



Dear Federation President and Technical Leader:

On behalf of the UANA Technical Swimming Committee, I am pleased to share with you some important information for your federation's entry into the swimming events at the Pan American Games in Toronto, Canada, July 14-18, 2015.

In best managing the 276 athletes who will be invited to compete in Toronto, we felt that the best method was to use an electronic On-line Meet Entry (OME) system. This system will be used to enter all swimmers and then select the athletes for the competition in the most fair and transparent way possible. As I am sure you know, athletes can qualify with "A" time standards, "B" time standards, as Universality athletes or as relay-only athletes, with a maximum of 18 men and 18 women per federation.

I should also point out that the OME system will help select the 276 athletes, but that the formal entry from your National Olympic Committee will still need to be done for swimming after the selections are finalized.

Please also find attached a manual that will provide specific details for how you should enter your athletes. The manual is both in English and Spanish.

Essentially, the following steps should be taken for the entry:

1. Your federation will be sent a separate email in the next few days with your username and password. Please keep these in a safe place. In order to maintain strict security, no one else will have your username and password.
2. Only times from competitions that have been approved by FINA for the World Championships in Kazan will be permitted to be used for the Pan American Games. Please check the FINA website to confirm that the necessary meets have been approved by FINA ([click here to check](#)).
3. Federations will be asked to go to [www.uana-aquatics.org](http://www.uana-aquatics.org) in order to complete their entry. The OME system can be found on the UANA website [http://www.teamunify.com/uana/\\_doc\\_/pan-am-registration.html](http://www.teamunify.com/uana/_doc_/pan-am-registration.html).
4. The top times link on the UANA website is linked here [http://www.teamunify.com/uana/\\_doc\\_/top-times-report.html](http://www.teamunify.com/uana/_doc_/top-times-report.html). Please review the top times reports for each event and make sure your athletes' times appear on the list. If the

correct times do not appear, please send an email to [UANASwimEntries@gmail.com](mailto:UANASwimEntries@gmail.com) that includes the name of the swimmer, the event, the time, the competition name and a link to the online results.

5. Federations will enter all possible athletes that wish to compete in Toronto. The qualification period will close on **May 1, 2015**. The deadline for this entry is **May 4, 2015**.
6. If your federation does not have athletes who meet the time standards, each Federation will be given the opportunity to enter one (1) male and one (1) female athlete via the Universality option. The Universality option is not available through the OME and you will be required to complete and submit the entry application (see the attached manual for the entry form for Universality athletes).
7. Once the entries are complete on May 1, 2015, UANA will compile the list of all entries and then invite the 276 athletes who will be permitted to swim in Toronto. Athletes **MUST** receive an invitation to compete from UANA before they will be officially accepted into the competition.
8. Once the formal invitation is sent from UANA to your federation and your NOC, your NOC will then be able to enter those athletes into the Pan American Games.
9. While we understand this OME adds an extra step of work for your federation, this will help guarantee that the 276 athletes selected are the correct 276 athletes.

If you have any questions about the entries, this process or anything about swimming at the 2015 Pan American Games, please do not hesitate to contact our help desk at [UANASwimEntries@gmail.com](mailto:UANASwimEntries@gmail.com).

Thank you for your support and assistance with this entry process.

Respectfully,

Bill Hogan  
Chair, UANA Technical Swimming Committee