



2017-2018
**Swimming &
Diving
Coaches
Manual**



TABLE OF CONTENTS

IMPORTANT DATES	4
PLAYING RULES AND REGULATIONS	5
CONDUCT IN COMPETITION	5
POSTSEASON COMPETITION	6
NATIONAL CHAMPIONSHIPS	7
Travel	10
NAIA POLICY HANDBOOK INFORMATION	11
SUNDAY POLICY PLAY	11
DRUG TESTING AND EDUCATION	11
RATINGS & REPORTING RESULTS	13
AWARDS	14
COACHES ASSOCIATION	17
Constitution and Bylaws	20
NAIA-SDCA Business Meeting	26
Appendix A — Qualifying Standards	27

For National Championship Event Administration/ Coaches Association/Rules contact:
Jamie Adams, jadams@naia.org
816-595-8129

The NAIA Swimming & Diving Coaches Handbook is published annually by the National Association of Intercollegiate Athletics. The name National Association of Intercollegiate Athletics, initials NAIA, logo, and other NAIA symbols and insignia are registered in the United States patent and Trademarks Office. Thane name, initials, and marks are fully protected and are the exclusive property of the Association. Expressed, written approval by the NAIA President/CEO is required for the use of the NAIA initials, name or marks in connection with any items offered for commercial sale, awards, or promotion, including such use at NAIA events.



IMPORTANT DATES

A. 2017-2018 SPORTS CALENDAR

- October 26** Men's and Women's Swimming and Diving rating of top 10 teams. Ratings released by 5:00 p.m. (CST) on NAIA website, www.naia.org; subsequent release dates are November 16, December 14, January 18, February 15
- February 15** **RECEIPT DEADLINE** for submitting men's and women's swimming and diving Daktronics-NAIA Scholar-Athlete nominations electronically (www.naiasports.org/admin)
RECEIPT DEADLINE for submitting men's and women's swimming and diving Buffalo Funds Five Star *Champions of Character* Awards Nominations.
- February 21** **RECEIPT DEADLINE** for submitting entry forms via Hy-Tek to the Entries Coordinator
RECEIPT DEADLINE for submitting Men's and Women's National Championship roster via SIDHelp
- February 23** **RELEASE** of qualifiers and psych sheets
- February 27** NAIA-Swimming & Diving Coaches Association Annual Business Meeting
- Feb 28-March 3** **62nd ANNUAL NAIA MEN'S AND 38th ANNUAL NAIA WOMEN'S SWIMMING AND DIVING NATIONAL CHAMPIONSHIPS,**
- March 2** **RELEASE** of NAIA Men's and Women's Swimming and Diving Daktronics-NAIA Scholar Athletes.
- March 3** **RELEASE** of NAIA Men's and Women's Swimming and Diving Coaches of the Year.
RELEASE of NAIA Men's and Women's Swimming and Diving All-Americans
- June 30** **RECEIPT DEADLINE** Scholar Team Award Nominations

B. FIVE YEAR CHAMPIONSHIP CALENDAR

2018

- Feb. 28-Mar. 3** Columbus Aquatics Center
Columbus, Ga.

2019

- March 4-7** Location to be determined

2020

- March 4-7** Location to be determined

2021

- March 3-6** Location to be determined

2022

- March 2-5** Location to be determined

PLAYING RULES AND REGULATIONS

Rules governing qualification for and at the national swimming and diving championships are specified in the NCAA Men's and Women's Swimming and Diving Rules, except those changes approved by the NAIA-Rules and Sites Committee.

Exceptions:

1. Teams may list a maximum of 18 competitors on the official entry with divers counting as 1/3 of an athlete, swimmers counting as 1 athlete and athletes both diving and swimming counting as 1 athlete.
2. A swimmer is permitted to swim in all 5 relays and 3 individual events.
3. Order of relay events differs from the NCAA format: Wednesday – 800 Free (all heats, timed final); Thursday – 200 Free and 400 Medley Relay; Friday – 200 Medley Relay; Saturday – 400 Free Relay.
4. A diver must compete with at least the minimum degree of difficulty in all championship competition. Divers perform only 6 dives in preliminaries and finals.
5. **NEW FOR 2017-18:** Divers who fail to meet the minimum diving score by 40 points or more at the national competition will be disqualified from that discipline and therefore will not score points.
6. Qualifying standards for A & B cuts are as follows: A student-athlete who is qualified only in 1 relay may also compete in 1 individual event for which he/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/she qualified. If a relay-only qualifier participates in the NAIA National Championships, but fails to swim in a relay for which he/she qualified for the championships then that competitor will be disqualified from any optional events in which he/she participated. In the case of such disqualification(s), the points scored by other teams shall be altered. The term "competes in" is defined as participation in either preliminary OR final competition of a given race.
7. There are no logo limitations at the championship for coaches or athletes.
8. Scratch deadlines are by 5:30 p.m. the evening prior to the athlete's competition.
9. Further deviation from the NCAA Swimming Rules may be instituted at the NAIA Championships only upon majority rule of the coaches at the Championship Meet meeting.

CONDUCT IN COMPETITION

A. EJECTIONS AND SUSPENSIONS

An ejection is an action enforced in conjunction with competition by a game official consistent with the playing rules in that sport. A suspension is required by NAIA bylaws (Article 6, Section B, Item 7) as an additional consequence related to ejections in conjunction with competition.

Ejections are not subject to appeal. Some sport rules allow protests through an official process outlined in each sport rule book.

Suspensions may be appealed starting with the Conference/Association of Independent Institutions. An institution must submit an appeal to their conference within 72 hours of the completion of contest. The conference will submit a recommendation to the national office within 72 hours of receiving the appeal from the institution. The Conduct and Ethics Committee is responsible for all appeals related to suspensions due to ejections of a coach and/or student-athlete.

Once an appeal with appropriate signatures has been submitted to the conference, the student-athlete/coach may continue to participate through the appeal process. If the appeal is not approved, then the student-athlete/coach must sit out of the next scheduled contest(s).

A suspended person cannot be in the competitive venue the day of the contest or communicate with any team personnel or game officials the day of the contest. The student-athlete/coach will be normally removed from the venue during a suspension. However, the game manager will use their best discretion on what is appropriate to risk management procedures regarding their venue.

Ejection reports must be completed by the NAIA game official ejecting a student-athlete or coach and the athletic director of the ejected student-athlete or coach. The form must be submitted to the NAIA within 48 hours after the completion of the contest. www.naia.org/ejections

POSTSEASON COMPETITION RESPONSIBILITIES OF PARTICIPATING INSTITUTIONS

Entries must be submitted to the Entries Coordinator, on Hy-Tek via email by **FEBRUARY 21, 2018**.

A performance completed after Wednesday, February 21, 2018, but before the National Championships may be submitted as an entry time if a 'new' standard is achieved (not an improved performance from one which had already qualified in the same event). Only a new qualifying time can be sent from the original entry. NO upgrades from previous times will be accepted.

An institution may enter an unlimited number of contestants in each individual event; however, no institution shall be allowed a total of more than 18 competitors as described in the following:

1. An entrant who swims shall be counted as one competitor;
2. An entrant who swims and dives shall be counted as one competitor;
3. An entrant who only dives shall be counted as one-third a competitor in the total allowed each institution.

A competitor is permitted to participate in a maximum of eight events of which no more than three may be individual events.

A swimmer/diver who has qualified in only one or two individual events for the national championship meet is allowed to enter and compete in one bonus event as long as the time/score is within 5 percent of the event. These "B Standards" are listed in Appendix A.

Relay qualifiers are allowed to enter one additional individual event should he/she obtain the "B" standard in that individual event (See "Playing Rules").

Each institution is REQUIRED to submit a fee of \$5.00 per individual for each event entered and \$20.00 for each relay entered.

1. There will be no refund for swimmers who fail to compete.
2. No entry form will be accepted unless accompanied by the fees.

In addition to the registration fee, there is an athlete surcharge. The surcharge is \$20.00 per athlete.

NEW FOR 2017-18: There will also be a one year surcharge to all teams to help defray the costs of new awards. That amount has not been determined yet.

Example: Smith College has 18 athletes participating in the 2018 Championship. Their surcharge would be \$360. They also would pay the entry fee of \$5 per individual for each event entered and the \$20 entry fee for each relay entered.

Each participating team shall be responsible for its own expenses en route to, during, and from all postseason events.

Each participating team shall provide its own medical, hospitalization, travel and accident insurance for all members of its official party.

The coach or other designated person for each participating team must be in attendance and responsible for his/her team at all times while at the site of the tournament. This person shall accept the responsibility for the conduct of his/her student-athletes at the tournament site during the tournament and at all activities connected with the team's tournament participation. In case of property damage, the offending institution shall be held financially responsible.

NATIONAL CHAMPIONSHIPS

A. MANAGEMENT

NAIA meets are intended to provide national championship competition among the best eligible student-athletes and teams at the conclusion of the respective sport season.

The men's and women's swimming and diving committees shall be selected by the membership at the annual meeting of the NAIA-Swimming and Diving Coaches Association. The NAIA will not consider a protest regarding the eligibility of a duly certified student-athlete within 15 calendar days prior to the beginning of national competition. The protest shall be investigated following the event.

B. QUALIFICATION

Qualifying Standards – Standards are set through a uniform method for determining the time standards for the national meet based on an average of the performances and number of athletes in each event over the past three years.

The time of the final place to be awarded will be averaged over the previous 3 years with 2% added to the 1650, 3% added to the 500, all strokes and individual medley events, and 4% added to the sprint freestyles. This calculates the new standard. In order for a new time to go into effect 24 finishers would have qualified the standard is faster. If 18 or fewer would have qualified the standard is slower.

In order for this method to be calculated, there must be an average of the final consolation place plus an extra 12 competitors in the distance and stroke events. There must be an average of the final consolation place plus an extra 14 competitors in the sprint freestyle events (again-for relay swimmers). The B cut is 5% slower than the A.

Qualifying standards for the 2017-18 NAIA Swimming and Diving National Championships are listed in Appendix A.

Qualifying Times – All times which are placed on the Official Entry Form are the final times to be used in the placement of swimmers in heats. All entry times MUST be in yards. If a time standard was made in meters, the coach should be prepared to supply calculations to yards, if challenged. The formula to be used for conversion from meters to yards is:

Qualifying times must have been achieved in a bona fide competition between September 1, 2017 and the entry deadline.

<u>Event</u>	<u>Factor</u>
400 meters to 500 yards	x 1.143
1500 meters to 1650 yards	x 1.003
All other events	x .0896



Altitude factor times achieved at an altitude of 3,000 feet or above may be adjusted as indicated below:

	I	II	III
	3000-4250 FT. ELEV.	4250-6500 FT. ELEV.	ABOVE 6500 FT. ELEV.
100 Yards (individual event)	.00	.10	.15
200 Yards (individual event)	.50	1.20	1.60
400-500 Yards (individual event)	2.50	5.00	7.00
1500 Yards	11.00	20.00	32.50

Subtract the time indicated above from the actual time achieved. 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 the name of competitor, actual time, corrected time and signature of the coach.

All diving entries MUST meet the qualifying standards for the minimum point total in a bona fide championship or certified diving meet. The award of three judges must be submitted on the official entry and a copy of the diving sheet shall be included with the entry.

Proving Times – All entry times submitted for the National Swimming and Diving Meet must be pre-proven. Any times not found in the Top Times Database must be proved by the Wednesday 5:30 Scratch Deadline. Proof of times must be provided through a printed copy of certified meet results. This copy must provide meet location, date event and time.

C. RELAY QUALIFICATION

Qualifying relay times belong to the university. Any four members of an institution's 18 athlete declared roster are permitted to participate in prelims and/or finals swims of relay events during the NAIA Championships.

Relay swimmers with no individual event 'A' standards are permitted to swim one individual event for which they have achieved the 'B' qualifying standard. Failure to compete in any leg of a qualified relay will result in the disqualification of that swimmer's individual event.

If a swimmer has not achieved an 'A' or 'B' individual event time standard, they may be listed as a "Relay Only Swimmer" on the declared roster submitted prior to the championships.

D. FORMAT

The NAIA Swimming and Diving National Championships are conducted in a four-day format with preliminaries in the morning/afternoon and finals in the same events conducted in the evening. There are 20 events for men and 20 events for women. Both men's and women's individual champions are determined.

E. SCORING

The top 8 competitors from the preliminaries advance to the evening finals, with the 9th through 16th positions advancing to the consolation final. Championship scoring is in accordance with NCAA rules.



F. EVENT ORDER

The order of events can be found on the NAIA website. All women's events are held first at all NAIA Championships.

G. SCRATCH PROCEDURES

Scratch deadlines will be at 5:30 p.m. on the day previous to the final in any such event. Entry/scratch boxes will be accessible at the facility from 10:00 a.m. to 5:30 p.m. each day. The 5:30 p.m. deadline shall be on Tuesday for all Wednesday events, Wednesday for all Thursday events, Thursday for all Friday events, and Friday for all Saturday events.

All contestants must have someone, other than an undergraduate, duly appointed by their institutions, to represent their interests at the time of scratch and draw meetings, and throughout the championships.

H. ROSTER DECLARATION

Each team must declare with their entries their 18 athlete roster when submitting their official entries. Relay alternates will count toward their totals. Roster declarations will be made using the SIDHelp system.

I. HOUSING

The host shall be responsible for advising participating institutions of available hotel and motel accommodations at the site of the championships as well as campus housing. Each competing institution is obligated to make its own reservations. All participating teams **MUST** stay at the designated headquarters hotel or assigned properties. Failure to do so would make a team **INELIGIBLE** for the national event.

J. PARTICIPATION IN FUNCTIONS AT NATIONAL CHAMPIONSHIPS

All participating teams and individuals competing in a national championship, including opening rounds, must attend all mandatory functions including; Parade of Champions, coaches meetings, opening round celebrations, and Champions of Character programming. Failure to comply will result in a penalty of a \$1,500 fine to the institution.

K. RELATED INFORMATION

Code of Conduct - All swimmers and divers participating in the NAIA Swimming and Diving National Championships have agreed to abide by the following standards of conduct:

1. The use of alcohol or illegal drugs is prohibited.
2. Exemplary conduct is expected in team travel, at eating establishments, championship site and overnight accommodations before, during and after the national championships.
3. **FAILURE TO COMPLY WITH THE CODE OF CONDUCT** may result in either or all of the following actions:
 - a. University or college president and athletics director to be notified by letter;
 - b. The athlete be banned from the following year's championships (if the athlete is a senior, his/her team be ineligible for the following year's championships); and/or
 - c. All honors and awards, including All-America status and all points scored, are taken away from the offending athlete.
4. Upon notification of any violation of the Code of Conduct, the NAIA-Swimming and Diving Coaches Association will review the case and take prompt, appropriate action, which may include the above.

It is the **RESPONSIBILITY** of NAIA-Swimming and Diving coaches to ensure that their teams adhere to these rules of conduct.

Student-Athlete Experience Event – The NAIA Event is scheduled for 7:00 p.m. (doors open at 6:30) on Wednesday, February 28. Complimentary tickets will be provided to all participating

athletes and coaches and supporting staff will need to purchase tickets. Family, friends and fans may purchase additional tickets at an additional cost.

Meetings - The NAIA-Swimming and Diving Coaches Association's annual business meeting will be conducted in conjunction with the championship event at a time and place to be determined.

Admission - All athletes and coaches must have credentials (participant passes) on their person in order to be admitted into the meet. In addition, athletic trainers and managers (one per team) will receive passes for admittance.

Medical Care - Training facilities and certified trainers will be available to the competing teams by the host. Medical doctors and access to a medical facility will be available.

Travel

A. SHORTS TRAVEL MANAGEMENT

Qualifying institutions are responsible for making their own travel arrangements to the National Championship. The Official Travel Bureau of the NAIA is Short's Travel Management. Please visit <http://www.shorts.travel.com/NAIAchamps> to upload team rosters and contact information, then call Short's Travel at 844-619-7044 to book your travel arrangements. In order to be eligible for reimbursement, all schools are expected to use Short's Travel for any air travel.

Short's Travel has contacts with Charter air travel as well as charter buses for ground travel.

Short's Travel Management can also be used for regular season travel planning.

B. NATIONAL CAR RENTAL

National Car Rental/Enterprise Rent-a-Car is offering special rates for the NAIA National Championship. Teams will be able to access these special rates by providing the special NAIA contract ID #: XZ 051 46.

C. MASTER'S TRANSPORTATION

Master's Transportation is the official provider of all shuttles/buses for your sales, lease and rental needs. Please contact Matthew Winston at (816) 651-7121 or Matthew@MastersTransportation.com for more information.



NAIA POLICY HANDBOOK INFORMATION

The NAIA POLICY HANDBOOK can be found at [here](#). Please refer directly to the NAIA policy handbook for the following:

Competition:

- A. Declaration of Intent to Participate – Bylaws, Article I, Section L
- B. Frequency of Play and Scheduling – Bylaws, Article I, Section F
- C. Criteria for Countable Contests – National Administrative Council, Article XXV, Section A, Item 12
- D. Reporting Results – National Administrative Council, Article XXV, Section A
- E. Forfeits – National Administrative Council, Article XI
- F. Conduct in Competition Guidelines – National Administrative Council, Article IV
- G. Ejection Policy – Bylaws, Article VI Section B Item 7
- H. Drug Testing and Reinstatement Procedures – Bylaws, Article VIII

Eligibility:

- A. Definitions for Eligibility – Bylaws, Article V, Section B
- B. Eligibility Requirements – Bylaws, Article V, Section C
- C. Transfer Rules – Bylaws, Article V, Sections F-H
- D. Amateur Rules and Reinstatement – Bylaws, Article VII

Recruiting & Financial Aid:

- A. Recruitment – Bylaws, Article II, Section D
- B. Campus Visitations and Tryouts of Prospective Students – Bylaws, Article II, Section C
- C. Financial Assistance – Bylaws, Article II, Section B
- D. Financial Aid Limits – Council of Presidents, Article XII

SUNDAY POLICY PLAY

As a matter of policy, NAIA national qualifying and national championship competition will not be scheduled on Sunday. See NAIA Policy Handbook, National Administrative Council, Article XXIII for additional information.

DRUG TESTING AND EDUCATION

Drug testing may be done at any randomly selected NAIA National Championship competition for performance enhancing drugs. In accordance with the guidelines set forth by the National Drug Testing and Education Committee, the National Office will select which championships will incorporate drug testing each year. Student-athletes may be tested before, during and/or after NAIA National Championships.

For more information regarding championship drug testing, the [National Administrative Council Drug Testing Policy Manual](#), the safety of supplements and over-the-counter medications and resources to increase awareness on your campus, please visit – www.naia.org/wellness

A. DRUG TESTING CONSENT FORM

Each academic year all eligible NAIA student-athletes must sign a [Drug Testing Consent Form](#) in which he or she consents to be tested for the use of drugs prohibited by the NAIA Banned Substance List to participate in any NAIA National Championship competitions. This consent form shall be administered by the institution.



To ensure all student-athletes participating in NAIA National Championship competitions have signed a consent form and such form is on record with the institution, a representative of each institution participating in any NAIA National Championship competition must sign an Official Certification of Student-Athlete Consent Form at check-in. An institution has not completely checked in at a NAIA National Championship until this form is signed and submitted along with a copy of the institution's official postseason roster.

It is recommended that before the season begins that an institution has all student-athletes complete the form to minimize the possibility of issues occurring when the postseason roster is submitted at a NAIA National Championship.

B. MEDICAL EXEMPTION FORM

The NAIA recognizes that some banned substances are used for legitimate medical purposes. Accordingly, the NAIA allows exemptions to be made for those student-athletes with a documented medical history demonstrating the need for regular use of such a drug. Exemptions may be granted for substances included in the following classes of banned drugs – Stimulants, anabolic agents, beta blockers, diuretics, peptide hormones, anti-estrogens, and beta-2 agonists.

[Medical Exemption Form](#)

RATINGS & REPORTING RESULTS

A. RATINGS

Top 10 team ratings will be recommended to the NAIA Sports Information Department by a Presidential committee. This committee will conduct the Top 10 rating three times during the season. The Committee will consist of 5 current NAIA Swimming and Diving Coaches. The committee will use the most current "top times" as the primary source of ranking.

A postseason rating (post-championship) will be conducted in all sports beginning this year. The "final" rating (following affiliated conference/group qualifying tournaments) used for seeding and/or at-large selection will still be referred to as the final rating; and the post-championship rating will be referred to as the postseason rating. The postseason rating will be the team finish of the National Championship.

B. REPORTING RESULTS

You must report all results from all varsity contests against four-year or upper-level, degree-granting, accredited institutions. All teams must purchase Hy-Tek Meet Manager 3.0 software. Meet results need to be submitted to Nate Duell, Tabor College, in Hy-Tek format (CL or zipped file) as an attachment via email to Nate at TopTimesNAIA@gmail.com. If the meet is not run on Hy-Tek software then data enter the results into Hy-Tek before submitting.

Top times are to be submitted within 4 days of completion of the meet. Times not submitted within that timeframe are ineligible for consideration for use as NAIA National Championship qualifying times. Should results not be immediately available, the coach must email the top times coordinator, the Executive Committee and the Sport Manager within the original timeframe.

C. TOP TIMES AND RATINGS POSTINGS

Top Times will be published: October 24, November 14, December 12, January 16 and February 13. All A and B qualifiers will be published in the Top Times report, even if the list exceeds 25 individuals. Top Ten Ratings will be posted October 26, November 16, December 14, January 18 and February 15.

AWARDS

A. ALL-AMERICAN

NEW FOR 2017-18: Official NAIA individual awards will be presented to the first eight individuals in each event and the individuals on each of the first eight relay teams who swim in the finals at the championship meet.

B. DAKTRONICS-NAIA SCHOLAR-ATHLETE

Criteria:

- Nominee is junior or above in academic standing.
- Nominee has been in attendance at the nominating institution two full academic years as a non-transfer student or a minimum of one full academic year as a transfer student.
- Nominee has a minimum grade point average of 3.50 (on a 4.0 scale) at the time of the nomination deadline (for transfer students the GPA is only at current NAIA institution).
- Nominee has been certified as eligible and is listed on the eligibility certificate submitted to conference eligibility chair.
- Nomination form is complete and submitted through SIDHelp.
- All the above information is to be received by February 15, 2016 to be eligible for national press release/website, certificate and honors database. All criteria must be met by this date.
- NOTE: There are no statistical/playing requirements needed to receive this award.

Daktronics-NAIA Scholar-Athlete nominations will continue to be filled out via the SIDHelp admin website at www.naiasports.org/admin. **You must have an account in order to fill out nomination forms as the forms are no longer available through coaches' manuals. SIDHelp is the only way to nominate student-athletes as a Daktronics-NAIA Scholar-Athlete.** If you don't have an account, please sign up and create your own. Your access will be granted (usually) within 24 hours.

Nominations are processed entirely electronically. In order to complete a nomination, the student-athlete must have approved and signed a release of their cumulative grade point average for nominating purposes. If you or your sports information office does not have a signed release form from the nominated student-athlete on file, a blank document (PDF) will be available for download. This release form does not need to be turned into the NAIA National Office. You are asked to retain it for your institutional records. The administrator nominating the student-athlete will sign electronically.

To be eligible for listing on website, honors database or receive a certificate, forms **MUST BE SUBMITTED BY February 15**. LATE nominations will be accepted through June 30th of each year, but will not be listed on the website, honors database or receive a certificate.

C. SCHOLAR TEAM

In recognition of academic achievement, the NAIA names a Scholar Team for all sports in which Scholar-Athletes are recognized. Based on a 3.0 **season GPA** on a 4.0 scale, all members of the team who appear on the eligibility certificate will be included in the GPA compilation. Please find the [on-line submission](#) in [Official Publications](#). The deadline for this award is June 30.

D. NATIONAL SWIMMER OF THE YEAR

Each year the NAIA-SDCA names a Female and Male Swimmer of the Year at the National Championship. The National Swimmer of the Year will be the athlete who scores the most points for his/her team. In the event of a tie, the swimmer breaking the most individual National Championship records, at the competition, will be acknowledged as the National Swimmer of the Year. If the athletes are still tied, the highest scoring single swim from the competition based on the Hy-Tek Open Points system will be used to determine the winner.

E. SWIM OF THE MEET

An award will be presented to the male and female athlete who had the best National Championship swimming performance of the year, based on Hy-Tek Open Points.

F. NATIONAL SWIMMER OR DIVER OF THE MONTH

There will be monthly recognition of an outstanding performance at the national level, with honorees selected from athletes nominated by their institution's Sports Information Directors. The first national honoree will be announced December 7 and the subsequent dates are January 18 and February 21. Honorees are released by 5 p.m. CST during the selected dates. All nominations must be submitted via the SIDHelp admin website (www.naiasports.org/admin) and going to the "Player of the Week" section.

Honorees will be selected by the NAIA Department of Sports Information and a national voting committee. Nominations will be made by the institution through the SIDHelp admin website. Only one athlete from each team will be allowed for national consideration during each honors period.

G. COACH OF THE YEAR

The NAIA-SDCA selects the national coach of the year based on the following formula:

1. A coach of the year recipient is not eligible to be selected again for a period of one year.
2. Based on a 10-place scoring system, each coach is awarded the points for the team's place score as follows:

1 st – 12	2 nd – 9	3 rd – 8	4 th – 7	5 th – 6	6 th – 5
7 th – 4	8 th – 3	9 th – 2	10 th – 1		Below 10 th – 0

In addition, a coach is awarded movement points for improvement in team place from last year based on the following schedule:

- 2 points for each position a team moves up in the top 5
- 1 point for each position a team moves up between 10th and 5th
- ½ point for each position a team moves up below 11th

Each participating institutions head coach will also be given the opportunity to cast "one peer" vote that will be counted towards the total number of points. Each peer vote will be worth 2 points.

Example:

Coach Jones from Splash State
Last year - 9th place
This year - 2nd place
4 peer votes
9 points for team place
10 movement points
8 points for peer votes
20 total points

H. NATIONAL CHAMPIONSHIP AWARDS

The NAIA maintains a standardized awards program for the national championship meet. National championship certificates are provided to all participating student-athletes.

NEW FOR 2017-18: The top eight finishers in all events are awarded individual plaques.

The top three teams are awarded trophies at the conclusion of the championship.



I. BUFFALO FUNDS FIVE STAR CHAMPIONS OF CHARACTER TEAM AWARD

The Buffalo Funds Five Star Champions of Character Award is an annual award given at the end of each sport season. Each sport awards the Buffalo Funds Five Star Champions of Character Award to one team on a yearly basis and all NAIA teams are eligible for the team award. Teams must be nominated by their institutions. Award winners will be selected based upon their documented display of exemplary character and sportsmanship on the field, on campus, and in the community. Specifically, fulfillment of the core character values of respect, responsibility, integrity, servant leadership and sportsmanship will be taken into consideration.

For complete nomination information, please see NAIA Champions of Character. Deadline is February 15.

J. ORDERING AWARDS

Conference/independent awards are ordered by the Conference/Independent Commissioner and are the financial responsibility of the conference/independent or postseason host institution. Official NAIA awards MUST be ordered from:

Collegiate Awards, 18081 E. Trafficway St., Springfield, MO 65802

Contact: Brad Stout, brads@collegiateawards.com

NAIA National Office Staff Awards Liaison – Kelli Briscoe – kbriscoe@naia.org

COACHES ASSOCIATION

A. NAIA-SWIMMING AND DIVING COACHES ASSOCIATION

The NAIA-Swimming and Diving Coaches Association (NAIA-SDCA) is an organization of collegiate swimming and diving coaches at NAIA member institutions. The NAIA-SDCA meets annually, conducting its business in conjunction with the NAIA Swimming and Diving National Championships.

B. PAST PRESIDENTS

1959-60	John Lewellen, Ball Teachers, Ind.	1993-94	Brian Reynolds, Drury College, Mo.
1960-61	Ed Giere, North Central, Ill.	1994-95	Jack Ebel, Transylvania, Ky.
1961-62	Ray Martinez, East Carolina, N.C.	1995-96	Jim Dann, Ouachita Baptist, Ark.
1962-64	Bob Firlik, Detroit Tech, Mich.	1996-97	Rob Klamut, Westminster, Pa.
1964-66	Fred Lengfeld, Wisconsin-LaCrosse	1997-98	Chris Myhre, Puget Sound, Wash.
1966-68	John Molitor, Wisconsin-Stout	1998-99	Chris Shillcutt, John Brown, Texas
1968-70	Dick Heller, SUNY-Buffalo	1999-00	Liam Donnelly, Simon Fraser, B.C.
1970-72	Bob Courtway, Hendrix, Ark.	2000-01	Craig Mallery, Seattle, Wash.
1972-74	John Martin, Winona State MN	2001-02	Jack Ebel, Transylvania, Ky.
1974-76	Tom Grall, Claremont-Mudd CA	2002-03	Rick Rowland, California Baptist
1976-78	Lynn Blair, Wisconsin-Stevens Point	2003-04	Craig Penrose, Lindenwood, Mo.
1978-80	Paul Savage, Simon Fraser, B.C.	2004-05	Liam Donnelly, Simon Fraser, B.C.
1980-82	Steve Mahaney, Fairmont State W.V.	2005-06	Rob Bond, Illinois Institute of Technology
1982-83	Jim Brik, Willamette, Ore.	2006-07	Scott Rabalais, SCAD, Ga.
1983-84	Lee Albrecht, Bemidji State, Minn.	2007-08	Garry Nelson, Cumberland, Ky.
1984-85	Paul Savage, Simon Fraser, B.C.	2008-09	Eddie Shepard, Biola, Calif.
1985-86	Jim Johnson, Pacific Lutheran, Wash.	2009-10	Rob Bond, Illinois Institution of Tech
1986-87	Jim Dann, Ouachita Baptist, Ark.	2010-11	Neil Virtue, Mills College, Calif.
1987-88	Lee Coleman, Whitman, Wash.	2011-13	Rafael Forti, Union College, Ky.
1988-89	Jim Bain, Denver, Colo.	2013-14	Eddie Shepard, Biola, Calif.
1989-90	Don Duncan, Puget Sound, Wash	2014-15	Chris Conlon, SCAD Savannah, Ga.
1990-91	John Miller, Whitman, Wash.	2015-16	Alex Keyser, Asbury University, Ky.
1991-92	Tom Prior, Wisconsin-Eau Claire	2016-17	Alicia Kemnitz, Lindsey Wilson College, Ky.
1992-93	Sig Lawson, Austin College, Texas		

C. NATIONAL SWIMMING AND DIVING COACHES ASSOCIATION

American Swim Coaches Association (ASCA)

The American Swimming Coaches Association is a professional service organization based on a central theme of Leadership in American Swimming through Education, Certification, and Cooperation. ASCA is dedicated to creating and enhancing progressive and highly visible programs that are effective in strengthening and improving the coaching profession, and building a stronger swimming community.

Contact:

ASCA, 5101 NW 21st Avenue, Suite #200, Fort Lauderdale, FL 33309
asca@swimmingcoach.org / www.swimmingcoach.org
 (800) 356-2722



College Swimming Coaches Association of America (CSCAA)

The mission of the College Swimming Coaches Association of America is to promote collegiate swimming and diving and provide educational, professional and competitive services and opportunities of its membership and to those generally interested in collegiate aquatic activities.

Contact:

CSCAA 10320 E. Verbena Lane, Scottsdale, Arizona 85255
Joel Shinofield, 540-460-6563 joel@cscaa.org

NAIA Coaches Contact: Scott Teeters, Olivet Nazarene University, spteeters@olivet.edu 815-928-5419

D. NAIA-SDCA VOTING

NAIA Coaches Associations must have a quorum (at least 50% of eligible voters) in order for a sport motion to be heard by the National Administrative Council. All voting will be completed using an online process following the business meeting in order to ensure all head coaches have an opportunity to vote. Motions will still be presented and discussed at the Annual Business meeting. If desired, a "straw poll" can be taken by those present to determine if a motion will be opened for vote to the full coaches association.

E. NAIA COUNCIL FOR STUDENT-ATHLETES (CSA)

The individual serving in the role of President for the NAIA-SDCA during the 2015-16 academic year will also be a member of the Council for Student-Athletes (CSA). This role on the CSA is a two year responsibility. For this two year term, the individual must be the coach of a men's swim and dive program. If the President of the NAIA-SDCA does not coach men's swim and dive, the next available officer who fits this criteria will serve on the CSA. If no officers fit the criteria, the NAIA-SDCA President will appoint a men's swim and dive coach to fill this spot on the CSA.

The individual serving in the role of President for the NAIA-SDCA during the 2019-20 academic year will also be a member of the Council for Student-Athletes (CSA). This role on the CSA is a two year responsibility. For this two year term, the individual must be the coach of a women's swim and dive program. If the President of the NAIA-SDCA does not coach women's swim and dive, the next available officer who fits this criteria will serve on the CSA. If no officers fit the criteria, the NAIA-SDCA President will appoint a women's swim and dive coach to fill this spot on the CSA.

Standing Committees

OFFICERS

President:	Jason Gallaher Columbia College jgallaher@columbiasc.edu
Vice President:	Eric Skelly University of the Cumberlands Eric.skelly@ucumberlands.edu
Secretary:	Kelly Chism-Essler Milligan College klchism@milligan.edu
Past President:	Alicia Kemnitz Lindsey Wilson College kemnitza@lindsey.edu

**RULES COMMITTEE**

Chair:	Alecia Kemnitz	Lindsey Wilson College
Members:	Adam Crossen	Soka University of America (3rd year)
	Eric Skelly	University of the Cumberland (3rd year)
	Casey Smith	Campbellsville University (3rd year)
	Nathan Rhodes	Brenau University (2nd year)

TOP TIMES COORDINATOR

Nate Duell	Tabor College	TopTimesNAIA@gmail.com
------------	---------------	--

RATINGS COMMITTEE:

Alicia Kemnitz	Lindsey Wilson College
Jason Gallaher	Columbia College
Nate Duell	Tabor College
Eric Skelly	University of the Cumberland
Kelly Chism-Essler	Milligan College

Constitution and Bylaws

CONSTITUTION

PREAMBLE

Active coaches engaged in the area of competitive swimming and diving at an NAIA institution recognizing the need for concerted and coordinated efforts in fulfilling the objectives of education through the significant and unique achievements of competitive swimming and diving do establish and adopt this constitution for the Swimming and Diving Coaches Association of the National Association of Intercollegiate Athletics (NAIA-SDCA).

ARTICLE I - NAME

The organization shall be called the Swimming and Diving Coaches Association of the National Association of Intercollegiate Athletics.

ARTICLE II - AIMS

Section 1 The aims of the Association are parallel to and support the aims of the National Association of Intercollegiate Athletics. The primary aim of the Association is to serve as a coordinating unit for those concerned with competitive swimming and diving within the NAIA.

Section 2 Supplementing and completing the general aims of the National Association of Intercollegiate Athletics, the Association supports the following purposes:

- A. To promote and improve the program of intercollegiate competitive swimming and diving.
- B. To make intercollegiate competitive swimming and diving an interesting and meaningful activity for the participant and the spectator.
- C. To promote superior teaching and coaching in the areas of competitive swimming and diving.
- D. To promote greater understanding and friendship among the members and the member institutions of the NAIA.
- E. To act in an advisory capacity whenever possible in order to promote and coordinate the swimming and diving activities of the NAIA.
- F. To promote uniform rules, interpretations, and officiating at swimming and diving meets.
- G. To encourage more colleges and universities to participate in competitive swimming and diving programs.
- H. To improve the professional status of the Association through mutual assistance and cooperation of the members and the member institutions.
- I. To promote NAIA swimming and diving on the international level.

ARTICLE III - MEMBERSHIP

Membership in the Association shall be open to all active swimming and/or diving coaches of member institutions that are in good standing in accordance with the policies of the NAIA-Swimming and Diving Coaches Association.

ARTICLE IV - GOVERNMENT

Section 1 The officers shall consist of the president, vice president, secretary and past president. All shall be elected to office in accordance with the procedures as provided for in the Bylaws. The officers shall be referred to as the Executive Board, collectively.

Section 2 The business of the Association shall be conducted by an executive board, general assembly and committees, constituted as hereinafter provided for in the Bylaws.

Section 3 *Robert's Rules of Order* shall be the parliamentary authority for conducting meetings.

Section 4 The established operating codes for the Executive Board and committees shall guide those responsible in carrying out their particular duties. Said operating code must be formally adopted by the Executive Board through a majority vote.

ARTICLE V - MEETINGS

Section 1 The official business meeting of the general assembly of the Association shall be held annually at the site of the national swimming and diving championships.

- A. Items for the agenda shall be sent, in writing, to the president by the members 21 days prior to the annual business meeting.
- B. The membership at the national championships site shall be informed of the proposed agenda, time and place of the meeting at least one day prior to said meeting.

Section 2 The Rules Committee shall meet on the Wednesday prior to, and at the site of, the national swimming and diving championships at a time determined by the past president.

Section 3 The Executive Board shall meet on the Wednesday prior to, and at the site of, the national swimming and diving championships. They shall be charged with the final draft of the agenda for the annual business meeting and receive any amendments or adoptions to the Association Constitution and Bylaws or operating codes.

Section 4 The Championships Meet Committee shall meet on the Wednesday prior to, and at the site of the national swimming and diving championships. This committee shall be charged with the conduct of any business which pertains to that year's championships.

ARTICLE VI - HONOR AWARDS

Honor awards may be recommended for meritorious service by this Association to the NAIA Awards/Hall of Fame Committee.

ARTICLE VII - PUBLICATIONS

Section 1 The official publication of the Association shall be the newsletter of the Swimming and Diving Coaches Association and the *NAIA News*.

Section 2 The Association may publish and distribute any other materials as authorized by the Executive Board.

ARTICLE VIII - ADOPTIONS AND AMENDMENTS

Section 1 Any active member may submit amendments to the NAIA-SDCA Constitution and/or Bylaws.

- A. Such proposed amendments may be submitted in writing to the Executive Board prior to its meeting on the Wednesday prior to the national swimming and diving championships, **OR**
- B. Such proposed amendments may be mailed to the president and must be postmarked 15 days prior to the opening of the national swimming and diving championships.

Section 2 All proposals submitted in accordance with Section 1 must be submitted to the general membership at the annual business meeting following receipt of the proposal.

Section 3 All proposed amendments and adoption shall be voted upon by the general membership at the annual business meeting.

Section 4 The membership shall be notified by mail of all approved changes when reviewed and acted upon by the NAIA-Council of Athletics Administrators.

BYLAWS

ARTICLE I - MEMBERSHIP

Section 1 Individuals actively engaged in coaching competitive swimming and/or diving in one of the NAIA member institutions are eligible for membership in the Association.

Section 2 Active membership shall entitle the person to one vote at the annual business meeting.

ARTICLE II - DUTIES AND RESPONSIBILITIES OF THE GENERAL ASSEMBLY

Section 1 The duties and responsibilities of the general assembly shall be as follows:

- A. To approve the Constitution, Bylaws, operating code, policies and procedures of the Swimming and Diving Coaches Association of the NAIA.
- B. To initiate such business as it seems desirable.
- C. To receive and approve all annual reports submitted to the Executive Board or any one of its members.
- D. To receive and approve all special committee reports.
- E. To nominate and elect officers.
- F. To approve any general operation budgets.

Section 2 The duties and responsibilities of the men's and women's team coaches shall be as follows:

- A. To hold a meeting at the site of, and during the week of, the national men's and women's swimming and diving championships. The annual meeting of the Association shall be held jointly so long as the championships are conducted jointly.
- B. To establish the rules and procedures for the men's/women's section of the national meet that pertain to their respective events.
- C. To elect members to the respective men's/women's National Swimming and Diving Championship Meet Committee.

ARTICLE III - DUTIES AND RESPONSIBILITIES OF THE ADMINISTRATION

Section 1 The duties and responsibilities of the Executive Board (which consist of the president, vice president, secretary and past president) shall be:

- A. To initiate and transact all business necessary for the conduct of the Association as directed by the general assembly.
- B. To suggest and promote needed changes to the Association or the NAIA.
- C. To draft the final agenda for the annual business meeting.
- D. To receive and review any amendments or adoptions to the Constitution and Bylaws or operating code.
- E. To act upon all rules, regulations and mandates passed by the general assembly.
- F. To inform the membership of all actions taken by the Executive Board.
- G. To make recommendations for appointments to all national aquatic committees.
- H. To carry out all other duties as indicated in the operating codes.

Section 2 The duties and responsibilities of the president shall be:

- A. To hold office for one year.
- B. To hold the annual business meeting of the Association at the site of the national swimming and diving championships.
- C. To act as chair of all meetings of the general assembly of the Association and to preside at Executive Board functions.
- D. To appoint persons to fill any vacant office or committee position until the time of the next annual business meeting.
- E. To be responsible for conducting business not otherwise provided for.
- F. To formally request expenditures of the Association's budget to the National Office.

- G. To appoint president's committees as the need arises.
- H. To make an annual report to the membership at the annual business meeting.
- I. To notify the NAIA National Office of candidates for appointments to all national aquatic committees.
- J. To carry out all other duties as indicated in the operating codes.

The individual serving in the role of President for the NAIA-SDCA during the 2015-16 academic year will also be a member of the Council for Student-Athletes (CSA). This role on the CSA is a two year responsibility. For this two year term, the individual must be the coach of a men's swim and dive program. If the President of the NAIA-SDCA does not coach men's swim and dive, the next available officer who fits this criteria will serve on the CSA. If no officers fit the criteria, the NAIA-SDCA President will appoint a men's swim and dive coach to fill this spot on the CSA.

The individual serving in the role of President for the NAIA-SDCA during the 2019-20 academic year will also be a member of the Council for Student-Athletes (CSA). This role on the CSA is a two year responsibility. For this two year term, the individual must be the coach of a women's swim and dive program. If the President of the NAIA-SDCA does not coach women's swim and dive, the next available officer who fits this criteria will serve on the CSA. If no officers fit the criteria, the NAIA-SDCA President will appoint a women's swim and dive coach to fill this spot on the CSA.

Section 3 The duties and responsibilities of the vice president shall be:

- A. To hold office for one year prior to assuming the office of president, unless serving in an appointed position.
- B. To act for the president in his absence and in case of death or resignation of the president; to succeed him for the unexpired term.
- C. To be chair of the Nominating Committee.
- D. To be the coordinator of the annual membership drive.
- E. To serve as a member of the Executive Board.
- F. To carry out all other duties indicated in the operating codes.

Section 4 The duties and responsibilities of the secretary shall be:

- A. To hold office for one year prior to assuming the office of vice president, unless serving in an appointed position.
- B. To record the proceedings of all Executive Board and annual business meetings of the Association and to forward such information to the NAIA National Office for dissemination to the membership.
- C. To forward to the editor of the newsletter of the NAIA-SDCA within five days after their receipt of any petitions for constitutional adoptions or amendments.
- D. To serve as a member of the Executive Board.

Section 5 The duties and responsibilities of the past president shall be:

- A. To hold office for one year.
- B. To serve as a member of the Executive Board.
- C. To serve as chair of the Rules Committee.

Section 6 The duties and responsibilities of the Rules Committee (chaired by the past president and consisting of three members elected at-large for each division and one member elected at-large to represent diving) shall be:

- A. To evaluate potential sites for the national championship and make recommendations to the membership.
- B. To serve in an advisory capacity to the host institution as to the preparation and conduct of the national championship meet.
- C. To seed all heats during the entire national championship and rule on the validity of any questionable entries within the division of responsibility.

- D. To interpret, enforce and make recommendations to the membership concerning the rules and regulations of the championship meet operation.
- E. To function during the national swimming and diving championships as the meet committee along with the meet director, swimming referee, starter and diving referee for their respective division.
- F. To be responsible for (directly or through appointment) the naming of the coach of the year in accordance with the approved selection procedures.

Section 7 The duties and responsibilities of the Nominating Committee (which consists of the vice president and four appointed representatives) shall be:

- A. To solicit nominations from the active membership of the Association.
- B. To submit a list of two candidates for each office being vacated to the general membership present at the meet site by the Wednesday evening prior to the annual business meeting of the Association held in conjunction with the national swimming and diving championship meets.
- C. To assist with the election of officers at the annual business meeting; the vice president conducting the elections.

ARTICLE IV - ELECTIONS

Section 1 The vice president as chair, and the four appointed representatives, shall serve as a committee to nominate candidates for the offices of secretary, at-large members of the Rules Committee, area representatives and other vacant offices as directed by the NAIA-SDCA.

Section 2 All nominees shall be from the active membership of the Association.

Section 3 The slate of candidates shall be listed and made public to the membership present at the championship meet site the day prior to the annual business meeting.

Section 4 Additional nominations may be made from the floor at the meeting of the general assembly, but the person making the nomination must have the written consent of the nominee and present it in evidence at the time of nomination.

Section 5 Election of the officers and Rules Committee members shall occur at the annual business meeting of the Association. To be elected, candidates must poll a majority of votes cast.

Section 6 In the event that an officer or committee member is unable to complete a term of office, the president shall appoint a successor to assume the office until the next annual business meeting of the Association.

Section 7 The term of office for the president, vice president, secretary and past president shall be one year.

Section 8 Each Rules Committee (men's and women's) shall consist of three at-large members. Terms shall be for three years each. The initial election was for a one-year, two-year and three-year term to ensure continuity of office.

Section 9 One diving representative shall be elected to the Rules Committee serving both the men's and women's programs. The term shall be for three years.

ARTICLE V - MEETINGS

Section 1 The official business meeting of the general assembly of the Association shall be held annually at the site of the national swimming and diving championships.

- A. Items for the agenda shall be sent, in writing, to the president by the members, 21 days prior to the annual business meeting.
- B. The membership at the national championship meet site shall be informed of the proposed agenda, time and place of the meeting, at least one day prior to said meeting.

Section 2 The Rules Committee shall meet on the Wednesday prior to and at the site of the national swimming and diving championships at a time determined by the past president.

Section 3 The Executive Board shall meet on the Wednesday prior to and at the site of the national swimming and diving championships. They shall be charged with the final draft of the agenda for the annual meeting and receive any amendments or adoptions to the Association Constitution and Bylaws or operating codes.

Section 4 The Championships Meet Committee shall meet on the Wednesday prior to and at the site of the national swimming and diving championships. This committee shall be charged with the conduct of any business which pertains to that year's championships.

ARTICLE VI - COMMITTEES

Section 1 There shall be standing committees, president's committees and continuing committees.

Section 2 The standing committees shall function in matters which involve long-term attention and continuity and shall receive their original structuring from the Executive Board.

Section 3 The president's committees shall be appointed for relatively specific duties and such duties will usually be of limited duration. The members of said committee shall be appointed by the president at his discretion.

Section 4 Continuing committees are established for indefinite terms and are not dependent upon the president's term of office. The committee shall originate with the appointment by the president, but the Executive Board can terminate any continuing committee if it so desires, because of the completion of the original goal or because of inefficiency.

ARTICLE VII - HONOR AWARDS

Section 1 The Association may recommend individuals for meritorious service in competitive swimming to the NAIA Awards/Hall of Fame Committee.

Section 2 The Association may recommend the honoring of individuals by the NAIA after due process of research and the approval of the NAIA-Council of Athletics Administrators



NAIA-SDCA Business Meeting

Tuesday, February 28 – Columbus, Ga.

Call to Order

Welcome – Alicia Kemnitz
Team Introductions

Reports

President's Report – Kemnitz

- In the future get information out well before-hand

Ratings Committee – Jason Gallaher

- Explained process
- The timing of the ratings went better than in years past
- Coaches were getting results in faster, which helped with getting ratings completed

Coaches Association – Greg Earhart

- Growth of NAIA is important- growing scholarship opportunities
- If there is anything that the CSCAA can do to help, let Greg know

Top Times Report – Nate Duell

- Felt like he was chasing time reports down from coaches
- Results need to be in TM Results File
- Meets need to get in to the top times

National Office Report – Jamie Adams

- Drug testing will start next year
- SAT 860/ACT 16 for the near future
- Lose Biola: Gain Shawnee State, Indiana Wesleyan, Midland, Texas Wesleyan

Motions

Podium Awards and All American

Motion: Top eight finishers in all swimming & diving events are named as NAIA All-Americans and receive awards.

Rational: This motion makes the recognition of the All-Americans and top finishers more consistent with other sports that recognize individual/relay achievement. Track & Field and Wrestling both recognize top 8. The additional awards and All-American designation will benefit the student-athletes who work hard and take great pride in reaching the podium at nationals.

Vote: 24-0

Diving Scores

Motion: Divers who fail to meet the minimum diving score by 40 points or more at the national competition will be disqualified from that discipline and therefore not allowed to score points.

Rationale: There seems to be, at times, large discrepancies between the scores divers enter and what they are able to score at nationals. While any athlete is allowed to have an off day, or not have their top performance at the national competition, there should be a minimum amount of skill demonstrated at the national meet.

Vote: 21-2-1

NAIA-SDCA Nominations

Secretary- Takes minutes, goes to VP, VP, Past Presidents

- Eric Skelly nominated and accepted

Top Times Coordinator

- Nate Duell is still in!

Appendix A – Qualifying Standards

EVENTS	Men		Women	
	Yards	Meters	Yards	Meters
50 FREESTYLE	21.95	24.49	25.58	28.54
	22.60	25.23	26.34	29.40
100 FREESTYLE	48.55	54.18	56.12	1:02.63
	50.00	55.81	57.80	1:04.51
200 FREESTYLE	1:47.69	2:00.19	2:03.09	2:17.38
	1:50.92	2:03.80	2:06.78	2:21.50
500/400 FREESTYLE	4:52.19	4:15.63	5:26.89	4:45.99
	5:00.95	4:23.30	5:36.69	4:54.57
1650/1500 FREESTYLE	17:26.99	17:23.86	19:04.99	19:01.56
	17:58.40	17:55.17	19:39.34	19:35.81
100 BACKSTROKE	54.93	1:01.30	1:02.44	1:09.68
	56.57	1:03.14	1:04.31	1:11.77
200 BACKSTROKE	1:58.46	2:12.21	2:15.99	2:31.77
	2:02.01	2:16.17	2:20.07	2:36.32
100 BREASTSTROKE	59.84	1:06.78	1:11.39	1:19.67
	1:01.63	1:08.78	1:13.53	1:22.06
200 BREASTSTROKE	2:12.30	2:27.65	2:35.79	2:53.87
	2:16.26	2:32.08	2:40.46	2:59.09
100 BUTTERFLY	53.05	59.20	1:01.59	1:08.73
	54.64	1:00.98	1:03.43	1:10.80
200 BUTTERFLY	2:01.59	2:15.70	2:19.99	2:36.24
	2:05.24	2:19.77	2:24.19	2:40.93
200 INDIVIDUAL MEDLEY	1:59.42	2:13.28	2:17.21	2:33.13
	2:03.00	2:17.28	2:21.32	2:37.73
400 INDIVIDUAL MEDLEY	4:23.49	4:54.07	4:58.70	5:33.37
	4:31.39	5:02.90	5:07.66	5:43.37
200 MEDLEY RELAY	1:50.71	2:02.89	2:09.97	2:24.27
400 MEDLEY RELAY	3:57.53	4:23.66	4:44.88	5:16.23
200 FREESTYLE RELAY	1:36.60	1:47.23	1:55.39	2:08.08
400 FREESTYLE RELAY	3:29.07	3:52.07	4:12.12	4:39.85
800 FREESTYLE RELAY	7:48.03	8:39.51	9:11.68	10:12.36
	Minimum Score	Minimum Degree of Difficulty	Minimum Score	Minimum Degree of Difficulty
1 METER (6 DIVES)	200	12.0	180	10.8
3 METER (6 DIVES)	200	12.0	180	12.0

*Bonus cuts are in red. Swimmers/divers qualified in only one or two individual events may add one bonus event provided the bonus cut is achieved.

All diving entries must meet the qualifying standards for the minimum point total in a bona fide championship or certified diving meet. Judges must be used in computing the point totals. Scores must be submitted on the official entry form and a copy of the diving sheet along with Degree of Difficulty should be included with the entry. Diving scores can be achieved in a 6 optional -OR- in a 5 optional/1 voluntary format. Furthermore, either of these formats can be pulled from an 11 dive format to achieve the 6 dive standard on either board.

For diving qualifications: if the minimum score is met by 16 competitors (in any one category) those top 16 athletes would qualify for the national meet. If there is a tie for 16th place on the top times list, all divers tied in the 16th place would be qualified for the meet.