



**VIRGINIA SWIMMING SHORT COURSE
SENIOR CHAMPIONSHIPS**
March 3-6, 2011
SANCTION NO. VS-11-51 and VS-11-03T



SANCTION:	Held under the sanction of USA Swimming/Virginia Swimming, Sanction No. VS-11-51 and Time Trial Sanction No. VS-11-03T
LOCATION:	George Mason University, Freedom Aquatic and Fitness Center, Manassas, VA (703) 993-8444
FACILITY:	<ul style="list-style-type: none">• 50 M pool with bulkheads set to provide the following:<ul style="list-style-type: none">○ Pool 1 (Competition Pool): Diving end. 10 lanes, 25 yards, setup to swim from wall at the starting end with a depth of 13.5 feet swimming into a bulkhead with a depth of 6 feet.○ Pool 2 (Warm-up/Warm-down Pool): 6 lanes 25 yards. Swum wall to wall.• Non-Turbulent Lane Markers, Colorado Automatic Timing System with 10 lane scoreboard.• The competition course has not been certified in accordance with current <i>USA Swimming Rules and Regulations</i>, Article 104.2.2(C).
MEET DIRECTOR:	George Massey (VSI Senior Vice Chair) Stu Faux (Sharks Host Coordinator) Email: coachgeorge@bacswim.com Email: coachfaux@qsst.org Phone: (804) 516-7378 Phone: (540) 840-6800
ELIGIBILITY:	<ul style="list-style-type: none">• Open to all Virginia Swimming athletes registered by the first day of the meet that meet the qualifying time in each event entered.• No on deck Virginia Swimming athlete registration will be permitted.• The qualifying period for this meet is January 1, 2010 through March 2, 2011.• Age on March 3, 2011 will determine age for the entire meet.
DISABILITY SWIMMERS:	<ul style="list-style-type: none">• Athletes with a disability are welcomed and shall provide advance notice of desired accommodations to the Meet Director.• The athlete (or the athlete's coach) is also responsible for notifying the session referee of any disability prior to the competition.
FORMAT:	<ul style="list-style-type: none">• Individual events EXCEPT the 1000 Y Freestyle and the 1650 Y Freestyle will be swum as trials and finals. The top 24 qualifiers in the trials of each event will compete in each day's final session (final, consolation and bonus heats).• The 1650 Y Freestyle will be swum fastest to slowest as a timed final event, alternating women and men.• The 400 Y Individual Medley and the 500 Y Freestyle Will be swum as trials and finals.<ul style="list-style-type: none">○ In trials, the four fastest women's heats will be swum first followed by the four fastest men's heats. These heats will be swum slowest to fastest.○ The remaining heats in trials will be swum fastest to slowest, alternating women and men.• The 1000 Y Freestyle will be swum slowest to fastest as a timed final event, alternating women and men.<ul style="list-style-type: none">○ The starting time for the first heat will be scheduled so that the second fastest heat of the men's event is concluded at the start of the finals warm-up session.○ The fastest women's and men's heat will swim in the finals session.○ The event seeding will be distributed following the close of the positive check-ins.• Relay events:<ul style="list-style-type: none">○ Will be timed finals.○ The fastest 2 heats of the 400 Y Freestyle Relay, the 800 Y Freestyle Relay, and the 400 Y Medley Relay will be swum during the finals session with any other heats swum during the trials session.
WARM-UPS:	<ul style="list-style-type: none">• Thursday evening session: Warm-ups at 4:30-5:20 pm; competition starts at 5:30 pm. The competition pool will be reserved for swimmers entered in the 1650 Y Freestyle from 4:55-5:20 pm. All other swimmers must use the warm-up/warm-down pool.• Friday, Saturday, and Sunday Trial sessions: Warm-ups at 6:30-8:20 am; competition starts at 8:30

	<p>am</p> <ul style="list-style-type: none"> o 6:30-7:50 am: All lanes designated for general warm-up o 7:50-8:20 am: Lanes 1 and 8 designated for pace; Lanes 2 and 7 designated for sprint; Lanes 3 through 6 and all other lanes will remain general. <ul style="list-style-type: none"> • Finals session (Friday): Warm-ups at 5:00-5:50 pm; competition starts at 6:00 pm. <ul style="list-style-type: none"> o 5:00-5:25 pm: All lanes designated for general warm-up o 5:25-5:50 pm: Lanes 1 and 8 designated for pace; Lanes 2 and 7 designated for sprint; Lanes 3 through 6 and all other lanes will remain general. • Finals session (Saturday): Warm-ups at 4:45-5:35 pm; competition starts at 6:00 pm. <ul style="list-style-type: none"> o 4:45-5:10 pm: All lanes designated for general warm-up o 5:10-5:35 pm: Lanes 1 and 8 designated for pace; Lanes 2 and 7 designated for sprint; Lanes 3 through 6 and all other lanes will remain general. o 5:40-5:55 pm: Graduating Senior Recognition • Finals session (Sunday): Warm-ups at 3:30-4:20 pm; competition starts at 4:30 pm. <ul style="list-style-type: none"> o 3:30-3:55 pm: All lanes designated for general warm-up o 3:55-4:20 pm: Lanes 1 and 8 designated for pace; Lanes 2 and 7 designated for sprint; Lanes 3 through 6 and all other lanes will remain general. • 1000 yard freestyle session: Warm-ups are planned to begin 45 minutes prior to the start of the first scheduled heat and will close 5 minutes prior to the start of the first scheduled heat. 								
ENTRIES:	<p>SEE OME HIGHLIGHTS ATTACHMENT AT END OF INVITATION FOR MORE INFORMATION</p> <ul style="list-style-type: none"> • On-Line Meet Entry (OME) – Entries will be processed using the USA Swimming On-Line Meet Entry System (OME) ONLY. Email entries during the regular entry period will not be accepted. <ul style="list-style-type: none"> o The OME system is accessed from the USA Swimming web site at the address: http://www.usaswimming.org/ome o Coaches must register for an account (Free) to utilize the system. Log in and select “Enter Team”. • OME OPENS: 9:00 AM EST – Monday, February 7, 2011 • OME CLOSES: 11:59 PM EST – Tuesday, February 22, 2011 (Entry Deadline) • New entries will be accepted until 10:00 pm, Monday, February 28, 2011 from meets swum prior to Senior Champs but after the entry deadline. These entries will not be considered late. • Meet Entry Officer: Terry Randolph, (757) 887-0868 – randtb@msn.com • OME HELP: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Susan Woessner</td> <td style="width: 50%;">Terry Randolph</td> </tr> <tr> <td>USA Swimming</td> <td>Meet Entry Officer</td> </tr> <tr> <td>Phone: (719) 866-3589</td> <td>Phone: (757) 887-0868</td> </tr> <tr> <td>Email: swoessner@usaswimming.org</td> <td>Email: randtb@msn.com</td> </tr> </table> • Conforming and Non Conforming times will be used for entry – Short Course Yards, Long Course Meters then Short Course Meters. • Individual Entries: Use the fastest time in national database for entry within the qualifying period. <ul style="list-style-type: none"> o Swimmers may enter using an “Override Time” for times that are not in the national database. o Override times must include the meet name and date. o Override times that cannot be proven during the entry process will be annotated with an asterisk (*) on the meet psych sheet (Entry List). • Proof of asterisk (*) submitted times must be provided to the Administrative Referee prior the scratch deadline for that event in order to be seeded. • Times that are missing from the National Database should be requested through the host LSC National Times Coordinator of the meet at which the time was achieved. • OME RELAY ENTRY PROCEDURES: ENSURE “RELAY ONLY” ATHLETES ARE INCLUDED IN THE TEAM ENTRY ROSTER. <ul style="list-style-type: none"> o If entering a “B” relay, be sure to select an entry time that does not have a double asterisk (**). o The ** signifies that at least one athlete from the entry time of the “A” relay was a member of the relay that achieved that time. Select another listed time or enter an aggregate relay 	Susan Woessner	Terry Randolph	USA Swimming	Meet Entry Officer	Phone: (719) 866-3589	Phone: (757) 887-0868	Email: swoessner@usaswimming.org	Email: randtb@msn.com
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	<ul style="list-style-type: none"> ○ All entries for 200 Yard Medley relays must use 400 Yard Medley relay times. NT entries will not be accepted. ● ATTENTION TEAMS WITH UNATTACHED ATHLETES: Teams may enter athletes with an unattached status. When building the roster in OME, select the “Add Unattached/Unregistered Swimmer” link. ● ATTENTION INDIVIDUAL UNATTACHED ATHLETES: Unattached athletes that are not awaiting attachment to any team must enter individually. <ul style="list-style-type: none"> ○ Access the OME system at the address http://www.usaswimming.org/ome - log in and select “Enter Individual.” ○ These individuals may send a text file of their entries to the Meet Entry Officer to be entered manually. ○ Payment must be made by check prior to the first session of the meet (Thursday, March 3, 2011). ● ENTRY RULES: <ul style="list-style-type: none"> ○ Individual Events: Athletes may enter all events which they qualify, however they may only compete in Six (6) individual events for the meet, and no more than Three (3) individual events per day. ○ Bonus Events: Swimmers making 1 qualifying time will be permitted to enter a bonus event that they have achieved the bonus qualifying standard. Bonus swims for the 400 Individual Medley, 500 Freestyle, 1000 Freestyle, and 1650 Freestyle are not available. ○ Relay Events: Two (2) per team per event. ● The Meet Director reserves the right to combine heats and events, which actions may require reseeding. Also, the Meet Director reserves the right to eliminate heats of any event if necessary. ● Proof of entry times is required for individual and relay events. Entries not proven by the scratch deadline will be scratched. “No Time” relay entries will not be accepted. ● Entries which improve the time of an earlier entry will be accepted only while OME is open. ● LATE ENTRIES: <ul style="list-style-type: none"> ○ Entries desired after the Entry Deadline and prior to the start of the meet, must be sent to the Meet Entry Officer for input. ○ Late entries at the meet must be made to the Admin Referee and will only be accepted for events for which the scratch box has not closed. ○ All late entries must submit proof of time. ○ Late entries may not be used to improve the seed time of an earlier entry.
FEES:	<p>Individual events: \$10.00 Relay events: \$20.00 Swimmer surcharge: \$2.50 per person (entered in the meet in any capacity)</p> <p>Late Fees: In addition to the regular entry fee, a fee of \$10 per event prior to the first day of the meet and \$25 per event on or after the first day of the meet will be charged for any entry received after the entry deadline.</p> <ul style="list-style-type: none"> ● OME payments may be made using VISA, MasterCard, American Express or Discover (on line) or check. Payment by check must be received by March 3, 2011. ● Checks should be payable to VSI. ● Checks should be sent to: Bill Geiszler 1407 Dulles Court Richmond, VA 23235 ● Late fees for OME entries will be due prior to the first session of the meet (Thursday, March 3, 2011) ● Failure to pay entry fees by this deadline could result in teams being barred from the meet. All fees must be paid in full in order for the entries to be considered complete.
AWARDS:	<ul style="list-style-type: none"> ● Scoring <ul style="list-style-type: none"> ○ Individual Events: F – 20-17-16-15-14-13-12-11, C – 9-7-6-5-4-3-2-1. ○ Relay Events: F – 40-34-32-30-28-26-24-22, C – 18-14-12-10-8-6-4-2 ● Team: Women’s High Point, Men’s High Point, Combined High Point. ● Large Team, Medium Team, and Small Team: Women’s high point and men’s high point in each

	<p>category.</p> <ul style="list-style-type: none"> • Individual: First through Eighth Place. Women's High Point, Men's High Point • Relay: First through Third Place.
SEEDING:	<ul style="list-style-type: none"> • All Short Course Yards times will be seeded first followed by Long Course Meters then Short Course Meters, then Bonus times. • All timed finals and trials events will be seeded following the close of the scratch and positive check-in periods as listed in the "RULES" section below. • All relays require positive check-to swim. • RELAY TEAMS FAILING TO POSITIVELY CHECK-IN WILL NOT BE ALLOWED TO SWIM THE EVENT.
TIME TRIALS:	<ul style="list-style-type: none"> • At the conclusion of preliminaries session on Friday and Saturday and after finals on Sunday evening, time permitting, time trials will be offered to any swimmer entered in an individual event in the meet. • Each day's events will be offered in order, on the following schedule (1000 Y and 1650 Y Freestyle will only be offered as the last events on Saturday): <ul style="list-style-type: none"> ○ Thursday: No time trials ○ Friday: Friday's events, Saturday's events, Sunday's events (excluding the 1000 Y Freestyle). ○ Saturday: Saturday's events, Sunday's events, Friday's events, 1000 Y and 1650 Y Freestyle. ○ Sunday: Sunday's events (excluding the 1000 Y and 1650 Y Freestyle), Friday's events, Saturday's events. ○ Cost: \$10.00 per individual event, \$20.00 per relay. • The Meet Referee, at his discretion, to save time, may reorder the day's scheduled events or combine events into a single heat. • A swimmer desiring a time trial must sign up at the Clerk of Course, not later than 10:30 am on Friday and Saturday and by the end of the morning session on Sunday. Each swimmer participating in these events should provide a timer and/or a counter. • Time Trials are included as events in the three events per day limit.
PENALTIES:	<p>Penalties for entries using fraudulent and/or non-verifiable entry times:</p> <ul style="list-style-type: none"> • Swimmer shall be marked as exhibition for the event entered illegally and the event shall be re-scored and awarded. • Club may be fined \$100 for each offense, and a record of such offenses shall be kept and published as part of the official meet results. • Clubs entering swimmers not legally registered with United States Swimming by the first day of the meet may be fined \$100 per swimmer in each event so entered. • If the swimmer is representing a club in competition, the fine will be levied on the Club. If the swimmer is unattached, the fine will be levied on the swimmer.
RULES:	<ul style="list-style-type: none"> • The General Meeting will be held at 4:00 pm on Thursday. Coaches are accountable for the information presented. Accordingly, please make sure that there is at least one representative from your club in attendance. • Coach's packets will be available at the Clerk of Course and will be released only if all meet fees have been paid in full. • A listing of any entries lacking proof of time will also be provided and must be dealt with as described in the ENTRIES section above. • Unattached athletes must have a supervising coach as per USA Swimming rule 202.3.2. Athletes listed as UNAT-CLUB will be supervised by a coach from the named club and all entry/scratch related material will be placed in the respective club coach's packet. • Athletes listed as UNAT must check in at the Clerk-of-Course and be assigned a supervising coach in order to warm-up and to compete. • The current <i>USA Swimming Rules and Regulations</i> will apply. • Swimmers in the meet, unaccompanied by a USA-S coach must be certified by a USA-S coach as

	<p>proficient in performing a racing start or must start each race from within the water. Ensuring compliance is the responsibility of the swimmer or the swimmer's legal guardian.</p> <ul style="list-style-type: none"> • The overhead start procedure will be used for the preliminary sessions. • The scratch procedures listed in the current USA Swimming Rules and Regulations, Article 207.12.6 will apply with the following modifications: <ul style="list-style-type: none"> ○ Scratches from Individual Events: <ul style="list-style-type: none"> ▪ Scratches for Thursday's events are due by 5:00 pm, Thursday ▪ Scratches for Friday's events are due by 7:00 pm, Thursday ▪ Scratches for Saturday's events are due by 6:30 pm, Friday ▪ Scratches for Sunday's events (including the 1000 Freestyle) are due by 6:30 pm, Saturday. (See below in positive check-in regarding AM/PM designation) ○ Positive check-in: <ul style="list-style-type: none"> ▪ Positive check-in for the 800 Y Freestyle Relay is due by 9:30 am, Friday. ▪ Positive check-in for the 200 Y Freestyle Relay is due by 6:30 pm, Friday. ▪ Positive check-in for the 400 Y Medley Relay is due by 9:30 am, Saturday. ▪ Positive check-in for the 200 Y Medley Relay is due by 6:30 pm, Saturday. ▪ Positive check-in for the 400 Y Freestyle Relay is due by 9:30 am, Sunday. ▪ Relay teams wanting to swim Sunday morning and not Sunday evening must designate that desire on the positive check-in sheet. ▪ Athletes wanting to swim the 1000 Y Freestyle in the afternoon and not in the fastest heat swimming in finals must designate that desire on the check-in sheet prior to the close of the scratch box at 6:30 pm, Saturday. ○ Swimmers failing to scratch events which if swum would put them in violation of either the 3 event per day or the 6 events in the meet, will not be permitted to swim the event or events. <ul style="list-style-type: none"> ▪ The events to be eliminated will be counted in strict numerical sequence as listed in the meet invitation. ▪ No other penalty will be applied. • The scratch rule regarding finals will apply to all three 3 heats (Final, Consolation, Bonus) excluding the relays, the 1650 Y Freestyle, and the 1000 Y Freestyle. • The Meet Referee in accordance with 102.11.2 in the <i>USA Swimming Rules and Regulations</i> will appoint a Meet Jury. • In accordance with VSI Policy, only those coaches who have current, valid USA Swimming credentials will be permitted to act in a coaching capacity at this meet. Coaches who do not possess these credentials will be required to leave the deck area.
OFFICIALS:	<p>Meet Referee: Jim Frye Email: jamfrye@comcast.net Phone: (540) 840-8947</p> <ul style="list-style-type: none"> • Officials at all positions will be required for this meet. • Officials must have been certified for a year in the positions in which they are planning to work. • An Application to Officiate is available on the VSI website (www.virginiaswimming.org) and should be sent to the Meet Referee no later than February 19, 2011. • Application is being made to have this meet designated as an Officials Qualifying Meet for N2/N3 certification/re-certification. Officials (including non-VSI officials) desiring to be evaluated must request evaluation on the Application to Officiate. • Evaluation will be available for V2/N2 at all positions; evaluation at N3 will be contingent upon meet staffing levels and the availability of national evaluators. • Briefings will be held one (1) hour prior to the start of each session.
SAFETY:	Virginia Swimming Meet Safety Procedures will be in effect.
TIMERS:	<ul style="list-style-type: none"> • Clubs will be required to provide timers in proportion to the number of swimmers they have entered in each session. • The number of timers required per club and their lane assignments will be posted on the VSI website

	at www.virginiaswimming.org no later than Friday, February 25, 2011, and will also be emailed to the contact person of each of the individual clubs.
GENERAL:	<ul style="list-style-type: none"> • The General Meeting will be held at 4:00 pm on Thursday, March 3, 2011. Coaches are accountable for the information presented. Accordingly, please make sure that there is at least one representative from your club in attendance. • Hospitality: Breakfast, light lunch, and light dinner will be provided for coaches and officials. Hospitality will not open until warm-ups begin each day. Hospitality will close one hour prior to the night session estimated time line completion. • Coaches and officials who have special dietary concerns or needs should bring their own food and beverages. • Meet Program: A Psych Sheet will be available to download off the VSI website. Preliminary heat sheets will be available for \$3.00 each day and will contain a coupon for that evening's finals. Finals heat sheets will be available for \$3.00 if you do not have a coupon. • Senior Recognition: ALL VSI athletes graduating from high school and in attendance will be recognized Saturday, March 5, 2011 at 5:50pm. Athletes do not have to be entered in the meet to be recognized. • In accordance with J.3 of the VSI Policy and Procedures, photography will not be permitted behind the starting blocks, without express permission of the Meet Director. Individuals who violate of the above photography restrictions may be asked by the Meet Director to leave the pool venue. • Meet Event Apparel: Meet event apparel may be pre-ordered before the meet. <ul style="list-style-type: none"> ○ Pre-order forms will be emailed to all teams and posted on the VSI website when information is available. ○ A limited number of shirts will be available for purchase at the meet. • Lost and Found: Lost and found is located in the circular guard office. All articles left after March 9, 2011 will be donated.
FACILITY RULES:	<ul style="list-style-type: none"> • Access to the deck is limited to coaches, athletes, meet officials, and event staff. • Spectators are not allowed on deck unless volunteering as timers, lap counters, or at other needed volunteer positions. • Swimmers and parents will be allowed to "camp out" in the gymnasium. There will be no "camping out" in the hallways. • Each club is responsible for supervising the conduct of their swimmers. • Swimmers are required to take a shower before entering the pool. • Swimmers are not permitted in any rooms of the building not directly associated with this meet. • No "deck changing". • No towels or suits, etc. are to be hung on or around the lifeguard stands. • No glass or chewing gum allowed on deck. Swimmers and teams are expected to police their team areas of trash. • No shaving anywhere in the venue. • No cars are to be left in the fire lanes.
DIRECTIONS:	Directions to the pool can be found by going to: www.virginiaswimmg.org . Click on "Meets". Click on "Senior Championships".
PARKING:	<ul style="list-style-type: none"> • You may drop off or pickup your swimmer at the front of the building. • Certain sections of the parking lot (such as the parking area on the left as you face the building are restricted to facility members only. Please be cognizant of the parking lot attendants and signs and park only in the approved area. • The Freedom Center reserves the right to tow any vehicles parked in unauthorized areas.

SCHEDULE OF EVENTS

2011 VIRGINIA SHORT COURSE SENIOR CHAMPIONSHIPS

Please use the time standards listed below
(Qualifying period: January 1, 2010 to March 2, 2011)

Women	Qualifying Times			THURSDAY MARCH 3, 2011	Qualifying Times			Men
	SCM	LCM	SCY		SCY	LCM	SCM	
1	19:02.29	19:37.19	19:08.99	1650 Y/1500 M FREE*	17:35.09	17:58.49	17:29.09	2
*Requires positive check-in to swim. All events swum as timed finals. Order: fastest to slowest alternating women's and men's.								
Women	Qualifying Times			FRIDAY MARCH 4, 2011	Qualifying Times			Men
	SCM	LCM	SCY		SCY	LCM	SCM	
3	2:12.39	2:15.39	1:59.79	200 Y FREE	1:49.29	2:04.79	2:00.69	4
5	1:20.09	1:23.09	1:12.39	100 Y BREAST	1:05.29	1:15.59	1:11.19	6
7	1:08.19	1:09.09	1:01.69	100 Y FLY	55.29	1:02.39	1:01.19	8
9	5:18.49	5:26.09	4:47.99	400 Y IND MEDLEY	4:25.99	5:01.59	4:53.29	10
11				800 Y FREE RELAY [†]				12
[†] Requires positive check-in to swim; fastest two heats swim in finals. Order of Finals: Events 3, 4, 5, 6, 7, 8, 9, 10, Break (10min), Events 11, 12								
Women	Qualifying Times			SATURDAY MARCH 5, 2011	Qualifying Times			Men
	SCM	LCM	SCY		SCY	LCM	SCM	
13				200 Y FREE RELAY [†]				14
15	2:32.89	2:35.79	2:18.39	200 Y FLY	2:07.79	2:24.29	2:21.29	16
17	28.69	29.49	25.89	50 Y FREE	23.09	26.29	25.59	18
19	2:52.39	2:57.99	2:35.99	200 Y BREAST	2:21.79	2:44.59	2:36.69	20
21	1:09.19	1:11.79	1:02.59	100 Y BACK	56.89	1:05.79	1:02.89	22
23	4:39.39	4:43.89	5:19.19	500 Y/400 M FREE	4:58.89	4:27.49	4:21.49	24
25				400 Y MED RELAY [‡]				26
[†] Requires positive check-in to swim. All heats swim in prelims. [‡] Requires positive check-in to swim; fastest two heats swim in finals. Order of Finals: Events 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, Break (10 min), Events 25, 26								
Women	Qualifying Times			SUNDAY MARCH 6, 2011	Qualifying Times			Men
	SCM	LCM	SCY		SCY	LCM	SCM	
27				200 Y MED RELAY [†]				28
29	2:29.89	2:34.99	2:15.59	200 Y BACK	2:04.79	2:22.69	2:17.99	30
31	1:01.79	1:03.19	55.89	100 Y FREE	50.19	57.49	55.59	32
33	2:30.69	2:35.19	2:16.39	200 Y IND MEDLEY	2:03.49	2:22.49	2:16.49	34
35				400 Y FREE RELAY [‡]				36
37	9:51.29	10:01.39	11:15.69	1000 Y/800 M FREE [#]	10:27.99	9:24.19	9:08.59	38
[†] Requires positive check-in to swim; enter using your 400 Medley Relay time. All heats swim in prelims. [‡] Requires positive check-in to swim; may choose AM or PM preference; up to two heats swim in finals. [#] May designate AM or PM preference; top 8 PM designees will swim at finals. Order of Finals: Events 37, 38, Break (10 min), 29, 30, 31, 32, 33, 34, Break (10 min), Events 35, 36, Awards (Individual High Point and Team), Time Trials								

2011 VIRGINIA SWIMMING SENIOR CHAMPIONSHIPS BONUS STANDARDS

(Qualifying period: January 1, 2010 to March 2, 2011)

Allowed a maximum of one (1) bonus event. Bonus events count toward the maximum number of swims (6) for the meet and maximum number of swims (3) per day.

SCM	LCM	YARDS	EVENT	YARDS	LCM	SCM
29.19	29.99	26.39	50 FREE	23.59	26.79	26.09
1:02.79	1:04.19	56.89	100 FREE	51.19	58.49	56.59
2:14.39	2:17.39	2:01.79	200 FREE	1:51.29	2:06.79	2:02.69
Bonus swims for the 500, 1000, or 1650 Free are not available			500 Y/400 M FREE	Bonus swims for the 500, 1000, or 1650 Free are not available		
			1000 Y/800 M FREE			
			1650 Y/1500 M FREE			
1:10.19	1:12.79	1:03.59	100 BACK	57.89	1:06.79	1:03.89
2:31.89	2:36.99	2:17.59	200 BACK	2:06.79	2:24.69	2:19.99
1:21.09	1:24.09	1:13.39	100 BREAST	1:06.29	1:16.59	1:12.19
2:54.39	2:59.99	2:37.99	200 BREAST	2:23.79	2:46.59	2:38.69
1:09.19	1:10.09	1:02.69	100 FLY	56.29	1:03.39	1:02.19
2:34.89	2:37.79	2:20.39	200 FLY	2:09.79	2:26.29	2:23.29
2:32.69	2:37.19	2:18.39	200 IND MEDLEY	2:05.49	2:24.49	2:18.49
Bonus swims for the 400 Medley are not available			400 IND MEDLEY	Bonus swims for the 400 Medley are not available		

USA SWIMMING – ON-LINE MEET ENTRY HIGHLIGHTS

- Ensure that swimmers times are loaded into the USA Swimming SWIMS database
 - Particular attention should be given to times achieved at observed and approved meets.
 - Do not wait until immediately before the entry deadline to discover the time has not been loaded. Coaches and swimmers can verify that times are in the database by using the times look up at www.usaswimming.org/times.
 - Contact the host LSC National Times Coordinator of the meet at which the times were achieved to have the missing times loaded. Only one account per team (Head Coach) can be used for team entries. The USAS ID number of the head coach will be required to begin the entry process.
- Read the tutorial comments on each page during the entry process. Most questions will be answered if the instructions are read.
- When advancing through the entry process, each time the “NEXT” link is pressed, the information on that page is saved.
 - This allows the entry to be processed during multiple sessions.
 - Coaches can start an entry, save it as-you-go, and sign out without paying for it – in other words coaches don’t have to pay every time an addition is made and OME will retain the progress that has been made on the entry.
- Use the links on the left side of the entry page to jump forward or backwards to specific sections of the entry process (i.e. Relay, payment/checkout, etc.). Using these links also saves the information on the previous page.
- On-line payment must be made using VISA, MasterCard, American Express or Discover. Clubs may also pay by check.
- Once an event entry has been purchased, there are no refunds.
- Teams do not have to wait until the entire entry is complete to purchase events. Teams can enter some athletes, purchase those entries, then return at a later date and add more events, relays, or athletes and purchase events.
- When entering “Override Times” (times not currently showing up in the SWIMS database), in the meet name field, give meet name and brief details on where the time was achieved – i.e.: FGJO13-14-400FRelay Lead – There is room for 25 characters of data.
 - Also enter the date of the meet in the date field.
 - The National Times Coordinator will pre-clear as many (*) times as possible.
- Relays: When entering more than one relay per event (A and B), OME selects the fastest time in the database for the A relay and the fastest remaining time in the database for the B relay.
 - If one of the athletes on the B relay (that OME selected) was also an athlete on the A relay, OME will signify that time with a (**).
 - That time is not eligible for entry for the “B” relay.
 - Select another listed time for the “B” relay or enter an aggregate time.
- Hy-Tek Team Manager can be used as a tool to assist in the OME process.
 - First load the “Meet Events File”.
 - In the Meet Maintenance panel, set the minimum age for open events as desired.
 - Click on the “Enforce Qualifying Times”.
 - Set the “Use Times Since” date to the beginning of the qualifying period for the meet.
 - Create a “Meet Eligibility” report. REPORTS/PERFORMANCE/MEET ELIGIBILITY. Select “Only Eligible Swimmers”. This report shows all eligible swimmers for the meet.
 - Highlight events to be entered for each swimmer. Proceed with On-Line Meet Entry.