum in, unless the meet invitation specifies the best time swum in a pool of a different length. Final results are posted on the ISI website, or can be purchased at meets, since they provide the best method of maintaining records of seed times, and may be required to document a seed time at some meets or if the submitted seed time is challenged. If needed, times can be obtained or verified from the ISI office.

The following rules have been adopted by ISI and govern submission of swimmers' times for USA competition:

##### A. General

1. Seed times are carried from year to year and from one age group to another as the swimmer gets older.
2. Conversions between 25 yard and 25 meter or 25 yard/meter and 50 meter pools **ARE NOT ALLOWED**. However, the swimmer still maintains the classification achieved in either the 25 yard/meter or 50 meter pool. For example, if a swimmer has an "A" time in a 25 yard pool, but has not swum the event in a 50 meter pool, then the minimum 50 meter "A" can be submitted.
3. **THERE IS NO RELIABLE WAY TO ESTIMATE TIMES FOR LONGER DISTANCE EVENTS**. For example, there is no way to estimate reliably what a swimmer will do in a 100 meter event, by looking at his/her 50 meter times. Consequently such conversions cannot be accepted.

##### B. Individual Events

1. A swimmer who is "A" (or "AA", "AAA", "AAAA") classified in an event, but who does not have a qualifying seed time for the proper pool length, must submit "A" (or "AA", "AAA", "AAAA") minimum time for that event as a seed time. The same applies for "BB", "B", or IA Q swimmers. Each swimmer or relays entry time for each event.

##### C. Relay Events

1. If an actual time is not available or a composite is not possible, a NT (no time) seed time must be submitted. The submitted seed time may be a time actually swum by the entering relay team or may be a composite of the individual times of the relay participants. "Split times" shown on final results are acceptable-
2. If an actual time is not available or a composite is not possible, a NT (no time) seed time must be submitted.

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#### D. Time Approvals from Non USA Swimming Competition

1. If a swimmer has a time swum at a non-USA Swimming meet or dual, it may be used for seed time only. The athletes will be responsible for proof of time, if needed.
  
2. For High School State Championships, ISI officials will observe this meet. If athlete is a registered swimmer at the time of swim and swim meets all USA Swimming rules, the times will be entered in the ISI database and USA Swimming SWIMS.

#### V. Proof of Seed Times and Penalties

- A. A fine may be assessed to any swimmer not meeting the cut-off time unless he/she is able to prove his/her time.
  1. Falsification of Seed Times
    - a. Any swimmer or team, at any time, during or before a meet, may be requested by the host club to prove a submitted seed time. The entry committee for the host club, the referee of the meet, or the meet committee may make this request. Acceptable proof of seed times shall be:
      - 1) Official meet result sheets.
      - 2) Official verification by a meet referee.
      - 3) Verification from ISI office times database.
    - b. Upon determination by the host club entry committee, referee or meet committee that a falsification of seed time has occurred, the following may be imposed.
      - 1) A fine of \$10 for each offense may be imposed.
      - 2) The swimmer may be subject to:
        - a) Reseeding to "no time".
        - b) Disqualification from the event or meet.
        - c) Suspension according to the discretion of the Committee.
      - 3) If fine has been imposed, the swimmer will not be allowed to participate in any future USA Swimming swim meets until such time as the fine has been paid. Failure to pay said fine will also forfeit any entry fees paid in on future meets.
  2. Missed Cut-Off Times
    - a. A fine of \$100 will be assessed any swimmer not meeting the cut-off time unless he/she is able to prove his/her time by 30 minutes after close of the

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session in which that event was swum. If the time is not proven and the fine not paid, the swimmer will not be allowed to participate in the remainder of the meet. The fine is payable to the host club. If within 2 weeks after the last day of the meet, Proof of Time is sent to the Meet Director/Meet Referees, the fine shall be returned. For fines collected at the ISI Championships for failure to prove a time, 90% shall go to ISI and the remaining 10% will stay with the host club. The number of fines and the amount collected shall be included with the meet wrap-up and the money shall be sent to the ISI office.

- b. Meet hosts who plan to enforce the Missed Cut Policy must clearly state this in their meet invitation.
  - c. The Missed Cut Policy will be enforced at the State Championships and shall be so stated in the meet invitation.
3. Continued refusal to submit a seed time, or continued submission of NT (no time) is also considered a violation and may be brought before the Committee. Disciplinary action may include those matters set forth under Falsification of Seed Times.
  4. Final appeal can be made by the swimmer to ISI Board of Review within 10 days after formal notification of the penalty.

## **VI. CHAMPIONSHIP MEET – NO SHOW/SCRATCH**

Penalty for no show/no scratch at finals will be imposed a \$50 fine payable to the host team. Fine will be imposed when a swimmer fails to show on the last night of the meet for which they are entered and would not be able to swim for the rest of the meet. There are two (2) exceptions to this rule:

1. Illness to the swimmer reported to the meet referee prior to warm-ups at the finals.
2. Cancellation of the meet due to inclement weather at the discretion of the meet referee.

## **VII. PENALTIES**

- A. Non-enforcement of the ISI warm-up procedure, \$100.00 for each session.
- B. ISI clubs in noncompliance with USA Swimming requirements for coaches USA Swimming membership shall have their ISI membership suspended and their swimmers must swim unattached. Swimmer must then check in with meet referee for coach assignment.

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C. Non-compliance with Sanction procedures:

1. Including, but not limited to:
  - a. Failure to meet preset deadlines
  - b. Failure to provide required documentation to specified sanctioning officers.
  - c. Issuing invitations prior to sanction approval.
  - d. Failure to submit appropriate fees.
  - e. Failure to conduct meet in accordance with approved sanction.
  - f. Failure to provide necessary follow-up reports by deadlines.
  - g. Failure to comply with any/all ISI/USA Swimming requirements concerning meet sanctions.
2. Penalties shall be based on:
  - a. Nature of the infraction.
  - b. Number of times this specific team has had infractions during the past three (3) years.
  - c. Extenuating circumstances.
  - d. Recommendation of appropriate ISI Board members.
3. Amount of penalty:
  - a. No fine shall be less than \$50.00.
  - b. No fine shall exceed \$500.00.

D. Anyone who knowingly enters a swimmer who does not have a current USA Swimming membership in a USA Swimming sanctioned meet shall be subject to a \$100.00 fine per non-registered athlete entered. The fine shall be levied against the individual submitting the meet entry form.

1. If a fully completed USA Swimming registration form is submitted before the swimmer swims his/her first event or if the swimmer is withdrawn before competing there shall be no violation. No submission of registration at Championship meets will be allowed.
2. All disputes are referred to the Meet Committee. Unless acceptable proof is submitted, the swimmer must apply for USA Swimming membership and pay USA Swimming athlete membership fee, or will not be allowed to swim. If membership is found later, the USA Swimming membership application fee shall be refunded in full.

E. Checks are payable to **Iowa Swimming, Inc.** and are to be sent by host club to the ISI Office day following the meet, or Monday following a weekend meet. (All returned checks are subject to a \$15.00 service charge.)

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## VIII. ATHLETES

### A. Unescorted Athletes At Meets

To meet safety requirements in meet warm-ups and during competition, acceptable participation is as follows.

1. Athlete's club coach contacts another coach who will be attending meet. Substitute coach supervises unescorted swimmer along with his/her club team during warm-ups and competition.
2. Unescorted athlete checks in with meet referee or head marshal upon arrival at meet. Unescorted athlete is assigned to a substitute coach who will supervise him during warm-ups and competition or is assigned to "unescorted athlete" lane for warm-ups and is supervised by marshals during competition.

It is important to remember that unescorted athletes should be allowed to participate, and they should be provided with some level of supervision during warm-ups and competition. Common sense dictates that age and experience enter into the determination of how much supervision is required.