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

II. GENERAL RULES FOR ALL ISI CHAMPIONSHIP MEETS.

A. Number and Name of ISI Swimming Championship Meets. ISI shall sanction at least one short course and one long course championship meet during the 12-month period beginning September 1st and ending the following August 31st. Subject to approval by the ISI House of Delegates, the ISI Technical Planning Committee (“TPC”) may change the number and name of any ISI Championship Meet as it deems necessary and appropriate.

B. General Rules for All ISI Championship Meets. The following general rules apply to all ISI Championship Meets, unless otherwise modified by the rules for the specific championship meet.

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

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

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

4. TPC’s Authority over ISI Championship Meets. Subject to approval by the ISI Board of Directors, the TPC shall be responsible for planning all aspects of each ISI Championship Meet including, but not limited to:

- a. the order and list of events;
- b. the number of events that a athlete may compete in during the meet;

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- c. determining whether any event or the meet as a whole is a timed/final event or meet or a prelim/final event or meet;
- d. the method in which qualifying time standards are determined;
- e. determining individual and relay eligibility and participation requirements; and
- f. determining the types of awards and when the awards will be presented.

In formulating the ISI Championship Meets, the TPC shall be mindful of the length of all meet sessions and shall make all reasonable efforts to have meet sessions start and end at reasonable times.

5. Order of Events. The TPC must set the order of events and the type of meet by January 31st of the calendar year of the Meet Bid Committee Meeting in which the meet calendar is being set.

6. Draft Meet Announcement. The Sanctioning Committee shall publish a draft of the Meet Announcement for the following year’s ISI Championship Meets no later than the last day of February of the calendar year of the Meet Bid Committee Meeting in which the meet bid is awarded.

7. Sanction Fee. Any team which has been awarded the opportunity to host an ISI Championship Meet must submit the appropriate sanction fee by the Fall House of Delegates meeting that follows the Meet Bid Committee Meeting in which the meet bid is approved.

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

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

1. Seeding.

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

b. Athletes whose entry time does not match a conforming time achieved within the previous 24 months but is recorded in SWIMS will be seeded at that event’s qualifying time for the length of course in which the entry time was achieved. If that time is not in

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SWIMS, the athlete shall be seeded at the slowest non-conforming qualifying time for that meet with proof of time required if the athlete fails to achieve the event qualifying time at the meet. If proof of time is not provided, a fine shall be imposed.

2. Entry Deadlines.

a. The entry deadline will be noon seven days prior to the start of the meet. New event qualifying times achieved after the entry deadline shall be entered by noon of the Monday immediately prior to the start of the meet using USA Swimming’s Online Meet Entry system (“OME”).

b. New or updated entries, regardless if they are individual or relay entries, received after the entry deadline as defined in Paragraph 2.a will be entered as a late entry.

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

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

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

f. The athletes shall be seeded according to entry time per sub-section C.1., above, unless the session heat sheets have been printed in which case the athlete shall swim in heat one of the event or, if necessary, a zero heat shall be created.

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

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

D. Fees for ISI Championship Meets.

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

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

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

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

III. ISI SHORT COURSE AND LONG COURSE CHAMPIONSHIP MEETS.

A. **Programs.** In addition to the other requirements for a meet program, the program for the ISI Championship Meets must list the ISI Q time standards and state records for all age groups and Senior events. The programs for the following respective meets will also list the qualifying times for the:

1. ISI Short Course Championships - Central Zone Section 1 Short Course meet and the following USA Swimming meets: the Futures Championships, Summer Junior National Championships, Summer US National Championships and the US Open Championships (if applicable).

2. ISI Long Course Championships - The following USA Swimming meets: the Future Championships, Summer Junior National Championships, Winter Junior National Championships, Summer US National Championships, Winter US National Championships, US Open Championships (if applicable), and the US Olympic Trials (if applicable).

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

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

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

E. **Failure to Swim Penalties.**

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

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

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