

University of Michigan Open
Hosted By: University of Michigan
November 22-24, 2013

Sanction:	This meet is sanctioned by Michigan Swimming, Inc. (MS), as a prelim/final meet on behalf of USA Swimming (USA-S), Sanction Number MI1314017. In granting this sanction 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. MS rules, safety, and warm up procedures will govern the meet as if fully set forth in these meet rules.
Location:	Canham Natatorium 500 E. Hoover St, Ann Arbor, MI 48109
Times:	Friday/Saturday/Sunday Prelim Warm Up Starts: 8:00 AM Events Begin: 10:00 AM Friday/Saturday Finals Warm Up Starts: 3:30 PM Events Begin: 5:00 PM Sunday 1650 distance heats will begin at approximately 1:45PM. Sunday Finals Warm Up Starts: 1:30 PM Events Begin: 3:00 PM
Motels:	Use your favorite travel browser to locate motels near the facility
Facilities:	Canham Natatorium is an 8 lane pool with 10 lanes adjacent to the competition course for supervised warm-up and warm down. Depth at start is 7 ft and 7 ft at turn. Permanent starting blocks and non-turbulent lane markers will be used. [Colorado timing with an 8 lane display will be used]. There is ample balcony seating for spectators. Lockers are available (provide your own lock). Public phones will be available. The competition course has been certified in accordance with 104.2.2C(4). The copy of such certification is on file with USA-S.

Eligibility:	The University of Michigan Open is for those swimmers who achieve at least one of the attached time standards. All swimmers must be currently registered with United States of America Swimming (USA-S). A swimmer's age on November 22, 2013 will determine his/her eligibility for a particular age group.
Deck Registration:	Unregistered swimmers <i>must</i> register on deck at this meet <i>by turning in the athlete registration form and payment to the Meet Referee. The cost of registering on deck is double the normal fee (\$124.00 per swimmer for 2013-14 registration).</i>
Meet Format:	Preliminary and Final. The 1650 Freestyle will be run in a timed finals format. The final heat of each gender of the 1650 will be swum as the first event in the Sunday finals session.
Entry Limits:	Entries will be accepted on a first come first serve basis by date of email for electronic entries and date of receipt by the entry chair for hard copy entries until the Michigan Swimming Four (4) hour per session maximum time limit is met. As set forth in entry procedures below, (A) a hard copy of your club's entry summary sheet, (B) a hard copy of your club's signed release/waiver agreement (C) your club's certification of entered athletes and (D) your club's entry and entry fees must be received by the Entry Chair in a timely fashion prior to the start of the meet, or your swimmers will not be allowed to swim in the meet. Entries received after the four (4) hour per session time limit has been met will be returned even if received before the entry deadline.
Swimmers Without A Coach:	Any swimmer entered in the meet, unaccompanied by a USA-S member coach, must be certified by a USA-S member coach as being proficient in performing a racing start or must start each race from within the water. It is the responsibility of the swimmer or the swimmer's legal guardian to ensure compliance with this requirement.

Individual Entry Limits:	Each individual will be allowed to compete in a maximum of ten events. If a swimmer achieves at least one time standard, they may swim up to two bonus events but not to exceed the maximum allowed for the meet. Furthermore, each individual may compete in all five relays and five individual events. Individuals are limited to a maximum of 3 individual events per day. In the case of over entry, coaches may enter an individual in a maximum of 6 events within the Online Meet Entry system.
Electronic Entries:	\$2 per individual event and \$4 for relays. Please include a \$1.00 Michigan Swimming surcharge for each swimmer entered. Make checks payable to: University of Michigan
Paper Entries:	No paper entries will be accepted.
Entry Procedures:	All entries will be via the USA Swimming Online Meet Entry (OME) Portal. Payment will be by credit card. Entries may be submitted to the entry chairperson as of October 25, 2013 at 12:00 PM. The entry chairperson must receive all entries no later than Friday November 15, 2013 by 5:00 PM. Entries must include correct swimmer name (as registered with USA/MS Swimming), age and USA number. You can import the order of events and event numbers from the Michigan Swimming website (http://www.miswim.org/). All entries will be processed in order by email date code or mail date code. Any entries submitted will be considered provisional until such time as the entry chairperson has received a hard copy of: (a) your club's entries (Team Manager Meet Entries Report), (b) a hard copy of your club's signed release/waiver agreement (c) your clubs signed certification of entered athletes and (d) your club's entry fees. This must be received in a timely fashion prior to the start of the meet or your swimmers will not be allowed to swim in the meet. The complete University of Michigan Open entry packet with entry forms is available on the Michigan Swimming Website at http://www.miswim.org/
Refunds:	Once a team or individual entry has been received and processed by the entry chair there are no refunds in full or in part unless the "over qualification exception" applies (see MS Rules).
Entry Chair:	Your club's Release/Waiver should be sent via U.S. mail or nationally recognized overnight courier to: Jay Riegle jay@riegletiming.com (734) 260-3186 4136 Woodcreek Dr, Ypsilanti, MI 48197

Check In:	Check in will open 30 minutes prior to warm up, and close 15 minutes after the start of warm up for each session. Check in will be located on the wall outside of the locker rooms. All relays must be positively checked in by the scratch deadline, one hour prior to the start of the session, for that day's events to be seeded. The 1650 Freestyle must be positively checked in by 6:30 PM, 30 min after the start of Saturday November 23 finals session.
Scratch Rules:	<u>Prior</u> to check in close a swimmer may scratch events at the Clerk of Course. <u>After</u> check in closes, you must see the Meet Referee to scratch an event. Once a swimmer has checked in for an event, that swimmer must compete in that event or the swimmer will be scratched from his/her next event.
Marshaling:	This meet will be self-marshaled.
Seeding:	Seeding will be done after check in closes. Swimmers who fail to check in for an event will be scratched from that event. Preliminaries will run slowest to fastest, with the final 3 heats being circle seeded. Top 24 finishers from preliminaries will qualify for finals. Seeding for the relays and the 1650 will be done after check in closes. Swimmers who fail to check in for an event will be scratched from that event. All events will be seeded slowest to fastest with the last three heats being circle seeded. The 1650 Freestyle will be seeded slowest to fastest, alternating genders with the top 8 swimmers competing in the finals session.

Deck Entries / Time Trials:	Deck entries are allowed however must be submitted 24 hours before the event. Time trials are at the discretion of the meet director and if conducted will begin after the conclusion of the preliminary sessions. Refer to MS rules pertaining to deck entries/time trials and fees. Deck entry and time trial swimmers are subject to the Michigan Swimming \$1.00 general surcharge. For deck entries, registration status must be proven by providing a current USA Swimming membership card or a current print out of an athlete roster from the Club Portal, but need not be entered in the meet to deck enter. The Club Portal is located on the USA Swimming website.
Meet Programs / Admissions:	Admission to the 2013 University of Michigan Open is free of charge. The spectator entrance to the Canham Natatorium will open 90 minutes before the start of each session. Heat sheets will be available to spectators for a charge of \$2.00 per session
Scoring:	No team or individual scoring will be kept.
Awards:	No awards will be given at this meet.
Results:	Complete meet results will be posted on the Michigan Swimming Website at http://www.miswim.org/ . Results will also be available on flash drive (HY-TEK Team Manager result file) upon request. Teams must provide their own flash drive.
Concessions:	Food and beverages will be available in the lobby/museum area as you enter the building. No food or beverage will be allowed on the deck of the pool, in the locker rooms or in the spectator areas. A hospitality area will be available for coaches and officials.
Lost and Found:	Articles may be turned in/picked up at Canham Natatorium Control Room. Articles not picked up by the end of the meet will be retained by the Meet Director or a representative for at least 14 days (any longer period shall be in the sole discretion of the Meet Director).

Swimming Safety:	Michigan Swimming warm up rules will be followed. To protect all swimmers during warm-ups, swimmers are required to enter the pool feet first at all times except when sprint lanes have been designated. No jumping or diving. The same rules will apply with respect to the warm-down pool and diving well. Penalties for violating these rules will be in the sole discretion of the meet referee which may include ejection from the meet.
Deck Personnel / Locker Rooms / Credentialing:	<p>Only registered and current coaches, athletes, officials and meet personnel are allowed on the deck or in locker rooms. Access to the pool deck may only be granted to any other individual in the event of emergency through approval by the Meet Director or the Meet Referee. The General Chair of MS and the Program Operations Vice-Chair of MS are authorized deck personnel at all MS meets. Personal assistants/helpers of athletes with a disability shall be permitted when requested by an athlete with a disability or a coach of an athlete with a disability.</p> <p>Lists of registered coaches, certified officials and meet personnel will be placed outside the door to the locker rooms / pool deck. Meet personnel will check the list of approved individuals and issue a credential to be displayed at all times during the meet. This credential will include the host team name as well as the function of the individual being granted access to the pool deck (Coach, Official, Timer, or Meet Personnel). In order to obtain a credential, Coaches and Officials must be current in all certifications through the final date of the meet. Meet personnel must return the credential at the conclusion of working each day and be reissued a credential daily.</p> <p>All access points to the pool deck and locker rooms will either be secured or staffed by a meet worker checking credentials throughout the duration of the meet.</p>
Swimmers with Disabilities:	All swimmers are encouraged to participate. If any of your swimmers have special needs or requests please indicate them on the entry form and with the Clerk of Course and/or the Meet Referee during warm ups.
General Info:	Any errors or omissions in the program will be documented and signed by the meet Referee and available for review at the Clerk of Course for Coaches review. Information will also be covered at the Coaches' Meeting.
First Aid:	Supplies will be kept in the Canham Natatorium Control Room.
Facility Items:	(A) No smoking is allowed in the building or on the grounds

	<p>of Canham Natatorium.</p> <p>(B) Pursuant to applicable Michigan law, no glass will be allowed on the deck of the pool or in the locker rooms.</p> <p>(C) No bare feet allowed outside of the pool area. Swimmers need to have shoes to go into the hallway to awards or concessions. No bare feet allowed outside of the pool area. Swimmers need to have shoes to go into the hallway to awards or concessions.</p> <p>(D) An Emergency Action Plan has been submitted by the Host Club to the Safety Chair and the Program Operations Chair of Michigan Swimming prior to sanction of this meet and is available for review and inspection at the Canham Natatorium Control Room.</p> <p>(E) To comply with USA Swimming privacy and security policy, <u>the use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.</u></p> <p>(F) Except where venue facilities require otherwise, changing into or out of swimsuits other than in locker rooms or other designated areas is not appropriate and is strongly discouraged.</p>
Meet Director:	Rick Bishop (734) 369-1492 rwbishop@umich.edu
Meet Referee:	Ron Reinke
Safety Marshal:	Linnea Johnson
Administrative Official	Tim Hochradel (734) 395-2498 tjhoch@umich.edu

Event List
University of Michigan Open
Sanction MI 1314017

Friday November 22					
Event #	Women's Time Standard (SCY)	Event	Event #	Men's Time Standard (SCY)	
1	N/A	200 Freestyle Relay	2	N/A	Finals Only
3	5:00.29	500 Freestyle	4	4:36.59	Prelim/Final
5	2:08.29	200 IM	6	1:55.09	Prelim/Final
7	24.29	50 Freestyle	8	21.49	Prelim/Final
11	N/A	400 Medley Relay	12	N/A	Finals Only
Saturday November 23					
Event #	Women's Time Standard (SCY)	Event	Event #	Men's Time Standard (SCY)	
13	N/A	200 Medley Relay	14	N/A	Finals Only
15	4:30.69	400 IM	16	4:05.69	Prelim/Final
17	57.89	100 Butterfly	18	51.29	Prelim/Final
19	1:52.99	200 Freestyle	20	1:42.09	Prelim/Final
21	1:06.29	100 Breaststroke	22	58.89	Prelim/Final
23	58.49	100 Backstroke	24	52.49	Prelim/Final
27	N/A	800 Freestyle Relay	28	N/A	Finals Only
Sunday November 24					
Event #	Women's Time Standard (SCY)	Event	Event #	Men's Time Standard (SCY)	
29	17:14.39	1650 Freestyle	30	16:03.79	Finals Only
31	2:05.79	200 Backstroke	32	1:53.59	Prelim/Final
33	52.29	100 Freestyle	34	46.69	Prelim/Final
35	2:23.09	200 Breaststroke	36	2:08.59	Prelim/Final
37	2:06.19	200 Butterfly	38	1:53.69	Prelim/Final
41	N/A	400 Freestyle Relay	42	N/A	Finals Only

*All but the Top 8 competitors in the 1650 will compete at approximately 1:45 PM (heats will run slowest to fastest and alternate gender). The Top 8 competitors of both the men's and women's 1650 will swim at the beginning of the finals session on Sunday, November 24. An exact timeline of the 1650 heats will be distributed after the scratch deadline on Saturday evening.

Sanction Number MI 1314017

[illegible]

Club Code: _____

**Certification of Registration Status
Of All Entered Athletes
University of Michigan Open
Sanction Number MI 1314017**

Michigan Swimming Clubs must register and pay for the registration of all athletes that are contained in the electronic TM Entry File or any paper entries that are submitted to the Meet Host with the Office of Michigan Swimming **prior to submitting the meet entry to the meet host**. Clubs from other LSCs must register and pay for the registration of their athletes with their respective LSC Membership Coordinator.

A penalty fee of \$100.00 per unregistered athlete will be levied against any Club found to have **entered** an athlete in a meet without first registering the athlete and paying for that registration with the Office of Michigan Swimming or their respective LSC Membership Coordinator.

Submitting a meet entry without the athlete being registered and that registration paid for beforehand may also subject the Club to appropriate Board of Review sanctions.

The authority for these actions is:

UNITED STATES SWIMMING RULES AND REGULATIONS 302.4 FALSE REGISTRATION – A host LSC may impose a fine of up to \$100.00 per event against a member Coach or a member Club submitting a meet entry which indicates a swimmer is registered with USA Swimming when that swimmer or the listed Club is not properly registered. The host LSC will be entitled to any fines imposed.

[illegible]

I certify that **all** athletes submitted **with this meet entry** are currently registered members of USA Swimming and that I am authorized by my Club to make this representation in my listed capacity.

By: _____
(Signature)

(Printed Name of person signing above)

Capacity: _____

Club Name: _____

Date: _____

This form must be signed and returned with the entry or the entry will not be accepted.

Meet Evaluation Form
Sanction Number MI1314017

Name of Meet: University of Michigan Open

Date of Meet: November 22-24, 2013

Host of Meet: Club Wolverine Elite

Place of Meet: Canham Natatorium

Who do you represent (circle)? the host club a visiting club unattached

Describe yourself (circle) athlete coach official meet worker spectator

Please rate the overall quality of this meet:

(Please write any compliments or suggestions below or on the reverse side)

	Low				High
1. Swimming pool (e.g., water quality, ventilation)	1	2	3	4	5
2. Equipment (e.g., timing system, PA system):	1	2	3	4	5
3. Swimmer facilities (e.g., locker rooms, rest areas):	1	2	3	4	5
4. Spectator facilities (e.g., seating, rest rooms):	1	2	3	4	5
5. Meet services (e.g., concessions, admissions, programs):	1	2	3	4	5
6. Officiating	1	2	3	4	5
7. Awards and award presentations:	1	2	3	4	5
8. Safety provisions:	1	2	3	4	5
9. Overall success of the meet:	1	2	3	4	5
10. Other (please specify):	1	2	3	4	5

Return this completed evaluation to a representative of the Meet Host. Thank you.

Meet Host: Copy all of these submitted Meet Evaluations to the current Program Operations Vice-Chair and the Michigan Swimming Office within 30 days.