



Bozeman Barracuda Swim Club
Policy/Procedure No. BSC-1001

Membership, Registration and Affiliation

Approved by Board: 01/05/2016

Update of Previous Policy

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This policy is intended to comply with requirements of and procedures for membership and affiliation for both USA Swimming (USA-S) and Montana Swimming (MT-S). [Specifically, Sections 302 through 303 and Section 502 of USA-S Rules and Regulations and Articles 602 and 603 of MT-S Bylaws.] It also establishes membership requirements, procedures and responsibilities with respect to the Bozeman Swimming Club (BSC).

ARTICLE 1 - MEMBERSHIP WITH USA-S AND MT-S

1. MEMBERSHIP

USA-S Membership is required for the BSC, all BSC Athlete Members, affiliated groups, coaches, officials and specified administrators (e.g., meet directors, etc.). USA-S Membership is optional for BSC General Members (parents of swimmers) and others. See Article 2 for Membership requirements of the BSC.

2. MEMBERSHIP DURATION

All USA-S memberships must be applied for annually except for life memberships. Registration is effective upon receipt of the proper registration forms/files and fees by the MT-S Membership/Registration Coordinator. Membership options for USA-S include:

- Seasonal Athletes : Seasonal memberships for athletes cover an unspecified, but continuous period, of not more than 150 days - beginning the day of registration.
- Annual memberships: cover the calendar year, except when they are applied for on or after September 1, in which case they are effective through December 31 of the following year.
- Life members : Those members who have received a "lifetime" membership with USA-S.

3. NATIONAL AND STATE MEMBERSHIP FEES

Membership fees include fees for both USA-S and MT-S. At the beginning of a new registration year, the BSC will register swimmers with both USA-S and MT-S in batches and pay all fees with one check each to USA-S and MT-S, as appropriate.

4. TRANSFER OF AFFILIATION

To transfer membership from one USA-S-member team to the BSC, a completed transfer application must be submitted to the MT-S Registration Coordinator. The transfer is effective upon receipt of the proper transfer forms by the MT-S Registration Coordinator.

5. FALSE REGISTRATION

USA-S and MT-S prohibit false registration of swimmers and levy fines and penalties on Member Clubs for instances of false registration. It is the policy of the BSC to follow USA-S and MT-S requirements and guidance for registrations. BSC officers, Directors, Coaches, and/or other administrators will take care to submit correct



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registration information and will not knowingly submit information or entries with false swimmer registrations. The Board of Directors shall consider, on a case-by-case basis, the penalties and/or fines to be levied by the BSC on any individual who knowingly violates the requirements of this section.

6. RESPONSIBILITY TO USA-S AND MT-S

The effective and efficient organization and operation of USA-S and MT-S is important to the BSC. The BSC shall, as determined appropriate by the Board of Directors, participate and assist in the governance of USA-S and the Local Swim Committee (MT-S) and in the conduct of their programs. Additionally, it is the policy of the BSC to meet appropriate registration deadlines for both USA-S and MT-S.

ARTICLE 2 - MEMBERSHIP WITH BSC

1. MEMBERSHIP

Membership in the BSC shall include Athlete Members and General Members as defined and provided for in the BSC Bylaws. Athlete Members must be appropriately registered with both USA-S and MT-S, as required in Article 1, and the BSC, meeting all the requirements and obligations of this Article 2.

2. MEMBERSHIP DUES

Membership Dues for Athlete Members shall be set by the BSC Board of Directors prior to the start of each season. Membership Dues are to be published in Registration paperwork. The BSC will send invoices for membership dues on the 1st of each month. Those membership dues are payable and due to the BSC on the 1st of the month. There are no Membership Dues for General Members.

3. OTHER FEES

Other fees and assessments may be required of members and will be included with Membership Dues in monthly invoices. These include meet entry fees and surcharges, equipment assessments, or other, similar charges.

4. MEMBER ACCOUNT BALANCES

Athlete Members with an outstanding balance of three months dues are considered not in good standing and are unable to participate in meets with the team. Athlete Members with an outstanding balance of four months or more may be suspended, terminated or other appropriate action may be taken by the Board of Directors unless such delinquency is eliminated or arrangements have been made to adjust the invoices or otherwise bring the account current.



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5. RETURNED CHECKS

Any checks returned to the BSC as insufficient funds will be charged a fee of \$25.

6. FUNDRAISING OBLIGATION

Except as otherwise provided in this Section, each Athlete Member is responsible to meet fundraising obligations as defined by the Board of Directors. The required fundraising obligation will be charged to each family account at the beginning of each season. Fundraising obligations will be due February 1st for Short Course Season and July 1st for Long Course Season.

In a family with more than one Athlete Members, the family will not be charged for more than the amount of two full-price (larger obligations) swimmer fundraising obligations per season. Swimmers in the following groups will be charged 50 percent of normal fundraising obligations: Explorers, 1st Season swimmers with BSC, and swimmers participating on the High School Swim Team. Swimmers returning from a college swim program for the Long Course Season only will be exempt from the Long Course Fundraising Obligation and the Service Opportunity requirements.

All funds raised by Athlete Members for fundraisers (except Swim-a-thon) sponsored by BSC will be split 50/50 with the participating family and the general fund. Funds raised by Athlete Members via the Swim-a-thon will be credited 100 percent up to the amount of a family's fundraising obligation for the year. Any additional funds will be credited 100 percent to the BSC General Fund per USA-S rules.

7. MEMBER CODE OF CONDUCT

All athletes and parents must adhere to the applicable Code of Conduct required to be signed upon registration with the BSC. Athlete and Parent Codes of Conduct can be found in Appendix H.

8. REGISTRATION PERIODS AND PRIORITY

For each competitive season, the BSC will accept Athlete Member registrations up to a maximum limit set by the head coach based on pool availability, available coaching resources, anticipated practice schedules and practice participation rates, and other appropriate considerations. Enrollment periods will be established based on a prioritization scheme, with higher priority registrations open earlier, as follows. Registration will be prioritized for swimmers registering for the entire upcoming season, including all paperwork and fees, based on the following order:

- Phase 1: Open to all swimmers enrolled in the immediate previous season.
- Phase 2: Open to swimmers from Phase 1 and those transferring from another club who swam the previous season.
- Phase 3: Open to swimmers from Phases 1, 2 and those who were enrolled in the BSC or another club in one of the past two previous season.



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- Phase 4: Open only to new swimmers from swim camp attendees, based on coach evaluation.
- Phase 5: Open enrollment.

The dates and length of each phase is determined prior to each season by the registration chair.

Once the maximum capacity is reached or a phase ends, a wait-list will be maintained by the registration chair, or designee, on a first-in/first-out basis according to receipt of complete registration paperwork. As additional space becomes available, these individuals shall be offered membership.