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Iowa Swimming, Inc.	RECORDS and TOP TIMES	Revised:	2/2010

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RECORDS AND TOP TIMES

I. General

- A. The Iowa Swimming office is responsible for recording and maintaining:
1. Iowa Records – Swum by ISI registered athletes anywhere in the world.
 2. Iowa Open Records – Swum in Iowa by any USA Swimming registered athlete.
 3. Iowa Swimming Team Manager Times Database.
 4. USA Swimming – Iowa Swimming Portal.
- B. Iowa Records must be obtained under the conditions stated in the USA Swimming Rules and Regulations Book. These include:
1. Records can be made only in still water.
 2. No record shall be considered which is applied for by or through a conference, league, LSC, allied member or organizational member whose rules governing performance do not conform to USA Swimming Rules.

 Exception: When such rules do NOT conform, BUT the performance of the athlete does, verification that meets the same requirements for issuance of an NTV may be requested by the LSC and the application for the record may be considered.
 3. Record times registered by automatic equipment shall be submitted in hundredths of a second (two decimal places). Records in which times are tied to the 100th seconds shall be declared a tie and shared by the athletes involved.
 4. Record attempts at an initial distance for an individual event or the lead-off leg of a relay may be used if the athlete completes the event. An official split time is recorded from the automatic timing system or from the 3 official timers assigned to that lane using digital watches.
 5. Conversion between yards and meters is NOT allowed.
 6. Times from swims in senior events will be moved to the appropriate age group - 10 & Under, 11-12, 13-14, 15-16, or 17-18.

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II. Records Maintained

A. Continuous

1. ISI Records
2. ISI Times Database

B. Seasonal

1. Age Group Times
2. ISI Top Ten Times

III. Age Groups

10 and Under
11 and 12
13 and 14
15 and 16
17 and 18
Senior/Open

IV. Eligible Athletes

All Iowa Swimming, Inc. registered swimmers.

V. Eligible Times

All verified times swum in USA/ISI Sanctioned meets as well as Approved or Observed meets.

VI. Procedures

A. Record Applications

1. ISI Meets: The ISI office will enter meet results into the ISI Team Manager database and run a record match for each meet.
2. USA Swimming Sanctioned, Approved or Observed Meets Outside of Iowa: The swimmer must complete and forward the Official ISI Time Reporting Form (APP-16) with an Official Meet Summary (as above) to ISI no later than one (1) week after receipt of the final results or MM Comlink file with cover email stating meet name, location, date and sanction number.

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3. Non Meets (exclusive of High School): Refer to procedure on obtaining Meet Approval. Following approval, the swimmer must complete and forward the Official ISI Time Reporting Form (APP-16), with an Official Meet Summary (as above, including an approved copy of APP-23) and the following:
 - a. The print out from the automatic timing equipment with backup times and digital stopwatch times (0.00).
 - b. Automatic timing equipment printouts for official splits.
 - c. The Meet Referee's or Director's signature to verify the official time.
 - d. A USA Swimming Official's verification that he/she was present at the meet and that USA Swimming Rules were followed.
4. High School State Championship meet will be an observed meet by ISI officials. Times for high school athletes (if currently registered) will be entered into the ISI database and considered for records.

VII. Changes From the Sanctioned Meet Announcement

Require notification to the Records Chair to determine validity of the results.

VIII. Deadlines For Reporting Times

ISI Times are to be submitted no later than one week after ISI Spring Championships or Spring National meets.