



New Mexico Swimming Short Course Championships



February 29, March 1 & 2, 2008
West Mesa Aquatic Center
Albuquerque
Elevation 5124 Ft

SPONSOR: Kirtland Aquatic Club and New Mexico Swimming, Inc.

LOCATION:

West Mesa Aquatic Center
6705 Fortuna Road NW
Albuquerque, NM 87121

SANCTION: Held under sanction of USA Swimming, Inc. (USA-S) and New Mexico Swimming Inc. (NMS), NMS Sanction Number **NMS08C01**

DISCLAIMER: USA Swimming, Inc., New Mexico Swimming, Inc., Kirtland Aquatic Club, West Mesa Aquatic Center, all meet sponsors, and all meet officials shall be held free from any and all liabilities or claims for damages arising by reason of injuries to anyone during the conduct of this meet.

FACILITY: The pool is 8 lanes by 50 meters (configured as 25 yards), equipped with non-turbulent lane lines and Colorado Timing System. Lanes will be open for warm-up/warm-down throughout the meet.

Usage of any tobacco products or alcoholic beverages is not allowed in any area that swimmers frequent. No glass will be allowed on deck.

Concessions and gear as well as SC State gear will be available. A continuous coaches and officials hospitality will be available for the duration of the meet.

MEET VENUE: (Areas under jurisdiction of the meet officials for use by teams and swimmers.) The 25 yard competition pool, the area located on the sides and ends of the pool, the spectator area, warm up pool, hospitality area, the locker rooms, the concession/team store areas, the meeting/class rooms, parking areas or any other area assigned to New Mexico Swimming.

PARKING: Parking is available in the lots surrounding the facility.

ELIGIBILITY: Open only to 2008 NMS-registered swimmers who have achieved the attached qualifying times in USA-S sanctioned, approved, or observed meets since January 1, 2007. Swimmer's age as of February 29, 2008 determines the age group for competition. Only those swimmers registered (registrations must be **received** by the NMS registration coordinator) before **8:00 p.m. on Sunday, February 24, 2008** be eligible to compete in this meet. Contact NMS Registration Coordinator Deborah Kruhm (P.O. Box 23899, Santa Fe, NM 87502, Ph. 471-2551) for additional registration information. **All registrations will be verified! No on-deck registrations will be allowed!**

COACHES: Refer to section 501.7 of the USA-S Rules and Regulations dealing with USA-S requirements for coach registration. **This will be enforced!** Coaches must display their current 2008 USA-S registration card at all times during the meet. Coaches without current 2008 registration cards will be asked to leave the deck area and refrain from coaching. **NMS Rules & Reg. 2.3.1.3 specifically states: "Coach Certification at Championship Meets: Coaches must have valid current certifications in order to act as a coach at NM Swimming Championship Meets. Deck Validation of Safety Credentials (Section 2.3.1.2) does not apply. Coach renewal certifications with current safety credentials must be to the NM Registration Coordinator by Monday prior to the start of a NM Swimming Championship Meet, for the person to act as coach at the Championship meet." A coaches' meeting will be held 15 minutes prior to the start of the first warm-up session (Friday, February 29, 2008 at 7:00 am). Each team must have one person present at this meeting.**

EVENTS: This is a pre-seeded meet for all except the relays, the 400 yard IM, and the 500, 1000 and 1650 yard freestyle events, with timed finals for the 10 & Under age group and the relays, the 400 yard IM and the 500 yard, 1000 yard, and 1650 yard free events, and prelims and finals for the other events in all other age groups. For the prelim/finals portion of the meet, the fastest eight qualifiers from the preliminary heats will comprise the final heat. The 400 yard IM, and the 500 yard, 1000 yard

and the 1650 yard freestyle will be deck-seeded and swum as follows: *all swimmers will be seeded functionally (by gender, according to entry time), alternating women and men, fastest to slowest. To save time, the final heat of women and men may be combined.* All relay events will be deck-seeded and swum as follows: *the fastest eight teams per age group will compete against teams of their gender from their own age group; all remaining teams will be seeded functionally (by gender, according to entry time), alternating women and men, slowest to fastest. To save time, the slowest heat of women and men may be combined.*

SESSION START TIMES:

Session I	Warm-up 7:30am; Session Starts 8:30am
Session II	Warm-up 3:00pm; Session Starts 4:00pm
Session III	Warm-up 7:30am; Session Starts 8:30am
Session IV	Warm-up 3:00pm; Session Starts 4:00pm
Session V	Warm-up 7:30am; Session Starts 8:30am
Session VI	Warm-up 3:00pm; Session Starts 4:00pm

ENTRIES:

1. This meet will be run with the Hy-Tek Meet Manager software. **Submit your entries on disk or by email. If you do not have a copy of Team Manager go to the following link to download a free copy of Team Manager Lite with which to submit your entries <http://www.hy-tek.com/downloads.html> Coaches contact information must be included with the electronic entries.** There will be no entries submitted by paper. Be sure to indicate all times achieved in non-conforming pools (see the end of this paragraph and items 4d and 4e, below). Send a verification printed copy of the disk information with your entry fees to the meet director. **Full information (name, USA-S registration number, age) for all potential relay swimmers must be included in your entries – swimmers not included on entry forms will not be allowed to compete in relays** (the competitors in each relay do not have to be identified at this time). Omitted digits in the seed times will be replaced with 9's. Long-course meter times and short-course meter times must not be converted. If an entry time is a long-course meter time, place an "L" behind it on the entry form and/or on the disk. If it is a short-course meter time, place an "S" behind it on the entry form and/or on the disk.
2. **10 and Under age group swimmers may enter a maximum of five (5) individual events per day and one relay event per session. No 10 and Under swimmer may enter more than six (6) individual events for the meet. All 11-12, 13-14 and 15 & Over age group swimmers may enter a maximum of three (3) individual events and one relay event per session. No 11-12, 13-14 or 15 & Over age group swimmer may enter more than a total of eight (8) individual events for the meet. If a swimmer is entered in more than the maximum total allowed individual events for either a single day or in total for the meet, the last individual event for that day, or if applicable, the last individual event for the meet, shall be dropped.**
3. **All entry times will be verified.** A copy of the swimmer times on file with NMS will be distributed to all teams by February 13, 2008. After February 13, 2008, unattached swimmers may request a copy of their times from:
Dale Berg
12421 Chelwood Trail NE
Albuquerque, NM 87112
Phone (505)296-2695 (home)

Swimmers entering an event with a faster time than that shown on the NMS times list must submit an Official Verification Form (attached) for that event. Verification forms must be complete with swimmer first and last name, USA-S registration number, team, age, sex, event number, event title, entry time, and the date, name and pool altitude for the meet at which the claimed entry time was achieved.

For times achieved in a sanctioned or approved meet or time trial within New Mexico on or before **February 19, 2008**, no time verification need be supplied. For times achieved within New Mexico in approved or observed meets on any date, or in sanctioned meets after **February 19, 2008**, the swimmer or team must furnish a copy of the meet results to prove the entry times.

An Official Verification Form (attached) must be submitted for all entry times achieved at out-of-state meets for which the results have not been sent to the NMS Computer Chair at least two weeks prior to the meet entry deadline. Meet results verifying these times, with the times to be verified clearly marked, must be submitted with the entries. If meet results are not available at the time the entries are submitted, they must be presented, with the times to be verified clearly marked, to the meet entry chair prior to the start of warm-up for the first session of the meet. Any entry for which the time has not been proven by the start of warm-up for the first session of the meet may be scratched.

The Meet Director will contact the Team Contact Person **listed on the Official Team Entry Form** to resolve any discrepancies on the Official Entry Form. Failure to resolve such discrepancies will result in referring the situation to the Meet Committee as specified in NMS rule 9.4 for resolution.

4. Events will be seeded as follows:

- a. This meet will be pre-seeded for all individual events with the exception of the 400 yard IM, 500 yard, 1000 yard and 1650 yard freestyle events. Swimmers need only report to their assigned lanes as listed in the heat sheet.
- b. The 400 yard IM, 500 yard, 1000 yard and 1650 yard freestyle and all relay events will be deck-seeded.
- c. All entries with conforming (short-course yard) entry times will be arranged in order, fastest to slowest.
- d. All entries with primary non-conforming (long-course meter) entry times will then be arranged in order, fastest to slowest, and placed after the slowest conforming entry.
- e. All entries with secondary non-conforming (short-course meter) entry times will then be arranged in order, fastest to slowest, and placed after the slowest primary non-conforming entry.
- f. Championship seeding will be used to determine the heat and lane assignment for each preliminary heat entry. Normal seeding will be used to determine the heat and lane assignment for each finals and timed-finals heat entry.
- g. The 400 yard IM, 500 yard, 1000 yard and 1650 yard freestyle will be deck-seeded and swum as follows: *all swimmers will be seeded functionally (by gender, according to entry time). Heats will be swum alternating women and men, fastest to slowest. To save time, the final heat of women and men may be combined.* Lane assignments will be posted. Positive check-in (intent to swim) for the 1000Y and 1650Y Freestyle events will be required at the scratch/clerk-of-course table 30 minutes prior to the start of the appropriate sessions. Anyone who does not check in for one of these events will be scratched and will not be allowed to swim that event. **Swimmers in these events are responsible for furnishing their own lap counters.**
- h. All relay events will be deck-seeded and swum as follows: *the fastest eight teams per age group will compete against teams of their gender from their own age group; all remaining teams will be seeded functionally (by gender, according to entry time). Heats will be swum alternating women and men, slowest to fastest. To save time, the slowest heat of women and men may be combined.* Lane assignments will be posted.
- i. A time line will be published for guidance only.

5. Entry times may be altitude adjusted to equivalent sea-level times according to the following USA-S table:

Distance (m or yd)	Altitude		
	3000-4250 ft	4251-6500 ft	Above 6500 ft
200	.50 sec	1.20 sec	1.60 sec
400/500	2.50 sec	5.00 sec	7.00 sec
800 Free Relay	2.00 sec	4.80 sec	6.40 sec
800/1000	5.00 sec	10.00 sec	15.00 sec
1500/1650	11.00 sec	23.00 sec	32.50 sec

To adjust a time to its sea-level equivalent, subtract the appropriate adjustment time from the time actually achieved at altitude.

6. All relay entries and entry fees must be submitted with the individual entries. No individual swimmer names are required on the relay entries. The number of relay teams allowed for each team shall be determined by the number of swimmers for that team qualified in individual events in their age group for this meet (i.e., one to four swimmers entitles the team to one relay, five to eight swimmers entitles the team to two relay teams, nine to 12 swimmers entitles the team to three teams, etc.). As stated in the Entries section Item 1, all potential relay team swimmers must be included on the entry forms to be eligible to swim on a relay for that team. **Relay entry times and swimmers must be declared prior to the beginning of warm-up for the session in which the relay is swum**, and NMS surcharge fees and meet fees for relay-only swimmers must be paid at that time. Prior to the start of each relay heat, the head timer on each lane will confirm the first and last names of competing swimmers, their ages, and their order of swim for the team in their lane for that heat, and no changes shall be permitted thereafter. Swimmers who fail to show up for a relay event will not be penalized. Teams that have not paid these fees prior to the end of warm up for session 6 will not be allowed to participate in the relay events in Session 6 (events 139-146).
7. A **hard copy** of the individual entries and verification forms, and a check covering entry fees and the NMS swimmer surcharge (for every individual swimmer) must be received by the entry chairman no later than 6:00 p.m. on **Thursday, February 21, 2008**, with the exception of swimmers who receive qualifying time(s) in a designated Last Chance Meet after the entry deadline, but prior to Monday, **February 25, 2008**. **Late entries will not be accepted!** (Entries mailed by certified mail and postmarked no later than Wednesday, **February 20, 2008** will be accepted if received after the entry deadline. It is recommended that **all** entries be submitted by e-mail and FAX (or scan and e-mail); with hardcopy backup and check submitted by overnight, certified mail.) Send team checks only - do not send checks from individuals. The meet director of each last chance meet held the weekend prior to the Championship meet must transmit new Championship meet entries from those meets to the Championship meet entry chair by **8 pm, Sunday, February 24, 2008**. A hard copy of those entries, with

accompanying meet entry fees, must be received by the Championship meet entry chair no later than **2 pm, Tuesday, February 26, 2008**. Entry fees must be in the form of cashier's checks or team checks. Faster entry times for events in which a swimmer already has a qualifying time will not be accepted. Qualifying times achieved in meets prior to the entry deadline will not be accepted with last chance entries. **Swimmers submitting qualifying times from Last Chance meets for events in which they are already entered will be entered in the meet with their originally-submitted entry times.**

8. Send all entry and verification forms and checks to:
Kirtland Aquatic Club
Stanley Sikora
44 Forest Park Rd
Cedar Crest, NM 87008
stan.sikora@comcast.net

WORKERS: This meet is run by New Mexico Swimming, and each team will be required to provide workers (timers, finish judges, and runners) based upon the representation of the team at this NMS championship meets. Officials will be selected from the NMS approved officials list. The Worker List will be sent out once the representation of each team is determined. It is advised that each team instruct the parents of the swimmers who are attending this meet that they will be expected to volunteer.

FEES: Individual events \$2.50 per event
Relay events \$8.00 per event
Meet surcharge per swimmer (including relay-only swimmers)
NMS surcharge \$2.00
Meet Fee \$5.00

CHECK-IN: Positive check-in is required for the 1000 yard and 1650 yard freestyle events. Swimmers or coaches must check-in for these events 30 minutes prior to the start of the session in which these events occur! Anyone who does not check in for one of these events will be scratched and will not be allowed to swim that event.

SCRATCHES: Swimmers qualifying for a finals heat have 30 minutes after the announcement of the results of the preliminary heats of that event to scratch or declare his/her intent to scratch from that event with the Designated Administrative Referee. Having declared intent to scratch, the swimmer has 30 minutes from the completion of his/her last individual preliminary event to complete the scratch procedure with the Designated Administrative Referee. Failure to complete the procedure will keep the swimmer in the finals heat. The penalty for failing to compete in a finals heat for which the swimmer has qualified but not scratched will be disqualification from his/her next individual final event. Swimmers are **not** required to scratch from preliminary or timed-final heats.

SCORING: Individual Events 8 places (9,7,6,5,4,3,2,1)
Relay Events 8 places (18,14,12,10,8,6,4,2)
Points earned in one age group cannot be counted toward the individual scoring in another age group.

AWARDS: Individual 1-8 custom medals
Relays 1-8 ribbons
Team 1st, 2nd, and 3rd place awards
Individual High Point 1st, 2nd, and 3rd place awards for each sex in each age group
Team Spirit Selected on the basis of team spirit, including enthusiasm, sportsmanship, and cooperation in providing workers.

CONDUCT: 2008 USA-S and NMS rules govern this meet in any area not explicitly covered in this announcement.

WARM-UP: Warm-up procedures will be posted. **All swimmers must be supervised by a coach member of USA-S during warm-ups. Unattached swimmers must provide a currently-certified coach to supervise them during warm-up, or request that the Designated Deck Referee assign them to such a coach.**

MEET DIRECTOR:
Stanley Sikora
44 Forest Park Rd
Cedar Crest, NM 87008
505-286-8246 (h) 505-379-4215(c)
stan.sikora@comcast.net

TIME TRIALS: Plans call for offering a time trial on at least one day during this meet. Full information on the time trial will be published separately. For more information regarding the time trial, contact the meet director. Note that any time trial event swum counts toward to the overall total swims during this meet.

ATTACHMENTS: Schedule of Events, Official Team Entry Form, Official Individual Entry Form, Official Verification Form

NOTICE: There will be an officials meeting each morning at 7:30 am. New certification training for S&T judges will take place during the 1650 yard free on Sunday; new certification training for starters will take place during the 1000 yard free on Friday. Please inform your officials and interested parents. Recertification is now accomplished on line at the USA Swimming website; therefore no recertification training will be offered. It is recommended that all officials complete the on-line recertification training prior to the State Meet.. Please contact the officials chair with any questions.

We are attempting to make this a USA Swimming Officials “Qualifying Meet”. N2 certification for officials will be available upon application. Officials may apply for certification for all officials’ positions one level higher than the level they have held in good standing for the last 24 months. Example: If you have been a N1 Stoke and Turn Official for 24 months you may apply to be observed for N2 Stoke and Turn. Application is open to all officials who are interested in applying regardless of team or LSC affiliation. Application will be sent upon request by the Meet Referee:

Robert Jones

Robjones8505@comcast.net

505-271-9586

NEW MEXICO SWIMMING OFFICIAL TEAM ENTRY

Name of Team _____ Head Coach _____

Please list all coaches that will be in attendance (for USA Swimming registration purposes)

_____	_____
_____	_____
_____	_____

Team Mailing Address (for results – 1 copy per team) _____

Number of Swimmers entered in individual races _____ Number of Relay only Swimmers _____

Please list relay only swimmers with USA Swimming numbers

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Number of Individual Entries : Female _____ Male _____

Number of Swimmers entered _____ X \$2.00 = _____ NMS Surcharge

Number of Swimmers entered _____ X \$5.00 = _____ Meet Fee

Number of Individual entries _____ X \$2.50 = _____ Entry Fee

Number of Relay entries _____ X \$8.00 = _____ Entry Fee

Entry Fee Total (Team check only) = _____

I Certify that every swimmer we have entered into the State

Championships is a USA Swimming registered athlete _____

Team Contact for time verification _____ Phone Number _____

NEW MEXICO SWIMMING STATE CHAMPIONSHIP INDIVIDUAL ENTRY FORM

SWIMMER'S NAME _____ SEX _____ AGE _____

USA SWIMMING NUMBER _____ TEAM _____

EVENT#	CIRCLE DISTANCE	CIRCLE STROKE	ENTRY TIME
_____	50 100 200	FREE BK BRST FLY IM	_____
_____	50 100 200	FREE BK BRST FLY IM	_____
_____	50 100 200	FREE BK BRST FLY IM	_____
_____	50 100 200	FREE BK BRST FLY IM	_____
_____	100 200	FREE BK BRST FLY IM	_____
_____	100 200 400	FREE BK BRST FLY IM	_____
_____	100 200 400 500*	FREE BK BRST FLY IM	_____
_____	100 200 400 800** 1000*	FREE BK BRST FLY IM	_____
_____	100 200 400 1500** 1650*	FREE BK BRST FLY IM	_____

* Short Course Only

** Long Course Only

TOTAL NUMBER OF EVENTS _____ X \$2.50 = _____

NMS SURCHARGE _____ \$2.00 _____

MEET FEE _____ \$5.00 _____

TOTAL FEE _____

