

ALASKA SWIMMING

Rules and Regulations

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10 Sanctions

A. Pre-Meet

1. Sanctions are approved by the Sanction Coordinator of ASI. As a condition for meet sanctioning and subsequent meet entry, each meet host will include the ASI Membership Verification Form as adopted by the 1997 House of Delegates (see Appendix for sample form) in the information sheet that requires every competing club to verify by signature that each and every competing swimmer entering that particular meet has a current USA Swimming registration and each coach attending that particular meet will be fully certified and properly registered with USA Swimming. A team will list all coaches and the expiration dates of their certifications on the membership verification form.
2.
 - a. Sanction fees are \$20.00.
 - b. Blanket sanctions are \$50.00.
3. The application for sanction and meet information sheet must be given to the Sanction Coordinator and a copy of the meet information sheet sent to the area Representative a minimum of sixty (60) days prior to the competition. The meet information sheet shall be provided to the webmaster of the ASI website so that it will be posted at least thirty (30) days prior to the entry deadline. The Sanction Coordinator shall maintain a list of teams requiring a hard copy of the meet information sheet. The meet director shall mail hard copies of the meet information to those teams so listed.
4. Meet information sheets are reviewed simultaneously by the Area Representative, Meet Referee, and the Sanction Coordinator prior to sanctioning to ensure that certain basic information is included. (See Appendix for meet information sheet guidelines.) Any member sponsoring a sanctioned swimming event must agree to meet all conditions of competition in accordance with the official swimming rules of ASI and USA Swimming.
5. The Sanction Director Shall send the original sanction approved form to the meet director, a copy to the Area Representative, and Meet Referee, and a copy to the ASI Treasure within 2 weeks of receiving all approved meet information.
6. Blanket Sanction fees will be paid with sanction request; meet sanction fees will be paid with Post Meet Financial Summary. A penalty of \$50 will be charged to the team if the sanction request is not sent to the Sanction Coordinator sixty (60) days in advance of the meet. An additional \$50 penalty will be charged if the request is not sent to the Sanction Coordinator within thirty (30) days. Sanction Coordinator will coordinate with the Treasurer and requesting team to determine late fees due. Date sent shall be determined by postmark, fax, or e-mail date.
7. Pre-Meet – For ASI Championships, proof of time using the USA SWIMS Database as a standard will be used to verify times for all swimmers entered. The meet host shall provide the ASI Records/SWIMS Chair with the meet entry file from the meet management software at least three (3) days prior to the start to the start of the meet. The Records/SWIMS Chair will verify submitted entry times with the SWIMS database. Submissions that do not match the SWIMS database will be flagged and brought to the attention of meet host. The meet host will notify teams of any flagged swims and advise them to provide proof of time prior to the start of the competition. It is the responsibility of the coach of record to provide proof of time to meet administration. Entries left unproved, that do compete, will be assessed a \$100 fine to be collected by the meet host.
8. Blanket Sanctions for Dual meets and Time Trials shall be permitted as follows:
 - a. The sanction fee must be paid by the host club and shall be good for one (1) year, September 1 through August 31.
 - b. An unlimited number of dual meets, time trials, swim-a-thons and postal meets may be conducted under this blanket sanction within the given period.
 - c. The initial blanket sanction application and sanction fee shall be submitted in the same manner as all the other ASI/USA Swimming applications, using the blanket sanction meet information format. (See Appendix for example). The original sanction number shall be issued by the Sanction Coordinator. Each sanction number shall contain a suffix indicating the number of meets held under that blanket sanction, e.g., 624-4 is the fourth (4th) meet held under that blanket sanction.
 - d. The Area Representative shall keep a log of all the meets held under each blanket sanction in the area. Once a blanket sanction has been approved, a team wishing to hold a meet under its blanket sanction need only contact its Area

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Representative in advance to receive a suffix number. The meet and/or time trial results are distributed in the same manner as for any other meet. It is important that the full sanction number and suffix be indicated on the final results. For dual meets it is also important to list which teams attended.

- e. The final results should also include the following information:
 - 1) A copy of the meet information sheet.
 - 2) Meet date and sanction number on each page.
 - 3) A list of clubs attending the meet.
 - 4) List of all events.
 - 5) List of key officials.
 - f. Per event entry fees, as defined by ASI, may be charged, but may not exceed the cost of the cap set by Alaska Swimming for Championship Meets under Article 2.A. The hosting group may charge the swimmers and/or the participating team(s) with the cost of the swimming venue, as agreed by all of those involved.
 - g. Awards shall be limited to ribbons but are not required.
 - h. The event list need not be detailed. The information sheet may state that only those events listed for the Short Course ASSC/Senior Championships or Summer Long Course will be offered.
 - i. Dual meets and time trials shall conform to the current USA Swimming Rules.
9. Provision for time trials at invitational and championship meets shall be made as follows: Time trials shall be offered at all state championship meets and may be offered at other invitational meets if included in the meet information sheet. The time trials shall be open only to swimmers entered in the meet. The host of a state championship or invitational shall either utilize the following language in its meet information sheet or draft other language which may provide for a more organized procedure:

Time Trials

Time Trials may be conducted each day at the discretion of meet management. The tentative time trial schedule and procedure for entry shall be established at the first coaches meeting of the meet. A coach desiring to time trial a swimmer shall make a request to the meet referee who shall determine the timing and feasibility for conducting the time trial. There shall be no guarantee that a requested time trial event will occur.

Time trials will count towards the daily event limit for swimmers, but will not count towards the overall event limit of a multi-day meet.

B. Approved Meets / Foreign Team Participation

- 1. High School Regional and State Championships and Alaska Masters Swim Clubs are the only organizations who may apply for approved meet status by ASI.
- 2. Any organization wishing to host a competition with approved meet status (other than Article 1.B.1) shall bring its proposal to the ASI Board of Directors for its approval.
- 3. Any club, team, or organization wishing to host a competition with foreign team participation within the boundaries of ASI shall bring its proposal to the ASI Board of Directors for its approval.

C. Post-Meet

- 1. The post meet follow-up information listed is to be sent no later than two (2) weeks from the Monday following the meet. (See Appendix)
 - a. Final results. (See Appendix)
 - b. A copy of the electronic timing system computer printout or results for each event in which an unofficial state record was swum shall be signed by the Meet Referee or Administrative Referee and sent to the Record Chair.

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- c. One (1) copy of the Financial Summary of a Meet/Summary of Entries statement shall be sent to the Sanction Coordinator and one (1) copy to the Area Representative. The remittance check payable to ASI shall be sent directly to the ASI Treasurer with a copy of the Financial Summary. The Treasurer shall notify the Sanction Coordinator when payment has been received.
 - d. Meet evaluation sheets for all championship meets should be given to participating clubs. The host club of a championship meet will mail a summary of the evaluation sheet along with the final results to the Sanction Coordinator.
- II The ASI Times Chair shall import all meet results into the SWIMS database. Additionally, the Times Chair shall email a copy of all results to SwimCloud.

A. Forms – (See Alaska Web site for forms.) Forms used in the sanctioning process are:

- 1. Application for sanction - sent by clubs to the Sanction Coordinator along with a meet information sheet and attached check for the sanction fee.
- 2. Official sanction approval - sent to clubs by the Sanction Coordinator upon approval of meet information sheet.

B. Procedure

- 1. The club meet director shall forward the application for sanction and the meet information sheet to the Sanction Coordinator a minimum of sixty (60) days prior to the meet. At the same time a copy of the meet information sheet should be sent to the Area Representative and Meet Referee.
- 2. The Area Representative, Meet Referee, and Sanction Coordinator shall independently review the meet information. The Sanction Coordinator shall contact the Meet Director, Meet Referee, and Area Representative after any necessary changes to the information sheet has been made. A sanction number shall be given to the Meet Director. An official meet invitation shall be sent to the Sanction Coordinator, Meet Referee, and Area Representative when they are sent to invited teams.
- 3. The Sanction Coordinator shall fill out the official sanction, note the necessary changes, if any, and send the original to the host club meet director with a copy to the Area Representative.
- 4. No meet information sheet is to be circulated to invited teams unless it has a sanction number assigned, and necessary changes, if any, have been made. A copy of the revised information sheet must be sent to the Sanction Coordinator and Area Representative.
- 5. Invited teams should receive the meet information sheet a minimum of thirty (30) days before the entry deadline.
- 6. Application for sanction will be rejected for any proposed competition that coincides with, or is held during, any Alaska Swimming Championship, unless the proposed competition excludes individual event qualifiers for that Championship.

C. Pre-Meet – The meet host shall provide the ASI Membership/Registration Chair with a meet registration file from the meet management software at least three (3) days prior to the start of the meet. The meet host will work with the Registration. Membership chair to correct any registration errors in the meet entries.

D. Meet Follow-up

- 1. **Deadline** - Final results, event results for state records, and copies of the financial summary with check shall be postmarked/sent to the appropriate person(s) no later than 2 weeks from the Monday following the meet.
- 2. **Distribution of Post-Meet Data:**
 - a. **Official meet results:**
 - i. One (1) copy to each participating team which requests written results in writing prior to the end of the meet.
 - ii. one (1) copy to Sanction Coordinator
 - iii. one (1) copy to Area Representative (if requested)
 - iv. one (1) electronic copy of the final meet results in HTML format to the ASI Web Master
 - v. one (1) electronic copy of the final meet results in Hy-Tek Export Format and Meet Manager Backup file format to the ASI Web Master and the National Times Chair
 - vi. one (1) electronic copy to the registration file to the Registration/Membership Coordinator (if swimmers are added on deck at the meet)
 - b. **State Records:**
 - i. Hard copy supporting State records shall be sent directly to the Records Chair.
 - c. **Financial Reconciliation:**
 - i. Summary of Entries: one (1) copy to Area Representative
one (1) copy Sanction Coordinator
 - ii. Financial Summary: one (1) copy to Sanction Coordinator with check payable to ASI

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one (1) copy to Area Representative

- d. The Post Meet Checklist (as provided in your team's "Meet Management" binder) must be completed, signed by the Meet Director and sent to the Sanction Coordinator along with the final results and financial reconciliation. This will verify to the Sanction Coordinator that the host team has met all of its Post Meet obligations within the required time frame.

3. Records

- a. Information on how to handle state records and OVCs is contained in the "Meet Management" binder provided your team by the Sanction Coordinator.
- b. Entry cards signed by the meet referee must be sent, or given directly, to the Records Chair with the official results within the two week post-meet time frame. Note compliance on the "Post-Meet checklist" that is sent to the Sanction Coordinator.

A. Sample Meet Information Sheet (non-blanket sanction)

1. Meet name
2. Host team/club
3. Site: List location and address
4. Date(s): List days with complete dates (month/day/year)
5. Held under sanction of USA Swimming and Alaska Swimming #
It is understood and agreed that USA Swimming shall be free from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event.
6. Rules: Current United States Swimming (USA Swimming) and Alaska Swimming (ASI) rules govern this meet. (Indicate the type of seeding, check-in procedure, and scratch procedure for this meet. Also note whether timed finals or prelims/finals).
7. Time: List all warm-up times and starting times, as well as breaks scheduled for the meet.
8. Facilities: List pool length and number of lanes; indicate horn or gun start, type of timing system/back-up system, etc.
 - a. Information about water depth measured for a distance of 3 feet 3½inches (1.0 meter) to 16 feet 5 inches (5.0 meters) from both end walls.
 - b. One of the following statements
 1. The competition course has been certified in accordance with 104.2.2C(4). The copy of such certification is on file with USA Swimming OR
 2. The competition course has not been certified in accordance with 104.2.2C(4).
9. Eligibility: All swimmers must be currently registered with USA Swimming. For further eligibility requirements see Article 3.A.6. Contestants must enter the age bracket corresponding to their age on the first day of the meet.
10. The following statement: Any Swimmer entered in the meet must be certified by a USA Swimming member-coach as being proficient in performing a racing start or must start each race from within the water. When unaccompanied by a member-coach, it is the responsibility of the swimmer or swimmer's legal guardian to ensure compliance with this requirement.
11. The following statement: "Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms."
12. The following statement: "Deck changes are prohibited."
13. The following statement: "Operation of a drone, or any other flying apparatus, is prohibited over the venue (pools, athletes/coach areas, spectator areas and open-ceiling locker rooms) any time athletes, coaches, officials and/or spectators are present."
*Exceptions may be granted with prior written approval by the Program Operations Vice Chair.
14. Entry time: A swimmer may enter up to ____ (state number) individual events a day exclusive of relays. (Note total number of events allowed if applicable.
 - a. Timed final meets allow five (5) individual events per day. Prelim/finals meets allow three (3) individual events per day. The host club may specify less total events per day, but not more.
 - b. For championship meets, indicate that required proof of entry time and fine for failure to comply will be per Article 3.G.3. Also note the qualifying period (i.e., January 1 through the deadline, etc.) as per Article 3.G.2.
15. Entry times: Entry seed times must be submitted for a ____ course (specify). Times must be submitted to the hundredth.
16. Entry fees: (see current swim guide for appropriate entry fees) Make check payable to ____ (name of team). Entry Fees are payable per meet invite instructions. Note that entry fees are not refundable.
17. Entry forms: Specify entry form(s) (i.e., Hy-Tek disk, consolidated entry cards, master recap sheet.) See Article 3.A.7.a. Also request the name and phone number of a person responsible for entry information.
18. Entry Deadline: Indicate day, date and time. Deadline shall be per Article 3.A.7.b.
19. Late entries: Indicate yes or no. If yes, give specific times and conditions for late entries.
20. Entries chairman: Name, complete address and phone number(s).
21. Additional contact: List at least one other contact person including addresses and phone number. This should be someone who knows what is going on and can answer questions.
22. Meet director, Meet Referee and Safety Marshal: Name, complete address and phone number(s).
23. Team scoring: Will there be team scoring? Anything special (i.e., will swimmers score if they fail to meet time standards listed for the meet? If the meet will be scored, state points to be awarded.

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- 24. Awards: State what they will be.
- 25. Smoking: No smoking shall be permitted during the meet in any swimmer designated area prior to or during competition.
- 26. Concessions: Will you have a concession stand? What will be available if you do?
- 27. Information Form for Disabled Swimmers
- 28. Miscellaneous: Lodging or any other helpful information to pass along to the visiting teams. List Attachments.

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B. Sample ASI Membership Verification Form

ALASKA SWIMMING INC.
Membership Verification Form
USA SWIMMING RULES AND REGULATIONS
PART FIVE
ARTICLE 502.4

502.4 Privileges and Responsibilities of Membership

- .2 All clubs, including seasonal clubs, shall ensure that all athletes and coaches participating in USA Swimming sanctioned competition are members of their LSC and USA Swimming.
- .3 All coaches of USA Swimming clubs, including seasonal clubs, shall join USA SWIMMING as coach members and shall satisfactorily complete safety training required by USA SWIMMING.

This form must be filled out and returned to meet management, prior to the meet, or the club's athlete(s) may not be able to participate.

COACH USA SWIMMING MEMBERSHIP VERIFICATION

I certify that all coaches from our team, _____, who will be attending the meet and are listed below, are currently a coach member of USA Swimming, and have current approved CPR, First Aid, and Safety training for Coaches cards and that I have personally inspected the above mentioned cards. I further certify that these cards will remain valid for the duration of the meet. I understand that if a coach is not registered or a certification has expired, that coach will not be allowed on deck during the meet.

Print Name _____

Club Position _____

Signature _____

Date _____

Coach Name	CPR Exp. Date	Athlete Protection Exp. Date	STFSC Exp. Date

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G. Sample Information Sheet for Blanket Sanction

NAME OF TEAM

Blanket Sanction (Dual Meets; Time Trials)

September 1, 20__ - August 31, 20__

Sanctioned by U.S.S. and Alaska Swimming Sanction # _____

Hosted by: (Name of Alaska Swim Team)

FACILITY: Facility will adhere to USA Swimming Article 103 facilities standards.

TIMES: Meet start TBA
Warm-ups 30 minutes prior to the start of the meet or time trial.

ELIGIBILITY: Open to swimmers currently registered with USA Swimming.

- RULES:
- 1) Current USA Swimming and Alaska Swimming rules apply.
 - 2) The Alaska Swimming Individual Scratch Rule does not apply.
 - 3) All events will be timed finals and deck seeded.
 - 4) A maximum of five (5) events per swimmer, plus relays may be entered.
 - 5) The facility and building rules will be enforced.
 - 6) USA Swimming Warm-up and warm-down procedures will be followed (see attached).

ENTRY INFORMATION:

- 1) Standard pink/blue entry cards may be used for all events including relays.
- 2) Entry cards must be legibly and completely filled in.

SCORING: Per USA Swimming Rules and Regulations. No scoring for Time Trials.

AWARDS: Ribbons may be awarded for first through third places including relays for dual meets. No awards for Time Trials.

FEES: None.

ORDER OF EVENTS: Events listed in the Swim Guide for ASSC or Senior Championships will be offered. Events may be offered as age group, junior or senior events.

MEET DIRECTOR: Fred Smith
2000 Center St.
Centerville, Alaska 99999
(907) 444-5555

20 Entry Fees

A. Meet Entry Fees

ALASKA SWIMMING CHAMPIONSHIP MEETS: Not applicable to non-ASI Championships

Swimmer entry fee:	\$5.00	\$2.00 to Host Club \$3.00 to ASI
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Individual event fee:	\$3.25	\$1.75 to Host Club \$1.50 to ASI
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Relay event fee:	\$7.50	\$4.50 to Host Club \$3.00 to ASI
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INVITATIONAL

Swimmer entry fee:	TBD by Host	Remainder to Host \$2.00 to ASI
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Individual event fee:	TBD by Host	Remainder to Host \$1.25 to ASI
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Relay event fee:	TBD by Host	Remainder to Host \$2.25 to ASI
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*(See Article 2.E. and Article 5.)

COMPETITION HELD UNDER BLANKET SANCTION: No entry fees shall be charged.

Use of ASI meet fee proceeds is used for ASI operations and to support swimmer travel funds through the ASI annual budgeting process.

B. Additional Fees

In addition to the meet entry fees described above, the host group for any meet may charge each swimmer entered in that meet an additional facility charge.

C. Post-Meet Financial Procedure

Refer to your team's ASI Meet Management binder which is distributed by the Sanction Coordinator. All current requirements and forms will be updated as necessary and sent to each team by the Sanction Coordinator. Send appropriate amount of fees collected directly to the ASI Sanction Coordinator.

D. Other Revenues

All revenues collected from snack bars, heat sheets, sponsorships, etc., may be retained by the host club.

E. Alaska Travel Fund

The ASI Travel Fund will be collected for each swimmer meet entry, individual event entry, and relay event entry. It may be transmitted in one sum with meet fees, but shall be clearly designated as ASI Travel Fund fees. Clubs that fail to report and transmit the collected Travel Fund monies shall be denied sanctions.

30 Conduct of Meets

A. General

1. **Age-Groups** - USA Swimming recognizes the following age groups for age group competition: 10 and younger; 11, 12, 13, 14, 15, 16, 17, 18 or 15-18, and 19 and over. In addition, ASI recognizes the 8 and under age group.
2. **Events** - Events in all age groups shall conform to the list of events recognized under the current USA Swimming Code. Alaska also recognizes the following events for the 8 and under age group:
 - 25 - 50 - 100 Free
 - 25 - 50 Back
 - 25 - 50 Breaststroke
 - 25 - 50 Butterfly
 - 100 Individual Medley
 - 100 Free Relay
 - 100 Medley Relay
3. **Consolidated Events** – ASI may sanction freestyle events 400 meters/500 yards and longer, 200 yard/meter backstroke, breaststroke and butterfly and 400 individual medley seeded as a single event, without regard to swimmers' ages or gender, in order of submitted times.
4. **Combined Events** - At the Meet Referee's discretion, events may be combined at ASI meets by age, sex, distance, and/or stroke provided there is at least one (1) empty lane between such combined events.
5. **Officials**
 - a. All invitational meets shall name a meet referee and meet director 3 months prior to start of meet date or upon approval of meet sanction being issued
 - b. The officials chair shall name meet referee for all State Championships Meets, at the earliest possible date. (Senior Champs, AG, ASSC). Meet referee should apply for meet to be a National Qualifying meet to USAS, preferably 90 days prior to start of meet
 - c. The host should make every effort to include a mixed deck of officials from their area and/or across the state.
6. **Time Standards**
 - a. A set of time standards will be created for all ASI state Championship Meets. These standards will be set by a time standards committee composed of the Senior Vice-Chair, Age Group Vice-Chair, and two coaching members-at-large appointed by these chairs. Time standards for all ASI State Championship Meets will be distributed to each team/club by September 1, or upon release of the current quad's USAS Motivational Time Standards.
 - b. Relay events in all Alaska Championships shall have no qualifying times. A swim team/club may enter no more than (2) individually non-qualified swimmers per relay event.
 - c. National Time Standards may be used for any meet calling for such time standards.
 - d. The last digit for all time standards shall be a nine (.09).
 - e. Qualifying times for Championship meets will be listed as Short Course Yards (SCY), Short Course Meters (SCM), and Long Course Meters (LCM) standards. A swimmer may enter individual events for which he/she qualifies with SCY, SCM, or LCM entry times. Entry times must be submitted in the format swum. Meet Management shall seed all entries by conforming each to the course of competition. Meet Management will list all entries with the times submitted.

All times must meet the appropriate qualifying standard and eligibility time frame and must be verified.
7. **Eligibility** - To be eligible to participate in an ASI USA Swimming sanctioned meet, a swimmer must be a USA Swimming or FINA registered athlete member. In addition:

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- a. Eligibility for any ASI USA Swimming sanctioned non-championship meet shall be at the discretion of the host club(s).
- b. Participants in ASI Age-Group and Alaska Swimming State Championships shall be registered athlete members of Alaska Swimming, Inc.
- c. Participants in ASI Long Course and Region XIV/ Alaska Senior Championships meet shall be registered athlete members of any USA Swimming LSC or any recognized FINA member.
- d. Eligibility for ASI Area Championship meets shall be determined by the area clubs involved.
- e. Exceptions to (a) and (c) above may be made in accordance with ASI Article 1.B. No exceptions will be allowed for paragraph (b).

8. Entries

- a. Entry forms for ASI USA Swimming sanctioned meets shall be in the form prescribed by meet management and specified in the meet invitation. A paper alternative to computer disks shall be available for all meets.
- b. Hard copy meet entries shall be postmarked and/or hand delivered or sent by facsimile by deadline date as specified in the meet entry information sheet. In no case will this deadline be earlier than two Wednesdays before the start of the meet. Normal fees shall apply for the entry. Meet entries which are submitted by e-mail (Electronically) may be due at a later date as specified in the meet entry information sheet. The person receiving meet entries by e-mail (Electronically) shall reply to the sender to acknowledge receipt. It is the responsibility of the person submitting the entries to determine that the entries have been received and to maintain a document trail evidencing the submission and receipt. The host organization may provide for a penalty (up to \$50) for late submission of entries in the meet entry information sheet.
First time qualifiers, and swimmers already entered in the meet, making a new and/or additional cut(s) after the entry deadline for said meet can submit those entries by the Sunday following the entry deadline by 9:00pm. If a swimmer makes a cut in an already entered bonus swim they may update that time and choose a new bonus event, so long as they do not exceed the entry limits. Times may not be updated from the original entry submission past the entry deadline otherwise. These late qualifying entries must be submitted according to the meet announcement.
- c. Swimmers must enter their best times which have been achieved at sanctioned events. A swimmer may enter individual events for which he/she/qualifies with SCY, SCM, or LCM entry times. Entry times must be submitted in the format swum.

All times must meet the appropriate qualifying standard and eligibility time frame and must be verified.

- d. Teams in dual meet competition, by mutual consent, may enter more contestants and relays per event than recommended.
 - c. It is recommended the host team of any LSC Championship meet compile entry lists, heat sheets, final sheets and final results by computer.
- ## 9. Individual Scratch Rule
- Each swimmer shall be informed of the meet starting time and shall report to the proper meet authorities promptly upon call.
- a. **Pre-seeded Meets** - Each swimmer shall report promptly to the starting location prior to the start of each race in which he is entered.
 - 1) Any swimmer not reporting for or competing in an individual timed final event shall not be penalized.
 - 2) Any swimmer not reporting for or competing in a preliminary heat when finals are scheduled shall not be penalized.
 - b. **Events Seeded on the Deck** - Any swimmer entered in an individual event that is seeded on the deck, in whole or in part, who has checked in for that event, must swim in the event unless he notifies the clerk of course before the seeding for that event has begun that he wishes to scratch. Failure to scratch prior to seeding and not swimming the event will result in his or her being barred from the next individual event in which he or she is entered on that day or the next meet day. Events seeded on the deck shall be closed for seeding no later than thirty (30) minutes prior to the start of the event.
 - c. **Scratching from Consolation Finals and Championship Finals**

- 1) Any swimmer qualifying for a consolation final or championship final race in an individual event who fails to compete in said consolation final or championship final race shall be barred from competing in their next individual event, except as noted in "d" below. This penalty shall not be applied to relay events in which the athlete has been entered.
 - 2) In the event of withdrawal or barring of a swimmer from competition, the Referee shall fill the consolation final or championship final when possible with the next qualified swimmer(s). First and second alternates shall be announced along with the final qualifiers. These alternates shall not be penalized if unavailable to compete in the finals.
 - 3) Where consolation finals have not yet been swum and a barring or withdrawal is known to the Referee, the Referee shall re-seed the consolation final and the championship final. If necessary, the Referee may insert the alternate(s) in the appropriate lane(s), filling all lanes in the championship final.
 - 4) If a consolation final has already been contested, the championship final shall be swum without reseeding for the empty lane(s).
- d. **Exceptions for Failure to Compete** - No penalty shall apply for failure to withdraw or compete in an individual event if:
- 1) The Referee is notified in the event of illness or injury and accepts the proof thereof.
 - 2) A swimmer qualifying for a consolation final or championship final race following preliminaries notifies the Referee within thirty (30) minutes after announcement of the qualifiers for that final race that he may not intend to compete and further declares his final intentions within thirty (30) minutes following his last individual preliminary event.
 - 3) It is determined by the Referee that failure to compete is caused by circumstances beyond the control of the swimmer.

10. Relay Scratch Rule

- i) **Pre-Seeded Meets** - Any relay team entered in a pre-seeded relay event that fails to compete in or report for that event shall not be penalized.
- b. **Relays Seeded at the Meet**
 - 1) Any relay team entered in a relay event that is seeded at the meet in whole or in part, that has been checked in and the swimmers' names declared for that event, must swim the event unless the clerk of course is notified before the seeding for that event is begun that the relay team wishes to scratch.
 - 2) A relay team member failing to appear ready to swim for the relay event shall be barred from the next individual event in which he is entered, either that day or the next meet day. The relay team members who do appear ready to swim shall not be penalized for failure of other relay team members to appear.
 - 3) Exceptions - Relay teams or team members who give acceptable notification to the Referee of illness, injury, or that failure to compete is caused by circumstances beyond the control of the swimmer(s) shall not be penalized.

11. Safety

- a. The safety of everyone on deck at ASI-sanctioned swim meets shall be the highest priority for the Meet Referee and all certified officials present. Striving to provide a healthy and safe environment on deck takes precedence over improving conditions for competition and minimizing meet cost and duration. For behaviors risking the health or safety of anyone in the swimming venue, the Meet Referee has the authority to impose any restriction on the participation of any swimmer, coach or volunteer in the meet deemed appropriate, up to and including removing the offender from the swimming venue (per USA Swimming regulation 102.10.3).
- b. The Meet Referee may delegate authority (other than imposing disciplinary actions) to other personnel on deck to carry out any aspects of maintaining meet safety.
- c. Because of the extreme weather conditions common during swim meets in Alaska, the Meet Referee must be familiar with the emergency response and evacuation plans for the meet venue. The facility staff has the primary authority and responsibility in the event of an emergency, but the Meet Referee and all certified officials on deck will assist the staff as requested.

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- d. At least one Safety Marshal shall be identified in the sanction application for each meet submitted to the Sanction Coordinator. The Safety Marshal must be a member of USA Swimming and at least 18 years of age. Additional safety marshals may be designated at the meet by the Meet Referee as needed.
- e. The Safety Marshal shall wear identifying attire and carry a whistle or other device capable of alerting a swimmer in the water. It is the responsibility of Meet Management that the above safety equipment be available for the Safety Marshal's use.
- f. The Safety Marshal shall inspect the pool and deck area before the start of pre-meet warm ups, to identify and have corrected any identified hazard to health or safety. Examples of such hazards include biological substances (especially bodily fluids) on deck or in the water; objects on the deck which may cause slips, trips or falls; and glass (or other sharp objects) anywhere on deck.
- g. Before the start of warm ups, the Safety Marshal shall clearly mark all lanes which are closed to race starts. Warm ups will begin when the Safety Marshal (with the concurrence of the Meet Referee) opens the pool. The Safety Marshal shall open lanes for race starts at the times specified in the meet information sheet (consistent with ASI Warm Up/Warm Down Procedures). It is the responsibility of Meet Management that devices to mark the lanes closed to race starts be available for the Safety Marshal's use.
- h. The Safety Marshal shall remain on deck during pre-meet warm ups, and strive to maintain order on deck and in the pool. This includes attempting to stop any unsafe horseplay or running on deck, which are prohibited at all times. Forcing anyone into the water under any circumstance is a serious safety infraction for which the Meet Referee will impose appropriate disciplinary action.
- i. No swimmer shall enter or remain in the water for warm up or warm down, at any time before, during, or after the meet, unless under the direct control of a team coach (or coach of record on deck) in line of sight. The team coach is responsible for swimmers' entering the water using the approved ASI procedure. The Safety Marshall shall bring repeated and/or flagrant violations during pre-meet warm ups to the attention of the Meet Referee for appropriate disciplinary action.
- j. The Meet Referee may assign the Safety Marshall to monitor warm ups during breaks in the competition if deemed necessary to maintain safety.
- k. At all times, all certified officials on deck are authorized to stop any unsafe behaviors observed at the swimming venue, including on deck or in the water. Behaviors significantly risking the safety of anyone on deck shall be brought to the attention of the Meet Referee for appropriate disciplinary action.

- 12. Technical Rules Protests** - Prior to the start of each championship meet, the Referee may appoint a meet jury. The jury shall consist of not fewer than three (3) and not more than five (5) persons, at least one of whom shall be a coach and one an athlete. Written protests involving technical rules, except disqualification due to judgment decisions by deck officials, shall be made to the meet referee within 30 minutes of the protested act or occurrence. Decisions of the meet referee regarding these protests may be appealed to the Technical Jury, whose decision must be made the day of the protest.

The jury shall not adjudicate judgment decisions, which can only be considered by the Referee under Section 102.13 of the USA Swimming Code.

For all other meets sanctioned within ASI, the meet referee may appoint a Technical Jury. The Technical Jury shall be composed of at least one athlete, one coach and at least one, but not more than three other persons.

- 13. Conduct of Finals** – The order of heats during the finals for a preliminary and final event will be swum as bonus, consolation, and final in that order.
14. Scheduled breaks in Preliminaries: Breaks in prelims should be limited to BEFORE and/or after 11/over timed final events and 1 other session break to occur approximately in the middle of the overall session timeline. Scheduled breaks in Finals: Scheduled breaks in Finals may be conducted after 2 girls and 2 boys events are completed. Adjustments may be built in to adequately accommodate flexibility for different facilities for warm-up/warm-down needs.
15. At championship meets where the 50 and 200 stroke events back to back, Athletes and Coaches explicitly understand that no additional rest time may be given for rest between these events.

B. Region XIV / Alaska Swimming Senior Championships

1. Swimmers may enter all individual events in which they are qualified, but will be limited to compete in seven (7) individual events, exclusive of relay events and time trials. Only one relay entry per swimmer per session is allowed.
2. Qualifying swimmers may swim up to six (6) bonus swims.

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3. All individual events shall be conducted with preliminaries, consolation finals and championship finals on the same day. All individual events shall be conducted with preliminaries and finals regardless of the number of entries. The individual 1000y (800m) Freestyle and 1650y (1500m) Freestyle will be swum timed finals with the fastest heat swimming in finals and all others being held in a separate distance session immediately following prelims. All relays shall be conducted on a timed final basis.
4. Qualifying Time Period - See Article 3.G.2.
5. This meet shall be held on the last possible full weekend in January.
6. This meet shall be conducted in Long Course Meters in Olympic years. In these years the 100 IM will not be offered.
7. This meet may be conducted in Short Course Meters when hosted in Northern Area.
8. Relay events in the Region XIV/ Alaska Senior Championships shall have no qualifying times. A swim team/club may enter no more than (2) individually non-qualified swimmers per relay event. There is no limit to the number of relays a club may enter, but only the top two (2) relay teams per club can score in each event.

9. Order of events:

FRIDAY PRELIMS	SATURDAY PRELIMS	SUNDAY PRELIMS
100 IM	100 BACK	500Y/400M FREE
200 FREE	200 IM	50 FREE
50 BACK	200 FLY	100 BREAST
200 BREAST	50 BREAST	50 FLY
100 FLY	100 FREE	200 BACK
800 FREE RELAY	400 MEDLEY RELAY	400 IM
		400 FREE RELAY
FRIDAY DISTANCE SESSION	SATURDAY DISTANCE SESSION	
WOMEN 1000Y/800M FREE	WOMEN 1650Y/1500M FREE	
MEN 1650Y/1500M FREE	MEN 1000Y/800M FREE	
FRIDAY FINALS	SATURDAY FINALS	SUNDAY FINALS
WOMEN 1000Y/800M FREE	WOMEN 1650Y/1500M FREE	500Y/400M FREE
MEN 1650Y/1500M FREE	MEN 1000Y/800M FREE	
100 IM	100 BACK	50 FREE
200 FREE	200 IM	100 BREAST
50 BACK	200 FLY	50 FLY
200 BREAST	50 BREAST	200 BACK
100 FLY	100 FREE	400 IM
200 MEDLEY RELAY	200 FREE RELAY	
200 MIXED MEDLEY RELAY	200 MIXED FREE RELAY	

*The free relay events on Sunday will be conducted as timed finals with all heats swum as scheduled during the preliminaries.

Mixed Relay – is composed of two female and two male swimmers in any order.

10. It is recommended that awards for each event be presented to the swimmers prior to the start of the next championship event.
11. A break of at least two (2) hours shall be scheduled between preliminaries and finals with the pool available for warm-ups during the last hour.
12. Scoring:
For 6 lane pool:

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Individual 16-13-12-11-10-9-7-5-4-3-2-1
Relays 32-26-24-22-20-18-14-10-8-6-4-2

For 8 lane pool:

Individual 20-17-16-15-14-13-12-11-9-7-6-5-4-3-2-1
Relays 40-34-32-30-28-26-24-22-18-14-12-10-8-6-4-2

Scores shall be kept on combined team scores, men's and women's team scores, and individual scores. All the above scores shall be included in the official results.

13. Awards: See Article 3.I.

14. Travel assistance for the Region XIV/ Alaska Senior Championships will be distributed on an equitable basis for all qualified participants attending the meet from areas outside the host area or those within the host area, unable to drive to the meet within two (2) hours. The funds for the Region XIV/ Alaska Senior Championships Travel Fund come from meet entry fees (See Article 2.A. Meet Entry Fees). Procedures for distribution of such monies will be established by the Board of Directors.

15. Daily session start times will be as follows:

Prelim Warm Up: 8:00am
Prelims Racing Start: 9:30am
Finals Warm Up: 4:45pm
Finals Racing Start: 6:00pm

C. Alaska Swimming Age-Group Championship

1. Swimmers may enter three (3) events per day for a maximum total of seven (7) over the three (3) days. This is exclusive of relay events.
2. Qualifying swimmers may swim up to two (2) bonus swims. Bonus swims are limited to events 200 yards/meters or less.
3. All events shall be conducted with preliminaries and finals on the same day with the exception of the 400 IM and 500 freestyle which shall be conducted as timed final/consolidated events and swum fastest to slowest alternating girls/boys with girls swimming first during their respective preliminary sessions. All 11 and over relays will be swum as time finals as follows: Friday and Saturday – at the beginning of the finals sessions, Sunday – at the end of the preliminary session. All 10/U events may be conducted as timed finals during the preliminary session or during the period of time between prelims and finals. All preliminary events will be consolidated by stroke and distance, but not by gender.
4. Qualifying Time Period - See Article 3.G.2.
5. This meet shall be held the weekend directly preceding the 3rd Monday of February, Presidents' Day, and shall include: 10/U, 11 year old, 12 year old, 13 year old, and 14 year old age divisions.
6. Relay events in the Alaska Swimming Age-Group Championships shall have no qualifying times. Age groups shall be combined for all relay events: 10U, 12U, and 14U. A swim team/club may enter no more than two (2) individually non-qualified swimmers per relay event and a swimmer may not swim more than one relay per session. There is no limit to the number of relays a club may enter, but only the top two (2) relay teams per club can score in each event.

7. Meet Format – Preliminary Session:

FRIDAY	SATURDAY	SUNDAY
11-14 50 BACK	11-14 50 BREAST	11-14 50 FLY

[Type here]

10/U 200 MEDLEY RELAY	10/U 50 BACK	10/U 200 FREE RELAY
11-14 100 IM	11-14 200 IM	11-14 200 FREE
10/U 500 FREE	10/U 200 IM	10/U 200 FREE
11-14 100 FLY	11-14 50 FREE	11-14 100 BREAST
10/U 50 FLY	10/U 50 FREE	10/U 50 BREAST
11-14 100 FREE	11-14 200 BREAST	11-14 200 FLY
10/U 100 FREE	10/U 100 BREAST	10/U 100 FLY
11-14 200 BACK	11-14 500 FREE*	11-14 100 BACK
10/U 100 IM		10/U 100 BACK
11-14 400 IM*		14/U 200 FREE RELAY
		12/U 200 FREE RELAY

Meet Format – Finals Session:

FRIDAY	SATURDAY	SUNDAY
14 50 BACK	14 50 BREAST	14 50 FLY
13 50 BACK	13 50 BREAST	13 50 FLY
12 50 BACK	12 50 BREAST	12 50 FLY
11 50 BACK	11 50 BREAST	11 50 FLY
14/U 400 FREE RELAY	14/U 200 MEDLEY RELAY	14 200 FREE
12/U 400 FREE RELAY	12/U 200 MEDLEY RELAY	13 200 FREE
		12 200 FREE
		11 200 FREE
14 100 IM	14 200 IM	14 100 BREAST
13 100 IM	13 200 IM	13 100 BREAST
12 100 IM	12 200 IM	12 100 BREAST
11 100 IM	11 200 IM	11 100 BREAST
14 100 FLY	14 50 FREE	14 200 FLY
13 100 FLY	13 50 FREE	13 200 FLY
12 100 FLY	12 50 FREE	12 200 FLY
11 100 FLY	11 50 FREE	11 200 FLY
14 100 FREE	14 200 BREAST	14 100 BACK
13 100 FREE	13 200 BREAST	13 100 BACK
12 100 FREE	12 200 BREAST	12 100 BACK
11 100 FREE	11 200 BREAST	11 100 BACK
14 200 BACK		
13 200 BACK		
12 200 BACK		
11 200 BACK		

*Consolidated event/timed final

- A break of at least two (2) hours shall be scheduled between preliminaries and finals with the pool available for warm-ups during the last hour.

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9. Scoring: Individual 7-5-4-3-2-1
Relays 14-10-8-6-4-2

Exception: when the meet is held in an eight (8) lane pool, eight (8) lane scoring will be used. (See USA Swimming Rule 102.7.3)

Scores shall be kept on combined team scores and individual scores. All the above scores shall be included in the official results.

10. Awards: See Article 3.I.

D. Alaska Swimming (name of area) Area Championship

1. The time, place, and mechanics of the area championship meet will be determined at the area level.
2. For a suggested format, refer to the ASI State Championships, Article 3.E.10.

E. Alaska Swimming State Championship

1. Swimmers may enter three (3) events per day for a maximum total of seven (7) over the course of the meet. This is exclusive of relay events. Qualifying swimmers may swim up to two (2) bonus swims. Bonus swims are limited to events 200 yards/meters or less.
2. All events shall be conducted with preliminaries and finals on the same day with the following exceptions: The 400 IM events will be swum as timed finals at the conclusion of preliminaries; the 500 freestyle events will be swum as timed finals during the prelim session; the 1000 and the 1650 freestyle events shall be conducted as timed finals as the last event of their respective preliminaries sessions. All 10/U events (individual and relay) will be swum as timed finals during the prelim sessions. All heats of 11 and older 400 Medley and 400 Freestyle relays will be swum at the beginning of prelims. All 11 and older 200 Medley and 200 Freestyle relays will be swum at the beginning of finals. When the venue allows, all preliminary events and the 500, 1000, and 1650 freestyle events shall be swum at both ends of the pool.
3. The 1000 and 1650 freestyle events shall be deck seeded with positive check in and shall be swum fastest to slowest with all ages combined. The boys' and girls' heats shall alternate with girls swimming first. Scoring by age group will follow section 12 below.
4. The 400 IM and the 500 freestyle events shall be deck seeded with positive check in and shall be swum fastest to slowest with all ages combined. The boys' and girls' heats shall alternate with girls swimming first. Scoring will be computed by age group event and awards will be generated by age group event.
5. Qualifying Time Period - See Article 3.G.2.
6. This meet shall be held on the last full weekend in April, unless that weekend is Easter, in which case the meet shall be held on the prior weekend. It shall include the 10/U, 11/12, 13/14, and 15/Older age groups. Both a final heat and a consolation final heat will be included for the 15/Older age group and both will be scored. All 15/Older distance events will be scored 1st – 16th place, with 9th – 16th scored as consolation finals. Swimmers 20 years or older on the first day of the meet may not advance beyond prelims or score in timed finals.
7. Relay events in the Alaska Swimming State Championship shall have no qualifying times. Age groups shall be combined as follows for all relay events: 10U, 12U, 14U and Open. The Open category shall be limited by the swim guide age allowances for the given meet (for example: 19 and Under years for ASSCs). A swim team/club may enter no more than (2) individually non-qualified swimmers per relay event. There is no limit to the number of relays a club may enter, but only the top two (2) relay teams per club can score in each event. Relays will be awarded in the order of finish.

8. Meet Format – Preliminary Session

THURSDAY	FRIDAY	SATURDAY	SUNDAY
11/19 1650 FREE*	12/U 200 MEDLEY RELAY*	10/U 200 MEDLEY RELAY*	10/U 200 FREE RELAY*
	14/U 200 MEDLEY RELAY*	12/U 400 MEDLEY RELAY*	12/U 400 FREE RELAY*
	19/U 200 MEDLEY RELAY*	14/U 400 MEDLEY RELAY*	14/U 400 FREE RELAY*

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		19/U 400 MEDLEY RELAY*	19/U 400 FREE RELAY*
	11/19 100 BREAST	11/19 100 FLY	11/19 100 BACK
	10/U 50 FREE	10/U 50 BACK	10/U 50 FLY
	11/19 50 FREE	11/19 50 BACK	11/19 50 FLY
	10/U 100 FLY	10/U 100 FREE	10/U 100 BREAST
	11/19 200 FLY	11/19 100 FREE	11/19 200 BREAST
	10/U 50 BREAST	10/U 200 IM	10/U 100 IM
	11/19 50 BREAST	11/19 200 IM	11/19 100 IM
	10/U 100 BACK		10/U 200 FREE
	11/19 200 BACK		11/19 200 FREE
	11/19 400 IM*	19/U 500 FREE*	11/19 1000 FREE*

Meet Format – Finals Session

THURSDAY	FRIDAY	SATURDAY	SUNDAY
	15/19 100 BREAST	19/U 200 FREE RELAY*	15/19 100 BACK
	13/14 100 BREAST	14/U 200 FREE RELAY*	13/14 100 BACK
	11/12 100 BREAST	12/U 200 FREE RELAY*	11/12 100 BACK
	15/19 50 FREE	15/19 100 FLY	15/19 50 FLY
	13/14 50 FREE	13/14 100 FLY	13/14 50 FLY
	11/12 50 FREE	11/12 100 FLY	11/12 50 FLY
	15/19 200 FLY	15/19 50 BACK	15/19 200 BREAST
	13/14 200 FLY	13/14 50 BACK	13/14 200 BREAST
	11/12 200 FLY	11/12 50 BACK	11/12 200 BREAST
	15/19 50 BREAST	15/19 100 FREE	15/19 100 IM
	13/14 50 BREAST	13/14 100 FREE	13/14 100 IM
	11/12 50 BREAST	11/12 100 FREE	11/12 100 IM
	15/19 200 BACK	15/19 200 IM	15/19 200 FREE
	13/14 200 BACK	13/14 200 IM	13/14 200 FREE
	11/12 200 BACK	11/12 200 IM	11/12 200 FREE

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* Notes

- The 400 IM is a timed final – swum at the end of prelims
- The 500 Free is a timed final – swum at the end of prelims
- The 1000 Free is a timed final – swum at the end of prelims
- The 1650 Free is a timed final – swum Thursday afternoon/evening
- Consolidated event/timed final
- 400 Medley and 400 Free Relays swum at the beginning of prelims in both pools
- 19/U, 14/U, 12/U 200 Medley and 200 Free Relays swim at the beginning of finals in one pool
- 10&U relays swum at the beginning of prelims

9. A break of at least two (2) hours shall be scheduled between preliminaries and finals with the pool available for warm-ups during the last hour.

10. Scoring:

All events are:	20-17-16-15-14-13-12-11	“A” Final
15 & Over Consols:	9-7-6-5-4-3-2-1	“B” Final
(Double for relays)		
Scored 1-8 relays only		

Scores shall be kept on combined team scores and individual scores. All the above scores shall be included in the official results.

11. Awards: See Article 3.I.

12. Travel Assistance for the Alaska Swimming State Championship will be distributed on an equitable basis for all qualified participants attending the meet from areas outside the host area or those within the host area, unable to drive to the meet within two (2) hours. The annual USA Swimming athlete registration fee will include a portion designated for travel assistance. Procedures for distribution of such designated monies will be established by the Board of Directors.

13. During preliminaries on even numbered years, girls compete in the deep end on Friday and Sunday and the shallow end on Saturday while the boys compete in the shallow end on Friday and Sunday and the deep end on Saturday. During preliminaries on odd numbered years, boys compete in the deep end on Friday and Sunday and the shallow end on Saturday while the girls compete in the shallow end on Friday and Sunday and the deep end on Saturday.

F. Alaska Swimming Summer Championship

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1. Swimmers may enter three (3) events per day for a maximum total of seven (7) over three days. This is exclusive of relay events.
2. Format of the meet may be in SCY, or LCM depending upon the host of the championship.
3. All events shall be conducted with preliminaries and finals on the same day with the following exceptions: The 400 IM events will be swum as timed finals at the conclusion of finals; the 400/500 freestyle events will be swum as timed finals during the preliminary session: the 800/ 1000 and 1500/1650 freestyle events shall be conducted as timed finals as the last event of their respective preliminaries sessions. All 10 & U events (individual and relay) will be swum as timed finals during the preliminaries sessions. All heats of 11 and older 400 Freestyle relay will be swum at the beginning of finals. All 11 and older 200 Medley and 200 Freestyle relays will be swum at the beginning of prelims. When the venue allows, all preliminary events of the 400/500, 800/1000, and 1500/1650 freestyle shall be swum at both ends of the pool.
4. The 800/1000 and 1500/1650 freestyle events shall be deck seeded with positive check in and shall be swum fastest to slowest with all ages combined. The boys' and girls' heats shall alternate with girls swimming first. Scoring by age group will follow section 12 below.
5. The 400 IM and the 400/500 freestyle events shall be deck seeded with positive check in and shall be swum fastest to slowest with all ages combined. The boys' and girls' heats shall alternate with girls swimming first. Scoring will be computed by age group event and awards will be generated by age group event.
6. Qualifying Time Period – See Article 3.G.2.
7. This meet will be held the last Friday, Saturday and Sunday of July and shall include the 10&U, 11-12, 13-14, and 15 & Older age groups.
8. The time standards for the Alaska Swimming Summer Championship will be set by a time standards committee composed of the Senior Vice-Chair, Age Group Vice-Chair, and two coaching members-at-large appointed by these chairs. These standards will be mailed to the coaches two weeks after the completion of the meet.
9. Relay events in the Alaska Swimming Summer Championship shall have no qualifying times. Age groups shall be combined as follows for all relay events: 10U, 12U, 14U and Open. The Open category shall be limited by the swim guide age allowances for the given meet (for example: 19 and Under for ASSCs). A swim team/club may enter no more than two (2) individually non-qualified swimmers per relay event.

Meet Format – Preliminary Session

FRIDAY	SATURDAY	SUNDAY
12/U 200 MEDLEY RELAY*	10/U 200 MEDLEY RELAY*	10/U 200 FREE RELAY*
14/U 200 MEDLEY RELAY*	12/U 400 MEDLEY RELAY*	12/U 400 FREE RELAY*
OPEN 200 MEDLEY RELAY*	14/U 400 MEDLEY RELAY*	14/U 400 FREE RELAY*
	OPEN 400 MEDLEY RELAY*	OPEN 400 FREE RELAY*
11/O 100 BREAST	11/O 100 FLY	11/O 100 BACK
10/U 100 FLY	10/U 100 BREAST	10/U 50 FLY
11/O 200 FLY	11/O 200 BREAST	11/O 50 FLY
10/U 50 FREE	10/U 100 FREE	10/U 200 FREE
11/O 50 FREE	11/O 100 FREE	11/O 200 FREE
10/U 100 BACK		10/U 200 IM
11/O 200 BACK		11/O 200 IM
10/U 50 BREAST		10/U 50 BACK
11/O 50 BREAST		11/O 50 BACK
11/O 1500/1650 FREE*	OPEN 400/500 FREE*	11/O 800/1000 FREE*

Meet Format – Finals Session

FRIDAY	SATURDAY	SUNDAY
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15/O 100 BREAST	OPEN 200 FREE RELAY*	15/O 100 BACK
13/14 100 BREAST	14/U 200 FREE RELAY*	13/14 100 BACK
11/12 100 BREAST	12/U 200 FREE RELAY*	11/12 100 BACK
15/O 200 FLY	15/O 100 FLY	15/O 50 FLY
13/14 200 FLY	13/14 100 FLY	13/14 50 FLY
11/12 200 FLY	11/12 100 FLY	11/12 50 FLY
15/O 50 FREE	15/O 200 BREAST	15/O 200 FREE
13/14 50 FREE	13/14 200 BREAST	13/14 200 FREE
11/12 50 FREE	11/12 200 BREAST	11/12 200 FREE
15/O 200 BACK	15/O 100 FREE	15/O 200 IM
13/14 200 BACK	13/14 100 FREE	13/14 200 IM
11/12 200 BACK	11/12 100 FREE	11/12 200 IM
15/O 50 BREAST		15/O 50 BACK
13/14 50 BREAST		13/14 50 BACK
11/12 50 BREAST		11/12 50 BACK
	11/O 400 IM*	

Note: .

- The 400 IM is a timed final – swum at the end of prelims
- The 400/500 Free is a timed final – swum at the end of finals
- The 800/1000 Free is a timed final – swum at the end of prelims
- The 1500/1650 Free is a timed final – swum at the end of prelims
- 400 Medley and 400 Free Relays swum at the beginning of prelims
- Open, 14/U/ 12/U 200 Medley Relay, 400 Free Relay, and 400 Medley Relay – swum at the beginning of prelims
- 10/U relays swum at the beginning of prelims
- Open, 14/U, 12/U 200 Free Relay – swum at the beginning of finals

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When the venue allows, all preliminaries events and the 400 IM, 400/500, 800/1000, and 1500/1650 Freestyle events shall be swum at both ends of the pool.

10. Scoring: (8-lane pool) All Events; 20-17-16-15-14-13-12-11 “A” Final
15/O Consols: 9-7-6-5-4-3-2-1 “B” Final
(6-lane pool) All Events: 16-13-12-11-10-9 “A” Final
15/O Consols: 7-5-4-3-2-1 “B” Final

Relays scores are doubled scoring 1-8 only for 8-lane pools, and 1-6 only for 6-lane pools.

Scores shall be kept on combined team scoring and individual scores. The above scores shall be the official results.

11. Awards: See Article 3.1
12. Travel assistance for the Alaska Swimming Summer Championship will be distributed on an equitable basis for all qualified participants attending the meet from areas outside the host are or those within the host area, unable to drive to the meet within two (2) hours. The funds for the Summer Championship Travel Fund come from meet entry fees (see article 2.A. Meet Entry Fees). Procedures for distribution of such monies will be established by the Board of Directors.
13. The Alaska Summer Championship meet shall be open to all athletes registered as USA Swimming athlete members and athlete members of any recognized FINA member.

G. Proof of Times for ASI Championship Meets

- Qualifying times may be made at all USA Swimming sanctioned and approved meets and time trials as well as at Alaska High School Regional and State Championships provided USA Swimming officials are on deck whose sole purpose is to observe that the individual swims conform to the USA Swimming rules and regulations.
- For meets requiring a qualifying standard, a valid time shall have been achieved within the January 1 of the previous year through the entry deadline for the current year’s meet.
- If two or more coaches from separate teams challenge an entry time, proof must be provided at the meet with official meet results by the team/unattached swimmer. If proof is not provided by the team/unattached swimmer on site, a proof of entry time form shall be completed. Proof of time must be postmarked or received within one week or 1) the swimmer will be withdrawn from the results of the challenged event(s); 2) the team/unattached swimmer shall be fined \$100 per challenged event; 3) the team/unattached swimmer shall be barred from further USA Swimming competition until the fines are paid to ASI or until the appropriate proof is provided; and 4) the request form will be forwarded to the Area Representative, Sanction Coordinator, and the ASI General Chair.

H. Rotation of Championship Meets

	<u>'19</u>	<u>'20</u>	<u>'21</u>	<u>'22</u>	<u>'23</u>	<u>'24</u>	<u>'25</u>
<u>Senior Champs (January)</u>	<u>SC</u>	<u>C</u>	<u>ASI</u>	<u>SE</u>	<u>N</u>	<u>C</u>	<u>SC</u>
<u>Age-Group Champ. (February)</u>	<u>C</u>	<u>SE</u>	<u>N</u>	<u>SC</u>	<u>C</u>	<u>SE</u>	<u>N</u>
<u>State Champs (April)</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>
<u>Summer Champs (July)</u>	<u>C</u>	<u>ASI</u>	<u>ASI</u>	<u>ASI</u>	<u>ASI</u>	<u>ASI</u>	<u>ASI</u>

[Type here]

1. Central Area will host Senior meet in Olympic years.
2. Any area which cannot host a scheduled meet shall notify ASI Board of Directors by the House of Delegates meeting of the year prior. Bids will be sought for an alternate site.
3. Meet host shall declare meet location by the House of Delegates meeting of the year prior.
4. When AKSI hosts a meet it enters into a User Agreement with vendors. The host is typically invoiced by vendors for their fees.

I. Championship Meet Awards

1. Applies to these Championship Meets:
 - a. Region XIV / Alaska Senior Championships
 - b. Alaska Swimming State Championship
 - c. Alaska Swimming Summer Long Course Championship
 - d. Alaska Swimming Age-Group Championship
 2. Awards - If funds are appropriated by the House of Delegates, ASI will pay for awards not covered by net entry fees and facility/award surcharges at the ASI Championships.
 3. Individual Awards - First through sixth place (through eighth place for eight (8) lane pool).
 4. Relay Event Awards - First through third place.
 5. High Point Awards
 - a. Girls: first through third place - plaque, trophy, or other appropriate award
 - b. Boys: first through third place - plaque, trophy, or other appropriate award
 6. Team Trophies
 - a. Age-Group, ASSC and Summer LC Championships - First through third place for combined points and a first for percent best time* and a first for points per swimmer**.
 - b. Region XIV / Alaska Senior Championships -

First place girl's team
First place boy's team
1 st -2 nd -3 rd place combined team points and a first for percent best time*
and a first for points per swimmer**
- * based on number of best times/number of individual swims. To be eligible, a team must have at least six (6) swimmers entered in the meet.
- ** The teams' individual point total/the number of entered swimmers. To be eligible, a team must have at least six (6) swimmers entered in the meet.
7. Awards at all meets will have the title of that particular meet location. Cards will be attached to each award giving the following information:

[Type here]

- a. Name of swimmer(s)
- b. Name of the swimmer(s) team
- c. Date of the meet
- d. Title of the meet
- e. Name of the event
- f. Swimmer's official time
- g. Location of the meet

J. Including Swimmers With a Disability in Championship Meets

1. Swimmers with a disability may enter a championship meet once they have met the Alaska Disability Time Standard. These time standards will be reviewed/developed by the appropriate individuals annually and will be posted on the Alaska Swimming website. Teams will be responsible to contact the meet director and referee to confirm events and placements.
 - a. Applies to these meets:
 1. Age Group Championships
 2. Region XIV Alaska Senior Championships
 3. Alaska Swimming State Championships
 4. Summer Championships
2. The Alaska All-Star Team may include 2 (12 & under) and 2 (13 & over) swimmers that have a disability. Selection will be made by the Adapted Chair, Age-Group Chair, and Head All Star Coach based on the swimmers application for the All-Star Team.

K. Alaska Swimming General Chair at Alaska Championships

1. The ASI General Chair, or an appointed representative, will attend the following Alaska Championship Meets (ASI Age Group Champs, ASI Senior Championships, ASI State Championships & ASI Summer Championships). If General Chair or appointment rep is not participating in the meet (as a parent, coach, official, meet management team member) the host will pay for lowest cost option for air or car mileage reimbursement and hotel and per diem during the attendance of the meet. The host may charge participating teams up to 50 dollars to cover cost.

40 Swim Meet Warm-up/Warm-down Procedures

I. RULES FOR GENERAL WARM-UP

A. Overview

1. **The accepted method for entering the water is one hand on the wall, feet first, from the end of the pool.** At no time should the athlete enter the water head -first unless starts are being directly supervised by their coach.
2. All swimming should be done in a counter-clockwise swimming direction.
3. No equipment including, but not limited to, paddles, pull buoys, fins, assisted or resisted cords and/or similar such devices that could result in injuries to swimmers.
4. No swimming under bulkheads of pools.

II. GENERAL WARM-UP PERIOD

A. Overview

1. *Recommended* for first 30 – 45 min. of the warm-up session.
2. **NO DIVING... Swimmers must enter the water using the accepted pool entry method.**
3. No sprinting or pace work.
4. All lanes will be used for general warm-up.

[Type here]

III. SPECIFIC WARM-UP PERIOD

A. Overview

1. *Recommended* for last 30-45 minutes of the warm-up session.
2. Push pace lanes: Push-off one or two lengths from the starting end, circle swimming only (counter-clockwise). NO DIVING...**Swimmers must enter the water using the accepted pool entry method.**
3. Racing starts: Sprint lanes for race starts from blocks, sides, or from in the water (as for backstroke). Starts initiated from coach's signal.
4. The meet referee or designee should follow the chart below, but may alter as needed.

Pool Size	Race starts/Sprints	Push Pace	General
5 Lane	Lanes 2 & 4	Lanes 1 & 5	Lane 3
6 Lane	Lanes 2 & 5	Lanes 1 & 6	Lanes 3 & 4
8 Lane	Lanes 2, 3, & 7	Lanes 1 & 8	Lanes 4, 5 & 6

50 Proper Handling of State Records

Alaska State records are updated and distributed regularly to each club. In order to submit a new state record for consideration, the following steps must be taken:

A. At the Meet

1. At the meet, the entry card or official timing machine tape must be confirmed by signature of the referee.
2. Relay cards must include the first and last names and ages of all relay members as well as the order in which they swam.
3. An ALASKA RECORD FORM must be completed.

B. After the Meet

1. Official documentation of the swim and the ALASKA RECORD FORM must be submitted to the Records Chair.
2. For meets held under ASI sanctions, official results of the meet must be submitted to the Records Chair by the meet host within two weeks of the last day of the meet. For results to be official, they must be signed by the Meet Referee or accompanied by official meet results.
3. For Alaska high school regional and state meets and for meets held outside of Alaska, unofficial result pages may be submitted with the ALASKA RECORD FORM. These will be verified by the Records Chair with the official results.

60 Glossary

A.A.U. -- Amateur Athletic Union.

ASAA -- Alaska School Activities Association. ASAA cooperates and works with all agencies that are concerned with the health and educational welfare of high school and junior high school students.

ASI -- Alaska Swimming, Inc. The name of this LSC. The geographic boundaries are the State of Alaska.

Aggregate Time -- Times achieved by four individuals in separate starts which are added together to arrive at a relay time for entry purposes.

Approved Meet -- a designated meet conducted by organizations other than USA Swimming member clubs from which swimmers may use their times as USA Swimming qualifying times. A designated USA Swimming Official must be present to attest that the conduct of competition conforms to all relevant USA Swimming rules and meet standards.

Attached -- An athlete member who represents a USA Swimming member club in competition after having met the requirements of Article 303 of the USA Swimming Rules and Regulations.

Closed Competition -- A competition open only to members of one organization or group.

Composite Time -- A time achieved in a relay event by four members of an organization.

Consolation -- (finals) competition for the fastest of those who failed to qualify for the Championship Finals.

Course -- The designated distance over which the competition is conducted.

Long Course -- 50 meter pool.

Short Course -- 25 yard or meter pool.

Deck Entered Meet -- A meet where all entries are accepted on the first or later day of that meet and subsequently seeded into events.

Deck Seeded Meet -- A meet where all entries are due prior to first day of the meet and swimmers must declare their availability to swim prior to the scratch deadline.

DQ -- Disqualification. A violation of USA Swimming rules, causing a swimmer to be disqualified in an event.

Entry Card -- A card submitted by the coach/team before each meet. These cards are used to compile the heat sheets and record each swimmer's times.

[Type here]

Event -- Any race or series of races in a given stroke and/or distance. For competitive limits, one (1) event equals one (1) preliminary, or one (1) preliminary plus its related final, or one (1) timed final, or one (1) time trial.

Final -- Any single race which determines final places and times in an event.

Finals -- The concluding session of each day of the meet in which the final race of each event is swum.

Good Standing (as in "...member in good standing.") -- A Group Member/Club is considered to be "in good standing" when:

1. All dues, fees, and other monies owed by that member are paid as required and within a reasonable period of time as determined by the Board of Directors.
2. All athletes, coaches, coaching staff, officials, Board members, chaperones, managers, trainers and all other appropriate members of a Group/Club are registered members of USA Swimming.
3. Group Members/Clubs and all members of the Club abide by the Rules and Regulations of the Corporation (USA Swimming) and the LSC.
4. Group Members/Clubs shall support both the LSC and Area programs and events.

In regards to any Group Member/Club that has failed to be a member in good standing, the ASI House of Delegates may:

"Censure, suspend for a definite or indefinite period of time with or without terms of probation, fine, or expel any member of the Corporation and the LSC, including any athlete, coach, manager, official, member of any committee, or any other person participating in any capacity whatsoever in the affairs of the LSC, who has violated any of the rules of the Corporation or the LSC, or who aids, abets, and encourages another to violate any of its rules or regulations, or who has acted in a manner which brings disrepute upon the Corporation, the LSC, or upon the sport of swimming. All disciplinary hearings may be closed at the option of the respondent." (USA Swimming 1993 611.3.1, pg. 139)

Heats -- A division of an event in which there are too many swimmers to compete at one time and in which swimmers compete in groups - (Usually 6 swimmers or less in 6 lane pools and 8 or less in an 8 lane pool)

Qualifying Heats -- Competition in which a number of heats are swum to qualify the fastest swimmers for the finals where final placing for the event will be determined.

Timed Final Heats -- Competition in which only heats are swum and final placing is determined by the times performed in the heats.

Initial Distance -- That first portion of a race for which an official time may be recorded but which is not in itself a completed event.

Invitational Competition -- for those swimmers, organizations and clubs invited by the host.

Alaska Swimming State Championship -- A type of Age Group competition conducted by Program Operations, except the national State Championships.

Lane -- the specific area in which the swimmer is assigned to swim; i.e., lane one, lane two, etc.

Leg -- (relay) The part of the relay event that is swum by a single team member.

LSC (Local Swimming Committee) -- An administrative division of USA Swimming with supervisory responsibilities within certain geographic boundaries designated by USA Swimming.

Manual Start -- The start of any timing device by an individual if this start is initiated in response to the same starting signal given to the swimmer.

Meet -- a series of events held in one program.

Mixed Classification -- meet in which events of Age Group and Junior, Senior, or any other classification are offered.

Non-conforming time -- a short course qualifying time submitted for a long course meet or a long course time submitted for a short course meet.

Non-Standard Events -- Events that registered USA Swimming swimmers may participate in during a sanctioned swim meet, but are not recognized by USA Swimming. These events will not be found in the USA Swimming rule book for any type of interpretation.

Official Verification Card (OVC) -- An outdated three-copy form for certifying a National Qualifying Time made by a swimmer and issued by a verification official of the LSC in which the meet was held.

Open Competition -- A competition which any qualified club, organization or individual may enter.

Preliminary -- The session of the meet in which the heats are held.

Program -- the order of events, including starting times and intermissions in a meet or portion thereof (See Session), sequentially listed by class of competition, sex, age group, distance, and stroke as set forth in meet announcement.

Race -- any single swimming competition, i.e., preliminary, final, timed final.

Record Attempt -- swimming against time in a record attempt, unpaced by other swimmers. (Refer to Article 104 in the USA Swimming Rules and Regulations for record requirements).

[Type here]

Registered -- Enrolled as an athlete member of USA Swimming and ASI.

Sanction -- a permit issued by an LSC to a USA Swimming group member to conduct an event or meet.

Scratch -- (from an event) To withdraw an entry from competition.

Seed -- To distribute swimmers among the required number of heats and/or lanes, according to their submitted or preliminary times.

Seeding: Events Seeded on the Deck -- Swimmers are called to report to the clerk of course for their event on the day of the meet. After scratches are determined, they are then seeded in the proper heats. **Pre-Seeded Heats** -- Swimmers are arranged in heats in events according to submitted times and heat sheets are prepared prior to the day of competition.

Session -- Any portion of a meet distinctly separated from other portions by locale, time or type of competition, i.e., preliminaries and finals; morning and afternoon or evening; Senior and Age Group, etc.

Split Time -- The time recorded from official start to completion of an initial distance within a longer event.

Submitted Times -- Those times filed with an entry, as having been previously achieved.

Suspension -- Deprivation of all rights of membership in USA Swimming.

Swimming Venue -- the area located on the sides and ends of the pool, spectator area, team areas within the pool facility (e.g., portion of the building designated for teams and swimmers, or fenced area around outdoor pool), locker rooms, and such other areas as may be specifically designated by the host club or organization, meet director, or referee.

SWIMS - A database hosted and maintained by USA Swimming. Each LSC has an operator that loads their meets into the SWIMS database. All times are tracked within the central database. Swimmers, coaches and other interested parties can now go online to research swimmers times.

Timed Finals -- A competition in which only heats are swum and final placing is determined by the times performed in the heats.

Time Standard -- The time standard for any event in a meet is the cut-off time for that event.

Time Trial -- An event or series of events where swimmers may achieve or better a required time standard.

Unattached -- An athlete member who competes but does not represent a club or team. The word "UNAT" will be used instead of team name on entry cards.

USA Swimming -- United States Swimming, Inc. The national governing body for the sport and the organization which registers athletes, sanctions events, and conducts local, regional and national competitions and developmental programs.