

**A. 2019 WYSI POLICIES AND PROCEDURES MANUAL
(11-17-19)**

Policies & Procedures

I. Adoption and Amendment of Policies & Procedures

A. AUTHORITY FOR ADOPTION

These policies and procedures are adopted by the House of Delegates (HOD) of Wyoming Swimming, Inc. pursuant to Sections 601.4 “Jurisdiction” and 604.4 “Duties and Powers” of the Bylaws of Wyoming Swimming, Inc. (“WYSI”).

B. AMENDMENTS

These policies and procedures may be amended by majority vote of the HOD or by the WYSI Board of Directors between meetings of the HOD, subject to the exercise by the HOD of its powers of ratification or prospective modification or rescission at the next HOD meeting, pursuant to 605.6.1 “Duties and Powers” of the WYSI Bylaws.

C. PURPOSE

These policies, and procedures are adopted to govern the specific circumstances within WYSI, and are intended to supplement the USA Swimming Rules and Regulations as applicable.

II. Member Registration

A. REGISTRATION THROUGH CLUB REGISTRARS

Each athlete registering with WYSI shall submit to his/her club registrar, or if unattached, to the WYSI Registration Coordinator, a completed USA Swimming Application form, the USA Swimming registration fee and the WYSI registration fee.

B. DUTIES OF CLUB REGISTRARS

Each WYSI club registrar is authorized to accept registration payments on behalf of WYSI, provided that the club registrar shall forward to the Registration Coordinator the registration information,

the USA Swimming registration fee and WYSI registration fee postmarked within 14 days following receipt by the club registrar. Failure of a club registrar to forward to the Registration Coordinator the registration information and payment within the required time may result in a \$25 fine per swimmer, at the discretion of the Board of Directors, but shall not affect the validity of the particular registration.

C. EFFECTIVE DATE

The effective date for WYSI registration shall be the date when the club registrar receives a properly completed and signed registration form and payment of the USA Swimming and WYSI registration fees.

D. UPDATED REGISTRATION INFORMATION

The WYSI Registration Coordinator shall provide to member clubs updated athlete, outreach athlete, seasonal athlete, and club membership registration information with current fees by August 15th of each year for the season starting September 1st.

III. Non-Championship WYSI Meets

This Section provides the policies and procedures generally applicable to all meets held within WYSI's jurisdiction.

B. EVENTS

1. The events for all age group or senior meets will be established by the Host Club subject to review by the Sanctions Chair, or his/her designee. Consideration should be given to the frequency with which swimmers in the various age groups will have to swim. If the total time for the meet is anticipated to be more than four (4) hours, the age groups should be divided into at least two (2) separate sessions.

2. Whenever events or age groups to be swum are not listed in the USA Swimming Rules and Regulations, special permission must be obtained from the Age Group or Senior Vice-Chair or his/her designee prior to submitting the sanction application. The non-standard events or age groups shall be specially noted in the Meet Announcement (e.g., 150-yard races, mixed- sex relays).

3. For meets with time standards, the appropriate qualifying times shall be listed for all applicable events. The times in the USA Swimming Rules and Regulations should be used for these standards in sanctioned meets. For events not listed in the USA Swimming Rules

and Regulations (e.g., relays), the Host Club may set its own time standards.

4. The events for any WYSI Junior Olympic meet will be established by the Age Group Vice-Chair or his/her designee.

B. MEET ENTRIES

1. For all priority and championship meets, each Host Club shall forward to the WYSI office a "Hytek meet event file" for posting on the WYSI website at least fourteen (14) days prior to the entry due date.

2. At least one (1) copy of the Meet Announcement must be postmarked (or emailed) to all invited clubs no less than thirty (30) days prior to the closing date for entries for two (2) or three (3) day meets; and should be postmarked (or emailed) fifteen (15) days prior to the closing date for entries for one (1) day meets.

3. Host Clubs may not require that entries be received more than nine (9) days before the first day of the meet (Thursday for meets beginning on Saturday of the next week). Any entries postmarked eleven (11) days or more before the first day of the meet shall not be rejected (in case of delay in delivery these entries may be seeded as "no time").

4. Entry forms, cards and/or master sheets shall be required. If any of the required information fails to reach the Meet Director, the entire entry may be rejected. Meet Announcements shall specify that entry forms or cards be completely filled out, giving first and last names, age as of the first day of the meet, USA Swimming number, and best time. Relay entries should include the first and last names of eligible swimmers when possible.

5. The fastest time ever swum by the swimmer for the event should be submitted for seeding purposes. All "No Time" entries will be randomly seeded in the slowest heats. Entry times for meets held in yard pools should be submitted in yard times. Entry times for meets held in meter pools should be submitted in meter times.

6. For meets with time standards, the date and location of the meet where the standard was met shall be included with the entry. Failure to do so may be corrected before the first event of the meet. If not corrected, the swimmer may not swim that event.

7. USA Swimming Time Standards

- a. Any swimmer who achieves a letter level for a specific stroke distance will be considered to be at that level in all courses. (For example, a swimmer that is AA in the 100-yard freestyle is also considered to be AA in both the long course and short course 100-meter freestyle.)
- b. Swimmers may achieve these time standards in USA Swimming sanctioned or approved meets and in observed high school, junior high school, middle school or college competition.
- c. When swimmers move up to the next age group they carry with them their times and are automatically considered to have made the appropriate new age group USA Swimming letter time standard.
- d. In swim meets having a mixture of letter time-standards, a swimmer achieving the next highest level in an event in the meet will be considered for individual awards in the new time-standard level.

8. Each Host Club shall send by email to the Registration Coordinator, an "SD1 export file" from "Meet Manager" listing the meet registrants at least three (3) days prior to the meet. A hard copy shall not be accepted.

9. Any club entering a swimmer in a sanctioned meet who is not an Athlete Member in good standing of USA Swimming pursuant to 602.1.2 "Individual Members" of the WYSI Bylaws, prior to the start of the meet, shall be fined one hundred dollars (\$100) for each non-compliant swimmer entered.

C. ENTRY FEES

See Section IX, Fee Schedule, for the maximum amount that may be charged as an entry fee.

D. MEET ANNOUNCEMENT

The Meet Director shall electronically submit a draft Meet Announcement conforming to the template provided in Section X, Forms, to the Sanctions Chair and the Meet Referee at least thirty (30) days prior to the first day of the meet.

E. MANDATORY CLUB PARTICIPATION OF OFFICIALS

1. Any Club wishing to host a home meet must provide two (2) officials for each day of their meet. Such Official must be a fully registered and up-to-date certified official registered under the Host Club. Unattached officials will not be considered to be part of the Host Club's quota.

2. All W.S.I. Clubs participating in any W.S.I. sanctioned meet are required to provide the following number of officials:

1 – 9 Swimmers: No Officials (unless you are the Host Club, then it shall be two (2) officials for each day of the meet);

10-17 Swimmers: One (1) Official for each day that 10-17 swimmers swim in such meet;

18-25 Swimmers: Two (2) Officials for each day that 18-25 swimmers swim in such meet;

26 or more Swimmers: Three (3) Officials for each day that 26 or more swimmers swim in such meet.

3. Each Traveling Club shall submit the name of the official(s) they are providing at the time their registrations are submitted to the Host Club. Traveling Clubs will have authority to list officials not registered with their Club if they have such official's consent to do so. It shall be the Traveling Club's responsibility to ensure that they have the required number of officials on the first day of the meet.

4. PENALTY: Failure of the Host Club to provide the required number of officials shall result in such Club's meet not being sanctioned nor posted on the WYSI web site. Failure of the Traveling Club to provide the required number of officials will result in no awards (medals, ribbons, trophies, high point, etc.) being provided to such Club or its swimmers and an additional fine of \$500. 00 payable to the Host Club on or before the first day of the meet.

5. The Host Club, the meet director and/or the meet Referee will have NO AUTHORITY to waive the required participation of Officials. Failure to enforce this provision shall result in a \$500 penalty payable by the Host Club to W.S.I. and such Host Club will be barred from holding a swim meet for one (1) calendar year, unless an additional penalty is set by the W.S.I. Board of Directors.

6. This rule and penalty shall be applicable to any and all W.S.I. sanctioned meets held on or after April 1, 2017, including State Championship Meets.

F. SANCTIONS AND APPROVALS

1. All swimming competitions and benefits, exhibitions, clinics and entertainment involving competitive swimming shall be sanctioned/approved except those held by and on the premises of a member club and limited to members of the club. Intra-squad meets cannot be sanctioned. (USA Swimming Rules and Regulations, 202.1)

2. If a club has a swimming related event that has a participation fee, there will be a sanction/approval fee. (See Section IX, Fee Schedule.) If there is no charge to participants, then there will be no fee for the sanction/approval. If the Host Club holds a unsanctioned meet or unapproved event that would require a sanction/approval under this Section, the Host Club may be subject to a \$2,500 fine and it will not be granted a sanction/approval until payment is received.

3. The Meet/Event Director shall send to the Sanction Chair a completed application for sanction on the form provided in Section X, Forms, along with a copy of the draft Meet/Event Announcement, and a check payable to WYSI no less than thirty (30) days prior to the first day of the meet/event.

4. Sanctions shall be issued only to clubs currently registered with WYSI.

5. Sanctions shall be issued only in accordance with the meet dates selection procedure in Section F below.

G. PRIORITY AND NON-PRIORITY MEET DATES

1. The HOD shall select "Priority Meet" dates during the Summer Championship Meet between the preliminaries and finals on Saturday.

2. Prior to the Summer Championship Meet, clubs desiring a priority meet must confirm in writing that the facility to be used is available. Clubs should have facility-approved back up dates in case they do not receive their first choice of date.

3. The names of clubs who have submitted written confirmation of facility availability shall be drawn randomly and allowed to choose their priority meet date in the order they are drawn. After each club

desiring a priority meet has received a date, other dates may be selected.

4. No two (2) clubs may host an invitational or open meet within two hundred (200) miles of each other on the same dates without approval from the club with the earliest request for the date. WYSI-sponsored meets and closed meets (e.g., league or dual meets) are exempt from this distance separation restriction. All priority meets shall be open to all WYSI clubs and swimmers.

5. If, after the priority meet selection process concludes, two (2) or more clubs request the same date for a non-priority meet, the club with the earliest application for sanction shall prevail.

6. Selection of a meet date will not alter the sanction process or procedures.

7. The Host Club must have submitted all required moneys, reports, and final results for previous meets to WYSI prior to receiving another sanction. If a Host Club disputes whether any fees are owed, the Host Club must send a valid check in the amount of the disputed fees to the General Chair to be held for adjudication by the Administrative Review Board before another sanction can be issued.

H. CONDUCT OF MEETS

1. Meet Safety Committee

The Meet Safety Committee shall consist of the Meet Referee, Meet Director and the Host Club Safety Coordinator acting as the Meet Safety Director. This committee shall prepare and implement an action plan to ensure safety is considered during warm-up sessions and swimming competition. The committee shall review the warm-up procedures with the coaches and marshals monitoring the warm-up sessions.

2. Coaches

Coaches shall instruct their swimmers regarding safety guidelines and warm-up procedures at meets.

Coaches shall supervise their swimmers throughout the pre-meet warm-up session. Coaches must remain on deck during the warm-up periods of their swimmers.

Coaches shall display their USA Swimming credentials at all times during warm-ups and competition. Failure to do so may result in disciplinary action (such as swimmers for that club entered as "unattached" and the coach not allowed on deck).

A coach can be approved by the Meet Safety Committee to supervise activities at the continuous warm-up pool.

3. Marshals

A minimum of two (2) marshals, who report to and receive instructions from the Meet Referee, Meet Director and/or Head Marshal, shall be on deck during the entire warm-up session to enforce safety guidelines for warm-up procedures. Marshals shall actively supervise the warm-up to ensure that proper procedures are followed. The marshals shall report to the Meet Safety Committee unsafe conditions or activities and any disciplinary actions they have taken to enforce safety.

Marshals shall be clearly identified. The marshals shall be responsible and capable of performing the assigned duties, but need not be a registered member of USA Swimming.

Marshals shall have the authority to remove from the deck, for the remainder of the warm-up session, any swimmer or coach who is in violation of safety guidelines for warm-up procedures.

4. Warm-Up Procedures

a. Modifications

Host Clubs may, with the consent of the Meet Safety Committee, modify the time schedule or lane assignments depending on pool configuration, number of swimmers, or other considerations so long as safety is not compromised. Any such changes shall be announced and posted prominently in the area.

b. The first 20-30 minutes of the warm-up session shall be general warm-up. Swimmers must enter the water feet first. No sprinting or pace work. All lanes will be used for general warm-up.

c. The last 10-15 minutes of the warm-up session shall be specific warm-up. Each team will be assigned a lane. Diving will only be allowed from starting end of the pool (attached

blocks). Diving will include a one-length swim. Swimmers will then climb out of the pool and walk back to continue. No one is allowed on the starting block until a backstroker has executed his/her start.

d. A USA Swimming Certified Coach must be present at each lane to ensure safety between swimmers. Coaches should maintain as much contact with their swimmers as possible, verbal and visual, throughout the warm-up periods.

5. In meets with preliminaries and finals, the finals may not begin less than one (1) hour after the last heat of the session during which the preliminaries have been conducted, (even if the last event of the session is a timed final).

6. In meets with preliminaries and finals, the announcer shall introduce each swimmer in heat of finals by name and club just before the heat is swum.

7. For all events using the forward start and which finish at the start end of the pool, "flyover starts" shall be used. A "flyover start" means that the finishing swimmers shall stay in their lanes, in the water, close to the wall, while the next heat is called to the blocks and started. After the subsequent heat has completed the start, the finished swimmers shall immediately exit the pool.

8. Awards

a. All awards shall conform to the current USA Swimming Rules and Regulations.

b. In meets with consolation and championship finals, there shall be awards for all finalists.

c. Club awards shall not be given where swimmers have been excluded from the meet due to having achieved times faster than the time standards for the meet.

9. Meet Results and Financial Reports

a. Within fourteen (14) days following the conclusion of each meet, the Meet Director shall email the final results, (in the "Meet Manager" file format), to the Reportable Times Chair, the Sanctions Chair, and each competing club. A Host Club will be fined \$25.00 if results of the meet are not timely emailed to the Reportable Times Chair and Sanctions Chair. An additional

\$25 fine shall be assessed against the Host Club for each thirty (30)-day period following the first deadline and prior to the actual submission. Hard copies will not be accepted.

- b. Published meet results shall contain the following:
 - 1. The title of the meet, the location, the elevation, the type and length of pool, the date, and the club scores (if kept).
 - 2. The first and last names and the club for all swimmers in each event.
 - 3. All preliminary and final times except in the case of a disqualified swimmer. Only the note of the disqualification is made in the results.
 - 4. If there is a swim-off to determine an entry in either the consolation or championship finals, times of the swim off should be listed at the bottom of the event.
 - 5. The names and ages of all relay swimmers.
- c. Within fourteen (14) days following the conclusion of the meet, the Host Club shall mail a Participation Report and payment of participation fees to the Sanctions Chair. A Host Club will be fined one hundred dollars (\$100) if the Participation Report and payment are not timely submitted to the Sanctions Chair. (See Section X, Forms)
- d. Within forty-five (45) days following the conclusion of the meet, the Host Club shall file a Financial Statement setting forth all receipts and disbursements with the Sanctions Chair. (See Section X, Forms)

IV. WYSI Championship Meets

This Section provides the procedures that apply specifically to WYSI championship meets and supersedes any inconsistent procedures in Section III.

A. TWO CHAMPIONSHIP MEETS – DATES

During the swimming year, September through August, WYSI shall conduct two championship meets, the Winter Championships (Winter State) and the Summer Championships (Summer State). The State Meet dates will be finalized at the Summer HOD meeting each year. The Winter State Meet shall

be held the weekend following the Wyoming High School Boys State Swimming & Diving Championship taking into account the dates of any USA Swimming zone or sectional championships. The Summer State Meet shall be held as late in July as possible, taking into account the date and location of the any USA Swimming sectional and zone long course meets.

B. POOLS

The Winter State Meet shall be held in a short course pool, 25 yards or meters, with at least 6 lanes, and an automatic timing system. The Summer State Meet will be held in a 50-meter pool, when available, with at least 6 lanes, and an automatic timing system.

C. MEET ORGANIZING COMMITTEE

1. The Administrative Vice Chair, the Senior Chair, the Age Group Chair, and one WYSI athlete member appointed by the General Chair shall constitute the Championship Meet Organizing Committee. The Committee shall be responsible for coordination and assignment of WYSI Clubs and non-athlete members to conduct the meets. The Administrative Vice Chair shall convene the Committee at least ninety (90) days prior to the meet.

2. The Committee shall solicit and select WYSI Clubs and/or individual non-athlete members to perform the following duties:

- a. Meet Director
- b. Assistant Meet Director
- c. Timer System Operators
- d. Computer Operators
- e. Public Address Announcers
- f. Concessions*
- g. Hospitality
- h. Programs*
- i. Swim Store*
- k. Silk Screen Apparel
- l. Awards
- m. Marshals
- n. Set-Up and Break-Down Crews

*denotes duties which the local club has the right of first refusal

3. The Committee may solicit and select trainees to work along side of the principals to learn the duties of any of the positions listed in IV.C.2.

D. REVENUES AND EXPENSES; DIVISION OF RESPONSIBILITIES

1. The Committee, in consultation with the Treasurer, shall approve all expenditures and account for all revenues for the meets.
2. The Committee may approve a stipend for performance of duties listed in IV.C.2.

E. MEET REFEREE

The Officials Chair or his/her designee shall be the Meet Referee. The Meet Referee shall designate the Administrative Officials, Deck Referees, and Starters.

F. SANCTION COMMITTEE

The Age Group Vice-Chair, the Meet Referee, and the Office Administrator shall prepare the Meet Announcement and the Meet Schedule at least seventy-five (75) days before the start of the meet. The Committee shall provide WYSI clubs this material at least thirty (30) days before the start of the meet. There is no sanction fee for the State Meets.

G. SWIMMER ELIGIBILITY

WYSI State Meets are open to all swimmers registered with WYSI for the current year. Proof of registration must be available for all swimmers. To participate in relays and compete for club awards, clubs must be current members of WYSI.

H. QUALIFYING TIMES

1. Every three (3) years coinciding when USA Swimming publishes their motivational times, the Reportable Times Chair shall prepare the qualifying times for both LSC Championship Meets. Times shall be posted to the LSC website prior to the first scheduled LSC meet of the subsequent season.
 - a. For events 200 meters or less, the qualifying time will be the faster of the 24th place time averaged over the last three (3) years at State Meets or the USA Swimming national "B" motivational time.

b. For events over 200 meters long, the qualifying time will be the faster of the 24th place time averaged over the last three (3) years at State Meets or the average of the USA Swimming national “B” and “BB” motivational times.

c. Qualifying times for the Open age-group shall be derived from times for the 17-18 age-group.

d. Altitude adjusted times will not be accepted.

2. Qualifying times for both State Meets must have been swum during the period beginning the day following the same meet one year earlier.

I. BONUS SWIMS

Swimmers with a qualifying time in one (1) event may swim up to two (2) bonus events. Swimmers with qualifying times in two (2) events may swim one (1) bonus event. Swimmers with qualifying times in three (3) or more events may not swim bonus events. Bonus events shall not exceed 200’s in length. “No time” entries will not be accepted for any bonus swim.

J. AGE GROUPS

1. Age groups for individual events at both State Meets shall be: 8-under, 10-under, 11-12, 13-14, 15-16, and Open. Age as of the first day of the meet will determine the age group designation for the entire meet. A swimmer may not swim the same event in more than one age group in the same meet. [The amendment is effective starting with the 2016 Winter State Meet.]

2. Age groups for relay teams at both State Meets will be 8-under, 10-under, 12-under, 13-14, 15-16, and Open.

K. ENTRY LIMITS

1. 8 and under swimmers may enter and swim no more than five (5) individual events per day for a total of nine (9) events. All other swimmers may enter and swim no more than three individual events per day for a total of nine events.

2. Each club may enter one (1) team in each relay event. Individuals with non-qualifying times are eligible to swim in relay events.

L. ENTRY TIMES, DEADLINES, FEES

1. The Meet Director may specify whether yard or meter, short or long course times are to be submitted. If a qualifying time occurred in a different length pool than the one specified, the qualifying time of the swimmer shall be entered without conversion. After the Meet Director has verified the entry times, the "Hytek" conversion procedure shall be used to convert times to the same course for seeding purposes.

The date and location of the meet where the qualifying time was swum must be provided with the entry form for each entry. Failure to do so before the first event of the meet will prevent the swimmer from swimming in the events where the date and location are not provided.

The Meet Director will provide the appropriate entry forms for the computer software being used for the meet and will designate to whom the entries and entry fees are to be sent. The name, address and phone number of this individual are to be given.

2. The entry deadline for the State Meets shall not be earlier than the Wednesday of the week before the meet. Unless a swimmer is competing in a meet after the entry deadline, a copy of all entries with entry times must be electronically submitted to the Meet Director by the entry deadline. Swimmers with first-time qualifying times for a given event, will be able to use times achieved the weekend prior to the State Meets to qualify for the State Meets the following weekend. Entry times may not be updated and/or improved after the entry deadline for swimmers who have previously swum a qualifying time. First time qualifying swims and times achieved the week prior to the State Meets must be electronically submitted the day after the meet but no later than 12:00 PM (noon) the Monday prior to the State Meet. [Amendment effective starting with 2016 Winter State Meet.]

3. See Section IX, Fee Schedule, for the entry fees. The WYSI participation fee will be charged. Relay only swimmers will also be subject to the WYSI participation fee.

M. RELAYS

In "Team Unify" and "TM", relay participants may be declared but it is not required. 8 & under relay cards must be submitted by the start of preliminaries each day. All other relays (swam during finals) must submit relay cards by the start of finals. Changes are permitted up until the heat is closed.

Clubs shall provide the Meet Director with a list of all eligible relay swimmers for each relay. Swimmers aged 16 & under swimming in Open relays must have an Open Age Group qualification time in an individual event. The qualification time achieved, date, and name of the meet at which it was achieved must be noted on the eligible relay swimmer list.

N. SEEDING

Events will be pre-seeded according to the entry time submitted. 8 and under events will be seeded for timed finals. Events for 10 and over, including Open, will be seeded for either timed finals or preliminary and finals as shown on the Meet Event Schedule. The 1500/1650, 500 free and 400 IM events at State Meets will be swum fastest to slowest with positive check in.

O. MEET SCHEDULE

1. At least one (1) hour will be allowed for warm-up before all sessions, including the evening finals. The schedule for individual teams will be determined by the Meet Director and included in the program for the meet. The Meet Director will inform out-of-town clubs of their warm-up schedule for the first day of the meet in time for them to arrange their travel schedule.
2. Warm-ups for finals on Sunday of state meets shall start immediately after last heat of the morning preliminary session.
3. Preliminaries for all age groups will be swum as one session, unless Committee determines a different format.
4. The start time of finals for 10 and up will be estimated by the Meet Director and included in the Meet Announcement.
5. Because the number of events offered varies from day to day the stroke events will be rotated in the following sequence.

	2015 Winter 2018 Winter 2021 Winter	'15 Summer '18 Summer '21 Summer	2016 Winter 2019 Winter 2022 Winter	'16 Summer '19 Summer '22 Summer	2017 Winter 2020 Winter 2023 Winter	'17 Summer '20Summer '23 Summer
Fri.	Long Fly	Long Back	Long Breast	Long Fly	Long Back	Long Breast
	Short Back	Short Breast	Short Fly	Short Breast	Short Fly	Short Back
Sat.	Short Breast	Short Fly	Short Back	Short Fly	Short Back	Short Breast
	Long Back	Long Breast	Long Fly	Long Back	Long Breast	Long Fly

Sun.	Long Breast	Long Fly	Long Back	Long Breast	Long Fly	Long Back
	Short Fly	Short Back	Short Breast	Short Back	Short Breast	Short Fly

6. The order of events for the State Meets shall be as follows:

WINTER (Short Course)

Friday Prelims and Timed Finals (TF denotes Time Final)

Girls	Event	Boys
1	8 & Under 100 Free TF	2
3	10 & Under 100 Free	4
5	11-12 100 Free	6
7	13-14 100 Free	8
9	15-16 100 Free	10
11	Open 100 Free	12
13	8 & Under 25 Stroke TF	14
15	10 & Under 100 Stroke TF	16
17	11-12 100 Stroke TF	18
19	13-14 200 Stroke TF	20
21	15-16 200 Stroke TF	22
23	Open 200 Stroke TF	24
25	8 & Under 25 Stroke TF	26
27	10 & Under 50 Stroke	28
29	11-12 50 Stroke	30
31	13-14 100 Stroke	32
33	15-16 100 Stroke	34
35	Open 100 Stroke	36
37	8 & Under 100 Medley Relay	38
39	10 & Under 500 Free TF	40
41	Open 1650 Free TF	42

Friday Finals

Girls	Event	Boys
3	10 & Under 100 Free	4
5	11-12 100 Free	6
7	13-14 100 Free	8
9	15-16 100 Free	10
11	Open 100 Free	12
27	10 & Under 50 Stroke	28

29	11-12 50 Stroke	30
31	13-14 100 Stroke	32
33	15-16 100 Stroke	34
35	Open 100 Stroke	36
43	10&Under 200 Medley Relay	44
45	11-12 200 Medley Relay	46
47	13-14 200 Medley Relay	48
49	15-16 200 Medley Relay	50
51	Open 400 Medley Relay	52

Saturday Prelims and Timed Finals

Girls	Event	Boys
53	8 & Under 50 Free TF	54
55	10 & Under 50 Free	56
57	11-12 50 Free	58
59	13-14 50 Free	60
61	15-16 50 Free	62
63	Open 50 Free	64
65	8 & Under 25 Stroke TF	66
67	10 & Under 100 Stroke TF	68
69	11-12 100 Stroke TF	70
71	13-14 200 Stroke TF	72
73	15-16 200 Stroke TF	74
75	Open 200 Stroke TF	76
77	8 & Under 25 Free TF	78
79	10 & Under 50 Stroke	80
81	11-12 50 Stroke	82
83	13-14 100 Stroke	84
85	15-16 100 Stroke	86
87	Open 100 Stroke	88
89	8 & Under 100 IM TF	90
91	10 & Under 100 IM TF	92
93	11-12 100 IM TF	94
95	13-14 200 IM TF	96
97	15-16 200 IM TF	98
99	Open 200 IM TF	100
101	8 & Under 100 Free Relay TF	102
103	11 & Over 500 Free TF	104

Saturday Finals

Girls	Event	Boys
55	10 & Under 50 Free TF	56
57	11-12 50 Free	58
59	13-14 50 Free	60
61	15-16 50 Free	62
63	Open 50 Free	64
67	10 & Under 50 Stroke	68
69	11-12 50 Stroke TF	70
71	13-14 100 Stroke TF	72
73	15-16 100 Stroke TF	74
75	Open 100 Stroke	76
105	10 & Under 200 Free Relay	106
107	11-12 200 Free Relay	108
109	13-14 200 Free Relay	110
111	15-16 200 Free Relay	112
113	Open 400 Free Relay	114

Sunday Prelims and Timed Finals

Girls	Event	Boys
115	10 & Under 200 Free TF	116
117	11-12 200 Free TF	118
119	13-14 200 Free TF	120
121	15-16 200 Free TF	122
123	Open 200 Free TF	124
125	10 & Under 100 Stroke TF	126
127	11-12 100 Stroke TF	128
129	13-14 200 Stroke TF	130
131	15-16 200 Stroke TF	132
133	Open 200 Stroke TF	134
135	10 & Under 50 Stroke	136
137	11-12 50 Stroke	138
139	13-14 100 Stroke	140
141	15-16 100 Stroke	142
143	Open 100 Stroke	144
145	10 & Under 200 IM TF	146
147	11-12 200 IM TF	148
149	13 & Over 400 IM TF	150

(Events 149 and 150 will be scored in the 13-14, 15-16 and Open Age Groups.)

Sunday Finals

Girls	Event	Boys
135	10 & Under 50 Stroke	136
137	11-12 50 Stroke	138
139	13-14 100 Stroke	140
141	15-16 100 Stroke	142
143	Open 100 Stroke	144

SUMMER - (Long Course Meters)

Friday Prelims and Timed Finals

Girls	Event	Boys
1	8 & Under 50 Free	2
3	10 & Under 100 Free	4
5	11-12 100 Free	6
7	13-14 100 Free	8
9	15-16 100 Free	10
11	Open 100 Free	12
13	8 & Under 50 Stroke	14
15	10 & Under 100 Stroke	16
17	11-12 100 Stroke	18
19	13-14 200 Stroke	20
21	15-16 200 Stroke	22
23	Open 200 Stroke	24
25	8 & Under 200 Free	26
27	10 & Under 50 Stroke	28
29	11-12 50 Stroke	30
31	13-14 100 Stroke	32
33	15-16 100 Stroke	34
35	Open 100 Stroke	36
37	8 & Under 200 Medley Relay	38
39	12 & Under 400 Free	40
41	13 & Over 800 Free	42

Friday Finals

Girls	Events	Boys
3	10 & Under 100 Free	4
5	11-12 100 Free	6
7	13-14 100 Free	8
9	15-16 100 Free	10
11	Open 100 Free	12
27	10 & Under 50 Stroke	28
29	11-12 50 Stroke	30

31	13-14 100 Stroke	32
33	15-16 100 Stroke	34
35	Open 100 Stroke	36
43	10 & Under 200 Medley Relay	44
45	11-12 200 Medley Relay	46
47	13-14 400 Medley Relay	48
49	15-16 Medley Relay	50
51	Open Medley Relay	52

Saturday Prelims and Timed Finals

Girls	Event	Boys
53	8 & Under 100 Free	54
55	10 & Under 50 Free	56
57	11-12 50 Free	58
59	13-14 50 Free	60
61	15-16 50 Free	62
63	Open 50 Free	64
65	8 & Under 50 Stroke	66
67	10 & Under 50 Stroke	68
69	11-12 50 Stroke	70
71	13-14 100 Stroke	72
73	15-16 100 Stroke	74
75	Open 100 Stroke	76
77	8 & Under 50 Stroke	78
79	10 & Under 100 Stroke	80
81	11-12 100 Stroke	82
83	13-14 200 Stroke	84
85	15-16 200 Stroke	86
87	Open 200 Stroke	88
89	8 & Under 200 IM	90
91	10 & Under 200 IM	92
93	11-12 200 IM	94
95	13-14 200 IM	96
97	15-16 200 IM	98
99	Open 200 IM	100
101	8 & Under 200 Free Relay	102
103	13 & Over 400 Free	104

Saturday Finals

55	10 & Under 50 Free	56
57	11-12 50 Free	58
59	13-14 50 Free	60
61	15-16 50 Free	62

63	Open Free	64
65	10 & Under 50 Stroke	66
67	11-12 50 Stroke	68
69	13-14 100 Stroke	70
71	15-16 100 Stroke	72
73	Open 100 Stroke	74
105	10 & Under 200 Free Relay	106
107	11-12 200 Free Relay	108
109	13-14 200 Free Relay	110
111	15-16 200 Free Relay	112
113	Open Free Relay	114

Sunday Prelims and Timed Finals

Girls	Events	Boys
115	13 & Over 400 IM	116
117	10 & Under 200 Free	118
119	11-12 200 Free	120
121	13- 14 200 Free	122
123	15-16 200 Free	124
125	Open 200 Free	126
127	10 & Under 100 Stroke	128
129	11-12 100 Stroke	130
131	13-14 200 Stroke	132
133	15-16 200 Stroke	134
135	Open 200 Stroke	136
137	10 & Under 50 Stroke	138
139	11-12 50 Stroke	140
141	13-14 100 Stroke	142
143	15-16 100 Stroke	144
145	Open 100 Stroke	146
147	13 & Over 1500 Free	148

Sunday Finals

Girls	Events	Boys
137	10 & Under 50 Stroke	138
139	11-12 50 Stroke	140
141	13-14 100 Stroke	142
143	15-16 100 Stroke	144
145	Open 100 Stroke	146

7. Boys and girls 400/500 free events shall be swum separately.

P. SCORING

Individual Events:

Six (6) lane pools 12 places
(16 13 12 11 10 9 7 5 4 3 2 1)

Eight (8) and ten (10) lane pools 16 places
(20 17 16 15 14 13 12 11 9 7 6 5 4 3 2 1)

Relay Events:

Six (6) lane pools 12 places
(32 26 24 22 20 18 14 10 8 6 4 2)

Eight (8) and ten (10) lane pools 16 places
(40 34 32 30 28 26 24 22 18 14 12 10 8 6 4 2)

Q. AWARDS

1. WYSI will furnish the awards for both State Meets.

Individual Events:

- a. Swimmers 13 & Over:
Receive one plaque in which to place their results cards for their individual events for both Winter and Summer State Meets.

- b. Swimmers 12 & Under:
Six (6) lane pools
WYSI custom medals 1 to 6
WYSI custom ribbons 7 to 12

Eight (8) and ten (10) lane pools
WYSI custom medals 1 to 8
WYSI custom ribbons 9 to 16

All Relay Events:

Six (6) lane pools
WYSI custom medals 1 to 3
WYSI custom ribbons 4 to 6

Eight (8) and ten (10) lane pools
WYSI custom medals 1 to 4
WYSI custom ribbons 5 to 8

2. The girl and boy in each age group with the most points accumulated in her/his age group will be presented the high point award for the meet.

3. Awards will be presented to the top three (3) clubs in each division. Those clubs competing in the State Meet shall be divided into three (3) equal divisions (I, II, and III) based on each club's number of splashes, with Division I being those clubs with the most number of splashes. A club shall be assessed one (1) splash for each swimmer entered in an individual event and two (2) splashes for each relay team entered. If the clubs cannot be divided into equal sized divisions, the largest number of clubs shall be in Divisions III and II.

4. The David Schmitt Award shall be given to the club exhibiting superior team spirit, sportsmanship, and behavior as determined by a vote of the clubs competing at the meet. Each club shall have one vote, cast by an athlete member of the club. It shall be presented at the conclusion of both State Meets.

R. MEET JURY

1. The Meet Referee shall appoint a Meet Jury the first day of the State Meets to hear any protests concerning points of rule. The Meet Referee will not be a member of the Meet Jury. The Meet Jury shall be comprised of one of the swimmers representatives or their designee, the Coaches Representative or his/her designee, and from 1-3 experienced officials.

2. The Meet Jury shall not hear any protest concerning judgment calls made by an official. (USA Swimming Rule 102.23.1) Members of the Meet Jury who are from the same club as the swimmer in question or the source of the protest shall recuse themselves from hearing that protest.

3. Protests must be in writing and may only be submitted by a WYSI coach.

S. TIME TRIALS

WYSI may sanction time trials for all State Meets. The time trails shall be swum from shortest to longest events, (i.e. 25's first, 50's second, 100's third etc.) Time trials for events over 200 yards/meters will be held on Sunday only. The time trials shall be combined with all age

groups and both sexes swimming in the same heats for the given length. Seeding for lane assignment shall be random and lanes assigned by the deck referee. Different stroke types for the given lengths shall be swum simultaneously, space permitting, with one lane between the swimmers using different strokes. The Officials Chair shall designate another referee as the referee for the time trial.

- T. If clubs choose to host a designated “B” Championship meet, WYSI shall provide awards to the club. The club will be responsible for all expenses related to the meet and will retain all income from entry fees and any fundraising activities.

V. Non-WYSI Meets

A. APPROVED MEETS AND OBSERVED SWIMS

1. Wyoming High School State Meets are hereby designated as blanket observed meets. The WYSI Officials Chair shall coordinate the WYSI officials observing these meets.
2. For season culminating meets other than Wyoming High School State Meets, including high school conference championships, or meets specifically approved by the USA Swimming Program Operations Vice President pursuant to USA Rule 202.5.1 for which an observed swim is desired, a request must be made to the WYSI Officials Chair at least ten (10) days prior to the meet for which an observed time is sought. WYSI will attempt to provide WYSI officials upon such request. At the time of the request, the party requesting the observation shall pay fifty dollars (\$50) to the Sanctions Chair, however, if the requesting party supplies the USA Swimming officials for the observed or approved meet, no fee will be charged.
3. For any observed swim, and all approved meets, the meet results, indicating observation by at least two (2) USA Swimming officials, shall be provided to the Age Group Vice-Chair and Reportable Times Chair within fourteen (14) days following the meet.

B. REGIONAL MEETS

1. Regional competition will be planned by the Age Group Vice-Chair or his/her designee in conjunction with the LSCs in the region.
2. If there is a qualifying meet it may be the appropriate state championship meet or it may be a separate meet. If it is the state championship, the state championship meet format will include at least all of the events in the regional meet.

3. If he/she is available, the coach of the WYSI club having the greatest number of swimmers competing in the regional meet, shall be the WYSI regional coach. The WYSI regional coach will receive a mileage allowance, a per diem allowance, and an honorarium from WYSI.

C. ZONE MEETS

1. The General Chair shall appoint a Zone Coordinator. The Zone Coordinator may appoint a Zone Committee that shall include the Zone Coach to organize all aspects of the zone meet participation.

2. The WYSI Coaches Representative shall serve as the Head Age Group Zone Coach and the Senior Vice-Chair shall serve as the Head Senior Zone Coach. There shall be a Selection Committee composed of the General Chair, Vice-Chair, Senior Vice-Chair or Age Group Vice-Chair (as appropriate for the meet age level), who shall select the coaching staff (other than the Head Zone Coaches) and chaperones from a pool of applicants. The Committee shall create and post an application on-line to be available for all interested WYSI coaches and Non-Athlete Members. The deadline for application is May 1st.

3. The Zone Coaches will be responsible for selecting the members of the relay teams and for organizing workouts related to the zone meet. The Zone Coaches will not be paid except that they shall be reimbursed for their transportation and lodging expenses. They are also entitled to twenty dollars (\$20.00) per day for meals. The Zone Coaches will travel and lodge with the zone team. If the coaches require additional chaperones, provision for their expenses will be made.

4. Each swimmer desiring to compete for Team Wyoming at the zone meet must complete and submit to the Age Group Vice-Chair the zone team application form (See Section X, Forms) Applicants must have been registered with WYSI for the full year prior to the first day of the zone meet. Swimmers must have competed in at least four WYSI sanctioned meets including both the Winter and Summer State Meets during the swim season beginning the September 1 immediately prior to the zone meet. These requirements may be waived by a decision of a committee comprised of the Senior Vice-Chair, the Age Group Vice-Chair and the Senior Athlete Representative. In the event of a conflict of interest of any member of this committee, the waiver shall be considered, and may be granted by, the Administrative Review Board. Swimmers desiring a waiver must make their request in writing addressed to the General Chair.

Written denial or approval from the Senior Chair will be furnished to the requesting swimmer.

5. Any swimmer having achieved a Western Zones qualifying time or a National AAA time during the previous winter or summer season in an event swum at the Western Zones shall qualify for the zone meet.

6. If at least one, but less than four (4) swimmers qualify for the Western Zone Meet in a given sex and age group, the Zone Committee may select additional swimmers until there are four (4) swimmers in the sex and age group based on objective criteria to be established by the Zone Committee and approved by the Board of Directors.

D. ALL-STAR AND SENIOR MEETS

1. As the opportunities for meets involving Wyoming swimmers as a team present themselves, such meets will be organized appropriately.

2. Swimmers competing in approved meets may receive remuneration to help defray their expenses providing the following criteria are met:

3. The swimmer must be registered with WYSI for the full year prior to the first day of the elite meet.

4. The swimmer must meet the times standards established to compete.

5. Swimmers may receive up to one hundred fifty dollars (\$150.00) with appropriate receipts to defray expenses.

6. Swimmers qualifying and competing in Senior Sectionals, Junior Nationals, Senior Nationals, Olympic Trials, or U.S. Open may be reimbursed to help defray the cost of entry fees and travel expenses. Swimmers will receive \$250 to defray expenses for competing in the Senior Sectionals, Junior Nationals, or US Open. Swimmers will receive \$500 to defray expenses for competing in the Senior Nationals or Olympic Trials. Swimmers qualifying for relays only will be reimbursed at one-quarter of the individual reimbursement rate. Swimmers qualifying for Senior Sectionals with only "B" times will not be reimbursed.

7. A swimmer seeking reimbursement must submit to the Senior Chair an application for travel reimbursement within thirty (30) days following conclusion of the meet (See Section X, Forms)
8. To be eligible for reimbursement the swimmer must have been registered with WYSI for the full year prior to the elite meet and must have competed in at least four WYSI sanctioned meets, including both winter and summer state championships in the twelve months prior to the meet for which reimbursement is sought; provided, however, the swimmer need not compete in a state championship if it ends less than one week prior to the start of the Sr. Sectional, Jr. National, or Sr. National meet in which the requesting swimmer is competing.
9. Reimbursement may be advanced to a qualified swimmer who applies to the Senior Vice-Chair at least fourteen (14) days prior to the elite meet. Upon receipt of such request, the Senior Vice-Chair shall notify the Treasurer of the swimmer's qualification. Upon verification of the swimmer's qualification the Treasurer shall advance payment to the swimmer.
10. Swimmers may be asked to provide final results as verification of having competed.
11. Swimmers accepting remuneration and not meeting the above requirements will be required to return the full amount to WYSI.
12. Any of the foregoing requirements for reimbursement may be waived by a decision of a committee comprised of the Senior Vice-Chair, the Age Group Vice-Chair and the Senior Athlete Representative. In the event of a conflict of interest of any member of this committee, the waiver shall be considered, and may be granted by, the Administrative Review Board. Swimmers desiring a waiver must make their request in writing addressed to the General Chair. Written denial or approval from the Senior Vice-Chair will be furnished to the requesting swimmer.

E. TRAVEL POLICY

1. WYSI travel policies must be signed and agreed to by all athletes, parents, coaches and other adults traveling with the Team. (305.5.D).
2. Team managers and chaperones must be members of USA Swimming and have successfully passed a USA Swimming-administered criminal background check. (305.5.B).

3. Regardless of sex, a coach shall not share a hotel room or other sleeping arrangement with an athlete (unless the coach is the parent, guardian, sibling, or spouse of that particular athlete). (305.5.A).

4. When only one athlete and one coach travel to a competition, the athlete must have his/her parents' (or legal guardian's) written permission in advance to travel alone with the coach. (305.5C).

VI. Officials

A. OFFICIALS COMMITTEE

1. The Officials Committee shall consist of the Officials Chair, four (4) WYSI-certified referees, and two (2) athlete members residing within the jurisdiction of WYSI. (See Bylaws Section 607.3 "Members and Ex-Officio Members of Standing Committees" for appointment of the committee members, and Bylaws Section 606.2 "Elections" for election of the Officials Chair.)

2. The Officials Committee shall meet quarterly.

B. GENERAL PROVISIONS

1. The proper meet attire for all officials is navy blue pants, shorts, or skirts with white shirt.

2. Officials shall display their USA Swimming registration cards in a visible location whenever on deck at a meet.

3. Officials shall work at least six (6) sessions per calendar year to maintain their certification.

4. Every two (2) calendar years, officials shall attend at least one approved clinic or retake the USA Swimming test for the applicable level of certification.

5. The training (on-deck) time requirements and clinics for all levels of certification may be waived or modified by the Officials Chair on a case-by-case basis.

C. QUALIFICATIONS FOR STROKE AND TURN JUDGES

1. Be at least 18 years old.

2. Read Article 101.1 through 101.6 and 102.13 of the USA Swimming Rules & Regulations.

3. Train for seven (7) sessions under the direct supervision of a certified official.
4. Apply for USA Swimming Non-Athlete Individual Membership through WYSI.
5. Successfully complete the stroke and turn test on the USA Swimming website.
6. Attend an official's clinic that covers stroke and turn judging.

D. QUALIFICATIONS FOR STARTERS

1. Serve as a certified Stroke and Turn Judge for at least twelve (12) sessions.
2. Read Article 102.12 of the USA Swimming Rules & Regulations.
3. Start under the direct supervision of a certified starter for four (4) sessions.
4. Successfully complete the Starters test on the USA Swimming website.
5. Attend an official's clinic that covers starting procedures.

E. QUALIFICATIONS FOR REFEREES

1. Be at least 21 years old.
2. Serve as a certified starter for at least twelve (12) sessions.
3. Read the USA Swimming Rules & Regulations in their entirety.
4. Complete the following:
 - a. Work with a meet director for one (1) meet.
 - b. Work with the timing system operator and computer operator for one meet.
 - c. Train under the direct supervision of a certified referee for four (4) sessions.

d. Successfully complete the referee and administrative official test on the USA Swimming website.

e. Attend an official's clinic that covers referee duties.

F. MEET REFEREES' DUTIES

For all meets in which he or she is designated as the Meet Referee, the Referee shall:

1. Review the draft sanction for all meets and submit any concerns to the Sanctions Chair and the Meet Director.

2. Following the meet, enter the sessions worked by all officials at the meet into the USA Swimming OTS database.

G. REIMBURSEMENT OF EXPENSES

1. WYSI officials who work at an "observed swim meet," are eligible for reimbursement for their reasonable expenses as specified below. Applications for payment shall be submitted to the Officials Chair within thirty (30) days after the end of the meet.

a. Mileage – map distance between your house and the pool at the current IRS rate.

b. Lodging – actual charge for accommodation. (Receipt required.)

c. Per Diem - \$45 per day worked at the meet.

2. WYSI officials who work at any of the following meets: Senior or Age-Group Zones, Senior or Age-Group Sectionals, Futures, Nationals, Junior Nationals, or Grand Prix Meets, as a certified N2 or N3 official (or being evaluated for certification or recertification as such) are eligible for payment of \$75 per session from WYSI. Mileage and lodging will not be reimbursed by WYSI. Payments to an individual official are limited to \$500 per year. To be eligible for payment, officials applying to work any of these meets shall submit a copy of their pre-meet application to the Officials Chair before the meet. Applications for payment shall be submitted to the Officials Chair within thirty (30) days after the end of the meet on the proscribed form. (See Section X, Forms)

3. WYSI officials shall receive a credit in the amount of the cost of initial and renewal background checks against their next following annual Non-Athlete Registration Fee.

VII. Records

- A. WYSI records may only be set by swimmers registered as WYSI swimmers.
- B. WYSI records may be set in any meet sanctioned, approved or observed by any LSC, by USA Swimming, or by FINA, and will be recognized and recorded from meet results, certified entry cards and output tape from the timing equipment. If automatic timing equipment is not available, three recorded watch times must be used to determine the time.
- C. WYSI swimmers who set WYSI records in meets sanctioned by another LSC shall submit to the WYSI Reportable Times Chair evidence of the performance via hard copy or official meet result electronic file including the Meet Director's name and address or email.
- D. WYSI will recognize records for the year beginning September 1 and ending August 31 of the next year.

VIII. Annual Awards

The following awards shall be presented at the annual WYSI Top Five Banquet:

A. ERIC HANSEN AWARD

Chosen by a committee of the Senior Athlete Representative, Senior Vice-Chair, Age Group Vice-Chair, and Coaches' Representative for the most improved team and awarded at the Top Five Banquet. In choosing the most improved team, consideration may be given, but not limited, to:

1. The increase in number of swimmers participating on a club;
2. The increase in the number of swimmers and "splashes" at the championship meet;
3. The competitive level of the club swimmers; and

4. The improved rank in the virtual club championship of Wyoming, using the USA Swimming Virtual Club ranking database.

B. OUTSTANDING MALE AND FEMALE SWIMMER OF THE YEAR

Nominations for the outstanding swimmers shall be made at the athlete's caucus at the Summer State Meet. It shall be the duty of the Junior and Senior swimmer representatives to present to the General Chair a nominee list of no more than five (5) male and five (5) female swimmers. The coaches will cast votes for the awards on the final day of the Summer State Meet. Each club is entitled to one vote.

C. OUTSTANDING OFFICIAL OF THE YEAR

The outstanding official shall be chosen by vote of the WYSI officials.

D. VOLUNTEER SERVICE AWARD

Any member of the Board of Directors can make nominations for the volunteer service award by submitting the nomination to the General Chair. The award shall be chosen by a vote of the Board of Directors prior to the Top Five Banquet.

E. COACH OF THE YEAR

Coach of the Year must be a USA Swimming non-athlete member and certified coach in good standing according to USA Swimming rule 304.1.

The Coaches' Representative or designee will solicit nominations at the WYSI Summer Championships to help increase the pool of nominees. The Coaches' Representative shall prepare a ballot and conduct voting in which each club/team receives one vote by a coach member.

IX. Fee Schedule

A. ANNUAL ATHLETE REGISTRATION

In addition to any registration fees required by USA Swimming, each athlete shall pay an annual registration fee to WYSI of \$6.

B. ANNUAL CLUB REGISTRATION

Each club registering with WYSI shall pay an annual fee of \$175; provided that those clubs with twenty-five (25) or fewer swimmers registered for the prior year shall pay \$125.

C. MEET PARTICIPATION FEE

A participation fee is required of every swimmer entering a WYSI sanctioned meet. The participation fee is \$7.00 regardless of the length of the meet.

D. NON-CHAMPIONSHIP MEET MAXIMUM EVENT ENTRY FEE

Reserved for Future Use

E. WYSI CHAMPIONSHIP EVENT ENTRY FEE

The entry fee for each event of a WYSI championship is \$5.00. The entry fee for each relay event will be \$6.00

F. DIRECTORS TRAVEL REIMBURSEMENT FEE

Members of the Board of Directors may request travel expense reimbursement from the WYSI Treasurer, not to exceed \$100, for attendance at board meetings (other than those conducted by telephone or teleconference).

G. ADMINISTRATIVE REVIEW BOARD FEE

Pursuant to Section 610.4.6 of the WYSI Bylaws, there shall be a \$50 fee for filing a complaint or protest with the WYSI Administrative Review Board.

H. MEET SANCTION AND EVENT APPROVAL FEES

The meet sanction fee for league and dual meets is \$25, and for open and invitational meets is \$50. The event approval fee is \$50.

I. MEMBERSHIP TRANSFER FEE

The fee for transferring an athlete's membership from one club to another, or to or from unattached status, is \$10, payable to WYSI.

X. Forms

Forms for registering with WYSI and USA Swimming as a club, coach, athlete, official (non-athlete) or for transferring a swimmer's team registration are available on the Wyoming Swimming Website at:

<http://www.teamunify.com/TabGeneric.jsp?tabid=13894&team=wzwyslsc>