



2018 NATIONAL CHAMPIONSHIP

2018 Collegiate Club Swimming & Diving NATIONAL CHAMPIONSHIP

April 6-8, 2018 | McAuley Aquatic Center | Atlanta, GA

MEET INFORMATION PACKET

Early Athlete Entry Deadline: March 1, 2018 at 11:59pm EST

Late Athlete Entry Deadline: March 10, 2018 at 11:59pm EST

President/Coach Confirmation: March 11-15, 2018 at 11:59pm EST

Final Changes Due: March 17, 2018 at 11:59pm EST

TABLE OF CONTENTS

Facts about the Meet	2
Meet Administration	3
Site Information	4
Meet Schedule	5
Order of Events	6
Athlete Eligibility	8
Championship Policies	9
Entering the Meet	12
Volunteer Requirements	16
Qualifying Standards	17
Appendix A: Swimmer Registration Instructions	18
Appendix B: Diver Registration Instructions	21

FACTS ABOUT THE MEET

Meet History

Formerly known as the East Coast Collegiate National Championships, Georgia Tech Swim Club first hosted this meet with 6 teams and 73 swimmers in attendance in its inaugural year, 2004. With the elimination of many varsity swimming programs across the country, the collegiate club scene has seen a spike in participation over the past 13 years; the meet has grown into the largest and fastest collegiate swim meet outside of the NCAA. 2017 saw a record attendance of over 2000 athletes from 93 universities. Four individual meet records were broken on each of the women's and men's side, with an additional three men's relay records being broken as well. The University of Virginia took the overall team trophy, with the University of Florida and the University of Colorado Boulder placing second and third overall, respectively.

The First College Club Swimming National Championship

Because this is the first National Championship under CCS, our new governing body, there are several rules and entry changes. Please read this document carefully. CCS will have representation at the event and will be available full-time for comments and questions.

MEET ADMINISTRATION

Facility Address

McAuley Aquatic Center
GT Campus Recreation Center
750 Ferst Drive NW
Atlanta, GA 30332

CRC Aquatics

Operations Manager

Jenny Sternecker
jennifer.sternecker@crc.gatech.edu
404-894-8834

Meet Director

Maddie Sibilia
nationals.gtsc@gmail.com
678-643-8029

CRC Aquatics

Coordinator

Nate Randall
nathan.randall@crc.gatech.edu
404-894-8145

GTSC President

Mandy Salmon
president.gtsc@gmail.com
412-779-8120

Meet Referee

Felix Samter
felix.samter@gmail.com
678-699-5710

GTSC Officers

Vice President

Treasurer

Secretary

Social Chair

Makenna Laffey

Jake Grant

Lindsay Knapp

Jarrad Lehrer

vp.gtsc@gmail.com

treasurer.gtsc@gmail.com

secretary1.gtsc@gmail.com

social.gtsc@gmail.com

Meet Committees

Apparel & Merchandise

Awards & Ceremonies

Media & Marketing

Sponsorships & Hospitality

Team Registration

Venue Logistics

Volunteers

Atharva Deshmukh & Rebecca Durham

Darby Foster, Emily Moschella, Zach D'Zio

Alaric Gregoire & Jack Rasmussen

Kenny Scharm, Jason Weis & Michael Xlao

Josie Carlozzi, Jonathan Everett & Jack Purdy

Nicholas Jozwiak & Matthew Williams

Karen Gu, Evan Ragoowansi & Kyle Miller

SITE INFORMATION

About the Facility

Originally built for the 1996 Summer Olympics, this facility features stadium seating for 1,950 and contains both a competition pool and diving well. The competition pool is 50 meters by 10 lanes, with two movable bulkheads so that two 25 yard pools can be set up. The competition courses have been certified by US Masters Swimming, USA Swimming and Georgia Swimming. The water depth of the pool is 9 1/2 feet at start end and 9 1/2 feet at turn end (measured from a distance of 3' 3 1/2" (1.0 meters) to 16'5" (5 meters) from both end walls). The diving well features 1- and 3-meter springboards as well as 1-, 3-, 5-, 7.5-, and 10-meter platforms.

Parking at the Pool

All parking passes will be given to officials, meet administration, vendors, and other staff. **Clubs and spectators can expect parking rates to be \$15 per vehicle per day on-site, with the option to come and go as needed.** To purchase discounted parking prior to the meet, visit <https://gatech.clickandpark.com/>; make sure to purchase passes for each vehicle and each day of the meet. The designated parking deck for this meet is located immediately to the right of the Campus Recreation Center on Ferst Drive (lot W10 on campus maps), and signs will provide direction. All purchased parking passes must be displayed in a vehicle window at all times.

There are additional visitor lots on campus whose prices vary, however, availability in these lots cannot be promised as there will likely be other campus events taking place; some of these lots are also a further walk from the pool. In past years, numerous teams have walked to the pool from their hotels, which should take no more than 20-30 minutes if staying at a hotel located in midtown/downtown Atlanta. A more detailed campus and parking map will be provided upon registration for the meet.

Hotel Information

[Hotel Block Booking Information](#) is located here, and will be updated as there is a need for more availability. If you have any hotel questions or need assistance please contact Chris Merritt from Groups360 at 727-741-0597 or chris.merritt@groups360.com

Social Event

Information about Saturday night's social will be released at a later date.

MEET SCHEDULE

Swimming

	Prelims		Finals	
	Warm-Up	Start	Warm-Up	Start
Friday			4:00pm	5:30pm
Saturday	8:00am	10:00am	5:00pm	6:00pm
Sunday	7:00am	9:00am	Approx. 2 hours after prelims (~3pm)	Approx. 3 hours after prelims (~4pm)

Friday timed finals and Sunday prelims: all Women's events will be held in the East Pool (diving well end), and all Men's events will be held in the West Pool (scoreboard end).

Saturday prelims: all Women's events will be held in West Pool (scoreboard end) and all Men's events will be held in the East Pool (diving well end).

All finals will be held in the East Pool.

Diving

	Warm-Up	Start
Friday (1m)	11:00am stretch, 12:00pm on the boards	12:45pm
Sunday (3m)	11:00am stretch, 12:00pm on the boards	1:00pm

Pool Deck Hours

The pool deck will be open no earlier than 30 minutes prior to the start of warm-ups and no later than 10 minutes prior to the start of warm-ups.

ORDER OF EVENTS

Women	Event	Men
Friday – Timed Finals		
1	1m Diving	2
3	4x200 Freestyle Relay	4
5	400 Individual Medley	6
7	200 Backstroke	8
9	200 Butterfly	10
11	200 Breaststroke	12
13	500 Freestyle	14
15	4x100 Medley Relay	16
Saturday – Prelims/Finals		
17	4x50 Medley Relay	18
19	50 Butterfly	20
21	200 Individual Medley	22
23	50 Freestyle	24
25	100 Breaststroke	26
27	200 Freestyle	28
29	100 Backstroke	30
31	4x100 Freestyle Relay	32
33	1000 Freestyle	34
Sunday – Prelims/Finals		
35	50 Backstroke	36
37	100 Butterfly	38
39	50 Breaststroke	40
41	100 Freestyle	42
43	100 Individual Medley	44
45	4x50 Freestyle Relay	46
47	3m Diving	48
49	4x50 Mixed Surprise Relay	49

Notes on the Order of Events

1. The following events will be swum as timed finals events:
 - a. 200 backstroke, 200 butterfly, 200 breaststroke
 - b. 400 IM, 500 freestyle, 1000 freestyle (distance events)
 - c. Relays: 4x50, 4x100, and 4x200 freestyle relays; 4x50 and 4x100 medley relays
2. The following events will be swum fastest to slowest:
 - a. 400 IM, 500 freestyle, 1000 freestyle (distance events)
 - b. All other individual events will be swum slowest to fastest. Relays will also be swum slowest to fastest, with the top 2 heats of A relays competing on Saturday and Sunday swimming in finals only.
3. The 400 IM, 500 freestyle, and 1000 freestyle (distance events) CANNOT be entered as bonus events. In order to swim any of these events, a swimmer must meet the appropriate qualifying standard.
4. The 1m and 3m diving events will be finals only.
5. More information regarding the 4x50 Mixed Surprise Relay will be published at a later date.

ATHLETE ELIGIBILITY

As per the College Club Swimming Governance Handbook, Section 2.2 Swimming Competition:

Eligibility of Swimmers

- Any swimmer who has gone through the CCS swimmer registration process and meets the CCS eligibility requirements (in section 3.2 of the Governance Handbook) will be eligible to have their times in the CCS database.
- Any swimmer who swims with a college club program, but isn't registered with CCS may participate in nonregional or national championship meets but their times will not be reflected in the CCS database.
- Any swimmer who is currently on a varsity team or has competed in a varsity meet in the current academic year may only compete as an exhibition swimmer at the local level and is not eligible for regional or national competition.
- Any swimmer who does not meet the NCAA amateurism eligibility standards may only compete as an exhibition swimmer at the local level and is not eligible for regional or national competition.

Relays

- Relay teams must be composed of four registered CCS swimmers who swim on the same registered CCS club.
- Men's relays must be composed of 4 male swimmers. Women's relays must be composed of 4 female swimmers.

As per the College Club Swimming Governance Handbook, Section 2.3 Membership of Individuals:

The club and its university or college decides who can be a member of their local club team. The below definition is only for eligibility as a nationally-registered CCS swimmer, who will be listed in the CCS database.

To be an individual CCS member, a swimmer needs to be a member of a CCS registered club. They can only be a member of one registered CCS club at a time. The swimmer must also meet the following requirements:

- The member is in good standing with a CCS club affiliated with a university or college.
- The member is affiliated with the university as a full-time or part-time undergraduate or graduate student in the current academic term, a full-time co-op/intern student or faculty and staff in the current term.

For any additional questions, please refer to the [College Club Swimming Governance Handbook](#).

CHAMPIONSHIP POLICIES

Swimming Rules & Regulations

The 2018 Collegiate Club Swimming & Diving National Championships will follow [US Masters Swimming Rules](#) for starts, strokes, turns, relays, and disqualifications. USA-S/USMS certified officials will be onsite to ensure compliance.

Specific rules to make note of include:

- Swimwear for Competition
 - Swimwear shall include only a swimsuit, no more than two caps, goggles, and a nose clip and/or ear plugs if desired.
 - Only swimsuits complying with FINA swimsuit specifications may be worn. JOLYN swimsuits, or any other suits with tie-backs or other fasteners, are NOT permitted for competition.
 - Medical tape on the body is not permitted unless approved by the meet referee. K-tape on shoulders, elbows, or knees is never permitted.
 - Except where venue facilities require otherwise, changing into or out of swimsuits (except for drag suits) other than in locker rooms or other designated areas is not appropriate and is prohibited. Deck changes are prohibited.
 - Violation of any of these rules may result in disqualification. Exceptions may apply for extenuating circumstances at the discretion of the meet referee.
- Protests
 - Protests regarding disqualifications or recorded times shall be submitted to the meet referee within 30 minutes of the event. Protests regarding the conduct of the meet shall be submitted in writing to the designated meet official onsite. If the protest is with the referee, a formal complaint must be sent to collegeclub@usmastersswimming.org within 5 days of the event.

This championship meet is in the process of being officially recognized by United States Masters Swimming and USA Swimming. Times achieved at this event may be considered for USMS national records and Top Ten times for USMS members, and qualification for other USA Swimming Events. Swimmers wishing to have their times must submit their USMS ID# or USA Swimming ID when submitting their entries.

Swim-Off Policy

In the case of ties in preliminary competition which affect the placement of swimmers in finals, USA Swimming swim-off rules shall apply.

Deck Entry Policy

No deck entries will be accepted for individual events, swimming or diving, nor for relay events. Swimmers and divers must enter the events they wish to swim no later than the late entry deadline found on the front page of this meet packet or on Page 17.

Relay Line-Up Policy

All club presidents will be given relay cards for each relay entered in the meet. If a club would like to make changes to the line-up, it is the responsibility of the president, or another team representative, to submit the correct relay card with the final relay line-up to the clerk of course **no later than 1 hour prior to the start of the appropriate timed finals or prelims session**. After this time, no changes can be made to that relay's line-up.

Scratch Policy

For all individual events that swim in prelims and finals, a scratch policy will be applicable. After results for prelim competition of an event are posted at the clerk of course, swimmers will have 30 minutes from posting to declare their intentions for finals. Regardless of where a swimmer places in prelim competition, the swimmer and/or the swimmer's club should scratch if the intention is to NOT return to finals that evening (ex: even if a swimmer places 80th, and only the top 20 make finals, the swimmer should scratch).

Scratching will take place in two ways:

1. The swimmer or another club representative must print and sign their name, the date, and the event on a designated scratch sheet at the clerk of course table within 30 minutes of posting prelim results on behalf of the scratching swimmer.
2. At the end of each prelim session, each club president will be responsible for turning in a copy of their team roster (provided to clubs at check-in) that indicates which swimmers are scratching and which are planning on swimming in finals.

If a swimmer and/or the swimmer's club fails to scratch and appears in the finals line-up, whether or not the swimmer was originally in the top 20 or not, the swimmer is expected to compete at finals. If the swimmer does not swim at finals, the swimmer's club will be charged **\$10** per event not swum. However the swimmer(s) will still be able to compete in subsequent days. Exceptions to this rule include injury and illness, in which the meet referee must be notified and will use discretion to accept proof thereof.

Scoring

Scoring will be on a 20-place basis. Except in timed final events, points for 1st through 10th place shall be awarded solely on the basis of a championship final. Points for 11th through 20th place shall be awarded solely on the basis of a consolation final. Only 3 swimmers per team are allowed to score in a single individual event. If more than 3 swimmers

qualify for finals, they will place according to their finish. The points associated with these places are forfeited and no teams will receive them. Only one relay per team will score points; all other relays are exhibition and placement is made according to the swims of top finishing relays. Points awarded for each place are as follows:

	Championship Final										Consolation Final									
Place	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
Ind.	25	22	20	18	17	16	15	14	13	12	10	9	8	7	6	5	4	3	2	1
Events																				
Relays	50	44	40	36	34	32	30	28	26	24	20	18	16	14	12	10	8	6	4	2

Awards

Individual medals will be awarded to the top three finishers in each event, and men's and women's high point awards will be given out as well. Team awards will be presented to the top five finishers in Men's, Women's, and Combined Team categories. The awards schedule will be available closer to the start of the meet.

Records

All swimmers competing at Nationals are eligible to break Meet Records and CCS National Records. As per College Club Swimming guideline 2.5 Records and Top 10 Times: Pool Certification

- If a pool has moveable bulkheads or is not on the [US Masters Swimming certified list](#) and a National Record is broken, a pool measurement must be done after the event is over and sent to topten@usms.org.

National Records

- National Records will start being recorded on August 1, 2017.

The same Pool Certification rule applies for Meet Records. All swimmers competing at the 2018 National Championship are eligible to break National Championship Meet Records and CCS National Records.

Club Absence Policy

In the case that a club which has submitted entries is no longer able to attend due to extenuating circumstances, the club is still responsible for paying 100% of their meet fees incurred upon entry. No exceptions will be made.

Additional Policies to Note

1. Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.
2. Operation of a drone, or any other flying apparatus, is prohibited within the venue any time athletes, coaches, officials, and/or spectators are present.

ENTERING THE MEET

Qualification Period & Procedures

The qualification period will be defined as the week after the preceding year's National Championship until one month before the current year's National Championship. For 2018 Nationals, athletes may qualify beginning **April 10, 2017** up until **March 10, 2018**.

As per the College Club Swimming Governance Handbook:

2.3 Meet Procedures

Results

- It is the responsibility of the event director to submit the event results in either .SD3, .CL2, or .HY3 format to collegeclub@usmastersswimming.org within 7 days of the event.

2.4 Championship Meets:

Acceptable Times for Meet Entry

- Only times in the CCS database will be acceptable times to qualify for the National Championship.

2.5 Records and Top 10 Times

Required Information

- Only times achieved in CCS recognized events that meet the recognized meet requirements (see [CCS guideline 2.2](#)) will go into the CCS database. No times from USMS or USA Swimming databases will be allowed.

These rules mean that in order to qualify for Nationals, 1) the swimmer must be registered with a CCS member club, 2) the swimmer must compete for said club and meet the qualifying standard for an event in a CCS-recognized meet, and 3) the host team must submit results to collegeclub@usmastersswimming.com within 7 days after the meet.

CCS-Recognized Event Results Submission

As per the College Club Swimming Governance Handbook, Section 2.2 Swimming Competition

Recognized meets

- A recognized CCS meet is any event that applies for and receives a recognition through collegeclubswimming.com.

- Recognized meets must follow the [U.S. Masters Swimming Rules](#) on starts, strokes and relays with at least one person on deck acting as a starter and/or referee.
- Times achieved at recognized CCS meets may be considered for CCS records and top 10 times, provided the swimmers are members of CCS prior to the start of the meet.
- Only times achieved at CCS recognized meets will be eligible for CCS Nationals qualifications.
- Recognized meets must be swum in a USMS certified pool.
- It is the responsibility of the event director to submit the event results in either .SD3, .CL2, or .HY3 format to collegeclub@usmastersswimming.org.

As a reminder, results from recognized meets MUST be submitted to the email above no later than **7 days** after the meet occurs in order for those meet results to be eligible for Nationals qualification purposes. **Please note though that if any meets are conducted on Saturday, March 10th, 2018 the meet results must be submitted to collegeclub@usmastersswimming.org by 11:59pm EST on Saturday, March 10th in order to count towards Nationals qualifications.**

Event Limitations

Athletes must elect to compete in either the swimming OR diving events – a single athlete may not do both.

Swimming: Individual Events

Swimmers may be entered in a maximum of 4 individual events, of which they must have met the qualifying standard for at least 3. Regardless of whether or not a swimmer qualifies for any individual events, the swimmer is allowed to enter his or her 1 “free” event, for which he or she does not have to meet the qualifying standard. Swimmers will not be able to register for more than one event for which they have not previously met the qualifying standard.

Swimming: Relays

Each club may enter up to 2 relay teams for each relay event (A and B). Only the A relay is eligible to score points or receive awards. Swimmers may be entered in a maximum of 5 relay events, but may only participate on an A or B relay within a given relay event. Regardless of whether or not a swimmer qualifies for any individual events, he or she may participate in as many relay events as needed.

Diving

Divers may elect to enter both the 1-meter and 3-meter springboard events, or just one of the two, and qualification requirements must be met.

Entry Fees

Swimming

\$17 per swimmer up to 35 swimmers, then \$7 for each additional swimmer
\$5 per relay entry

Diving

\$25 per diver

Late Entry Fee

\$100 per team if entries are submitted after the early entry deadline

ENTRY PROCEDURES

The entry deadlines for individual athletes are as follows:

Early Deadline: March 1, 2018 at 11:59pm EST OR

Late Deadline: March 10, 2018 at 11:59pm EST with a \$100 late fee

Any swimmers or divers who register after March 1, 2018 at 11:59pm EST will subject their club to the \$100 late entry fee. No exceptions will be made.

President/Coach Confirmation Period: March 11– March 15, 2018 at 11:59pm EST

During this time, the club president/coach will review their individual members' entries, put together relay entries, pay the swimming-related entry fees, and submit all entries. Changes may be made to individuals' entries by the president/coach during this time. These changes include 1) altering a relay entry time, 2) altering an individual entry time for a free event, 3) altering an individual entry time for a distance event (400 IM, 500 Free, 1000 Free), and 4) altering divers' dive lists. Changes not permitted include 1) adding additional athletes to your meet roster, 2) adding additional events to an athlete's meet schedule, or 3) altering an entry time for an event in which a swimmer has qualified.

Final Entry Change Deadline: March 17, 2018 at 11:59pm EST

Following these entry deadlines, teams who have already submitted their meet entries will have the option to make final changes to their entries. Changes can and should primarily be made during the confirmation period (March 11-15), but any last-minute changes must be made no later than **March 17, 2018 at 11:59pm EST**.

Swimming

All swimming entries should be submitted through CCS by way of Club Assistant's online entry system. See Appendix A on page 18 to view instructions for the entry process and the link to sign up.

Diving

All diving entries should be submitted using DiveMeets.com by the same entry deadlines as for swimming. See Appendix B on page 21 and follow the instructions carefully. Coaches/presidents will need to complete their own registration prior to allowing individuals to register.

VOLUNTEER REQUIREMENTS

Each team should expect to cover 1 volunteer shift for every 10 athletes in attendance.

The person filling the shift may be:

1. one of your athletes. – Divers will be available during swimming sessions, and all swimmers will not be swimming in every session.
2. a parent, friend, or spectator attending to support your team. – We highly encourage this option as it gives spectators an up-close view of the action, and takes stress off your team.

Each shift in prelims will last no longer than 2 hours, though finals and timed finals shifts may be longer. Volunteers will be provided drinks and snacks during their shifts, and relief volunteers will be assigned to each competition pool. Volunteer sign-ups will be released closer to the meet date and will be done on a first-come, first-serve basis. It will be up to your team to distribute the information to parents, friends, and spectators if you wish for them to fill your volunteer slots.

This requirement has potential to change – if anything, the number of volunteers each team is required to provide will lessen, not grow. Updates will be provided in the spring, but plan on providing volunteers as the requirement above is written.

QUALIFYING STANDARDS

Swimming

Women	Event	Men
28.09	50 Freestyle	24.09
1:04.39	100 Freestyle	54.19
2:20.19	200 Freestyle	1:58.79
5:56.89	500 Freestyle*	5:25.09
must qualify for the 500	1000 Freestyle*	must qualify for the 500
34.09	50 Backstroke	29.99
1:13.19	100 Backstroke	1:02.09
2:29.89	200 Backstroke	2:14.99
38.09	50 Breaststroke	33.09
1:21.99	100 Breaststroke	1:10.09
2:53.59	200 Breaststroke	2:33.09
31.49	50 Butterfly	26.99
1:10.19	100 Butterfly	59.29
2:35.19	200 Butterfly	2:14.99
1:12.09	100 Individual Medley	1:02.99
2:35.49	200 Individual Medley	2:15.79
5:50.99	400 Individual Medley*	4:55.99
A & B entries only	4x50 Freestyle Relay	A & B entries only
A & B entries only	4x100 Freestyle Relay	A & B entries only
A & B entries only	4x200 Freestyle Relay	A & B entries only
A & B entries only	4x50 Medley Relay	A & B entries only
A & B entries only	4x100 Medley Relay	A & B entries only

*Distance events cannot be used as bonus events.

Diving

Divers will perform 6 dives in each of the 1-meter and/or 3-meter events. Within the 6 dives performed, each diver must be able to complete at least one dive for 4 of the 5 directions (front, back, inward, reverse, twist). If 2 or more dives are failed, or if the diver does not complete at least one dive for 4 of the 5 directions, the diver will be immediately disqualified from the event.


APPENDIX A: SWIMMER REGISTRATION

Click on the [“Register Now!”](#) button to take you to your individual registration.

Enter your CCS ID, first/last name, birth date (w/ slashes), and sex in the required fields.

2018 Collegiate Club Swimming & Diving National Championships

Friday, April 6 - Sunday, April 8, 2018
College Club Swimming National Championships
Swim Meet Registration




CCS Number Enter your full CCS ID (XXXXXX)
(All of the current CCS Number . .)

Name First M.I. Last

Birth Date mm/dd/yyyy

Sex ☐ Female ☐ Male

If you aren't a current College Club Swimming member, you need to register for CCS prior to entering this event.

If you don't know your CCS number, you can [Retrieve your Membership Number](#) .  Find your CCS ID here

After you enter your information, your club/team affiliation will be automatically filled in. If you are a member of U.S. Masters Swimming or USA Swimming, you may choose one of those ID's to enter.

* Starred fields are required

First Name *

Middle Name

Last Name *

Sex ☐ Male

Birth Date

Phone

Home *

Texting Cell Mobile provider Alltel

[Add Another Texting Cell Number](#)

Email *

[Add Another Email Address](#)

Club/Team Affiliation

Club/Team	CU
Club/Team Name	CU Swim & Dive
Member Number	

If you wish to submit results to USMS or USA Swimming, provide your ID here:

If you are members of both, please
choose one ID to enter.

[Next Page](#)

Please refer to the procedures at the top of your event submission page if you have any questions during your registration.

◆ Biographical ◆ **Events** ◆ Fees ◆ Waiver & Payment ◆ Receipt

Registration Procedures

- Swimmers may be entered in a maximum of 4 individual events (3 qualified + 1 bonus event).
- Swimmers are allowed 1 bonus event for which they do not meet the qualifying time. Swimmers will not be able to register for more than one event for which they have not previously met the qualifying standard.
- Athletes must elect to compete in either the swimming OR diving events, a single athlete may not do both. Divers enter at DiveMeets.com
- Relays are not finalized in this stage. Only indicate availability for relays.
- Only times in the CCS database will be acceptable to qualify. Select "Previous Time" to enter the meet with the time listed.
- "No Time (NT)" entries are not accepted.

 [Yards to Meters Time Calculator](#)

See the image on the next page to see where the following numbered items apply.

1. To indicate availability for a relay, check the box. This does NOT put you on a relay as the final relays will be compiled by the coach/president.
2. To enter an event, you must have previously swum the event during the season in a CCS recognized meet and have the time entered in the database. Click on the previously swum time in order to select to enter that event.
3. To remove yourself from an event, click the trashcan icon to remove the entry time.
4. If you have a qualifying time for the 500 Free, you may manually enter a time for the 1000 Free.

Reminder: You may only enter a maximum of 1 event for which you have not qualified – this is your 1 free event.

2018 Collegiate Club Swimming & Diving National Championships
 April 6-8, 2018 | McAuley Aquatic Center | Atlanta, GA

Saturday, April 7, 2018
 Session 3: Saturday Finals
 Warm-up starts at 5:00 PM | Meet starts at 6:00 PM | Meet ends at 9:00 PM

#	Sex	Event	Qualifying Time	Entry Time min:sec.hun	Previous Times
18	Males	200 Y Medley Relay	1	<input checked="" type="checkbox"/> I am available for this relay	
20	Males	50 Y Fly	0:26.99	<input type="text" value="0"/> : <input type="text" value="26"/> . <input type="text" value="94"/> SCY <input type="button" value="🗑"/>	26.94 2
22	Males	200 Y IM	2:15.79	<input type="text"/> : <input type="text"/> . <input type="text"/> SCY <input type="button" value="🗑"/>	
24	Males	50 Y Free	0:24.09	<input type="text"/> : <input type="text"/> . <input type="text"/> SCY <input type="button" value="🗑"/> 3	23.35
26	Males	100 Y Breast	1:10.09	<input type="text" value="1"/> : <input type="text" value="03"/> . <input type="text" value="53"/> SCY <input type="button" value="🗑"/>	1:03.53
28	Males	200 Y Free	1:58.79	<input type="text"/> : <input type="text"/> . <input type="text"/> SCY <input type="button" value="🗑"/>	
30	Males	100 Y Back	1:02.09	<input type="text"/> : <input type="text"/> . <input type="text"/> SCY <input type="button" value="🗑"/>	
32	Males	400 Y Free Relay		<input checked="" type="checkbox"/> I am available for this relay	
34	Males	1000 Y Free	4	<input type="text"/> : <input type="text"/> . <input type="text"/> SCY <input type="button" value="🗑"/>	

Sunday, April 8, 2018
 Session 5: Sunday Finals
 Warm-up starts at 3:00 PM | Meet starts at 4:00 PM | Meet ends at 7:00 PM

Please note that by completing these steps, your entries are not finalized. Your coach will finalize all team entries and compile relays during the confirmation process between March 10-15.

If you have any questions, please contact collegeclub@usmastersswimming.org.

Reminders:

Early Deadline: March 1, 2018 at 11:59pm EST

Late Deadline: March 10, 2018 at 11:59pm EST

→ Any swimmers who register after the early entry deadline will subject their team to a \$100 late fee.

Entry Change Deadline: March 17, 2018 at 11:59pm EST

→ Presidents/coaches will be able to make changes to entries during the confirmation process and once an initial psych sheet is released, up until this deadline.

APPENDIX B: DIVER REGISTRATION

For Coaches/Presidents – the following must be done prior to individual divers registering:

1. Before giving this information to your team members, every coach (or club president if there is no formal coach) participating in this competition must register at www.divemeets.com. Place your cursor over the Login menu and click on Get a DiveMeets ID. Fill out your information. For organization choose the **College Club Diving** organization on the Coach column (if you do not find your team listed, please send an email to support@meetcontrol.com with the following information: Team Website, Team Name, Team Address, Team City, Team State, Team Zip / Postal, Team Email, Team Phone, Team Code / Abbreviation, Team Point Of Contact, Team Fax, and Team Affiliation. They will update the database. You will not be able to register if you do not follow this process) **If a coach has already registered in the past, he/she does not have to register again, but they must update their account to reflect they belong to the College Club Diving organization and choose their respective team. They can do this by login in and click on “Update account”. If they forgot the ID and Password, they can click on [Forgot your password or DiveMeets ID](#) on the Login page.**
2. After you register, you can tell your divers to go to www.divemeets.com to sign up and then register for the **2018 Collegiate Club Swimming & Diving National Championships**. If a diver has already registered in the past, they don't have to register again, but they must update their account to reflect they belong to the College Club Diving organization and choose their respective team and coach. They can do this by login in and click on “Update account”. If they forgot the ID and Password, they can click on [Forgot your password or DiveMeets ID](#) on the Login page.
3. Divers will be prompted to the meet information where they will be able to click on the events they are registering and fill out dive sheets for each event. The program will make sure each dive sheet will be sent correctly. Coaches or divers can make changes to a dive sheet any time up to the time the meet is closed.

Note: If coaches decide to register the divers for the meet, they will be able to do that after the divers have signed up with DiveMeets.com. Then, a

coach logs in and can click on the **2018 Collegiate Diving National Championships** link. On that page coaches will find a drop box with the divers of their team. You will choose the diver you want to register for the meet, fill out dive sheet and follow the prompts. You will have to do this process for every diver.

The next page is a good guide explaining the process of how to register as a diver for the meet. If you need any help please email support@meetcontrol.com



For Individual Divers:

- A. If a diver has already registered in the past with divemeets.com, you don't have to register again, all you have to do is to log in with their [divemeets](http://divemeets.com) ID and password and click on **2018 Collegiate Club Swimming & Diving National Championships**. If you forgot the ID and Password, you can click on [Forgot your password or DiveMeets ID](#). You will get an email with your ID and new Password. If you do not see the **2018 Collegiate Club Swimming & Diving National Championships** after you log in, you must update your account to reflect that you are a member of the **College Club Diving**. You can do this by **login in and click on "Update account"**
- B. If you have not registered before with divemeets.com follow the following instructions:
 - 1. Go to www.divemeets.com and Place your cursor over the Login menu and click on Get a DiveMeets ID.
 - 2. Fill out the form. For organization choose the **College Club Diving** under the diver or coach column. Click on Submit
 - 3. Fill out Form for registration - **when asked for Team Affiliation choose your team, and for coach choose your coach; selecting your club is important in making sure each club gets charged for the appropriate entry fees. If you Do Not find a coach you can choose "Unattached/Not Listed" for now. You can always update your account later.** If you do not find your club listed, please send an email to support@meetcontrol.com with the following information: Team Website, Team Name, Team Address, Team City,

- Team State, Team Zip / Postal, Team Email, Team Phone, Team Code / Abbreviation, Team Point of Contact, Team Fax, and Team Affiliation.)
4. After you submit this form you will get a message “you have successfully registered”
 5. Click on the “Pool Deck”
 6. Click on **“2018 Collegiate Club Swimming & Diving National Championships”**
 7. Select your name on the dropdown window.
 8. Click on the event you will be competing Click on Submit
 9. Depending on how may events you register, you must fill out as many dive forms.
 10. Once you are done filing out the dive form click on submit.
 11. Click on the “Release Form Paragraph”, select coach that will be in the meet with you, and provide your email address and click submit. It will ask you to review your information click submit again.
 12. The new page will have your dive sheet and a message that “you have successfully registered for the **2018 Collegiate Club Swimming & Diving National Championships**”
 13. You will get an email with your DiveMeets ID and password, along with an email containing confirmation of your registration in the meet.

If you need any help please send an email to support@meetcontrol.com , they have a great customer service.

Reminders:

Early Deadline: March 1, 2018 at 11:59pm EST

Late Deadline: March 10, 2018 at 11:59pm EST

→ Any divers who register after the early entry deadline will subject their team to a \$100 late fee.

Entry Change Deadline: March 17, 2018 at 11:59pm EST

→ Divers can edit their dive lists up until this deadline, after which the DiveMeets system will close and dive lists will be finalized.

