



**DI SWIMMING & DIVING
CHAMPIONSHIPS**

2011 DIVISION I MEN'S & WOMEN'S SWIMMING & DIVING CHAMPIONSHIPS HANDBOOK

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Introduction

During the 2010-11 academic year, the Association will sponsor 88 national championships, of which 41 are for men, 44 are for women, and three are for both men and women. Among the men's championships, three are National Collegiate Championships, 13 are Division I championships, 12 are Division II championships and 13 are Division III championships. Among the women's championships, four are National Collegiate Championships, 13 are Division I championships, 13 are Division II championships and 14 are Division III championships. The combined men's and women's championships are National Collegiate Championships.

A championships handbook is produced for each NCAA championship and posted on the NCAA Online Web site (www.ncaa.org).

How to Use This Publication. The handbook is divided into four sections: (1) General Administration; (2) Determination of Competing Institutions; (3) Instructions to Participants; and (4) General Championship Information. The first three sections pertain only to the respective sport, while the fourth deals with NCAA policies applicable to all 88 championships. [Note: Some policies listed in the general section have been revised by individual sports committees. The revision(s) will appear in the sport-specific section of the handbook.]

Each topic included in the handbook is referenced to other applicable areas in the handbook or in the NCAA Manuals, where appropriate. For example, if you wish to know about regional advisory committees, the basic information for that particular sport would be included in an appendix. However, as referenced under the heading "Regional Advisory Committees," more information concerning general NCAA policy governing regional advisory committees can be found later in the handbook and in the NCAA Manuals.



THE NATIONAL COLLEGIATE ATHLETIC ASSOCIATION

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www.ncaa.org
 September 2010

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Ethical Behavior By Coaches

As a member of the coaching profession, coaches have inherent obligations and responsibilities to the profession, to the student-athletes, and to all those with whom they come into contact. Coaches are expected to be role models and to conduct themselves with integrity and high ethical standards at all times.

In order to fulfill these responsibilities, a coach must:

1. Per NCAA Bylaw 17.33, conduct all intercollegiate competition in accordance with the playing rules of the Association. Swimming and diving competition will be conducted according to the rules and procedures in the 2010-2011 NCAA Men's and Women's Swimming and Diving Rules.
2. Place the safety and welfare of others ahead of winning and personal prestige.
3. Treat all people with honesty, fairness and respect. (In particular, such things as vulgar and profane language or taunting, intimidating or baiting opponents or the media, are not acceptable from a coach or a student-athlete.)
4. Teach and model for student-athletes and staff members strict adherence to the rules and regulations of the sport and its governing bodies.
5. Recognize, accept and teach to the team and the staff that their public behavior projects an image of the program and the university or college they represent. Therefore, behavior should be appropriate and honorable at all times.

NCAA Championships Policy Related to Sports Wagering

NCAA Championships Policy Related to Sports Wagering. No pre-determined or non pre-determined session of an NCAA championship may be conducted in a state with legal wagering that is based on single-game betting on the outcome of any event (i.e., high school, college or professional) in a sport in which the NCAA conducts a championship.

Important Dates

Friday, September 3—Qualifying period begins.

September—Information regarding Championships Qualification Meets is sent to institutions.

Tuesday, November 1—Deadline to apply to host a Championships Qualification Meet.

Friday, February 18 through Sunday, February 27—Championship qualifications meet time period for Division I women.

Friday, February 25 through Sunday, March 6—Championship qualifications meet time period for Division I men.

Sunday, February 27—Last day of qualification for women's championships (through midnight).

Monday, February 28—Online entries for women's championships due by midnight.

Tuesday, March 1—Uncut psych sheet for women's championships is posted at www.usaswimming.org/ncaa.

Wednesday, March 2—Women's coaches who entered more than 18 swimmers must be available to be contacted by an NCAA selections representative between 8 a.m. and noon.

Wednesday, March 2—Noon deadline for women's coaches to inform Katie Holmes (317/917-6206; kholmes@ncaa.org) at the NCAA and ncaa@usaswimming.org of any swimmers who became unavailable (scratches) for championships competition after entries were submitted.

Wednesday, March 2—Official psych sheet for the women's championships, including alternates, will be available at www.usaswimming.org/ncaa.

Sunday, March 6—Last day of qualification for men's championships (through midnight).

Monday, March 7—Online entries for men's championships due by midnight.

Tuesday, March 8—Uncut psych sheet for men's championships is posted at www.usaswimming.org/ncaa.

Tuesday, March 8—Zone diving online entry form due by midnight.

Wednesday, March 9—Men's coaches who entered more than 18 swimmers must be available to receive a call from an NCAA selections representative between 8 a.m. and noon.

Wednesday, March 9—Noon deadline for men's coaches to inform NCAA of any swimmers who became unavailable (scratched) for championships competition after entries were submitted.

Wednesday, March 9—Official psych sheet for the men's championships, including alternates, will be available at www.usaswimming.org/ncaa.

Thursday-Saturday, March 10-12 or Friday-Sunday, March 11-13—Zone diving meets.

Thursday-Saturday, March 17-19—Women's championships at the University of Texas at Austin, Austin, Texas.

Thursday-Saturday, March 24-26—Men's championships at the University of Minnesota, Twin Cities, Minneapolis, Minnesota.

General Administration

Dates and Sites

[Reference: Annual Forms in this handbook and Bylaw 31.1.3 in the NCAA Division I Manual.]

2011 Women's Championships—March 17-19, University of Texas at Austin, Austin, Texas; meet director—Lynn Wheeler, Associate Athletics Director, University of Texas at Austin, P.O. Box 7399, Austin, Texas 78713 (512/471-8941; lynn.wheeler@athletics.utexas.edu).

2011 Men's Championships—March 24-26, University of Minnesota, Twin Cities, Minneapolis, Minnesota; meet director—Andrew Parrish, Director of Event Management, University of Minnesota, Twin Cities, 155 Bierman Field Athletic Building, Minneapolis, Minnesota 55455 (612/625-8005; aparrish@umn.edu).

2011 Zone Diving Meets—March 10-12 (Zones B, C and E) or March 11-13 (Zones A and B) at the following sites:

Zone A—U.S. Naval Academy, Annapolis, Maryland; meet director—Eric Ruden, Deputy Director of Athletics, Navy, 566 Brownson Road, Annapolis, Maryland 21402 (410/293-8748; ruden@usna.edu).

Zone B—University of Georgia, Athens, Georgia; meet director—Christie Purks, Associate Director of Event Management, Georgia, 1 Selig Circle, Athens, Georgia, 30602 (706/542-7848; cpurks@sports.uga.edu).

Zone C—The Ohio State University, Columbus, Ohio; meet director—Ericka Hoon, Assistant Director of Event Management, Ohio State, 535 Irving Schottenstein Drive, Columbus, Ohio 43210 (614/292-6103; hoon.6@osu.edu).

Zone D—University of Texas at Austin, Austin, Texas; meet director—Lynn Wheeler, Associate Athletics Director, Texas, P.O. Box 7399, Austin, Texas 78713 (512/471-8941; lynn.wheeler@athletics.utexas.edu).

Zone E—University of Minnesota Aquatic Center, Minneapolis, Minnesota, hosted by U.S. Air Force Academy; meet director—Stan Curnow, Diving Coach, Air Force, HQ USAFA/ADPWD, 2169 Field House Drive, Suite 111, USAF Academy, Colorado 80840-9500 (719/333-2331; stan.curnow@usafa.edu).

Date Formula. The Division I women's championships are conducted on the third Thursday through Saturday in March, with the men's championships held the following Thursday through Saturday. The men's and women's zone diving meets are conducted the Friday through Sunday (or Thursday through Saturday) before the women's championships, using either a two-day or three-day format.

Future Sites. In 2012, the Division I women's championships will be held March 15-17 at Martin Aquatics Center in Auburn, Alabama. Auburn University will serve as the host institutions. The 2012 men's championships will be held March 22-24 at the Weyerhaeuser King County Aquatic Center in Federal Way, Washington. Seattle University and the Seattle Sports Commission and will serve as co-hosts. The 2013 and 2017 men's and women's championships will take place at the I.U. Natatorium in Indianapolis, Indiana, and will be co-hosted by Indiana University-Purdue University at Indianapolis and the Indiana Sports Corporation.

Sports Committees

[Reference: Administration and Management in the Division I General Section and Bylaws 31.1.1 and 31.1.2 in the NCAA Division I Manual.]

The NCAA Division I Men's and Women's Swimming and Diving Championships are under the control, direction and supervision of the NCAA Men's and Women's Swimming Committee. Current members of the committee are:

Pam Arnold, Bucknell University
 Mike Brown, University of Hawaii, Manoa
 Clark Campbell, University of Kansas
 Shawn De'lace Hendrix, North Carolina A&T State University
 Steve Eckelkamp, Florida Atlantic University
 Joseph Fischer, University of Vermont
 Nikki Kelsey-Huffman, Northern Arizona University
 Skip Kenney, Stanford University
 Michelle Lee, North Carolina State University
 Rickey Perkins, University of Evansville
 Brian Gordon, College of Saint Rose, secretary-rules editor

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Annual Forms

Team Information Forms. Institutions must update and submit the team information documents at www.usaswimming.org/ncaa. Team information must be updated by September 15, prior to submitting team rosters. If you have questions about the team information forms, please contact USA Swimming at 719/866-4578 or ncaa@usaswimming.com.

Swimming Team Roster Forms. NCAA Division I men's and women's swimming and diving programs will be required to register and maintain their official team roster, for swimmers, with USA Swimming's SWIMS database before entering their first competition. Each student-athlete will be assigned a unique SWIMS tracking ID that will identify the student-athlete throughout his or her collegiate and USA Swimming career. This ID will not change from season to season; however, institutions will be required to register their roster each year to confirm eligibility status. Access to and instructions for roster submission can be found at www.usaswimming.org/ncaa. Please see Appendix A for complete instructions on submitting team rosters.

Institutions must submit rosters by Friday, October 1. Institutions that submit rosters after the deadline will be subject to a fine not less than \$50 or more than \$300. If you have questions about submitting team roster forms, please contact USA Swimming at 719/866-4578 or ncaa@usaswimming.com.

Swim Results Reporting. In order to be considered for selection to the 2011 swimming and diving championships, all institutions must ensure that the electronic submission of results from any competition in which their student-athletes compete are reported by the meet host to USA Swimming's SWIMS database via e-mail to ncaa@usaswimming.org. The SWIMS database is the electronic vehicle for the proof of performance (POP) process. Only the official electronically-reported meet results as submitted by the meet host in the SWIMS database will serve as proof of performance for all NCAA Division I swimming times and marks. Season-best performance lists by event, as approved by the NCAA Division I Swimming and Diving Committee, will be made available on a real-time basis at www.usaswimming.org/ncaa.

Meet Results. It will be the responsibility of the meet HOST to submit meet results, inclusive of specific names of athletes on relays, to SWIMS database by midnight, one day after the completion of a competition. Marks may not be considered for championships selection if meet results are not received from the host within the designated time period. Participating institutions must ensure that the electronic submission of results from any competition in which their student-athletes compete are reported by the meet host within five days of the performance and not later than midnight Sunday, February 27 for women, and midnight Sunday, March 6 for men. Additionally, it is the responsibility of the meet HOST and INSTITUTION to collect and report in results the names of all relay members. It is recommended that meet hosts require relay cards at check-in to assist in this process. Results will be accepted only for student-athletes on the institution's roster form. The submission of incorrect performances (false marks) may result in the disqualification of the student-athlete. Results that are submitted or results that are corrected more than five days after the qualifying performance will be subject to a fine if the performance was the basis for championships selection. The fine assessed will be not less than \$50 or more than \$300.

Detailed account information and instructions to set up meets and download team rosters in preparation for uploading 2010-11 swimming and diving results is available for meet hosts, meet directors, and timers at www.usaswimming.org/ncaa. Take particular note of the frequently asked questions document posted which highlights the following:

- It is the responsibility of the meet directors/timers to collect legal names, in-

cluding middle initial, and birth dates for all meet participants.

For the purpose of running a meet, any meet director can download the rosters of entering teams from www.usaswimming.org/ncaa at no cost to the meet director.

If you have problems using the SWIMS Database and results submissions, please contact USA Swimming at 719/866-4578 or ncaa@usaswimming.com.

Championships Online Meet Entry (OME). The national office and USA Swimming will provide information regarding the online meet entry procedures. Information regarding online meet entries can be found at www.usaswimming.org/ncaa and www.ncaa.org.

At the end of the season's qualifying period, the final performance lists will be posted at www.usaswimming.org/ncaa and coaches will enter student-athletes for the championships through the online meet entry process. All student-athletes must be entered in every event in which they qualified with an "A" or "B" standard, and intend to swim at the championships. As a reminder, the qualifying window for the women's swimming and diving championships is Friday, September 3 through Sunday, February 27 and September 3 through Sunday, March 6 for the men's swimming and diving championships. Please see Appendix B for complete instructions on the OME process.

To be accepted, all online entries for all championships must be received by midnight on the following deadline dates:

Women—Monday, February 28

Men—Monday, March 7

No telephone, facsimile or late entries will be accepted. Late OMEs will result in a fine of at least \$300, with the potential of additional penalties imposed depending on the circumstances.

Diving Entries. All coaches wishing to enter a diver into their respective zone diving meet must complete the NCAA online zone diving entry form. In the past, a paper form has been sent to all institutions, and coaches have been asked to send the completed form to the zone diving meet directors. The new online process, which was used for the 2010 zone diving meets, will negate the need for paper forms and should eliminate any issues with shipping.

All entries for the zone diving meets must be submitted online by midnight, Tuesday, March 8. Directions for submitting the online entry form will be sent to coaches in January.

[Reference: Entries in this handbook.]

Expense Reimbursement. Each institution with student-athletes competing in the national championships meet must submit an expense reimbursement form. Expense reimbursement forms are available on the NCAA Web site at <https://web1.ncaa.org/TES/exec/login?js=true>. Once the championship is over, participating institutions should submit completed forms to the NCAA travel department within 30 days.

Financial Report Form. A financial report from the championships sites must be submitted to the NCAA national office no later than 60 days after the competition.

Failure to submit the financial report within 60 days will result in financial penalties. *[Reference: Bylaw 31.4 in the NCAA Division I Manual.]*

Future Championship Bids. Information regarding bids to host the 2014 and 2015 championships will be sent to institutions in Winter of 2011. All championship bid information is available on the NCAA Web site.

Zone Diving Bids. Discussion regarding future hosts (two years in advance) will take place at the zone diving coaches meeting. In this manner, the coaches from each zone can provide input regarding where the meet may be held. Alternate sites should also be selected. Please ensure that your institution is willing to host before bringing its name forward.

The zone's recommendations will be forwarded to Ms. Holmes at the national office and budget information will be forwarded to the directors of athletics or senior woman administrators at the institutions. Once the budgets are submitted, the site recommendations will be forwarded to the Division I Championships/Sports Management Cabinet for approval.

Determination of Participants

Bona Fide Competition

Time standards, consideration standards and optional-entry standards for swimming (individual and relay) events and diving events must be achieved in bona fide competition.

Bona fide competition is defined as an event that conforms to all NCAA rules relevant to swimming and diving performances. They include the following:

- Meet is open to the public (spectators);
- Competition is between two or more teams of the same gender at the same time and site, from different collegiate institutions;
- All NCAA competitors must be eligible by NCAA standards;
- Meets must be in an institutions' approved competition schedule;
- Meets must have published results;
- Depending on the governing body, meet official(s) must be qualified and/or certified.

Or

Any bona-fide meet that is sanctioned by USA Swimming and USA Diving that follows NCAA rules and regulations.

Any attempt to circumvent either the intent of a bona fide competition or the application of NCAA-approved starting, judging and timing procedures, is prohibited. Such an attempt may result in severe penalty to both the competitor(s) and the institution(s) involved. Violations of ethical conduct are subject to NCAA Bylaws 10.1, 11.1.1 and 11.1.2.

Note 1: Time standards, consideration standards and optional-entry standards may be achieved in exhibition performances that are conducted during bona fide NCAA nonchampionships and relay meets governed by Rule 8-1 through Rule 8-3 of this book (see Rules 3-5-1 and 3-5-3). Times achieved in time-standard trials that are conducted in conjunction with bona fide NCAA nonchampionships, relay and championship meets governed by Rule 8-1 through Rule 8-4 also are acceptable (see Rule 3-5-2). Each competitor or relay team is limited to one time-standard trial per event per meet.

Note 2: A time standard, consideration standard or an optional-entry standard may be achieved over an initial distance within any individual or relay race that is conducted according to the criteria established for bona fide competition. This rule applies to competitors who are eligible to score in regularly scheduled and scored events, and to exhibition competitors in such events (see Rule 3-5-1). This rule does not apply to competitors in time-standard trials (see Rule 3-5-2) or to competitors in nonstandard events in invitational meets (see Rule 8-3). That is, time standards, consideration standards and optional-entry standards may not be achieved over initial distances in time-standard trials or over initial distances in nonstandard events in invitational meets. A time that has been achieved by a competitor over an initial distance within a regularly scheduled and scored race shall be nullified if that competitor subsequently is disqualified in that race; however, a time achieved by a competitor during the first leg of a relay race shall not be nullified by the subsequent disqualification of a different member of the same relay team.

Note 3: Primary times must be used to achieve time standards, consideration standards and optional-entry standards (see Rule 4-23-2-a-d). A secondary time may be used only if the primary timing equipment that is employed fails to record a valid primary time. A tertiary time may be used only if both the primary and secondary timing systems fail to provide valid times. Only times that are obtained with timing systems having priority levels of one through three in Rule 4-23-2-a, b, c and d may be used to achieve time standards, consideration standards and optional-entry standards for NCAA championships.

Note 4: Times recorded in a meet that is USA Swimming approved, but not USA Swimming sanctioned, may not be used to achieve NCAA time standards, consideration standards or optional-entry standards. Time standards, consideration standards, and optional-entry standards may not be achieved by a competitor in any other meet (e.g., a USA Swimming-sanctioned meet) that is conducted on any of the same dates as, and at the same site as, a bona fide NCAA nonchampionships or a championships meet in which the competitor is entered. USA Swimming-sanctioned meets hosted by or contested at an NCAA institution may not be used to achieve NCAA time standards, consideration standards or optional-entry standards, unless another NCAA institution also participates in the USA Swimming meet (exemption from this rule is provided for those institutions located in Alaska, Hawaii and Puerto Rico).

- Note 5: The time submitted with each entry must be the fastest time achieved in bona fide competition by the competitor, or by the institution in the case of a relay entry, during the specified qualifying period (see Rules 5-2-1 and 8-4-8). The entry time(s) for each institution must be certified to be accurate by both the head coach and the director of athletics of that institution. In Division I, the NCAA/USA Swimming times database will be used. In Division II, a report shall be entered online. In Division III, entries must be submitted online, and written verification by a completed NCAA or Hy-Tek generated proof-of-performance form is required for each entry time that meets or exceeds the time standard in a swimming event, but is not required for an optional entry in a swimming event. If an aggregate relay time is submitted (see Rule 5-2- 1-e), each of the four individual times must be appropriately documented. If it has been determined by the meet committee that the fastest time submitted by an institution did not meet bona fide competition requirements, the entry time will be disallowed, and the coach shall have the ability to submit an alternate time.
- Note 6: Time standards, consideration standards and optional-entry standards may be achieved only in 25-yard, 25-meter or 50-meter racing courses. Diving standards must be met in competition with similar diving requirements as NCAA rules.
- Note 7: See the current NCAA Men's and Women's Swimming and Diving Championships Handbook for specified qualifying periods.
- Note 8: If any entry time is challenged, the coach involved must provide proof of performance per the request of the meet committee. If verification is not forthcoming, copies of the challenge will be sent to the directors of athletics of the parties involved.
- Note 9: Times achieved at an altitude of 3,000 feet or higher may be adjusted according following chart outlined on page 143 of the 2010 and 2011 Swimming and Diving Rules Book.
- Note 10: The championships meet point standard for one-meter diving or three-meter diving may be achieved in a nonchampionships meet that includes two, one-meter events or two, three-meter events (see Rule 6-1-5) if the diver's total score for both one-meter events or both three-meter events equals or exceeds the point standard.

Qualification Procedures

[Reference: Annual Forms, Qualification Procedures and Optional Entries in this handbook.]

Women's Championships Qualification Meet Application. In an effort to better monitor championships qualification meets, the NCAA Swimming and Diving Committee has instituted a meet application process for any meet within 10 days before the end of the qualification period (excluding conference championships). Any meet where women are competing (excluding conference championships) held during the period of February 18-27, 2011, must be registered and approved by the NCAA

Division I Swimming and Diving Committee. Time standards achieved during this time period will be accepted for women only if achieved at approved, registered meets. Championships qualification meets must follow the format approved by the NCAA Division I Swimming and Diving Committee. Information regarding meet registration and submission of results will be e-mailed to all coaches in September.

Men's Championships Qualification Meet Application. In an effort to better monitor championships qualification meets, the NCAA Swimming and Diving Committee has instituted a meet application process for any meet within 10 days before the end of the qualification period (excluding conference championships). Any meet where men are competing (excluding conference championships) held during the period of February 25 and March 6, 2011, must be registered and approved by the NCAA Division I Swimming and Diving Committee. Time standards achieved during this time period will be accepted only if achieved at approved, registered meets. Championships qualification meets must follow the format approved by the NCAA Division I Swimming and Diving Committee. Information regarding meet registration and submission of results will be e-mailed to all coaches in September.

Additional Documentation. Any competitor who achieves a qualifying time during the 10 days before the entry cut-off date, with the exception of conference championships, must have the meet host submit official meet results from the qualifying meet to the times database system.

Eligibility to Compete. To be eligible to compete in the NCAA Division I Men's and Women's Swimming and Diving Championships, the following criteria must be met:

1. Each participant (other than an alternate on a relay) must meet the established minimum time standard for the events in which he or she enters.
2. All times must be made during the appropriate qualifying period. Primary times must be used to achieve time standards. A secondary time may be used only if the primary equipment that is employed fails to record a valid time. A tertiary time may be used only if both the primary and secondary timing systems fail to provide valid times. Only times that are obtained with timing systems having priority levels of one through three in NCAA Rule 4-23.2 may be used to achieve time standards.
3. Student-athletes must meet eligibility standards when a time standard is achieved.
4. An unlimited number of eligible student-athletes may be listed on the online entry; however, no team shall be allowed more than the squad size of 18. [Note: Teams are limited to 18 "competing" individuals throughout the meet. Refer to Squad Size for the manner in which swimmers and divers are counted.] Alternates must be listed on the online entry.
5. The best times must be submitted for all entries. [Note: Refer to Relay Events below for clarification on aggregate times.]

Once officially entered, a competitor must complete all heats, swim-offs, trials (diving) and finals in which the competitor qualifies. This applies to all competitors designated by their coaches to participate in the heats and/or finals of relay events and to all competitors in individual events. Failure to compete for any reason, except in the case of disqualification under Rule 2-1-3 or Rule 6-3-2-c in the current NCAA Men's and Women's Swimming and Diving Rules and provisions in this handbook, shall disqualify the competitor(s) from that event and shall prohibit any further competition in the meet. In case of disqualification on this basis, the points scored by other teams in

previous events shall not be altered.

Qualifying Standards. The 2011 men's and women's qualifying standards are contained in Appendixes C and D. Conversion tables are listed in Appendix E, and altitude adjustments are in Appendix F. **Please note that the conversion tables have been updated and do not reflect what is in the Rules Book. Appendix E of this handbook reflects what will be used for the 2010-11 season.**

Racing Course. Time standards may be achieved only in 25-yard, 25-meter or 50-meter racing courses. An individual competitor or relay team having an actual or aggregate time achieved in a 25-yard course that equals or is faster than a converted long-course or short-course time standard, must submit that 25-yard time rather than any attained short- or long-course metric time.

Entry Challenges. For a time to be considered for entry into the NCAA championships, it must have been achieved at a meet that used priority level one equipment (automatic equipment). The NCAA Swimming and Diving Committee will review any non-automatic times. If any competitor's qualifying standard is challenged by a formal written protest, the coach involved must provide proof of performance at the time of the challenge (e.g., official meet results, computer printout showing all three computer times for level two times, contemporaneous completed timing card with three separate stopwatch times for level three times. Meet administrators must retain all meet information in the event challenges are submitted.). If verification is not forthcoming, copies of the protest will be sent to the directors of athletics of the parties involved, and the involved student-athlete(s) may be disqualified from the championships. Relay optional-entry challenges will be accepted from time of posting until 10 p.m. local time Wednesday at the site of the championship.

Diving Qualification. In order to qualify for the diving events in the Men's and Women's Swimming and Diving Championships, a diver must participate in his or her respective zone-qualifying meet. This year, the zone-qualifying meets will be March 10-12 or 11-13, using either a two-day or three-day format. [Note: Institutions' zone is determined by the state that they are located. A map of the respective geographical zones is included in Appendix G.]

In order to qualify to compete in a zone-qualifying meet, the diver must have achieved the qualifying standards for minimum point totals in bona fide competition in at least one event. The competition point totals must be submitted on an official diving online entry form.

The diver must compete in at least one event for which the diver has achieved a qualifying score. In order to enter a diving event at the NCAA championships, a diver must enter and compete in that event at the zone-qualifying meet.

The declared scratch rule (Rule 6-3-1-c) may not be used at the zone diving qualifying events.

Entry Procedures

EVENT LIMIT. A student-athlete is permitted to compete in a maximum number of events as follows:

Men and women—maximum of seven events, of which not more than three may be

individual events.

If a student-athlete is entered in the NCAA championships in three individual events, that student-athlete may only be used to aggregate or qualify up to four relays.

A student-athlete who swims more than the allowable number of individual or total events will be disqualified from any excess events and shall be prohibited from participating in the remainder of the meet.

INDIVIDUAL EVENTS. Each entry in individual swimming events must be accompanied by an entry time. The time must be the best time made by the swimmer(s) during the designated qualifying period. Relay split times may be submitted only when made on the first leg of a relay.

If it has been determined by the meet committee that the fastest time submitted by an institution did not meet bona fide competition requirements, the entry time will be disallowed and the coach will have the opportunity to submit an alternate time subject for the review and approval of the swimming and diving committee.

RELAY EVENTS. Each institution may enter not more than one team in any relay event. The fastest actual 25-yard time or converted metric time that has been achieved by each institution during the specified qualifying period must be submitted. An institution may use an aggregate time to enter a relay team if this time is faster than its best actual relay performance. If a student-athlete is entered in the NCAA championships in three individual events, that student-athlete may only be used to aggregate or qualify up to four relays. **Therefore if a student-athlete has qualified and entered for three individual events and four relays and is a member of the fastest time for a fifth relay, the second fastest time for the fifth relay should be entered for an institution as said student-athlete has met the maximum number of events.** In all relay events, the names of the four individuals who achieved the qualifying times must be identified. Four individuals per relay event also must be listed on the entry. Relay split times may be submitted only when made on the first leg of a relay. Once a relay time standard has been achieved as specified above and a relay team has been invited to the meet, any eligible swimmer may enter the relay. **A swimmer who has qualified for the championships as a member of a relay but has not qualified in any individual events must swim in at least one round of the relay for which they were invited to the championships. If this does not occur, the relay for which that athlete was selected and qualified to the championships will be disqualified.** The relay-only invited athlete may swim in a maximum of three individual events for which the swimmer has achieved a "b" time and completed an entry, provided that swimmer also swims on the relay for which they were invited to the championships. If a relay-only qualifier participates in the NCAA championships but fails to swim in at least one relay for which he or she qualified for the championships, then that competitor will be disqualified from any optional events in which he or she participated, and the institution will be disqualified from the last relay in which he or she could have swam to meet the relay selection criteria and the optional-entry participation requirement in this handbook under "optional entries." Names of relay competitors must be submitted to the appropriate official at a designated time before the start of the race. When the actual contestants in a relay are different from those listed on the official relay entry form, the competing relay will be disqualified and all athletes involved (competing and

listed) shall be charged with participation in an event, but no further penalty will be assessed. If there is an order change for swimmers two, three and four, please inform the meet administration in a timely manner. **If an institution does not want to swim certain members of the qualified relay, but would like to enter a relay comprised of swimmers that qualify for the championships, then the steps for optional entries for relays should be followed.**

OPTIONAL ENTRIES. A student-athlete who has qualified for the championships in one or more individual swimming events may participate in other individual swimming events on an optional-entry basis, provided that the student-athlete competes in at least one of the events in which he or she has qualified for the championships. Optional-entry times must be entered online and achieved during the qualifying period. Individual qualifiers' optional entries also must meet the "B" standards. A student-athlete who is qualified only in a relay also may participate in individual events for which he or she has met the "B" standard on an optional-entry basis, provided that the student-athlete competes in at least one of the relays in which he or she qualified.

An optional entry constitutes an official entry unless scratched by the appropriate deadline. If, at the conclusion of the championships meet, a student-athlete has competed in one or more individual events on an optional-entry basis but has not competed in at least one event in which he or she qualified for the championships, then that competitor will be disqualified from the optional event(s). If a relay-only qualifier participates in the NCAA championships but fails to swim in a relay for which he or she qualified for the championships, then that competitor will be disqualified from any optional events in which he or she participated, and the institution will be disqualified from the last relay in which he or she could have swam to meet the optional-entry participation requirement outlined in this section. In the case of such disqualification(s), the points scored by other teams shall be altered.

Student-athletes who do not meet the optional-entry participation requirement will not receive transportation and per diem reimbursement as outlined under "Reimbursement Policy" in this handbook.

Swimming. Optional entries will be accepted in all swimming events; however, all such entries must meet the respective "B" standards.

Relays. Teams with four invited swimmers at the championships who have not been invited to enter a relay but have proof of a relay time that meets the "B" standard can enter relays as optional entries. These entries can be made the week of the championships beginning at check-in Tuesday. Entries will be closed Wednesday, 15 minutes after the coaches meeting begins.

Note: All optional-relay entries will be seeded after all invited relays have been seeded.
Note: Relay optional entry challenges at NCAA championships will be accepted from time of posting until 10 p.m. Wednesday.

Diving. Any student-athlete who qualifies for the NCAA championships may compete in only those diving events for which he or she competed in the zone diving qualifying meet. The student-athlete must compete in one event for which he or she qualified. All divers must be properly entered on the official online zone diving entry form.

ENTRY PROCEDURES.

Entry procedures will be as follows:

- a. Monday, February 28 (women's championships) and Monday, March 7 (men's championships), Midnight—online entries due.
- b. Tuesday, March 1 (women) and Tuesday, March 8 (men), 5 p.m.—uncut psych sheet posted.
- c. Wednesday, March 2 (women) and Wednesday, March 9 (men), 8 a.m. to noon—Coaches who entered more than 18 swimmers must be available to receive a call. The coaches must select the 18 swimmers who will be entered in the meet. A maximum of 18 individuals per team (using the swimmer/diver formula) may compete at the championships.
- d. Wednesday, March 2 (women) and Wednesday, March 9 (men), noon—Deadline for coaches to inform Katie Holmes (317/917-6206; kholmes@ncaa.org) at the NCAA and ncaa@usaswimming.org of any swimmers who became unavailable for championships competition after entries were submitted.
- e. Wednesday, March 2 (women) and Wednesday, March 9 (men), 5 p.m.—The official psych sheet, including alternates, will be available.
[Note: All information regarding divers in the women's championships will be added as soon as the information becomes available, and adjustments will be made, if necessary.]
- f. Coaches must notify immediately if a swimmer who has been invited to the championships becomes unavailable to compete.

Upon arrival at the meet site, the coach or an official representative must register and pick up an entry list and other pertinent materials. An appropriate receipt form must be signed by the coach or official representative indicating a correct entry of the team as listed on the entry list.

Selections

Number of Participants. The number of participants in the 2011 Division I championships cannot exceed the following limits: Men—270 participants; and women—322 participants. All swimmers and divers that are invited to the meet will be counted toward the total number of participants allowed. If an invited athlete does not swim or dive in the championships, then the participation cap will not be met thus precluding an opportunity from another student-athlete. It is imperative that coaches notify the NCAA of any circumstances that arise inhibiting an athlete from competing. In these circumstances the committee will make every effort to invite an alternate to the meet to maintain the participation cap. {Please note: relay only athletes that are selected to the meet count towards the participation cap, therefore those athletes must swim on the selected relay or the entire relay becomes ineligible to compete in that event. }

Selection of Participants:

- Step 1:** A total of 35 divers for men and 41 divers for women will be entered in to the championships.
- Step 2:** All individual swimmers and all relays that have achieved "A" time standards will be entered in the meet.

Step 3: All events will be filled, one entry time per event, until each event has the same number of competitors up to 16 places. Only 16 relays will be selected during this process. Teams will still have the opportunity to submit optional entry relays, but 16 will remain the cap on selected relay marks, unless more than 16 relay teams have met the “A” standard. Any events that already exceed this number of places due to “A” qualifiers will not receive additional entrants at this time.

Step 4: One entry will be added to each individual swimming event in event order. No entrants will be added to an event that exceeds this number of places because of “A” qualifiers until all individual events even out. This process will be repeated as long as each individual event in the entire order of events can receive an additional entry and the number of total competitors will remain below the cap (270 for the men’s meet and 322 for the women’s meet).

Step 5: At some point, the addition of one competitor per event to the entire order of individual events will put the field over the total number of competitors cap. At this point, the remaining spaces will be allocated by comparing each events percentage (Division I championships record time for that event divided by entry time). The competitor who has the highest percentage (closest to the record) will be taken first.

Step 6: If we are in compliance with the formula below (we are into the listed individual row or greater) then go on to **Step 7**. If we are not in compliance with the formula, then subtract 1 relay (used in **Step 3**) and redo the entire process. We will not accept less than 12 relays for the men’s meet or 13 relays for the women’s meet.

Men	Women
16 relays - 26 individual rows	16 relays - 32 individual rows
15 relays - 24 individual rows	15 relays - 30 individual rows
14 relays - 22 individual rows	14 relays - 28 individual rows
13 relays - 20 individual rows	13 relays - guaranteed
12 relays - guaranteed	

Step 7: Enter optional entries for those individuals who are invited to the meet.

Step 8 An alternate list of qualifiers will be created by individual event row. This list will be in row order and then by percentages (calculated in **Step 5**) within each row. This list will be used in case a swimmer who has been invited to the championships has become ineligible or unavailable.

Zone Diving Selections. Each zone will receive a minimum of four spots for men and women. The guaranteed spots will fill 20 of the 35 diving spots for men and 20 of 41 spots for women.

To complete the diving field (15 spots for men and 21 spots for women), the results from the previous year’s national championships will be used. A place system will be used to determine the allocations going to each zone for next year’s meet.

The allocations for the 2011 men’s championships are: Zone A— 4; Zone B—9; Zone C*— 7; Zone D— 7; and Zone E*—8. The allocations for the 2011 women’s championships are: Zone A—5; Zone B— 9; Zone C— 10; Zone D— 11; and Zone E—6. [*Please note: The men’s allocations previously listed in this handbook for

Zones C and E were incorrect and have been updated. The allocations listed now are correct.]

Seeding of Metric Times

The following procedures will be used when seeding metric times:

1. A qualifying mark based on a performance in a long-course or short-course metric pool will be seeded at its converted time.
2. The swimmer’s fastest time in a 25-yard course must be submitted unless the swimmer has a long-course or short-course time that converts to a faster 25-yard time.

Certification of Eligibility/Availability

[Reference: Certification of Eligibility/Availability in the Division I General Section, and Bylaws 3.2.4, 12, 13, 14, 15 and 16 in the NCAA Division I Manual.]

Only student-athletes eligible under Bylaws 12, 13, 14, 15 and 16 may compete in NCAA championships. In accordance with Bylaw 3.2.4, member institutions are required to certify the eligibility of their student-athletes before the beginning of each academic year and to withhold ineligible student-athletes from all intercollegiate competition. Institutions are responsible for monitoring/determining the eligibility of student-athletes at the start of each semester/quarter. Member institutions are reminded to notify the NCAA national office before the selection date for each championship of any student-athlete who may have participated in regular-season competition but subsequently is determined to be ineligible or unavailable for NCAA championships competition.

For the swimming and diving championships, it is critical for coaches to immediately inform Katie Holmes (317/917-6206; kholmes@ncaa.org) at the NCAA and ncaa@usaswimming.org of student-athletes who have become unavailable to compete, since another student-athlete could lose the opportunity to participate in the championships if this information is not received.

If a student-athlete becomes unavailable after entries have been processed, notification must be given before noon of the competing institution on the Thursday after the entry deadline.

After the official psych sheet is published, coaches should contact Katie Holmes (317/917-6206; kholmes@ncaa.org) at the NCAA and ncaa@usaswimming.org immediately if a student-athlete who has been invited to the championships becomes unavailable. At the championships site, coaches will receive an entry list at registration and will be asked to confirm by their signature that all of the student-athletes listed are present and will be competing in the championships.

Failure to comply with these notification procedures could result in a substantial penalty to an institution and may include the disqualification of a competitor.

Championships Information Web Site

Important championships information (list of entries received, unofficial psyche sheet, official psyche sheet, etc.) for the men’s and women’s championships will be available on the NCAA Web site (www.ncaa.org) under Sports, Swimming and

Instructions to Participants

Alternates

Swimming

Relay Alternates. All swimmers who have qualified for or have been selected to participate in the championships, and whose names appear on an institution's entry list, are eligible to swim relays as alternates, provided the institution's relays are officially entered. If there are members of the relay that were selected to the meet as relay only swimmers, they are still required to swim at least one round of the relay and cannot be replaced by an alternate for the entire event. However, an alternate on one of these relays (a competitor who was not a member of the four-person relay team that achieved his or her institution's relay entry time) will not be reimbursed for transportation, unless that competitor competes in another event for which the competitor has achieved a time standard. Any athlete that is selected to the meet in an event can serve as an alternate in a relay that they were not original selected for.

Individuals who have not qualified in any event may participate as alternates on any invited relay (but not on optional-entry relays); however, the NCAA will not reimburse transportation and per diem for these individuals. The names of all team members that might attend the championships must be part of the online entry. The act of including them on the entry officially implies that these names are of student-athletes actively enrolled and eligible to compete.

Championships Alternates. A list of alternates will be compiled in case a student-athlete who has been invited to the championships becomes unavailable. Alternates will not be selected for swimmers or divers who become ill or injured once championships competition has begun. If an institution has to scratch a selected student-athlete because it has exceeded the 18 athlete cap, the student-athlete removed from the meet will go on the alternate list and will be selected to the meet only if his/her institution has another scratch and will not exceed 18 student-athletes in the meet.

Diving

Qualifiers not able to attend or participate in the championships should notify the meet director of their zone competition and the NCAA as soon as possible. The meet director and NCAA staff will contact the alternates in the order in which they finished to ensure that each zone is represented by its full allocation. These transactions must be completed by the Tuesday of the championships. The meet director of the respective championships should be notified immediately of any change.

The final results at each zone diving meet, indicating those qualifiers planning to participate in the championships, must be e-mailed immediately after the zone meet to Mike Brown, University of Hawaii, Manoa (msbrown@hawaii.edu), and Nikki Kelsey-Huffman, Northern Arizona University (nicole.kelsey@nau.edu). Once the names of the qualifiers are submitted, alternates only will be permitted for divers who do not come to the site. Once a diver reports to the site of competition and is checked in by his or her coach as available for competition, no alternate will be added if that diver

subsequently becomes ill or injured.

Appeal Procedures

Appeals may be lodged only for errors in entries, scratches, recording of data, scoring and non-judgment errors in the application of rules. Films or videotape will not be used in the appeals process, except in the case of rule 4-14-7 for video review. Appeal forms can be obtained from the referee.

The written statement made on the appeal form must be submitted to the referee not later than 15 minutes after the finish of the final heat/round of that event in which the appeal is applicable. Appeals will be acted upon by the appropriate meet committee. The decision of this committee is final.

Video Review. Per rule 4-14-7, video review may be used at the championships if the referee determined that the electronic judging equipment may have failed. Video review will only be used if there is evidence of a malfunction with the equipment. At the conclusion of the race, coaches should immediately notify the meet referee if they believe there was an error, so the video review may take place before results are announced or officially posted. An announcement will be made to indicate that there is a review underway.

Audio Coverage (Radio and Internet)

Please refer to the NCAA Broadcast Manual policies and guidelines at www.ncaa.com/broadcast.

Awards

[Reference: Awards in the Division I General Section and Bylaw 31.1.12 in the NCAA Division I Manual.]

Official NCAA individual awards will be awarded to the first eight finishers in each event. First-, second-, third- and fourth-place team trophies also will be awarded in each championship. Individual awards for members of the top four teams will be ordered after the championships. Participation awards will be provided to student-athletes competing in the championships who do not receive another form of award. Specific team awards may be purchased for eligible student-athletes on the institution's squad list that did not qualify for the championships. These awards will be sent to the institutions' directors of athletics after the competition.

The awards ceremonies at the respective championships will be held as follows:

Men—Immediately after the championship final of the event.

Women—Immediately after the championship final of the event.

During the awards ceremonies, participants must wear their institution's official warm-up uniform. Awards recipients, or their designated replacement, must report to the awards ready area in a timely fashion.

Banners

The display and placement of banners is subject to the approval of the meet committee. Banners must be given to the meet director or host representative. The host

will be responsible for hanging banners.

Deck Passes

Coaches, official representatives, assistant coaches and managers will receive deck passes at registration based on the deck pass formula. Any coach without a competing student-athlete must pay the regular admission fee and will not be allowed on the deck. The maximum numbers of allowable deck passes are: four passes for 1-4 contestants; five passes for 5-9 contestants; seven passes for 10-14 contestants; and eight passes for 15 or more contestants. Numbers are based on qualified and invited athletes to the meet, not alternates.

An additional deck pass will be provided to the head diving coach from any institution qualifying a diver to the national championships.

Institutional deck passes must be used by individuals who will be on the deck in a working/coaching capacity and who have fulfilled this responsibility for the institution on a regular basis throughout the regular season. Illegal deck passes will be confiscated. Picture credentials will be required for student-athletes and institutional personnel. Information regarding picture credentials will be sent to institutions prior to the championships.

Diving List

Each competitor is required to submit a list of dives by the conclusion of the first diving coaches' meeting (Wednesday prior to the start of each championship) and/or (after each day's competition) by the scratch deadline. (See "Entry/Scratch Deadline.")

Each competitor who qualifies for the NCAA championships will have their dives forwarded to the NCAA diving officials by Divemeets.com. These lists of dives must be verified and signed by the diver and the coach by the scratch deadline, and shall include the international dive numbers, position letters, the degree of difficulty and the platform height. Each competitor shall be responsible for the correctness of these areas.

Failure to follow proper entry procedures may result in a financial penalty.

Diving Signal

In the finals only of all diving events at the DI championships, the dive shall be executed after an auditory signal is given by the referee. The signal shall not be given before the diver has assumed a ready position on the board or platform and the referee has checked the master sheet and indicator board. For backward and inward take-offs, the diver shall not proceed to the end of the springboard or platform until the signal has been given by the referee.

Drug Testing

[Reference: Drug Testing in the Division I General Section, and Bylaws 18.4.1.5 and 31.2.3 in the NCAA Division I Manual.]

Student-athletes who compete in these championships may be subject to drug tests in accordance with NCAA Bylaws 18.4.1.5 and 31.2.3, and may be determined to be ineligible as a result thereof. Only student-athletes who have consented in writing

to such testing are initially eligible for these championships; and thereafter, student-athletes who are tested shall remain eligible only if they test negative.

Entry/Scratch Deadlines

The scratch deadlines and location of the scratch box for the championships will be reviewed at the coaches' meeting. The box shall be accessible starting on Wednesday.

Scratches are made by depositing scratch cards in the box. A receipt form will be used for scratch verification. All entries not scratched will become official entries.

The scratch box will be open as follows:

	Women	
Wednesday—9:30 a.m.-4 p.m.		All Thursday events
Thursday—9:30 a.m.-2 p.m.		All Friday events
Friday—9:30 a.m.-2 p.m.		All Saturday events
	Men	
Wednesday—10:30 a.m.- 4 p.m.		All Thursday events
Thursday—10:30 a.m.- 3 p.m.		All Friday events
Friday—10:30 a.m.- 3 p.m.		All Saturday events
[Note: All times are local.]		

Lodging

The host institution shall advise competing teams (in the meet information materials) of hotel/motel accommodations available in the area. An institution is not obligated to stay at the suggested properties; however, it is responsible for securing its own accommodations.

News, Media, Press Conferences and Satellite Feeds

Please refer to the NCAA Broadcast Manual policies and guidelines at www.ncaa.com/broadcast.

Media Interview Policy

At all NCAA swimming championships, any coach and student-athletes requested by the media will be available for interviews.

Student-athletes and coaches must report to the interview area within 10 minutes of the last event in which they compete or in which they have student-athletes competing.

Failure to adhere to this policy may result in an individual being charged with misconduct.

Meetings

[Reference: *Misconduct in the Division I General Section and Bylaws 31.02.3 and 31.1.10 in the NCAA Manual.*]

A mandatory meeting for head coaches of the competing teams, officials and meet committee members shall be held before the competition to review rules and other administrative matters as may be necessary.

At the precompetition meeting, the chair of the meet committee and/or the NCAA championships manager shall acquaint the head coaches of the competing teams with Bylaw 31.1.10, which prescribes conditions under which a student-athlete or representative of an institution may be disqualified from further participation in the competition for reasons of misconduct.

Meeting schedules follow but are subject to change. Check premeet information from the host institution for the finalized schedule.

Wednesday:

12:30 p.m.—Diving coaches meeting

2 p.m.—General coaches meeting

3 p.m.—CSCAA meeting

Mementos

Institutions with student-athletes participating at the championship finals will receive mementos for their official travel party. Please see the Travel Reimbursement section of this handbook for information regarding the official travel party.

Officials

Selection. All key officials will be selected by the NCAA Men's and Women's Swimming Committee.

Diving. The diving referee shall be appointed and approved by the swimming and diving meet committee. The meet committee shall follow diving meet procedures as outlined in this handbook and the current NCAA Men's and Women's Swimming and Diving Rules. The diving referee will be responsible for supervising and monitoring the panel of neutral judges.

Zone Meets. The list of judges shall be placed in groups according to conferences and independents represented and drawn in an order to give equitable representation.

Fees. The key officials and their payment for the championships are as follows: Meet Referee \$500; Diving Referee \$500; Diving Judge \$300; Officials' Coordinator \$300; Assistant Referee \$300; Head Stroke Judge \$500; Head Take-off Judge \$300; Starter \$500; Meet Coordinator \$600; Head Turn Judge \$300; Announcer \$300.

Travel. Each of the key officials will receive travel expenses paid according to the actual mode of transportation, not to exceed jet coach air fare or 50 cents per mile up to 1,000 miles round trip, but not including terminal or other local transportation. Officials who receive approval should call Short's Travel Management, 866/655-9215 to make their transportation arrangements. Any of the key officials who drive to the championships are to be paid mileage by the host institution and later reimbursement by the NCAA.

Lodging. The hotel expenses (excluding incidentals) for the key officials required to stay overnight at the championships site shall be paid by the host institution and later reimbursed by the NCAA.

Per Diem. Each of the key officials will receive a \$45 per diem for meals and incidentals for each day of the championships. In addition, each of the key officials may receive per diem for one day's travel prior to the championships and one day after the completion

of the championships if they are traveling on those days. Officials not required to stay overnight at the site also shall receive a \$45 per diem. Any change from this procedure requires approval by the NCAA championship manager to the Division I swimming and diving committee. The key officials' per diem are to be paid by the host institution and later reimbursed by the NCAA.

Policies. A sports committee or games committee may not require membership in any specific officials' association as a prerequisite for selection to officiate in an NCAA meet or tournament. Officials shall be selected and assigned by the sports committee or games committee, which shall ensure that officials adhere to the Association's policies relating to gambling activities and drug and alcohol use. Furthermore, officials must conduct themselves in a manner befitting intercollegiate athletics. Failure to do so may result in termination of the officiating assignment.

Order of Events

The order of events for the 2011 swimming and diving championships can be found in Appendix H. Please see the Zone Diving section of this handbook to view the order of events for zone diving.

Pool Availability

During the championships, the pools are only available to competitors who qualified for the meet. No other student-athletes (i.e. men at the women's meet or other post graduate student-athletes) are allowed to practice except for members of the host institution's team.

Practice

Information regarding practice times will be contained in the premeet materials provided by the respective host institutions.

Programs

[Reference: Advertising in the Division III General Section, and Bylaw 31.6.3 in the NCAA Manual.]

IMG College will be responsible for all program production including layout and design, advertising, printing, vending and distribution to the championship sites. No competing publications, whether sold or free of charge, are permitted at NCAA events without prior permission of the NCAA and IMG College. The championship host should not include expenses or revenues for programs in the championship budget and/or financial report. All program contents are subject to NCAA approval.

Advertising

Each program will include NCAA corporate champion and partner advertising. Additionally, programs may include non-competing national ads as well as local ads. All ads must follow NCAA advertising guidelines and are subject to NCAA approval. If your institution would like to sell advertising into the official program or you know of an individual who would like to serve as a local advertising representative, please contact Doug Iler (502/459-4346; doug.iler@imgworld.com) for information regarding

rates, availability and deadlines.

Editorial

If you are interested in specific content of the program you will receive, please contact Dan King (859/226-4588; dan.king@imgworld.com).

Generally, programs include the following:

1. Participant information - IMG College will request information, including rosters, schedule/results, photos, school quick facts and logos. **If your team is eligible for postseason selection, please send all materials that are requested by the date requested. Programs print on the day selections for the championship are announced. If materials are not on file, your institution's information will not be included.** IMG College will attempt to provide proofs for sports information director approval when time permits. If you are not sure what/when materials are needed, please contact Mr. King at IMG College.
2. Programs for predetermined sites will include information on the host institution, host city and/or host facility. In addition, some programs provide complimentary advertising space. IMG College will contact via e-mail the tournament manager and sports information contacts, as listed on the key contact sheets submitted to the NCAA, with the specifics of what items are needed and when those items are due. Host institution pages are subject to NCAA approval.
3. Event-specific historical information, including past champions, records, all-tournament teams and/or the previous year's recap.
4. Information on the NCAA, including the sport committee.
5. Feature stories - Not all programs include event/sport-specific features. However, if you have an idea for a feature story, please submit it to Mr. King at IMG College.

Program Supplements and Update Sheets

Host institutions for single-day/session championship rounds may choose to supplement the program with additional information (e.g., updated statistics or updated game notes) pertaining to the event at its site that day. The cost of producing these supplements will be covered by the host institution and will not be expensed to the NCAA or IMG College, the content must be approved by IMG College prior to the event and the supplements must be distributed inside and as a part of the program. The cost of the program cannot be raised as a result of the supplement. Once all programs have been sold, these supplements may be given away or sold at the discretion of the host institution, with all potential revenue for such remaining with the host institution. No advertising of any kind may be sold or placed on the supplements. If supplements are distributed, following the conclusion of the championship event, please mail two samples of each supplement to Mr. King (IMG College, 904 North Broadway, Suite 200, Lexington, Kentucky 40505, ATTN: Dan King).

For championships that have multiple sessions, matches, events or days, host institutions may choose or be required by the NCAA to produce update sheets (e.g., heat sheets, lane assignments, pairings). IMG College will contact hosts of those championships in advance of their events to discuss projected quantities and the paper on which update sheets should be printed. The cost of producing the update sheets will be covered by the host institution and not be expensed to the NCAA or IMG College. The first update sheet of the event should be distributed inside and as a part of the program. Subsequent update sheets complement the program and are to be redeemed

only with a coupon from the program. The cost of the program cannot be raised as a result of the update sheet. Once all programs have been sold, update sheets may be given away or sold at the discretion of the host institution, with all potential revenue for such remaining with the host institution. No advertising of any kind may be sold or placed on the update sheets. If update sheets are distributed, following the conclusion of the championship event, please mail two samples of each update sheet to Mr. King (IMG College, 904 North Broadway, Lexington, Kentucky 40505, ATTN: Dan King).

If a host institution would like to supplement the program with additional information, or has a question about the update sheets, please contact Matt Briggs at IMG College (859/226-4556; matthew.briggs@imgworld.com).

Program Sales

1. Predetermined sites - Will be contacted at least two weeks prior to the event. If you have not been contacted within two weeks of your championship, please contact Mr. Briggs (859/226-4556; matthew.briggs@imgworld.com). You will receive your vending agreement (contract) and settlement statement prior to the championship.
2. Non-predetermined sites - Once sites are announced, IMG College determines how many programs will be sent to each site and will contact the site. Your vending agreement (contract) and settlement statement will be e-mailed within one day of your site being selected.
3. Distribution of programs - Programs will be shipped to the host institution at least one day prior to the event when possible. If your shipping information is different than that on the contract, please contact Mr. Briggs at IMG College immediately.
4. Display of programs - Any posters/banners included with the programs should be hung in a visible location to promote awareness for the programs without obstructing other championship signage.
5. Collections.
 - a. Contracts.
 - (1) Upon site selections, all contracts are e-mailed to each site representative.
 - (2) A dedicated fax number will be assigned for receiving all signed contracts back to IMG College (859/226-4575)
 - (3) An IMG College representative will track the return of all signed vending contracts to IMG College.
 - b. Settlement reports.
 - (1) Three days after the conclusion of the event, all settlement reports must be returned to IMG College (859/226-4575).
 - (2) The vendor will have two weeks to submit payment to IMG College.
 - (3) An IMG College representative will be assigned to track the receipt of all vending settlement reports and payments.
 - (4) If payment and/or settlement have not been received within the two-week period, IMG College will include the site/championship on its "NO PAY" list sent to the NCAA.
 - (5) Do not combine settlement statements for separate rounds/events or combine program settlements with Event 1 merchandise.
 - (6) Please include the event number on the check that is sent.

Please contact Matt Briggs (859/226-4556, matthew.briggs@imgworld.com) at IMG College with any vending related questions.

Reimbursement Policy

Transportation expenses and per diem will be provided only to those competitors who achieve time standards in individual or relay events and who then participate in one or more of those event(s).

Transportation reimbursement and a \$120 per diem will be provided for the participants, as noted above, and for a designated number of non-competitors based on the number of qualifiers to the championships. Please refer to the NCAA Travel Policies for all information regarding transportation and per-diem expenses. Travel policies can be found online on the NCAA Web site.

Rules

Per NCAA Bylaw 17.33, member institutions shall conduct all of their intercollegiate competition in accordance with the playing rules of the Association in all sports for which the NCAA develops playing rules. For those sports in which the Association follows rules that are developed by other governing bodies and modified by the governing sports committee, the adopted playing rules shall be used. The governing sports committee will not consider any results for selection purposes that are not played in accordance with NCAA rules, or those rules adopted by an outside organization.

All NCAA swimming and diving championships will be administered and conducted according to the rules and procedures in the current NCAA Men's and Women's Swimming and Diving Rules. Questions regarding the interpretation of rules should be addressed to Brian Gordon, College of Saint Rose, Albany, New York 12203 (518/944-3941).

Scoring

All events will be scored. Scoring shall be for 16 places as follows: relays, 40-34-32-30-28-26-24-22-18-14-12-10-8-6-4-2; individual events, 20-17-16-15-14-13-12-11-9-7-6-5-4-3-2-1. Except in time final events, points for first through eighth place shall be awarded solely on the basis of a championship final. Points for ninth through 16th place shall be awarded solely on the basis of a consolation final.

Please refer to Rule 7-8 in NCAA Men's and Women's Swimming and Diving Rules for procedures in scoring swimming and diving competition.

Squad Size

An institution shall be allowed no more than 18 competitors (including alternates), which will be counted as follows:

Men and Women—An entrant who swims will be counted as one competitor; an entrant who swims and dives will be counted as one competitor; and an entrant who only dives will be counted as one-half of a competitor in the total team limit. For relays, only actual participation in the preliminary heats and/or finals of an event shall be counted against the 18 competitors allowed.

Strobe Lights

No strobe lights shall be installed in an arena without the expressed consent of the host institution. The appropriate sports committee, the event's media coordinator and the NCAA championships administrator must approve requests for installation of strobe lights.

No single agency may install more than one set of strobes at a site, regardless of the number of units that will be utilized.

Any installed strobe unit may not exceed four clusters of strobe lights producing a maximum of 3,200 watt-seconds at any championship site. All strobes must flash at a duration less than 1/2,000th of a second. The NCAA reserves the right to alter specifications in the best interest of the championships.

All strobes must be installed and tested, if necessary, at the site 24 hours before the start of the event during which the strobes will be used. The committee representative(s) will grant final approval relative to the installation of strobes.

Television/Broadcasting

Please refer to the NCAA Broadcast Manual policies and guidelines at www.ncaa.com/broadcast.

Tickets

[Reference: Tickets in the Division I General Section and Bylaw 31.1.11 in the NCAA Division I Manual.]

Tickets. Ticket prices shall be determined by the meet manager in consultation with the chair of the NCAA Swimming and Diving Committee. It is recommended that tickets be sold on a preferential basis to those persons who purchase tickets to all sessions. For ticket information for the 2011 championships, please visit NCAA.com/swimminganddiving.

Ties

Swimming. If a tie occurs in the finals, it will not be broken. A duplicate award(s) will be ordered for the individual(s).

Zone Diving. In the zone qualifying meets, if two or more divers have the same score and are vying for the final selection spot, a dive-off will be held on the same board, with each diver using his or her same respective lists, in order to select the final diver. A neutral panel will be used. Each diver will do his or her optional dives once more in order and these new scores will be added to the preexisting final cumulative dive scores to obtain a new final points total.

Championships Diving. In the NCAA championships (eighth-place tie), the tied divers will advance to the finals. All divers in the finals will have equal opportunity to score wherever they finish in the finals. If a tie occurs in the finals, it will not be broken. A duplicate award(s) will be ordered for the individual(s).

Training Facilities

Training facilities are to be made available to the competing teams by the host

institution.

Travel Reimbursement

Each institution with student-athletes competing in the national championships will receive travel reimbursement for the official travel party as defined by the NCAA Division I travel policies. Travel party numbers for Division I swimming and diving are: institutions that qualify one to three individuals for the championships will receive transportation reimbursement and per diem for the participating student-athletes and one non-athlete; institutions that qualify four to six individuals will receive reimbursement for the participating student-athletes and two non-athletes; institutions that qualify seven to nine individuals will receive reimbursement for the participating student-athletes and three non-athletes; and institutions that qualify 10 or more individuals will receive reimbursement for the participating student-athletes and five non-athletes.

Uniforms

[Reference: Bylaw 12.5.4 in the NCAA Division I Manual.]

Swimmers' uniforms must be characterized by conformity to recognized standards of propriety. No swimmer is permitted to wear or use any device to help his or her speed or buoyancy in competition. Temporarily applied adhesives may not be used to assist the backstroke start. Goggles may be worn, and rubdown oil can be applied if not considered excessive by the referee. Please refer to Rule 3-1 in the rules book for detailed regulations regarding swimsuits/uniforms.

During the awards ceremonies, participants must wear their institution's official warm-up uniform.

Logos. An institution's official uniform and all other items of apparel (e.g., drag suits, socks, headbands, T-shirts, wristbands, visors or hats, swim caps and towels) worn by student-athletes in competition may bear a single manufacturer's or distributor's normal trademark, not to exceed 2 1/4-square inches, including any additional material (e.g., patch) surrounding the normal trademark or logo. The logo or trademark must be contained within a four-sided geometrical figure (i.e., rectangle, square, parallelogram).

In addition, an institution's official uniform cannot bear a design element similar to the manufacturer's that is in addition to another logo or that is contrary to the size restriction.

A student-athlete representing an institution in intercollegiate competition is limited to wearing apparel items that include only the logo (not to exceed 2 1/4-square inches) of an apparel manufacturer or distributor. The student-athlete may not wear any apparel that identifies any other entity, other than the student-athlete's institution.

These restrictions apply to all apparel worn by student-athletes and all personnel including coaches, trainers, managers, team support personnel, cheerleaders, mascots and band and dance team members, during the conduct of practice and competition, which includes any premeet or postmeet activities.

This bylaw will be strictly enforced at all NCAA championships and the names of

individuals and institutions that are not in compliance with this bylaw shall be forwarded to the NCAA enforcement staff.

Videotapes, Films and Still Photographs

[Reference: Bylaw 31.6.4.3 in the NCAA Division I Manual.]

Institutions are permitted to videotape championship competition by their teams or their individual student-athletes for archival, coaching or instructional purposes. Each institution is permitted to use one camera and may videotape only that portion of the competition in which it participates. The videotapes may not be used for any commercial purposes. An institutional representative shall contact the event coordinator at the host site to arrange for camera space at that site.

Zone Diving Competition

Meet Committees. The meet committee will be the NCAA diving subcommittee members available. Additional meet committee members may be selected from coaches attending the zone-qualifying meet. An effort should be made to select additional meet committee members so as to give geographical distribution and conference representation to the committee.

If possible, the meet referee shall be a member of the NCAA diving subcommittee. When more than one diving subcommittee member is present, meet referee responsibilities may be shared. The meet committee shall handle any unforeseen problems, disputes or protests. The diving subcommittee chair may be called to settle disputes or make decisions regarding tiebreaking votes, or in the case of a rule dispute in which a diving subcommittee member is outvoted by a meet committee of non-NCAA diving subcommittee members.

Practice Times. The pool should be available for practice from approximately 8 a.m. to 8 p.m. one day before the first day of competition for the zone qualifying meets. Practice times also should be made available before and after each day's competition.

Schedule of Events.

Refer to the zone diving entry forms for the order of events.

Zone diving may be conducted over two or three days. If a two-day schedule is selected, one of the following formats will be used (a different format can be used each day; however, the platform events must be last). **In all events, preliminary scores will carry forward and be added to the final scores to determine final placement.**

1. Simultaneous events with split format - (a) In the morning session, one gender is on one springboard level and the other gender is on the other springboard level. Simultaneously, divers in each event do six dives, including at least one from each of the five groups, in any order, without limitation to degree of difficulty; (b) In the afternoon session, one gender is on one springboard level and the other gender is on the other springboard level. Simultaneously, divers in each event do six dives, including at least one from each of the five groups, in any order, without limitation to degree of difficulty. After the preliminary morning session, the top 18 divers advance to the afternoon final session. On Saturday afternoon, after the springboard events, the men's and women's platform competition will take place. The men compete six dives (five for women), including at least one from each of the five groups, in any order, without limitation to degree of difficulty in the preliminary round, followed by a 15 minute break. The finals

are comprised of another six dives, including at least one from each of the five groups, in any order, without limitation to degree of difficulty. This competition can be run as two separate events or as a combined event.

2. Two separate six-dive, one-meter or three-meter (straight) contests with a 15 minute break and a cut to the top 18 after the first list of dives is completed; (a) In the morning session, one gender performs two complete six-dive one-meter or three-meter contests, including at least one from each of the five groups, in any order, without limitation to degree of difficulty; (b) In the afternoon session, the other gender performs an entire twelve-dive one-meter or three-meter contest, including at least one from each of the five groups, in any order, without limitation to degree of difficulty. On Saturday afternoon, after the springboard events, the men's and women's platform competition will take place. The men compete six dives (five for women), including at least one from each of the five groups, in any order, without limitation to degree of difficulty in the preliminary round, followed by a 15 -minute break. The finals are comprised of another six dives, including at least one from each of the five groups in any order, without limitation to degree of difficulty. This competition can be run as two separate events or as a combined event.
3. Two separate events with three-meter split - This option is the same as option No. 1 except that each gender dives at different times (not simultaneously). There is a 15 minute break between the six dive lists. On Saturday afternoon, after the springboard events, the men's and women's platform competition will take place. The competition can be run as two separate events or as a combined event.
4. Simultaneous events run straight through.

If a three-day format is selected, the event will use the following schedule:

Day 1	Day 2	Day 3
Men's one-meter	Women's one-meter	Women's platform
Women's three-meter	Men's three-meter	Men's platform

Order of Events. The one-meter event shall have a preliminary competition of six dives, including at least one dive from each group without limit on degree of difficulty. After six rounds there will be a cut to the top 18 divers and a 15-minute break. The boards will be open for use by the finalists during the break. The top 18 divers will complete six dives, including at least one dive from each group without limit of degree of difficulty. The diving order of the top 18 finalists will not change from the preliminary diving order. **THE PRELIMINARY SCORES WILL CARRY OVER INTO THE FINAL SCORES.**

The three-meter event shall have a preliminary competition of six dives, including at least one dive from each group without limit on degree of difficulty. After six rounds there will be a cut to the top 18 divers and a 15-minute break. The boards will be open for use by the finalists during the break. The top 18 divers will complete six dives, including at least one dive from each group without limit on degree of difficulty. The diving order of the top 18 finalists will not change from the preliminary diving order. **THE PRELIMINARY SCORES WILL CARRY OVER INTO THE FINAL SCORES**

The platform event shall have a preliminary competition of six dives (five for women) including at least one dive from each group without limit on degree of difficulty. After six (five for women) rounds there will be a cut to the top 12 divers and a 15 minute break. The platforms will be open for use by the finalists during the break. The top 12 divers will complete six dives (five for women), including at least one dive from each group without limit on degree of difficulty. The diving order of the top 12 finalists will not change from the preliminary diving order. THE PRELIMINARY SCORES WILL CARRY OVER INTO THE FINAL SCORES.

Qualifying for the NCAA Championships. Divers will qualify for the NCAA championships based on their finishes at the zone meet. Priority Placing from Zones to NCAA Championships:

Place Finish	One-Meter	Three-Meter	Platform
1	3	2	1
2	5	4	8
3	7	6	12
4	10	9	16
5	13	11	20
6	15	14	24
7	18	17	28
8	21	19	
9	23	22	
10	26	25	
11	29	27	
12	31	30	

Results. Each zone meet director is to e-mail on the official results sheet provided the names of all qualifiers to Katie Holmes, Mike Brown (msbrown@hawaii.edu) and ncaa@usaswimming immediately after the qualifying meet.

Appendix A

Instructions for Submitting Team Rosters

Updates will only be taken through the online team roster maintenance process.

Log on to your account using the information provided through the team information form. If you find that information, the system will provide you with that information in an email.

Go to the following area to update team rosters: www.usaswimming.org/ncaa. Modify or add your team roster.

After all the information is processed, a report can be generated for you to keep.

Coaches will be able to generate (Hy-tek HY3) team rosters (including visiting schools) in a real time environment online at www.usaswimming.org/ncaa.

Results must have complete team roster information (full name, date of birth, and school year) to be processed. Incomplete results will not be processed and institutions will be subject to a fine.

Team rosters can be updated at any time and it is the sole responsibility of each school to maintain their correct team roster.

Appendix B

Instructions for Online Meet Entry (OME)

Step 1

Go to www.usaswimming.org. Click "Sign In" in the upper right hand corner of the home page. Log in using your username and password information. If you do not have an account, you will need to create one.

Step 2

Once you have logged in, you will be returned to the home page. Click on "Events" in the left hand menu bar. Click "On Line Meet Entry" in the menu the opens.

Step 3

Click on Available Meets. Do not fill in any of the search fields. Click "Search." Look for the meet (i.e. Region VIII Sectionals at Columbia Missouri) in the list of meets.

Step 4

Click on "Enter Team". Click "Next" to move from the first page to the sign-in screen. You will need to know the head coaches' first name, last name, email address, and work phone number as provided to USA Swimming in the Team Information document at the beginning of the season.

Step 5

Once you have signed in, move through the steps of the entry process. Instructions for each step are the top of the page.

Step 6

When you are ready to submit your entry, go to Step 6, Summary/Check-out and click "Complete Entry".

You will get a confirmation e-mail describing what you just completed. You can also print out a summary of your entry using the "Print Receipt" link just below the left hand menu in your entry.

You do not have to complete your entry in one sitting. You can begin the entry and return to update it at any time during the entry period. Sign in using your username/password and go to the OME home page. Click "My Meets" and your meet should appear. Click "Edit my Entry."

Problems/Questions: if you have any questions about using the system, please contact Susan Woessner at 719/866-3589 or 719/332-0184.

Appendix C

2011 Men's Time Standards

Event	25-Yard Course		25-Meter Course		50-Meter Course	
	A Standard	B Standard	A Standard	B Standard	A Standard	B Standard
50 Freestyle	:19.35	:20.31	:21.60	:22.67	:22.51	:23.62
100 Freestyle	:42.26	:44.37	:47.17	:49.53	:48.97	:51.42
200 Freestyle	1:33.61	1:38.29	1:44.48	1:49.70	1:48.22	1:53.64
500 Freestyle	4:15.68	4:28.46	3:43.70	3:54.88	3:51.39	4:02.95
1,650 Freestyle	14:51.15	15:35.70	14:48.49	15:32.91	15:23.48	16:09.64
100 Butterfly	:46.04	:48.34	:51.39	:53.96	:53.05	:55.70
200 Butterfly	1:42.95	1:48.09	1:54.90	2:00.64	1:58.88	2:04.82
100 Backstroke	:46.28	:48.59	:52.11	:54.72	:55.92	:58.71
200 Backstroke	1:41.53	1:46.60	1:53.32	1:58.98	1:59.59	2:05.57
100 Breaststroke	:52.87	:55.51	:59.01	1:01.96	1:01.77	1:04.85
200 Breaststroke	1:54.25	1:59.96	2:07.52	2:13.89	2:13.16	2:19.82
200 Individual Medley	1:44.05	1:49.25	1:56.22	2:02.03	2:01.51	2:07.58
400 Individual Medley	3:43.68	3:54.86	4:10.99	4:23.53	4:19.98	4:32.98
200 Freestyle Relay	1:17.69	1:21.57	1:26.71	1:31.04	1:30.34	1:34.85
400 Freestyle Relay	2:52.47	3:01.09	3:12.49	3:22.12	3:19.85	3:29.84
800 Freestyle Relay	6:23.26	6:42.42	7:07.75	7:29.14	7:22.06	7:44.16
200 Medley Relay	1:25.66	1:29.94	1:35.61	1:40.39	1:39.84	1:44.83
400 Medley Relay	3:08.22	3:17.63	3:30.07	3:40.58	3:39.89	3:50.88
1-Meter Diving Points—Dual 290++/300*** 3-Meter Diving Points—Dual 310++/320*** Platform Diving Points—Dual 290++/300***						
++qualifying point total when using a one voluntary +5 optional Dual Meet List ***qualifying point total when using six optional dives with standard D.D.						

Appendix D

2011 Women's Time Standards

Event	25-Yard Course		25-Meter Course		50-Meter Course	
	A Standard	B Standard	A Standard	B Standard	A Standard	B Standard
50 Freestyle	:21.93	:23.02	:24.48	:25.70	:25.18	:26.44
100 Freestyle	:47.84	:50.23	:53.40	:56.07	:54.74	:57.48
200 Freestyle	1:44.02	1:49.22	1:56.10	2:01.90	1:59.02	2:04.97
500 Freestyle	4:38.46	4:52.41	4:03.63	4:15.83	4:10.42	4:22.96
1,650 Freestyle	15:53.38	16:41.04	15:50.53	16:38.05	16:17.83	17:06.71
100 Butterfly	:52.02	:54.62	:58.06	1:00.97	:59.32	1:02.29
200 Butterfly	1:54.95	2:00.69	2:08.30	2:14.70	2:10.48	2:17.00
100 Backstroke	:52.55	:55.17	:59.17	1:02.13	1:02.15	1:05.26
200 Backstroke	1:53.37	1:59.24	2:06.53	2:13.09	2:12.29	2:19.14
100 Breaststroke	:59.99	1:02.98	1:06.96	1:10.30	1:08.96	1:12.40
200 Breaststroke	2:09.72	2:16.20	2:25.45	2:32.72	2:28.43	2:35.85
200 Individual Medley	1:56.13	2:01.93	2:09.61	2:16.09	2:13.95	2:20.64
400 Individual Medley	4:07.33	4:19.69	4:36.04	4:49.84	4:42.35	4:56.46
200 Freestyle Relay	1:28.35	1:32.76	1:38.61	1:43.53	1:41.44	1:46.50
400 Freestyle Relay	3:14.93	3:24.67	3:37.56	3:48.43	3:43.04	3:54.18
800 Freestyle Relay	7:02.07	7:23.17	7:51.07	8:14.62	8:02.92	8:27.07
200 Medley Relay	1:37.81	1:42.70	1:49.17	1:54.63	1:52.56	1:58.19
400 Medley Relay	3:32.56	3:43.18	3:57.24	4:09.09	4:03.21	4:17.13
1-Meter Diving Points—Dual 255++/265*** 3-Meter Diving Points—Dual 270++/280*** Platform Diving Points—Dual 260++/225###						
++qualifying point total when using a one voluntary +5 optional Dual Meet List ***qualifying point total when using six optional dives with standard D.D. ###qualifying point total when using five optional dives with standard D.D.						

Appendix E

Conversion Tables

To convert a metric time achieved in a 25-meter or 50-meter racing course to an equivalent time for a 25-yard racing course: (a) transform the achieved metric time into seconds; (b) carrying the calculation out to five decimal places, multiply the transformed time in seconds by the appropriate following conversion factor; (c) drop, without rounding, all units smaller than a hundredth of a second; and (d) finally, transform the resultant value in seconds back into minutes and seconds to obtain the converted time. For example, a men's 200-meter breaststroke time of 2:16.71, achieved in a 50-meter racing course, is converted to an equivalent time for a 25-yard racing course as follows:

$$2:16.71 = 136.71 \text{ seconds}$$

$$2:16.71 \times 0.858 = 117.29718 \text{ seconds}$$

$$117.29718 \text{ seconds} = 117.29 \text{ seconds}$$

$$117.29 \text{ seconds} = 1:57.29$$

Short-Course Conversion Factors (Men and Women)

Event	Factor
400 meters to 500 yards	1.153
800 meters to 1,000 yards	1.153
1,500 meters to 1,650 yards	1.013
All other events	0.906

Long-Course Conversion Factors (Men)			
Event	Factor	Event	Factor
50-meter Freestyle	0.870	100-meter Breaststroke	0.866
100-meter Freestyle	0.873	200-meter Breaststroke	0.868
200-meter Freestyle	0.875	200-meter Individual Medley	0.867
400-meter Freestyle	1.115	400-meter Individual Medley	0.875
800-meter Freestyle	1.115	200-meter Freestyle Relay	0.870

1,500-meter Freestyle	0.975	400-meter Freestyle Relay	0.873
100-meter Butterfly	0.878	800-meter Freestyle Relay	0.877
200-meter Butterfly	0.876	200-meter Medley Relay	0.868
100-meter Backstroke	0.855	400-meter Medley Relay	0.866
200-meter Backstroke	0.869		
Long-Course Conversion Factors (Women)			
Event	Factor	Event	Factor
50-meter Freestyle	0.881	100-meter Breaststroke	0.880
100-meter Freestyle	0.884	200-meter Breaststroke	0.888
200-meter Freestyle	0.884	200-meter Individual Medley	0.877
400-meter Freestyle	1.122	400-meter Individual Medley	0.886
800-meter Freestyle	1.130	200-meter Freestyle Relay	0.881
1,500-meter Freestyle	0.985	400-meter Freestyle Relay	0.884
100-meter Butterfly	0.887	800-meter Freestyle Relay	0.884
200-meter Butterfly	0.891	200-meter Medley Relay	0.879
100-meter Backstroke	0.873	400-meter Medley Relay	0.878
200-meter Backstroke	0.877		

Appendix F

Altitude Adjustments

Times achieved at an altitude of 3,000 feet or above may be adjusted according to the following chart:

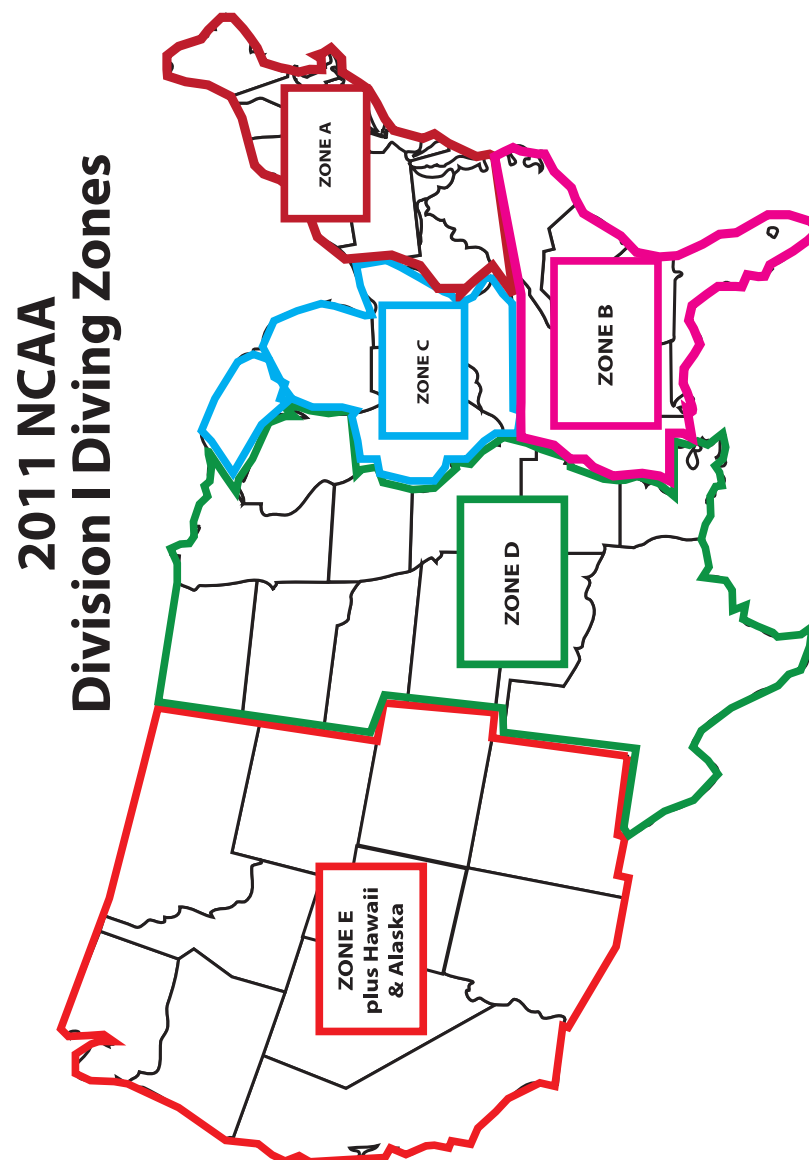
	Elevation (Feet)		
	3,000-4,250	4,251-6,500	Above 6,500
100 Yards/Meters (Individual Events)	0	.10	.15
200 Yards/Meters (Individual Events)	.5	1.2	1.6
500 Yards/400 Meters (Individual Events)	2.5	5.0	7.0
1,000 Yards/800 Meters	6.3	11.4	18.5
1,650 Yards/1,500 Meters	11.0	20.0	32.5

Subtract the time above from the actual time achieved. A relay team may use a conversion time that is four times the appropriate figures listed above. This is the time to be used on the entry form.

Information relative to the adjustment must be shown in a separate statement and returned with the official entry form. The statement must include name of competitor, event, date of performance, elevation location, actual time, corrected time and signature of the coach. For championships conducted at an altitude of 3,000 feet or higher, records set must be actual times swam, not altitude-adjusted times.

Appendix G

2011 NCAA Division I Diving Zones



Appendix H

Men's and Women's Swimming and Diving

Championships Order of Events

Three-Day Format with Platform Diving

[Note: Awards ceremonies will be held after the championship final of that given event.]

Event No.	
TRIALS—THURSDAY (11 a.m.—women; noon—men)	
1.	200-yard Freestyle Relay
2.	500-yard Freestyle
3.	200-yard Individual Medley
4.	50-yard Freestyle
	20-minute intermission
6.	400-yard Medley Relay
5.	One-meter Diving—Trials* (1:30 p.m. - women; 2 p.m. - men)
FINALS—THURSDAY (7 p.m.)	
1.	200-yard Freestyle Relay
2.	500-yard Freestyle
3.	200-yard Individual Medley
4.	50-yard Freestyle
5.	One-meter Diving—Finals*
6.	400-yard Medley Relay
TRIALS—FRIDAY (11 a.m.—women; noon—men)	
7.	200-yard Medley Relay
8.	400-yard Individual Medley
9.	100-yard Butterfly

10.	200-yard Freestyle
11.	100-yard Breaststroke
12.	100-yard Backstroke
	20-minute intermission
14.	800-yard Freestyle Relay—All but last three heats of time finals
13.	Three-meter Diving—Trials* (1:30 p.m. - women; 2 p.m. - men)
FINALS—FRIDAY (7 p.m.)	
7.	200-yard Medley Relay
8.	400-yard Individual Medley
9.	100-yard Butterfly
10.	200-yard Freestyle
11.	100-yard Breaststroke
12.	100-yard Backstroke
13.	Three-meter Diving—Finals*
14.	800-yard Freestyle Relay—Last three heats of time finals
TRIALS—SATURDAY (11 a.m.—women; noon—men)	
16.	200-yard Backstroke
17.	100-yard Freestyle
18.	200-yard Breaststroke
19.	200-yard Butterfly
	20-minute intermission
21.	400-yard Freestyle Relay
20.	Platform Diving—Trials* (1:30 p.m. - women; 1:30 p.m. - men)
15.	1,650-yard Freestyle—All but last heat of time finals

FINALS—SATURDAY (7 p.m.)	
15.	1,650-yard Freestyle—Last heat of time finals
16.	200-yard Backstroke
17.	100-yard Freestyle
18.	200-yard Breaststroke
19.	200-yard Butterfly
20.	Platform Diving—Finals*
21.	400-yard Freestyle Relay

[Note 1: A consolation final immediately shall precede the championship final for each event except the 1,650-yard freestyle and diving events. Eight lanes will be used in all swimming events.]

[Note 2: The 1,650-yard freestyle event will begin at approximately 4:45 p.m., with the last heat of the preliminaries to end at approximately 6 p.m.]

[Note 3: Preliminaries for men will begin at noon. Preliminaries for women will begin at 11 a.m. Finals for both men and women will start at 7 p.m.]

[*Note 4: For a detailed schedule of diving, refer to Rule 6-2-2.]