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I. BACKGROUND AND PURPOSE. Section K of the Iowa Swimming, Inc. (“ISI”) Policies and Procedures contains the specific rules for ISI Championship Meets and only applies to ISI Championship Meets. ISI Championship Meets must also follow the rules of Section I to the extent they are not overridden by the specific rules in this Section K. *(Revised 10/01/2017)*

The purpose of the series of Iowa Swimming’s Championship Meets is to provide quality competitive experiences to the maximum number of athletes. By balancing individual and team components, with emphasis given to continuous development, the aim is to provide a structure that fosters growth in all forms. The standards developed for these meets manage the size of the meets, and also provide a mechanism which promotes development and progression through competition and goal achievability.

Within the LSC’s Championship series of meets, the goal of the highest level of championship meets is to bring the LSC’s fastest swimmers together and provide a quality competitive swimming experience. Additional levels of championship meets will be used to provide opportunities for all of the LSC’s swimmers to compete and strive for improvement.

(Revised: 10/10/2021 effective 04/01/2022)

II. GENERAL RULES FOR ALL ISI CHAMPIONSHIP MEETS.

A. Name, Length, and Number of IASI Championship Meets. IASI shall sanction at least one short course and one long course championship meet during the 12-month period beginning September 1st and ending the following August 31st. Technical Planning Committee shall consult with officers, committee chairs and coordinators and prepare and present the number of championship meets, the length in days of each championship meet, and the name of each championship meet for consideration and approval by the Board of Directors, should changes be proposed. *(Revised: 08/28/22 BOD)*

B. General Rules for All IASI Championship Meets. The following general rules apply to all ISI Championship Meets, unless otherwise modified by the rules for the specific championship meet. *(Revised 10/01/2017)*

1. Timer/Official Allocation. Clubs and unattached athletes participating in any ISI Championship Meet must provide 50 percent of the timers and officials on a prorated basis according to the number of athletes at the meet from each team.

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2. An ISI Sportsmanship-Spirit Award. An ISI Sportsmanship-Spirit Award will be awarded to one team at each ISI championship meet. A committee consisting one coach and one athlete from each team and the referee of the meet will select one recipient of the sportsmanship award at each ISI Championship Meet.

3. Heat Sheets. Session heat sheets will be posted during the meet so they are available for review by athletes, coaches and spectators. Posting of the heat sheets shall be done in multiple locations throughout the venue in sufficient time for all athletes to be aware of their heat and lane number for each entered event. Each team's coaching staff and each coach for an unattached athlete will be supplied with a heat sheet for each session of the meet.

4. Selection of IASI Championship Courses, Weeks, and Locations. With approval of the Board of Directors, the Coaches Committee will establish preference for the course distance used for all championships, the weeks (within day range from Monday to Sunday) of all championships, and the locations of the highest level championship for each season at the fall meeting preceding the Meet Bid Meeting in which the meet calendar is being set and report those preferences to the IASI office to inquire about facility availability.

Once facility availability inquiries have returned, with approval of the Board of
(Revised 08/28/22 BOD)

5. Authority for IASI Championship Meet Planning. In the calendar year preceding the meets being planned, the following shall outline the process to determine all aspects of each IASI Championship Meet:

a. Age-Group Swimming Committee, Athletes Committee, Coaches Committee, Officials Committee, and Senior Swimming Committee expectations to the Technical

aspects of each IASI

conformity, to the best

(Revised 05/01/22 HOD)

6. Planning Procedure Considerations. All aspects of IASI Championship Meets include, but are not limited to:

- a. the order and list of events;
- b. the number of events that an athlete may compete in during the meet;
- c. determining whether any event or the meet as a whole is a timed final event or meet or prelim/final event or meet;

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d. the method in which qualifying time standards are determined;
e. determining individual and relay eligibility and participation requirements; and
f. determining the types of awards and when the awards will be presented.

(Revised 05/01/2022 HOD)

7. Meet Announcement Templates. The Technical Planning Committee shall provide the Sanctioning Committee with the meet announcement template no later than October 24 for the winter championship meets and no later than March 24 for the summer championship meets. The Sanctioning Committee shall submit Meet Announcement templates to the host clubs no later than October 31 for the winter championship meets and no later than March 31 for the summer championship meets. *(Revised 05/01/22 HOD)*

8. Sanction Fee. Any team which has been awarded the opportunity to host an ISI Championship Meet must submit the appropriate sanction fee no later than two months prior to the first day of the meet. *(Revised 05/01/2022 HOD)*

9. Wrap-Up. Following each ISI Championship Meet, the host club will send one copy of the initial meet program to the ISI Administrative Office together with all required meet and financial paperwork.

C. General Meet Operations Rules for All IASI Championship Meets. The following meet operations rules apply to all ISI Championship Meets, unless otherwise modified by the rules for the specific championship meet.

1. Seeding.

a. Conforming individual entry times shall be those event qualifying times for the meet course length that are recorded in the USA Swimming database ("SWIMS") and achieved within the previous 24 months prior to the start of the ISI Championship Meet.

b. Athletes whose entry time does not match a conforming time achieved within the previous 24 months but is recorded in SWIMS will be seeded at that event's qualifying time for the length of course in which the entry time was achieved. If that time is not in SWIMS, the athlete shall be seeded at the slowest non-conforming qualifying time for that meet with proof of time required if the athlete fails to achieve the event qualifying time at the meet. If proof of time is not provided, a fine shall be imposed.

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2. Entry Deadlines.

a. The entry deadline shall be noon seven days prior to the start of the meet except as on paragraph i below:

i. New event qualifying times are achieved after the entry deadline and shall be entered by noon of the Monday immediately prior to the start of the meet. For relay events, entries are permitted through the new event qualifying deadline only when new qualifying entries are submitted that advance the number of athletes past a relay entry threshold, based on the number of athletes on the meet entry roster at the initial entry deadline.

ii. Faster seed times are achieved for entries submitted prior to the initial entry deadline and shall be allowed to update times, submitted with proof of time, by noon of the Monday immediately prior to the start of the meet. *(Revised 08/28/22 BOD)*

b. Except as provided in Section K.II.C.2.a, all other new or updated entries, regardless of whether individual or relay entries, received after the entry deadline as defined in Section K.II.C.2.a, will be entered as late entries

c. Entry changes will not be accepted by phone or fax.

d. Regardless of the entry system used, a hardcopy of the entries, along with entry fees and the appropriate financial sheet, must be received by the meet host no later than 15 minutes prior to the start of warmups of the first session in which the team has athletes. Teams may not receive the Coach packet, deck passes, or relay cards until entry fees have been paid.

e. Late Entries will be accepted up to the scratch deadline of the evening prior to the session of the event. Athletes who late enter the meet will be required to provide proof of USA Swimming Registration in the Iowa LSC and proof of time.

f. Late entries in preliminaries and finals events and 12 and Under events, submitted with proof of time, will be seeded according to entry time. All other late entries will be seeded at the slowest non-conforming qualifying time. If necessary, a zero heat shall be created. *(Revised 08/28/22 BOD)*

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g. If names do not appear in team entry files or on team entry sheets submitted before the entry deadline, athletes shall provide proof of USA Swimming registration in the Iowa LSC to the Meet's Referee or designee prior to competing in the meet.

h. All late entered relays will be seeded as NT.

D. Fees for ISI Championship Meets.

1. Entry Fees. Entry Fees shall be set by the TPC, with approval by the Board of Directors. The TPC must set the entry fee by January 31st of the calendar year before the entry fees become effective.

2. Facility Fee. The meet host shall attach the ISI Facility Fee Request Form (APP-31) with the sanction application if it desires to charge a facility fee for hosting the meet. The Facility Fee Request will be presented to the ISI Board of Directors for approval.

3. Time Trials. The entry fee for events in sanctioned Time Trials at any ISI Championship Meet shall be twice the event entry fee. Fees collected for time trials are retained by the host club.

4. Spectator Fees. Subject to the approval of the ISI Board of Directors, it is the responsibility of the Finance Committee to set the amount that a host club may charge for spectator fees at an ISI Championship Meet. Changes in the spectator fees must be presented by the Finance Committee to the ISI Board of Directors by January 31st of the year prior to the ISI Championship Meets which are affected.

III. ISI SHORT COURSE AND LONG COURSE CHAMPIONSHIP MEETS.

A. **Programs**. Meet programs must be accessible to all meet participants and spectators in either a print or digital format. If using a digital format, the meet program should be posted to a meet landing page on the host's website.

Meet programs must include the IASI Q-time standards and IASI records for all age groups and Senior events. Additionally, All USA Swimming Championship Series time standards for the qualification period should be accessible in either a print or digital format, at the discretion of the meet host (eg. program cover page, meet landing page, etc.) (Revised 05/01/2022 HOD)

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B. **Coach Deck Passes.** Each teams participating in the meet will receive the greater of three deck passes for the team's coaches or one deck pass per ten swimmers entered into the meet.

C. **Missed Cut-Off Time Policy.** The ISI missed cut-off policy will be enforced at all ISI Championship Meets.

D. **Relay Seed times.** Relay times entered for the meet prior to the initial meet entry deadline shall be either aggregate times based on athletes entered in the meet, a relay time achieved by the club within the past year extending back to previous year's ISI Championships or a NT.

E. **Failure to Swim Penalties.**

1. Failure to Swim in a Preliminary Heat. Swimmers who are entered into preliminary heats that do not intend to swim must scratch prior to the scratch deadline for the session or declare a false start to the deck referee prior to the start of the event. Failure to scratch or failure to declare a false start shall result in the swimmer being excluded from the next entered individual event.

2. Failure to Swim in a Consolation or Final Heat. Penalty for no show/no scratch at finals shall be disqualification from the meet or a \$50 fine payable to the host team. The fine will be imposed when a swimmer fails to show on the last night of the meet for which they are entered and is not signed up to swim an individual event for the rest of the meet. There are three exceptions to this rule:

- a. Illness to the swimmer reported to the Meet's Referee prior to warm-ups at the
- b. Cancellation of the meet due to inclement weather at the discretion of the
- c. Circumstances beyond the control of the swimmer restricting the ability of the

IV. **ALL-STAR AND ZONE CHAMPIONSHIPS**

A. **Team Travel.** Mandatory team travel is required for ISI athletes ages 11 and over who complete at Midwest All-Stars and Central Zones 14&U Championship meets. This mandatory travel will include Team Iowa gear to include ISI Swimmer's Pack, backpack,

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and warm-ups, hotel accommodations, meals and snacks, transportation from Iowa to the host city, transportation throughout the duration of the meet weekend, and then transportation back to Iowa at the conclusion of the meet. (*Adopted 4/28/2019*)