

PLAYING REGULATIONS - MEN'S & WOMEN'S SWIMMING

A. CHAMPIONSHIP ROSTER

Championship roster shall consist of all individuals who have qualified for championship participation as per the standards articulated below.

B. TEAM BENCH

C. PARTICIPANTS

C.1 TEAMS

C.2 IDENTIFICATION

C.3 INDIVIDUAL ELIGIBILITY

To be eligible to compete in the CIS Championship, a competitor must have attained at least one cut-off standard time in an individual event. Competing in a Sport Conference championship is not a pre-requisite unless stipulated by the Sport Conference.

All athletes must qualify as an official representative of his/her institution.

C.3.1 TIME TRIALS

Any times submitted from sanctioned time trials are not acceptable for cut-off standards to qualify for the championship.

C.4 INDIVIDUAL ENTRIES

Each competitor may pre-enter a maximum of six individual events.

Note: At least one of the pre-entered events must be an event in which the qualifying standard has been achieved, however, it need not be one of the events in which the athlete competes.

Each competitor may only compete in a maximum of four individual events.

The total number of all events competed by an individual, including relays, shall be a maximum of 7 events. Each competitor may only compete in a maximum of four (4) individual events.

C.5 INDIVIDUAL RANKINGS

For ranking of individual swimmers, each university must submit results to the designated ranking system.

C.6 TEAM ENTRIES

The limit for an institution's championship roster shall be eighteen (18) men and eighteen (18) women.

There is no limit on the number of swimmers from one school that may enter an event at the championship.

Each institution is permitted one relay team entry per relay event.

Relay complement names must be submitted 30 minutes before the team is to swim.

C.6.1 ENTRIES FOR TIME FINAL EVENTS

- a) Relay entries must be submitted with an entry time that has been posted on the designated rankings system. Relays can enter with a different time if it can be proven to meet management by the start of the Technical Meeting.
- b) Proof of time is required for all timed final events. Relay entry times shall be from current season ranked times (as of October 1st) on the designated ranking system, unless faster proven times are submitted to meet management by the start of the CIS Championship Technical Meeting. Individual event challenged proof of time procedures will follow the SNC relay proof of time procedure. Times from the SportingCanada ranking list will be acceptable proofs for each institution. The relay time belongs to the institution (school). On-site proven times are cumulative times and must include athletes who are entered and in attendance at the meet and have swam these times within the qualifying time period. Unprovable times will be entered at no time.

All entry times are according to the event distance.

C.6.2 RELAY QUALIFICATION

- a) A team can enter a relay if they have four or more swimmers of one sex (at the championships) that have qualified as per C.3.
- b) An institution may enter a relay team if they have three individuals (of one sex) that meet the individual event qualification requirement. The institution may then add one swimmer (of that sex) to the CIS team (not one swimmer per relay team) that can swim only relays. The addition is at the expense of the athlete's institution, on the understanding that the institution has no obligation to make this addition and the swimmer is not included in the CIS travel pool. Such a swimmer must be declared at the technical meeting prior to the beginning of the meet.
- c) A team can enter a relay team if they have a posted relay time (on SportingCanada website) that equals or betters the CIS relay qualifying time.

Note: Such a relay can include swimmers that have not met any individual CIS event qualifying times. Such a swimmer would not be eligible to swim in any individual events at the CIS Championship and would attend solely at the institution's expense and would not be included in the CIS travel pool. This swimmer must have been a member of the relay team that posted the qualifying time (meet results may need to be presented at the Technical meeting as names are not included for relay teams on the SportingCanada website).

C.6.3 SPORT CONFERENCE CHAMPIONSHIPS

Each Sport Conference shall determine the most appropriate date, place and format for hosting their Sport Conference championship. Notification must be sent to the CIS Office by September 1 of the year in question as to the date of the championship in that year.

C.6.4 DUAL AND SNC SANCTIONED COMPETITIONS

A dual meet is defined as a competition between a) two or more CIS member institutions; b) a CIS member institution and a SNC registered club, c) a CIS member institution and one or more American universities; in which the competition:

- i) has been publicized in advance;
- ii) utilizes qualified officials;
- iii) is the only method of achieving qualifying times (i.e. no time trials);
- iv) results are forwarded to the secretary or designate for ranking purposes.

C.6.5 TIME TRIALS

Any times submitted from sanctioned time trials are not acceptable for cut-off standards to qualify for the championship.

C.7 TEAM RANKINGS

Results from the SNC-CIS rankings will be determined and distributed by Mike Blondal using a scoring of the top 16 swims in CIS Championships scoring events, according to the scoring system used at the CIS Championships. (D.10.1)

D. COMPETITION

D.1 TYPE OF EVENT AND EVENT ADMINISTRATION

The meet will be a three-day format running Thursday to Saturday.

D.2 DRAW, POOLS, SEEDING, TRIALS AND HEATS

D.3 FORMULA AND FORMAT

D.4 PROCEDURES AND PROTESTS

D.4.1 ENTRY DEADLINE

Entries must be sent to the Meet Director (Host Institution) prior to 12 noon pacific time on the Monday prior to the start of the CIS Championship.

D.4.2 ENTRY GRIDS

The current year of eligibility of each swimmer is to be included with all submitted entries and subsequently included on the entry sheets, preliminary heats sheets, and final sheets.

D.4.3 CHANGES TO ENTRIES

Changes to entries are permitted after the entry deadline, and up to the start of the CIS Championship Technical meeting, providing a \$50.00 administrative fee per change is paid to the Host Organizing Committee and the entry is declared at the CIS Championship Technical meeting (for example: person "A" out of the 50m free into the 100m free is considered one change).

D.4.4 SCRATCH PROCEDURES

To withdraw swimmers from 'extra' events, scratch cards for each days events will be placed in a scratch box by the scratch deadline the evening preceding each competition day as per this schedule:

- For events 1 - 12: The conclusion of the CIS Championship Technical Meeting.
- For events 13 - 24: 30 minutes after the conclusion of the finals session on the first day.
- For events 25 - 32: 30 minutes after the conclusion of the finals session on the second day.

Scratch for finals shall be made 30 minutes after the conclusion of heats.

NOTE: Late scratches refer to Swimming Canada (SNC) regulations.

D.5 SCHEDULE OR ORDER OF EVENTS

D.5.1 START TIMES

Days one, two and three: heats start at 10:00, finals start at 18:00

D.5.2 ORDER OF EVENTS AND AWARDS CEREMONIES

Day One: Heats

- #1 Women's 200m Free
- #2 Men's 200m Free
- #3 Women's 50m Back
- #4 Men's 50m Back
- #5 Women's 100m Breast
- #6 Men's 100m Breast
- #7 Women's 100m Fly
- #8 Men's 100m Fly
- #9 Women's 400m IM
- #10 Men's 400m IM
- #11 Women's 4 x 100 Free Relay
Except Fastest Two Heats
- #12 Men's 4 x 100 Free Relay
Except Fastest Two Heats

Day Two: Heats

- #13 Women's 100m Back
- #14 Men's 100m Back
- #15 Women's 50m Fly
- #16 Men's 50m Fly
- #17 Women's 400m Free
- #18 Men's 400m Free
- #19 Women's 200m Breast
- #20 Men's 200m Breast
- #21 Women's 50m Free
- #22 Men's 50m Free
- #23 Women's 200m Fly
- #24 Men's 200m Fly
- #25 Women's 4 x 200m Free Relay
Except fastest two heats
- #26 Men's 4 x 200m Free Relay
Except fastest two heats

Finals

- #1 Women's 200 Free
- #2 Men's 200m Free
- #3 Women's 50m Back
- #4 Men's 50m Back
Awards: events # 1, 2, 3, 4
- #5 Women's 100m Breast
- #6 Men's 100m Breast
- #7 Women's 100m Fly
- #8 Men's 100m Fly
Awards: events # 5, 6, 7, 8
- #9 Women's 400m IM
- #10 Men's 400m IM
Awards: events # 9, 10
- #11 Women's 4 x 100 Free Relay
Fastest Two Heats
- #12 Men's 4 x 100 Free Relay
Fastest Two Heats
Awards: events # 11, 12

Finals

- #13 Women's 100 Back
- #14 Men's 100m Back
- #15 Women's 50m Fly
- #16 Men's 50m Fly
Awards: events #13,14,15,16
- #17 Women's 400m Free
- #18 Men's 400m Free
- #19 Women's 200m Breast
- #20 Men's 200m Breast
Awards: events # 17,18,19,20
- #21 Women's 50m Free
- #22 Men's 50m Free
- #23 Women's 200m Fly
- #24 Men's 200m Fly
Awards: events # 21,22,23,24
- #25 Women's 4 x 200m Free Relay
Fastest two heats
- #26 Men's 4 x 200m Free Relay
Fastest two heats
Awards: events # 25, 26

Day Three: Heats

- #27 Women's 800m Free *
 #28 Men's 50m Breast
 #29 Women's 50m Breast
 #30 Men's 200m Back
 #31 Women's 200m Back
 #32 Men's 100m Free
 #33 Women's 100m Free
 #34 Men's 200m IM
 #35 Women's 200m IM
 #36 Men's 1500m Free *
 #37 Women's 4 X 100m Medley Relay
Except fastest two heats
 #38 Men's 4 x 100m Medley Relay
Except fastest two heats

Finals

- #27 Women's 800 Free (fast heat)
 #28 Men's 50m Breast
 #29 Women's 50m Breast
Awards: events # 27, 28, 29
 #30 Men's 200m Back
 #31 Women's 200m back
 #32 Men's 100m Free
 #33 Women's 100m Free
Awards: events # 30,31,32,33
Presentation of Sprinter's Cup
 #34 Men's 200m IM
 #35 Women's 200m IM
 #36 Men's 1500m Free (fast heat)
Awards: events # 34, 35, 36
 #37 Women's 4 x 100m Medley
 Relay
 #38 Men's 4 x 100m Medley Relay
Parade of Graduates
Awards presentation:
Women's Rookie of the Year
Women's Swimmer of the Year
Coach of the Year – Women's Team
Men's Rookie of the Year
Men's Swimmer of the Year
Coach of the Year- Men's Team
Awards: events # 37, 38
Women's Team Champion
Men's Team Champion

The 800m Free, 1500m Free, 400m Free Relay, 800m Free Relay, and 400 Medley Relay shall be swum as timed finals.

The 800m Free and the 1500m Free are to be swum fastest to slowest alternating women and men as the last event of the day three heat session except for the fastest seeded heats of each event which will swim during the evening finals.

The consolation final shall precede the championship final in each event in the final session.

D.6 GAME TIMES

D.7 PRACTICE TIMES / WARM-UPS

Practice times should be made available two days prior to the start of the championship from 4:00 pm to 7:00 pm, then on the day prior to the championship from 9:00 am to 12:00 noon and 4:00 pm to 7:00 pm. Preferred pool set up of 2 x 25 meters.

Warm-up will commence two hours prior to the noted start time including the competition pool being cleared 10 minutes prior to the start time. The main racing tank will be available for warm-ups from 0800-0950 + 1500-1750. The warm-up tank will be available for warm-ups from 0800-1300 + 1500-1930.

D.8 OVERTIME AND TIME-OUTS

D.9 TIE-BREAKING

D.10 SCORING AND STANDARDS

D.10.1 SCORING

a) Individual Events:

Shall be scored to sixteen (16) places - 20, 17, 16, 15, 14, 13, 12, 11 (championship final); 9, 7, 6, 5, 4, 3, 2, 1 (consolation final).

b) Relay Events:

Shall be scored 40, 34, 32, 30, 28, 26, 24, 22 (championship final); 18, 14, 12, 10, 8, 6, 4, 2 (consolation final).

D.10.2 STANDARDS

Qualifying standards are arrived at by taking the average time from the past five years of the 16th place time in the heats per event of the CIS Championship. An individual must meet or exceed the current time standards during the competitive season outlined in D.10.2.B.

Qualifying standards for relays is based on the average time of the 8th place finish from the past five CIS Championships.

Time standards as submitted by the Coaches Association Technical Committee and approved by the CIS Program Committee, shall be circulated annually to all Coaches and Athletic Directors by October 1st.

a) Standards – Conversion

For all events and gender standards conversion is +3% from short SCM to LCM for computation of standards, and -3% LCM to SCM. The conversion from SCM to SCY will be 11.5%. Note: SNC will start to include yards conversions in the ranking system.

b) Individual Qualifying Standards

Standards must be met during the current interuniversity competitive season, between October 1st of the current season to the later of the Sport Conference championship meet or on the Monday prior to the start date of the CIS Championship, in competition acceptable for qualifications to CIS Championships and/or Sport Conference meet.

D.11 RECORDS AND STATISTICS

D.11.1 SPORT CONFERENCE MEET RESULTS

D.11.2 RECORDS

- a) Rules
The performance for which a record is claimed must be made in a race that is a regular part of the championship meet. Record times shall be recognized for performances by the contestant who swims the first leg of a relay race which is a regular part of the meet. Timers shall be directed to time the latter and record the time accurately on the provided cards.
- b) Publication
Record performances shall be noted automatically as an integral part of the meet recording procedures. It shall be the duty of the CIS Technical Secretary to publish a current list of records as an appendix to the playing regulations.
- c) Records – Current
Shall be listed in the CIS Almanac and in the Championship Meet program for each event.

E. EQUIPMENT AND FACILITY

- E.1 BALL
- E.2 VIDEO
 - E.2.1 FIRST ROUND OPPONENT
 - E.2.2 VIDEO TAPING - HOST REQUIREMENT
- E.3 NUMBERED UNIFORMS
- E.4 BIBS, SOCKS, SHIRT COLOR, TIGHTS AND TOWELS
- E.5 HEAD GEAR AND HELMETS
- E.6 CAPTAIN'S IDENTIFICATION
- E.7 DEPTH CHARTS
- E.8 SPOTTER PHONES

- E.9 FACILITY AND MEET REQUIREMENTS

All sessions shall be conducted in an eight lane facility, with warm up facilities available throughout the CIS Championship meet.

Entry grids shall be sent out by the Host Organizing Committee to all CIS member universities in January (1st CIS Championship Bulletin).

Psyche sheets (master entry sheets)

Shall be posted on the CIS Host website as well as being emailed to all participating schools by the Tuesday prior to the championship.

Heat sheets for time final events:

Shall be posted thirty minutes after the scratch deadline.

Meet Officials are the Host's responsibility.

F. RULES

CIS rules shall govern the CIS Swimming Championship as outlined in the regulations, however, general conduct of the CIS Swimming Championship shall be governed by the latest edition of the Swimming Canada (SNC) handbook. Exceptions are listed in the regulations.

Time final events with i) 9 and or 10 entrants, ii) 17 and or 18 entrants, will be swum with one or two full heats respectively leaving the remaining extra heats with only one or two teams respectively to swim.

SWIM CANADA AFFILIATION

In order for ALL CIS events to receive a sanction from Swim Canada, all CIS member institution must pay their affiliation fee.

G. MEETINGS

G.1 CHAMPIONSHIP TECHNICAL MEETING

The Technical meeting which includes all participating coaches, shall be held the day prior to the competition from 13:00 - 13:45.

The Technical meeting shall be the final opportunity for coaches to:

- Challenge and/or prove meet entries
- Submit scratches for events on Day 1 of the competition

G.2 COACHES ASSOCIATION MEETING

The CIS Swimming Coaches Association Meeting shall be held at 13:45 to 15:45 the day prior to the start of the championship. The President of the Coaches Association shall make arrangements with the Host Organizing Committee regarding meeting requirements.

G.3 COACHES CLINIC

G.4 PRESS CONFERENCE

If a media conference is to be held it should take place on Wednesday at 12:00-13:00.

H. OFFICIALS

H.1 FUNDED OFFICIALS

H.2 ASSIGNMENT

H.3 NEUTRALITY

H.4 QUALIFICATIONS

H.5 HOST RESPONSIBILITIES

H.6 NSO'S RESPONSIBILITIES

H.7 FEES

H.8 STAND BY OFFICIAL

H.9 SELECTION PROCESS

H.10 ON-SITE ASSIGNMENT

I. AWARDS AND TROPHIES

**PLEASE REFER TO POLICY 60.20 FOR MORE DETAILS RE STANDARD CHAMPIONSHIP AWARDS.*

I.1 CIS PENNANT AND CHAMPIONSHIP TROPHY

Presented to the CIS Men's Championship Team (Nelson C. Hart Trophy) and to the CIS Women's Championship Team.

I.2 CIS MEDALS

- a) Gold medals are awarded to CIS Championship Team (18 total).
- b) Gold, silver and bronze are awarded in each individual event.

I.3 ALL-CANADIANS

- a) The gold medallist in the men's and women's events (including relays) at the CIS National Championship will make up the 1st Team All-Canadians.
- b) The silver medallist in the men's and women's events (including relays) at the CIS National Championship will make up the 2nd Team All-Canadians.
Note: Alternates that competed are also listed as All-Canadians.

I.4 OUTSTANDING SWIMMERS OF THE YEAR (MALE/FEMALE)

- a) Based solely on performance at the championship.
- b) Criteria for selection: gold medallist in an event; and the swimmer with the highest aggregate point total for his/her two best swims as based on Swim Canada's performance charts.

I.5 ROOKIE OF THE YEAR

- a) Based solely on the performance at the Championship.
- b) Criteria for selection: First year of CIS eligibility, 21 years of age or younger as of September 1st in the current academic year, and the swimmer with the highest aggregate point total for his/her two best swims as based on Swimming Canada's performance charts.

I.6 COACH OF THE YEAR

Each school with a swimmer in the meet shall have one vote. The ballots will be handed out with the final sheets on the evening of Day Three. The ballots must be returned/collected by the finish of the Men's 1500m Freestyle. The ballots should include:

- i) Two columns – titled: Men's Team – Coach of the Year; Women's Team – Coach of the Year.
- ii) Each team, with coach, is listed under each heading in alphabetical order.
- iii) The team point standings after the end of Day Two of the current meet will be listed at the bottom of the sheet.
- iv) The team point standings at the conclusion of the previous years CIS Championship shall be listed at the bottom of the sheet.

- v) The top three individual swims (of each gender) after Day Two shall be listed.

I.7 STUDENT-ATHLETE COMMUNITY SERVICE AWARD

I.8 CHAMPIONSHIP MVP (SPRINTER'S CUP)

Is awarded to the male and female who win both the 50m and 100m freestyle events. If the swimmer does not win both the 50m and 100m the award is not presented.

I.9 TOURNAMENT ALL-STAR TEAM

I.10 COACHES ASSOCIATION MERIT AWARD

I.11 OTHER AWARDS

I.11.1 R.W. PUGH FAIRPLAY AWARD

J. COMMITTEES

J.1 CHAMPIONSHIP MANAGEMENT COMMITTEE

The Management Committee shall rule on all matters necessary for the championship to proceed and will, in addition, act as the Protest Committee at the championship. The Management Committee shall apply CIS Rules. The Management Committee may not, nor may any member, make an exception to any CIS Rule or to a sanction imposed by CIS. The Management Committee has no jurisdiction to consider or interpret CIS Eligibility Regulations.

Composition of the Management Committee shall be:

- i) Convener of Championship - non-voting chair;
- ii) CIS Delegate;
- iii) Technical Delegate;
- iv) President of the Coaches Association, or designate.

A quorum shall require all of the four members, or their replacement.

If a member of the Management Committee was involved, directly or indirectly, in a decision or an interpretation of a CIS Rule that is being appealed/protested to the Management Committee that member shall be excused from the Management Committee. In this event, the remaining members of the Management Committee have the authority to appoint as a replacement for the excused member an individual who is independent, unbiased and uninvolved in the matter in dispute. The decision regarding whether a member of the Management Committee should be excused and replaced lies solely with the Management Committee.

Notwithstanding the procedures described in CIS policy 90.70.4.1.1 (see below), the CIS Championship Management Committee shall have the power and jurisdiction to take interim on-the-spot measures to address minor code of conduct issues (inappropriate or unsportsmanlike conduct that is not criminal in nature) that arise at CIS Championships, in a timely fashion. The record of the incident, including the interim measures taken to address it shall be copied to the Athletic Director(s) of the affected school(s), and the CIS office and Discipline Committee.

It is the expectation of CIS that persons representing Member institutions, and/or CIS, at CIS Championships will behave responsibly, and with propriety, and in accordance with the laws of the land.

90.70.4.1.1 Procedures Regarding Misconduct

Where misconduct occurs at a CIS Championship (including traveling to and from the event, practice days and competition days), the Chief Executive Officer, assisted by the event Convenor, shall:

- a) Investigate the particulars of the incident that gave rise to the misconduct;
- b) Determine the amount and type of damage to property or injury to persons;
- c) Identify the persons and institutions responsible for the incident; and
- d) Summarize this information in a written report.

The Chief Executive Officer shall provide a copy of the written report to the President, who may bring a complaint in accordance with CIS Policy 90.40 - Discipline. A copy of the written report shall be provided to the Directors of Athletics of the institutions involved.

J.2 JURY OF APPEAL

J.2.1 SWIMMING JURY OF APPEAL

Clarification of rulings shall be governed by SNC regulations with reference to protests and swimming jury of appeal. Swimming jury of appeal is the responsibility of the Meet Manager. (Reference section E.9)

J.2.2 CIS JURY OF APPEAL

If a coach is not satisfied with the decision made by the Swimming Jury, he/she can appeal to the CIS Jury of Appeal as outlined in the paragraph below. To lodge an appeal, the coach must submit the protest in writing to the CIS Jury of Appeal. The protest must be accompanied by a \$50.00 protest fee, refundable only when an appeal is supported, otherwise the fee remains with the Host.

The CIS Jury of Appeal shall be appointed at the Technical Coaches Meeting prior to the start of the CIS Championship meet, and shall have the authority to act in any situation not specifically covered by the rules and regulations. The Jury shall consist of: Meet Convenor, Meet Referee, CIS Delegate, two coaches. (Three coaches, one acting as an alternate in case of conflict of interest in the appeal, are elected at the Technical Coaches meeting).

J.3 DELEGATES

K. APPENDICES

2009-2010 CIS TIME STANDARDS

			EVENT			
		WOMEN		MEN		
scy	lcm	scm		scm	lcm	scy
24.04	27.97	27.16	50 FREE	23.89	24.61	21.14
51.96	1:00.47	58.71	100 FREE	52.07	53.63	46.08
1:51.85	2:10.17	2:06.38	200 FREE	1:53.66	1:57.07	1:40.59
3:57.58	4:36.50	4:28.45	400 FREE	4:03.86	4:11.18	3:35.82
8:11.41	9:31.92	9:15.26	800 FREE			
			1500 FREE	16:30.08	16:59.78	
			1650yd free			16:48.59
27.51	32.01	31.08	50 BACK	27.37	28.19	24.22
58.42	1:07.99	1:06.01	100 BACK	0:58.34	1:00.09	0:51.63
2:05.75	2:26.35	2:22.09	200 BACK	2:07.69	2:11.52	1:53.01
30.65	35.67	34.63	50 BREAST	30.21	31.12	26.74
1:06.03	1:16.85	1:14.61	100 BREAST	1:05.43	1:07.39	0:57.91
2:23.02	2:46.46	2:41.61	200 BREAST	2:23.81	2:28.12	2:07.27
25.94	30.19	29.31	50 FLY	25.94	26.72	22.96
0:57.31	1:06.70	1:04.76	100 FLY	0:57.25	0:58.97	0:50.67
2:07.20	2:28.04	2:23.73	200 FLY	2:07.41	2:11.23	1:52.76
2:08.09	2:29.08	2:24.74	200 IM	2:08.87	2:12.74	1:54.05
4:31.30	5:15.75	5:06.55	400 IM	4:35.08	4:43.33	4:03.45
3:28.70	4:02.89	3:55.82	400 FREE Relay	3:30.29	3:36.60	3:06.11
7:32.57	8:46.72	8:31.38	800 FREE Relay	7:44.93	7:58.88	6:51.46
3:51.46	4:29.39	4:21.54	400 MED Relay	3:51.91	3:58.87	3:25.24

