



CMSL RULES OF SWIMMING GUIDELINES

I. Section 1. Competition

- All swimming competition shall be conducted in accordance with the Rules for Swimming Competition (RSC) as adopted by the representatives of the Central Maryland Swim League (CMSL) swim teams.

II. Section 2. Enforcement

- RSC shall be considered to be extensions to, and shall have the same force as, the CMSL Bylaws.

III. Section 3. Amendments to RSC

- The procedure for amending, adding to, or otherwise changing the RSC shall be in accordance with Article XI of the Bylaws. Only the team representatives shall be involved in amending the RSC.

IV. Section 4. Violations

- Violations of RSC may, after an appropriate hearing before the Rules, Grievance, and Ethics Committee, result in forfeiture of points scored, forfeiture of meets, and/or loss of swimmer(s) eligibility for one or more meets.

V. Section 5. Divisions

- The members of the Corporation shall be grouped by divisions of member pool organizations. The divisions shall be identified numerically in order of competitive strength (1, 2, 3, etc.) beginning with the highest ranked division. Each division shall determine its own name. It shall be the policy of the Corporation, as far as possible, to group member pools in these divisions in order of the competitive strength of their respective teams, and to schedule five or six teams in each division. To this end, each year the Realignment Committee, using appropriate methods as approved by the Board of Directors, shall determine the relative strengths of the member teams, place the teams in the required number of divisions in accordance with their findings, and publish a list of the team rankings.
- Any team wishing to appeal its position on the list may do so by filing a written appeal with the chairman of the Realignment Committee no later than one month after realignment publication. The chairman will then schedule a meeting with the representative of the appealing team and with the representative of any other team(s) which would be affected if the appeal was upheld. After presenting its reasons for the realignment published and listening to arguments from all teams involved, the Committee shall make its final decision which shall be binding on all parties.
- Depending on circumstances existing at the time, new member pool(s) entering competition for the first year shall compete in a division or against such other teams as shall be determined by the Realignment Committee with the approval of the Board of Directors.
- The list established by this procedure shall constitute the order of seeding for the new season. Member pools will then be assigned in their division to seeded positions 1 through 6 (or 5) and in accordance with their positions on the list, beginning with the highest ranked division.
- The order of seeding within each division will establish the schedule of dual meets in accordance with the following grid:
- The numbers 1 through 6 indicate the seeding positions within the division. For five team divisions, the numeral "6" shall be replaced with "bye". If a realignment creates two five-team divisions then the bye meet is replaced with a dual meet between the teams having the bye.
- When three divisions have only five teams the bye is replaced with a tri-meet among teams having a bye. If only one division has five teams then a special schedule will be arranged for that division.

First Meet	1-6	2-5	3-4	4-3	5-2	6-1
Second Meet	1-5	2-4	3-6	4-2	5-1	6-3
Third Meet	1-4	2-3	3-2	4-1	5-6	6-5
Fourth Meet	1-3	2-6	3-1	4-5	5-4	6-2
Fifth Meet	1-2	2-1	3-5	4-6	5-3	6-4

- "Home" teams shall be decided by mutual agreement at Divisional meetings following the Spring General Meeting. The first meet and last meet of the season must be held in a 25 yard or 25 meter pool. Teams without a 25 yard or 25 meter pool shall not be required to be home team for more than two (2) meets and, with the mutual agreement of the other teams in the division, may have fewer than two meets.
- No Swim Club will have more than three(3) dual meets at home nor less than two (2) dual meets at home without prior approval from the Board of Directors of CMSL.
- The Division Champion shall be the team accumulating the highest point total in division competition, using the following scoring system:

Win = 2 points	Loss = 0 points	Tie = 1 point
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VI. Section 6. Officials

- All officials for CMSL meets must be registered with the league and maintain an annual certification. Officials that maintain a current certification through the YMCA or USA Swimming will be permitted to use their current certification in lieu of league certification. Parent volunteers that are not certified through the YMCA or USA Swimming must complete the current CMSL training requirements prior to officiating. Other swimming official certifications may be accepted at the discretion of the CMSL Officials Chair.
 - The league will publish a list of officials that have registered with the league and completed the certification requirements on the CMSL website. The list will be updated, periodically, as necessary throughout the season and, at minimum, 12 hours prior to each Saturday of the season. Only officials on the list of CMSL certified officials may officiate at a CMSL meet. It is important to note that updates to the list are not automatic or instant. Names are only added to the list when the CMSL Officials Chair has verified that an official has registered with the league and has completed the certification requirements.
 - All officials that are registered with the league and have completed the current certification requirements, including the lead official, must wear a current CMSL credential while officiating. The team rep and lead official are responsible for verifying that each official is wearing their credential and is on the list of certified officials.
 - All communications related to the conduct of the meet and performance of meet officials must be directed to the CMSL Officials Chair. All communications with league officials, including communication with vendors, such as the Maryland Officials Club, must be directed to the CMSL Officials Chair. All payments to vendors, such as the Maryland Officials Club, must be reviewed and approved by the CMSL Officials Chair, prior to disbursement.
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RULES OF SWIMMING COMPETITION (RSC)**I. General****◦ A. False Starts**

- 1. Any swimmer charged with two false starts will be disqualified. In the case of a false start, the heat will be stopped if possible, and/or re-swum with a short rest to the remaining legal swimmers.

◦ B. Relay Race Start

- 1. In relay races, the team of a swimmer whose feet have lost touch with the deck/starting block (For Forward Starts) or whose hand has lost contact with the wall or starting block (For In Water Starts) before his/her preceding teammate touches the wall shall be disqualified.

II. Competitor Eligibility**◦ A. Age**

- 1. The eligibility of a competitor to compete in an age group shall be determined by his/her age on May 30th of the current season. Regardless of age, a swimmer's final season of competition will be up to 18 or the summer swim season immediately after graduation from high school.

◦ B. Rosters

- 1. No later than Monday before the first Saturday meet of the current season, all clubs shall email rosters of their swim team to the other teams they are competing against and to the Chairman of the Rules, Grievance, and Ethics Committee.
- 2. One roster shall be exported from Team Management Software and shall be sorted in the first order by sex and in the second order by age. The other roster shall be a copy of the swimmers AAU Insurance numbers and shall include the birth date of each swimmer (this roster is available from the AAU web site). If so desired, a team may choose to submit one roster with the AAU number entered as the swimmer's athlete ID. Rosters shall be submitted in PDF format.

◦ C. Rosters Additions

- 1. Whenever there is a roster change, an updated complete roster must be emailed in accordance with paragraph B above to all the other teams they are competing against and to the Chairman of the Rules, Grievance, and Ethics Committee within 48 hours after the meet where the change occurred.
- 2. Additions to the roster must be presented at the table along with the AAU insurance membership ID. All additions (name, birth date, age, and AAU insurance membership ID) shall be emailed to the Records & Statistician Chairperson with the results of the meet. These can be in the body of the email or submitted as part of the results attachments.

◦ D. Roster Violations

- 1. Teams that have violated 2a, 2b or 2c above will be subject to sanctions that may include forfeiture of current dual/tri-meets and/or loss of the right to host dual/tri-meets in the future at the discretion of the CMSL Board.



◦ **E. General Competitor Qualifications**

- 1. A competitor shall be qualified in accordance with Article III of the Constitution and Bylaws. Competitors cannot represent more than one club in this League during the same season.
- 2. In all meets, swimmer's must compete in their own age groups; the age groups being: 8 & Under, 9-10, 11-12, 13-14 and 15&Over (A swimmer's final season of competition will be the summer season immediately after graduation from high school.).

◦ **F. Number of Events**

- 1. The swimmers in the top 3 divisions may be entered in no more than 3 events.
- 2. Swimmers in the other divisions may swim in no more than 4 events.
- 3. Relay events constitute an event for both designated swimmers and alternates.

◦ **G. Swimming Under Protest**

- 1. A swimmer may participate under protest. However, if the decision goes against the swimmer or if an irregularity is detected for the first time after the event has been completed, the points earned by the illegal entrant shall be canceled, with the order of finish being corrected and the meet score adjusted accordingly.
- 2. Protests made prior to the race contesting the eligibility of a swimmer to compete or to represent an organization shall be made to the Referee in writing. If a protest is not resolved, the Referee shall allow the swimmer to compete under protest and it shall be so announced before the race. Protests must be in writing to the Referee by the coach or team representative within thirty (30) minutes following the incident under protest.

III. General Meet Procedures

◦ **A. Normal Meet Schedule**

- 1. At the Fall meeting, the scheduled date for the start of the division Dual Meets, the Division Individual Championship Meets, and the Straehle Invitational Championship Meet will be announced by the board for the following year. Generally, the last Saturday of July is scheduled for the Division Individual Championship Meets. The board sets the schedule for the dual/tri-meets and any deviation from that schedule has to be mutually agreed upon by both/all parties or the schedule set by the board is to be followed.

◦ **B. Facility Standards**

- 1. Lanes – All lanes shall be separated by lane markers and shall be free of obstructions such as ladders, underwater steps, etc.
- 2. Backstroke Flags – Backstroke flags or pennants shall be employed to aid those swimming backstroke. It is recommended that flag placement follow the facility standards of USA Swimming Rules. Placement that does not comply with USA Swimming Rules shall be declared at the Divisional Meeting each spring and noted in the League Handbook.
- 3. Starting Blocks – All teams are required to have a minimum of one set of starting blocks available for swimmers to use in all lanes during meets. If an exception needs to be made due to safety the official has the authority to ensure safety and equitability for the swimmers so the meet can take place. The home team is then responsible to notify the Vice President of the Board within 24 hours to determine the timeline for blocks to be repaired/replaced. Starting blocks should be available for all lanes.
- 4. All events including 25s are to start from starting blocks (with the swimmer option whether or not to use them). If a host team wants to have 25s start at the far end of the pool (as a permanent exemption) it must be approved by the board prior to the Spring meeting (based on safety rules and regulations.)

Local, municipal, state and USA Swimming Rules must be followed.

- 5. Special Limitations or Ground Rules – Where special limitations or ground rules are applied to a facility, these rules shall be communicated in writing to other teams within the division at the Spring meeting and shall brought to the attention of visiting coaches during the pre-meet seeding discussions by the host pool.
- 6. Starting of Events – Events will be started by an electronic audiovisual signal. The starter or the announcer if approved by the starter will verbally direct swimmers to "step up" to the blocks or "step in" to the water in the case of the backstroke, then the official will instruct the heat to take their marks before the starting signal is given.
- 7. Team Provisions – The host team will provide electronic audiovisual signal starter, a loudspeaker system for the announcer, and watches for their timers. The visiting team shall provide watches for their timers and a backup electronic audiovisual signal starter.



- 8. Health Department Standards – The host pool is expected to comply with local and state health department standards and if they cannot then R.S.C. 3c should be followed.
- 9. Conduct – Any comments or questions that arise during a meet, must be addressed to your team representative on the deck not the Referee. If any parent/volunteer/coach of any team disrupts the meet or interferes in the meet process, thus violating the CMSL Code of Conduct, the host team representative/meet director shall have the authority to bar the parent/volunteer/coach from entering the pool area.
 - No team volunteer(s)/competitor(s)/coach(es) shall act in an unsporting manner violating the CMSL Code of Conduct. This includes any act the Referee deems unsporting, including but not limited to, the following:
 - Making insulting or derogatory remarks, gestures or acts including taunting;
 - Trying to influence or showing disgust with Referee's decisions; and
 - Interfering with meet officials in the performance of their duties.
- 10. Penalties
 - Team volunteer(s)/competitor(s)/coach(es) shall be disqualified from further participation for unsportsmanlike conduct violating the CMSL Code of Conduct. Excessive unsportsmanlike conduct may result in ejection from the pool deck.
 - When a volunteer/spectator/competitor/coach becomes unruly or interferes with the orderly progress of the meet, the Referee shall suspend the meet until team representatives confer with the Referee and remove the individual(s) from the pool deck.

◦ C. Starting and Rescheduling/Continuing Meets

- 1. All dual meets shall begin no later than 9:30 a.m. or 5:30 p.m. as decided mutually. In the event the meet must be rescheduled or continued, the date and time must be mutually agreeable to both team representatives and the Records & Statistician Chairperson and the Official shall be notified of the change. In swim meets which must be continued, the original entry line up shall remain unchanged.

◦ D. Pre-Meet Procedures

- 1. Number of Contestants – The number of contestants in an individual event in a dual/tri-meet is unlimited.
- 2. Unofficial/Exhibition Swimmers/Relays – Swimmers/Relays may be entered/declared as "exhibition". These events will be included in/counted toward the maximum entry limit for a swimmer (individual) or relay (team). Entering "exhibition" is a declaration for an athlete or relay that specifies that they are swimming for time but are not eligible for awards or points.
 - These swimmers may only be entered if it does not increase the number of heats in the event.
- 3. Official Relays – Each team may enter one (1) or more official relays. Teams may enter up to two (2) official relays in a four (4) or five (5) lane pool; up to three (3) official relays in a six (6) or seven (7) lane pool and up to four (4) official relays in an eight (8) lane pool.
- 4. Limited Use of Facility – Where time for use of the facility is limited, meets held in such pools will be limited to a maximum of three (3) heats per event. Such limitations shall be designated at the Spring Divisional Meeting.

◦ E. Events

1. Girl 9-10 100 I.M.	21. Girl 6&U 25 Back	41. Girl 15&O 50 Fly
2. Boy 9-10 100 I.M.	22. Boy 6&U 25 Back	42. Boy 15&O 50 Fly
3. Girl 11-12 100 I.M.	23. Girl 8&U 25 Back	43. Girl 8&U 25 Breast
4. Boy 11-12 100 I.M.	24. Boy 8&U 25 Back	44. Boy 8&U 25 Breast
5. Girl 13-14 100 I.M.	25. Girl 9-10 25 Back	45. Girl 9-10 25 Breast
6. Boy 13-14 100 I.M.	26. Boy 9-10 25 Back	46. Boy 9-10 25 Breast
7. Girl 15&O 100 I.M.	27. Girl 11-12 50 Back	47. Girl 11-12 50 Breast
8. Boy 15&O 100 I.M.	28. Boy 11-12 50 Back	48. Boy 11-12 50 Breast
9. Girl 6&U 25 Free	29. Girl 13-14 50 Back	49. Girl 13-14 50 Breast
10. Boy 6&U 25 Free	30. Boy 13-14 50 Back	50. Boy 13-14 50 Breast
11. Girl 8&U 25 Free	31. Girl 15&O 50 Back	51. Girl 15&O 50 Breast
12. Boy 8&U 25 Free	32. Boy 15&O 50 Back	52. Boy 15&O 50 Breast
13. Girl 9-10 50 Free	33. Girl 8&U 25 Fly	53. Mixed 6&U 100 F.R.*§
14. Boy 9-10 50 Free	34. Boy 8&U 25 Fly	54. Mixed 8&U 100 F.R.*§
15. Girl 11-12 50 Free	35. Girl 9-10 25 Fly	55. Girl 9-10 200 F.R.*
16. Boy 11-12 50 Free	36. Boy 9-10 25 Fly	56. Boy 9-10 200 F.R.*
17. Girl 13-14 100 Free	37. Girl 11-12 50 Fly	57. Girl 11-12 200 F.R.*
18. Boy 13-14 100 Free	38. Boy 11-12 50 Fly	58. Boy 11-12 200 F.R.*
19. Girl 15&O 100 Free	39. Girl 13-14 50 Fly	59. Girl 13-14 200 F.R.*
20. Boy 15&O 100 Free	40. Boy 13-14 50 Fly	60. Boy 13-14 200 F.R.*
		61. Mixed 15&O 200 F.R.*§

*Free Relay; §Mixed relays require two (2) boys and two (2) girls.



F. Pre-Meet

- 1. Each team should bring a thumb/flash drive and a laptop to the meet loaded with their meet entry (zip) files (Hy-Tek Team Manager Meet Entries Zip File or .zip file containing .sd3 or a file in .sd3 format).

G. The Entries

- 1. Submitting the meet entries – The visiting team and the home team must provide an electronic version of their meet lineup (Hy-Tek Team Manager Meet Entries Zip File or .zip file containing .sd3 or a file in .sd3 format) to each other one hour before the start of the meet.
- 2. Errors in entry submissions or difficulties in importing data must be resolved before the start of the meet.
- 3. Substitutions/Changes – No substitutions or changes, except scratches, will be permitted after the entries are closed, which is 30 minutes before the meet start. A swimmer may not be shown on the entry sheet at the time the meet starts in more events (including relay alternate) than he/she is eligible to swim.
- 4. Each Division is given an opportunity to decide the lineup exchange time. Changes to the entries after closing will NOT be accepted. Line up exchange time will be published in the book for each division.
- 5. Entry of a new swimmer prior to the closing of the entries who was not on the "roster", just joined the team and AAU registered (proof would be required).
- 6. Swimmers who are on the roster but not entered in the exchanged entries should not be allowed to enter.
- 7. After entries are closed and before meet start: If a relay is cancelled due to no show of a swimmer in the meet (all events of that swimmers should be scratched), you may enter an alternate or another swimmer to that relay to save the relay. That may involve scratching one event of one of the newly entered relay swimmers; and if a relay is scratched because of scratch of one of the swimmers, the remaining three swimmers should not be entered in any individual event.

H. Seeding

- 1. The visiting team shall determine whether they will swim in the odd or even lanes and notify the host team representative.
- 2. The host team shall seed the meet in Meet Program at least one half hour prior to the start of the meet.
 - Swimmers will be grouped into heats according to times and the fastest swimmers will swim in the last heat. In each heat, the fastest swimmers will occupy the center lanes.
- 3. After seeding, teams may make changes between/amongst entered relays. Any swimmer entered in a relay event (1-4, designate A, B, C or Alternate) can swim in any relay in that event (it counts as an event entry).
- 4. One half hour prior to the start of the meet, entries will be "closed" in order that the meet can be finalized.
- 5. Lineup sheets or labels for entry cards (if used) can then be printed and prepared for the Clerk of Course.
 - Lane cards (if used), for individual events, must be labeled with the swimmer's name, event, seed time, event number and club name prior to the meet so that the lane and heat numbers may be added.
 - Line up sheets or Relay cards (if used) must be turned into the recorder at the beginning of each relay event. The lineup sheets or card must clearly indicate the names of the four official swimmers entered in the relay.
- 6. Meet lineup sheets shall be printed for the Official, the Clerk of Course and table workers.

I. Official Time Determination

- 1. Manual Timing: Only digital watches will be used. Times for swimmers shall be recorded as shown on the watches to the hundredth of a second. When there are three watches on a lane, the middle watch time is official; when there are two watches on a lane the average of the two times, as recorded to the hundredth, becomes the official time. When the average of the two digital watches results in a five in the thousandth place, the time is rounded up and recorded to the next slowest hundredth of a second.
- 2. Automatic Timing: When recorded by properly operating automatic timing equipment, the pad time shall be the official time.
- 3. Semiautomatic and Manual Timing: Whenever semiautomatic or manual timing is used; only valid times shall be used in calculating the official time. Average of semiautomatic and manual times shall not be used. The times shall be determined as follows:
 - If two of the three button or watch times agree, that shall be the time for that timing system.
 - If three valid buttons or watches disagree, the time of the intermediate button or watch shall be the time for that timing system.
 - If only two valid button or watch times are available, the time shall be the average of those two buttons or the average of the two watch times. The digits representing thousandths of a second shall be dropped with no rounding.



- If only one button or watch time is available, the time of that button or watch shall be the time for that timing system provided it is supported by other information.
- 4. Primary Timing System Malfunction: A malfunction may have occurred if:
 - The difference between the time obtained by the primary system and the backup system(s) is approximately .30 second or greater; or
 - The place judge(s) reports a different order of finish; or
 - It is reported the swimmer missed the touch pad or had a soft touch.

◦ J. Records

- 1. In the event that a swimmer may have established a new CMSL record, a report for the swimmer must be printed and signed and dated by the meet official and the pool length noted in meters or yards. The signed report sheet must then be forwarded to the Records & Statistician Chairperson within 48 hours of the new record.

◦ K. Meet Statistics

- 1. After completion of the meet, the host club will email the following information to the Records & Statistician Chairperson:
 - Full meet results .zip file, exported from the Meet Program used to run the meet.
 - Final score sheet, indicating the combined score, signed by the meet official.
 - Meet results in Hy-Tek Zip File (.cl2) or .zip file containing .sd3 – Results must be exported for all teams.
 - Roster additions (for both teams), if any.
 - Indication of new CMSL records (swimmer, event, course, and time), if any.
- 2. Failure to send results will cause a delay in said team from receiving its trophies and ribbons at the Divisional Championships.
- 3. The complete meet results shall be emailed in PDF format by the host club to each club in its division within 48 hours of the conclusion of the meet. For cross division meets, the visiting team shall email a copy of the meet results to the teams in its division within 48 hours of the conclusion of the meet.

◦ L. Meet Cancellation

- 1. It will be the responsibility of the home team representative to notify the Referee of any cancellation. Officials will be paid in accordance with current Maryland Officials Club (MOC) fee schedule.
- 2. In the event the meet must be rescheduled or continued – the date and time must be mutually agreeable to both team representatives and the Records & Statistician Chairperson and the MOC Commissioner must be informed of the change.
- 3. In the event your meet is CONTINUED the original entry line up must remain in place and remain unchanged. (Meet was stopped after an event):
 - At the Spring Meeting each Division may decide by unanimous vote of your Division – you may decide to end the meet with the current score and not continue at a later date for a rescheduled and/or incomplete meet. Please let your Division Chair know of your team's decision. He/She will let the Vice President of Rules, Grievance and Ethics know.
 - In the event your meet is RESCHEDULED, the original entry line up can change. (Meet has not started).
 - In the event a decision is not made at the Spring meeting with a unanimous vote, during the season, it will be the decision of the competing teams whether or not to end the meet with the current score and not continue at a later date.

IV. Dual Meet Procedures

◦ A. Minimum Officials

- 1. In order to conduct a dual meet, the following officials will be required:
 - Starter/Referee – an impartial paid official who must be supplied by the League. The host team will pay for the official on the date of the meet. In the absence of a paid official, agreement must be reached by the two (2) team representatives for a Starter/Referee.
 - One Announcer – provided by the host team.
 - Four Assistants – one from each team to work at the Computer Table to run the Meet and two table workers to assist in completing the award ribbons.
 - Meet Program Operator – one person from each team at the Computer Table.



- Timers – each team will provide one timer for each lane. The home team will provide a third timer for the visiting team's lanes while the visiting team will provide a third timer for the home team's lanes. The head or backup timer's time will be used only when there is a watch malfunction by one of the three lane timers. Only three times will be recorded on the swimmer's card. The head timer of the host team will reassign timers during a race where there are more than two (2) watch malfunctions in order to provide, if possible, at least two (2) times for each lane.
- Stroke & Turn Judge – the host and visiting team will each provide one USA Swimming, YMCA, or CMSL certified Stroke & Turn Judge on deck at all times during the meet to assist the Referee in conducting the meet. Before the meet, the Referee will establish the pool jurisdiction for each Stroke & Turn Judge. To assist the Referee, the single active Stroke & Turn Judge for each team shall be clearly identified by distinguishing apparel.

◦ **B. Lane Assignments**

- 1. Swimmers from each team will swim in alternate lanes, i.e., either lanes 1, 3, 5, and 7 or lanes 2, 4, 6, and 8 as determined by the visiting team. With the permission of the opponent, each team may place its swimmers in the opponent's assigned, but empty, lanes.

◦ **C. Running the Meet**

- 1. Each Heat
 - Upon completion of the heat the runner brings the time sheets/cards to the scoring table.
 - The Meet Program assistants order the time sheets/cards by lane and circle the official time.
 - One assistant reads the times to the Meet Program operator for data entry.
 - One assistant checks/verifies for accuracy.
- 2. Each Event
 - Following the entry of all participants within an event (all heats), the Meet Program operator shall score the event (special procedures for 6&U and 8&U events). In-water assistance is limited to 6 & Under or those with a medical need requiring assistance. These swimmers are to be marked "EXH" for exhibition on the card/timer sheet and in MM.
 - The Meet Program operator shall print the event results.
 - The Meet Program assistant shall verify the results against the time sheets/cards correlating to the event. Any errors detected shall be corrected and the event re-scored.
 - The Meet Program operator shall print award labels. (Note: this may be done by queuing several events so that entire label sheets are printed).
 - Cards (if used) shall be separated by team and returned to the team representative at the end of the meet.
- 3. Scoring
 - The meet shall be scored within Meet Program as described in paragraph 2 above.
 - Once award labels have been printed, they shall be presented to the table workers to affix to ribbons.

◦ **D. Completing the Meet**

- 1. The Meet Program operator shall print the full meet results.
- 2. The Meet Program operator shall print the Meet Program scoring summary indicating the combined meet result.
- 3. Team representatives shall verify the results and scores for each event are correct.
- 4. The Referee shall sign the score summary.
- 5. The host team shall create the Meet Program backup .zip file.
- 6. The host team shall export the complete results .zip file and shall provide each visiting team with complete results.

◦ **E. Awards**

- 1. For individual events, ribbons will be awarded to swimmers who place first through sixth. For relay events, ribbons will be awarded to each swimmer on the first, second, and third place relay teams. Ribbons will be provided by the CMSL.
- 2. Labels for the ribbons will be printed by the host club from Meet Program.

◦ **F. Scoring**

- 1. Scoring shall be as follows:
 - Individual Events 5-3-1-0
 - Relays 5-2



- 2. In events 11, 12, 23, 24, and 54, only, if a 6 & under swimmer from events 9, 10, 21, 22 and 53 records a faster time than one recorded by the 8 & Under swimmer(s) in the event, that 6 & under swimmer shall be awarded team points in addition to the ribbon award for his/her 6 & Under event.
- 3. The basis for awarding places and points using official times as determined by Paragraph F.1 above. In the event of a single watch malfunction on a lane, the official time and place shall be determined by the average of the two recorded times.
- 4. When only 1 watch time is recorded for a lane, the Referee or paid official's sweep will be used to confirm that swimmer's place in the heat. In this instance, the one watch time will be the official time but will not count for league records.

V. Tri-Meet Rules

◦ A. Minimum Officials

- 1. In order to conduct a tri-meet, the following officials will be required:
 - Starter/Referee – an impartial paid official who must be supplied by the League. The host team will pay for the official on the date of the meet. In the absence of a paid official, agreement must be reached by the three (3) team representatives for a Starter/Referee.
 - One Announcer – provided by the host team.
 - Four Assistants – one from each team to work at the Meet Program Computer table and Two table workers to assist in completing the award ribbons.
 - Meet Program Operator – one person from each team at the Computer Table.
 - Timers – each team will provide 1 timer for each lane being used and a head timer. Only 3 times will be recorded on the swimmer's card. The head timer's time will be used only when there is a watch malfunction by one of the 3 lane timers.
 - The head timer of the host team will reassign timers during a race where there are more than 2 watch malfunctions in order to provide, if possible, at least 2 times for each lane.
 - Stroke & Turn Judge – the host and visiting teams will each provide one USA Swimming, YMCA, or CMSL certified Stroke & Turn Judge on deck at all times during the meet to assist the Referee in conducting the meet. Before the meet, the Referee will establish the pool jurisdiction for each Stroke & Turn Judge.

◦ B. Lane Assignments

- 1. A six lane or larger pool is necessary for a tri-meet. Team A will swim in lanes 1 and 4; Team B in lanes 3 and 6; and Team C in lanes 2 and 5. Use of extra lanes must be mutually agreeable among all three teams. The three teams will draw lots for the lanes at least one hour before the meet starts. With the permission of the opponent, each team may place its swimmers in the opponent's assigned, but empty, lanes.

◦ C. Awards

- 1. For individual events, ribbons will be awarded to swimmers who place first through sixth. For relay events, ribbons will be awarded to each swimmer on the first, second, and third place relay teams. Awards will be provided by the League.

◦ D. Scoring

- 1. Scoring shall be as follows:
 - Individual Events: 6-4-3-2-1-0
 - Relays: 8-4
- 2. In events 11, 12, 23, 24, and 54, only, if a 6 & under swimmer from events 9, 10, 21, 22 and 53 records a faster time than one recorded by the 8 & Under swimmer(s) in the event, that 6 & under swimmer shall be awarded team points in addition to the ribbon award for his/her 6 & Under event.
- 3. The basis for awarding places and points using official times as determined by Paragraph D.1 above. In the event of a single watch malfunction on a lane the official time and place shall be determined by the average of the two recorded times.
- 4. When only 1 watch time is recorded for a lane, the Referee or paid official's sweep will be used to confirm that swimmer's place in the heat. In this instance, the one watch time will be the official time, but will not count for league records.



VI. Divisional Championships

◦ A. Board

- 1. Each Divisional Championship shall be conducted in accordance with the Divisional Championship Guidelines, which will be approved by the board annually.

◦ B. Eligibility

- 1. Competitors must have swum in at least two (2) CMSL dual meets during the current season to be eligible to qualify for Divisional Championships. In the case where 3 divisions have only five teams, participation in a CMSL tri-meet would count towards the dual meet eligibility requirement, or if a special circumstance were to arise that a CMSL tri-meet replaces a regular scheduled meet, that meet, with CMSL Board approval, would also count towards the dual meet eligibility requirement.

◦ C. Events

- 1. Events shall be the same as are swum in dual meets with the order of events also being the same as in dual meets.

◦ D. Entries

- 1. Teams within the division shall submit meet entries to the Division Meet host within 24 hours following the final dual meet.
 - Swimmers in Divisions 1, 2, and 3 may be entered in no more than 3 events, including relays. Swimmers in the other divisions (4, 5, 6, 7, 8, 9, 10 +) may swim in 3 individual events plus a relay.
 - Each club may enter three (3) swimmers in each event unless the host club has a pool with eight (8) lanes, in which case, each club may enter four (4) swimmers in each event.
 - For seeding purposes, entries must have a seed time; if swum in a dual meet, that time must be used – if not, time from a timed trial may be submitted. A NT entry will not be accepted.
 - Times submitted must be converted to the distances (yards or meters) of the pool in which the championships are to be swum.
 - Meet Program must be used, and the host team will provide entry cards or time sheets to record the contestant's time.

◦ E. Relays

- 1. Each club may enter one (1) relay team in each relay event.
- 2. The relay will count as an event entered as specified in RSC VI.C.
- 3. Names of all swimmers and alternates must be listed on each time sheet or entry card.
- 4. Alternates on relays shall not count the relay as an event entered unless the alternate actually swims in that relay.
- 5. In the event that an alternate is already entered in the maximum number of events allowed, the time sheet/card should list the event to be scratched.

◦ F. Entry Fees

- 1. Entry fees will be charged and turned in at the Straehle Invitational Championship Meet. If entry fees are not received as designated, the team risks their entry to the Divisional Championship Meet.
- 2. A meet summary fee report must be exported from Meet Program and emailed to the Treasurer no later than 9:00 a.m. the Tuesday before the Division Championship.

◦ G. Awards

- 1. For individual events, trophies will be awarded to swimmers who place first through third and ribbons will be awarded to swimmers who place fourth through eighth. For relay events, trophies will be awarded to each swimmer on the first, second, and third place relay teams. Awards will be provided by the League.

V. Straehle Individual Championships

◦ A. Board

- 1. The Straehle Invitational Championship Meet, shall be conducted in accordance with the Straehle Invitational Championship Meet Notice, which will be approved by the CMSL Board annually.



- **B. Eligibility**

- 1. Competitors must have swum in at least two CMSL dual/tri-meets during the current season to be eligible to qualify for Straehle Individual Championships. In the case where 3 divisions have only five teams, participation in a CMSL tri-meet would count towards the dual meet eligibility requirement, or if a special circumstance were to arise that a CMSL tri-meet replaces a regular scheduled meet, that meet, with CMSL Board approval, would also count towards the dual meet eligibility requirement.

- **C. Entry Fees**

- 1. Entry fees will be charged to support the meet and the fees shall be based on recommendations of the CMSL Treasurer. All fees must be paid at the Straehle Invitational Championship Meet.
- 2. A meet summary fee report must be emailed via PDF to the Treasurer no later than 9:00 a.m. the Tuesday before the Straehle Championship Meet.

- **D. Location**

- 1. The site of the meet shall be determined at the spring meeting.

- **E. Entries**

- 1. No contestants may enter more than 3 individual events and a relay. Each team may enter 1 relay team in each relay event.
- 2. Qualifying times shall be determined by the Records & Statistician Chairperson and approved by the Board of Directors. Qualifying times shall be posted by May 1 of the CMSL season. This meet is a championship meet for all swimmers of the league; therefore, care should be taken to set qualifying times to include as many swimmers as possible while keeping the meet to within 6 hours (typically, this will be accomplished by limiting individual events to 3 heats).
- 3. Contestants entered for a relay event must have swum on an official relay in a CMSL Board approved and AAU sanctioned CMSL meet of the current season with recorded a time that qualifies for that event.
- 4. Times submitted for seeding purposes must have been swum in a CMSL Board approved and AAU sanctioned CMSL meet of the current season.
- 5. Times submitted for seeding purposes must be converted to the distance (yards or meters) of the pool in which the championships are to be swum.
- 6. Entries must be exported from the Meet Program (such as Hy-Tek Team Manager Meet Entries .zip file or .zip file containing .sd3 or a file in .sd3 format) and submitted to the host club in accordance with the Meet Notice.

- **F. Events**

- 1. Events shall be the same as are swum in the dual meets excluding the 6 & under events (9, 10, 21, 22 and 53) and the order of events shall be as in dual meets. Heats will be swum from slowest to fastest with the fastest swimmers occupying the center lanes.

VII. Multi-Team Tournament (MTT) Rules

- **A. Definition**

- 1. The Multi-Team Tournament provides swimmers from large teams with an opportunity for additional competition and awards.

- **B. Number of Teams**

- 1. A minimum of 3 and a maximum of 6 teams may form a tournament. It is suggested that teams in their own division or one above or one below form Multi-Team Tournaments so that times are relatively similar for the swimmers. Each tournament shall establish a tournament committee, with a representative from each participating team.

- **C. Swimmer Eligibility**

- 1. The MTT committee shall establish "not faster than" cutoff times annually.
- 2. Once a swimmer breaks a cutoff time in any CMSL meet, the swimmer cannot swim that stroke in a Multi-Team Tournament.
- 3. Once a swimmer breaks two cutoff times, the swimmer cannot swim again in any event in the remaining meets.
- 4. Times submitted must be in meters. For the first Multi-Team Tournament, the seed time should be the time swum at the first dual meet or at the team time trial.



- 5. If a swimmer breaks a freestyle cutoff time the swimmer cannot swim freestyle or relay in the next MMT event.
- 6. In all MTT meets, competitors must compete in their own age groups; the age groups being: 6 & under, 7-8, 9-10, 11-12, and 13-18.

◦ C. Entries

- 1. Each team may have a maximum of 150 entries per meet.
- 2. Swimmers may be entered in as many events as they wish.
- 3. There is no limit to the number of relay teams. A relay team counts as one entry.

◦ D. Location of Meets

- 1. The host team is to be rotated among the participating teams. The host team will provide an electronic audiovisual starter system, a loudspeaker system for the announcer, and watches for their timers. The visiting teams shall provide watches for their timers and a backup electronic audiovisual signal starter.

◦ E. Meet Schedule

- 1. A minimum of three MTT meets will be scheduled during the season.
- 2. All MTT meets will start no later than 4:00 p.m., unless mutually agreed upon.

◦ F. Minimum Officials

- 1. In order to conduct a MTT meet, the following officials will be required:
 - One Starter & One Referee – two impartial paid officials who must be supplied and paid for by the League. In the absence of a paid official, agreement must be reached by all team representatives for the substitute.
 - One Announcer – provided by the host team.
 - Scorers – two from each team to work at the table.
 - Timers – there will be three watches on each lane. Each team will provide timers and watches to meet this requirement.
 - Stroke & Turn Judge – each team will provide one USA Swimming, YMCA, or CMSL certified Stroke & Turn Judge on deck at all times during the meet to assist the Referee in conducting the meet. There will be only two of these Judges working the meet at any time. Before the meet the Referee will establish pool jurisdiction for each Stroke & Turn Judge.

◦ G. Paperwork

- 1. Refer to RSC Section III.G as applicable.

◦ H. Awards

- 1. Awards will be made to the swimmers who place 1st through 12th in individual events and to each member of the 1st through 6th place relay teams. Awards will be provided by the league. The basis for awarding places is official times as determined by RSC III.I above. In the event a single watch malfunctions on a lane the official time and place shall be determined by the average of the two recorded times. When only one watch time is recorded for a lane, the Referee or paid official's sweep will be used to confirm that swimmer's place in the heat.

◦ I. Events

- | | | |
|------------------------|--------------------------|--------------------------|
| 1. Girl 6&U 25 Free | 17. Girl 11-12 50 Back | 33. Girl 11-12 50 Breast |
| 2. Boy 6&U 25 Free | 18. Boy 11-12 50 Back | 34. Boy 11-12 50 Breast |
| 3. Girl 7-8 25 Free | 19. Girl 13-18 50 Back | 35. Girl 13-18 50 Breast |
| 4. Boy 7-8 25 Free | 20. Boy 13-18 50 Back | 36. Boy 13-18 50 Breast |
| 5. Girl 9-10 50 Free | 21. Girl 8 & U 25 Fly | 37. Girl 6 & U 100 F.R.* |
| 6. Boy 9-10 50 Free | 22. Boy 8 & U 25 Fly | 38. Boy 6 & U 100 F.R.* |
| 7. Girl 11-12 50 Free | 23. Girl 9-10 25 Fly | 39. Girl 7-8 100 F.R.* |
| 8. Boy 11-12 50 Free | 24. Boy 9-10 25 Fly | 40. Boy 7-8 100 F.R.* |
| 9. Girl 13-18 50 Free | 25. Girl 11-12 50 Fly | 41. Girl 9-10 200 F.R.* |
| 10. Boy 13-18 50 Free | 26. Boy 11-12 50 Fly | 42. Boy 9-10 200 F.R.* |
| 11. Girl 6 & U 25 Back | 27. Girl 13-18 50 Fly | 43. Girl 11-12 200 F.R.* |
| 12. Boy 6 & U 25 Back | 28. Boy 13-18 50 Fly | 44. Boy 11-12 200 F.R.* |
| 13. Girl 7-8 25 Back | 29. Girl 8 & U 25 Breast | 45. Girl 13-18 200 F.R.* |
| 14. Boy 7-8 25 Back | 30. Boy 8 & U 25 Breast | 46. Boy 13-18 200 F.R.* |
| 15. Girl 9-10 50 Back | 31. Girl 9-10 25 Breast | |
| 16. Boy 9-10 50 Back | 32. Boy 9-10 25 Breast | |

*Free Relay