

**NEISDA SWIMMING & DIVING
CHAMPIONSHIPS HANDBOOK
2016-2017**



NEISDA

The New England Intercollegiate Swimming & Diving Association

**Held at URI, Tootell Aquatic Center
Kingston, RI
February 16-19, 2017**

PARTICIPATING INSTITUTIONS- Women

Brandeis University - Bridgewater State University – Colby-Sawyer College – Elms College – Eastern Connecticut State University – Gordon College – Husson University – Keene State College – Norwich University – Plymouth State College– Regis College – Rhode Island College – Roger Williams University –St. Joseph’s College – Simmons College – University of Massachusetts Dartmouth – University of New England – University of St. Joseph’s – Western Connecticut State University – Western New England University – Westfield State University

PARTICIPATING INSTITUTIONS- Men

Brandeis University - Bridgewater State University – Colby-Sawyer College – Elms College – Gordon College – Husson University – Keene State College – Norwich University – Regis College – Roger Williams University –St. Joseph’s College– – University of Massachusetts Dartmouth

Swimming and Diving Championships

Thursday, February 16 Coaches Meeting	7-8:00pm pool warm-up, 8:00pm 800 Free relay timed finals 7:15pm
Friday, February 17 Swimming Diving	10:00 am Prelims 6:00 pm Finals 1M Prelims Finals during evening session 10mins after swim session ends
Saturday, February 18 Swimming Diving	10:00 am Prelims 6:00 pm Finals 3M Prelims 10mins after swim session ends
Sunday, February 19 Swimming Diving	10:00 am Prelims 5:30 pm Finals 3M Finals during evening session
Monday, February 20	NEISDA SNOW DATE

ORDER OF EVENTS

The women's events will precede the men's events.

PRELIMS						
General Warm-up 8 - 9:40pm, Pace & Sprint Lanes 9:40 - 9:55am						
	Friday		Saturday		Sunday	
	10:00am		10:00am		10:00am	
	200 Freestyle Relay		200 Medley Relay		100 Freestyle	
	<i>5 minute break</i>		<i>5 minute break</i>		50 Backstroke	
	500 Freestyle		400 IM		200 Breaststroke	
	100 Butterfly		50 Butterfly		200 Butterfly	
	50 Breaststroke		200 Freestyle		100 IM	
	200 Backstroke		100 Backstroke		<i>10 minute break</i>	
	50 Freestyle		100 Breaststroke		400 Freestyle Relay	
	200 IM		<i>15 minute break</i>		<i>10 minute break</i>	
	<i>15 minute break</i>		1000 Freestyle (Timed)		1650 Freestyle (Timed Final)	
	400 Medley Relay		3M Diving Prelims			
	1M Diving Prelims					
FINALS						
General Warm-up 5-5:30pm, Pace & Sprint Lanes 5:30 - 5:55pm						
<i>*Sunday everything starts 30mins earlier</i>						
Thursday	Friday		Saturday		Sunday	
8:00pm	6:00pm		6:00pm		5:30pm	
800 Freestyle Relay		200 Freestyle Relay		<i>Senior Recognition (6:15 pm)</i>		
	<i>10 minute break</i>		200 Medley Relay		100 Freestyle	
	500 Freestyle		<i>10 minute break</i>		1650 Freestyle (Top Heat)	
	100 Butterfly		400 IM		50 Backstroke	
	50 Breaststroke		50 Butterfly		200 Breaststroke	
	200 Backstroke		200 Freestyle		200 Butterfly	
	50 Freestyle		100 Backstroke		100 IM	
	200 IM		100 Breaststroke		3M Diving Finals	
	1M Diving Finals				400 Freestyle Relay	
	400 Medley relay					

•APPEALS

Appeals will be considered in accordance with NCAA rules. Appeals may be lodged only for errors in entries, scratches, recording of data, scoring and non-judgment errors in the application of rules. Films or videotape will not be used in the appeals process. A formal protest must be submitted in writing to the meet committee no later than 15 minutes after the finish of the final heat/round of that event in which the appeal is applicable. The meet committee will act upon all appeals. The decision of the committee is final.

•ATHLETIC TRAINING

An athletic trainer will be available for the meet at URI. Please help by bringing ice bags and specific supplies your team requires beyond heat and ice. For specific treatments, participants must provide a written script from their home Athletic Trainer prior to arriving for the Championships.

•AWARDS

The top three individuals and the top three relays will receive medals. Awards will take place immediately following each event, top 3 swimmers will take a 25 to shallow end to receive their award. It's preferred that Swimmers & Divers are in team apparel during the award presentation.

•BADGES/TAGS

Admissions Badges/Tags will be provided for all NEISDA participants, coaches, managers and officials. Please e-mail your admissions/badge list to Matt Emmert, Memmert@rwu.edu by Friday Feb. 10 at noon.

•BANNERS

Only one team banner may be placed in each team's seating area.

•COACHES MEETING

There will be a meeting for all coaches at 7:15pm on Thursday February 16, 2017 at the URI pool.

•DISTANCE EVENTS

- The 1000 and 1650 freestyle events will be swum as timed finals and will alternate between women and men, fast to slow.
- The 1000 yard freestyle will be conducted as a timed final event with all heats competing at the conclusion of the preliminary heats on Saturday.
- The 1650 yard freestyle event will be conducted at the conclusion of the Sunday preliminary heats with the fastest heat of each gender being contested during the Sunday Finals.
- All 1000 and 1650 freestyle swimmers must provide two timers and a lap counter.

•DIRECTIONS

The URI Tootell Aquatic Center is located at 75 Keaney Road, Kingston, RI

- <http://web.uri.edu/campusrec/tootellaquaticcenter/>

• DIVING

Entries must be a part of the meet file sent in on the February 10th. **Diving sheets or lists must be sent to Bethany Scalzo at the same time to bscalzo@norwich.edu.**

Preliminaries- Diving

Divers will do six (6) optional dives including one (1) from each of the five groups, in any order, without limit on degree of difficulty. The optional dives will be followed by five (5) voluntary dives, including one (1) from each of the five groups, in any order, with total degree of difficulty not to exceed 9.0 for one meter and 9.5 for three meter. At the conclusion of prelims the 8 finalists will complete their first 3 optional dives (the final 3 will be completed during finals)

Finals- Diving

The top 8 divers on each board will advance to the championship final where they will perform their final 3 optional dives. The voluntary score will be added to this score to determine the winner.

•DIVING WARM UP

Thursday: General warm up 8pm-10pm

Friday: The diving well will be open starting at 10am.

Saturday: The diving well will be open starting at 10 am.

Sunday: The diving well will be open starting at 10 am.

Diving Well is Closed to swimmers once Prelims

•FOOD VENDOR

There will be no food vendor at this championships.

•ENTRIES

- Submit entries electronically as a Hytek meet entry file by email to: neisdateamentries@gmail.com on Friday February 10th by 12:00 pm. Entries should be sent as the subject line NEISDA: ENTRIES
- *You will receive a verification of your entries by 10 pm on the 10th. Entries are to be reviewed and any corrections must be made by noon on Saturday February 11th (email corrections to the Meet Director by that time). Official Psych Sheets will be posted by Sunday afternoon.*
- Only the best times achieved during the 2016-2017 school year may be submitted.
- The 800 free relay may be submitted as an aggregate time.
- The 1650 shall be entered with 1650 freestyle time.
- Failure to enter an event properly will be reviewed by the meet committee.
- "No-time" entries may not be submitted.
- Each swimmer may enter up to five individual events, but may only actually compete in three individual events.
- Individuals may compete in up to 7 events total, not more than 3 of which may be individual events.

•ENTRY FEES

There will be a \$20.00 entry fee for each swimmer, diver, coach and manager entered into and attending the championship meet. Individuals entered in more than five events are charged \$5.00 for each additional entry. Entry fees are payable to NEISDA. See end of document for more information.

Entry fee form to Cathy Motta by Friday February 10. Forms can be scanned to cmotta25@comcast.net or faxed to (508) 999-8867.

•HEATS

During all preliminaries and finals 8 lanes will be used.

•INCLEMENT WEATHER

Per the meet contract, if URI is closed due to inclement weather or another major emergency, an event make up will be provided on Monday February 20, 2017.

•INSURANCE

All teams must provide a copy of their own insurance policy. Specific insurance qualifications are listed on the website and have been emailed to each coach. Policies need to be received by Monday, January 30, 2017 to Eric Thurston. Forms can be emailed to ethurston@brandeis.edu . **Failure to provide the insurance will disqualify your team from participating in the NEISDA Championships.**

•MEET COMMITTEE

The swim meet committee will consist of Matt Emmert, James Sweeney, Cathy Motta, Eric Thurston, Bethany Scalzo, and the meet Referee.

•MEET FILE

The hy-tek meet file will be available on the website for you to download.

•PARKING

Parking will be extremely limited- please tell parents they will need to carpool. Buses will be directed to an auxiliary parking lot away from the facility. **The following information will be provided from the URI Staff.**

Lot Availability: See **URI Parking Map & Best Walking Route Map** on the NEISDA website

Accessible Parking: Accessible parking is available on Keaney Road (directly in front of the Mackal-Keaney-Tootell Complex) as well as in lots listed below. *On Saturday, February 13th accessible parking located on Keaney Rd will NOT be available due to VIP parking for the home basketball game.*

Thursday, February 16th 2017: Parking spaces will be limited due to URI classes being in session. All participants, workers, and spectators should park in the Plains Road parking lot located off West Alumni Ave, Boss Ice Arena lot, or Keaney lot located off Route 138. Due to limited parking spaces on Friday busses must drop off athletes and leave campus.

Friday, February 17th 2017: Parking spaces will be limited due to URI classes being in session. All participants, workers, and spectators should park in the Plains Road parking lot located off West Alumni Ave, Boss Ice Arena lot, or Keaney lot located off Route 138. Due to limited parking spaces on Friday busses must drop off athletes and leave campus. Buses may return after 4:00 pm.

Saturday, February 18^h 2017: All participants, workers, and spectators should park in the Boss Ice Arena lot or Keaney lot located off Route 138. The Plains Road parking lot located off West Alumni Ave is also available. Accessible parking is available in all lots listed above. Buses may stay on campus and park at the Fine Arts lot located off of Bills road.

Sunday, February 19th 2017: All participants, workers, and spectators should park in the Boss Ice Arena lot or Keaney lot located off Route 138. The Plains Road parking lot located off West Alumni Ave is also available. Accessible parking is available in all lots listed above. Buses may stay on campus and park at the Fine Arts lot located off of Bills road.

•QUALIFYING TIMES

Swimmers must achieve at least one A cut and can then enter events with a B time, with the stipulation that they compete the A event. Each swimmer is permitted entry in up to five individual events, but can actually compete in only three individual races. Qualifying times submitted on the psych sheet may be challenged before Wednesday night scratch deadline; coaches will be asked to provide proof of qualifying. If no proof can be shown, the swimmer will be disqualified from that event. If a swimmer does not meet the qualifying standard at the meet, that time can be challenged as well. Relay splits are not permitted for use as entry times unless it is the lead off split.

•RELAYS

- Relays will be contested in the preliminary and final sessions.
- School may enter B relays in the 200 medley and 200 free relays only; all B relay teams in 200 yard events will be contested in the morning only as exhibition events.
- **ALL relays (A&B) must be entered with athlete names. Names may be changed or verified at the time of the meet with relay declaration forms. Relay-only swimmers are allowed but must compete in at least one A relay.**
- The **800 FREE RELAY** will be swum as a timed final on Thursday night. Seeding will be based on submitted actual or aggregate times of the four competitors using best in-season times.
- Relay declaration cards will be found in your coaches packets and will also be available at the Administrative table. Declaration cards are due 10 minutes before the start of each relay.

•RELAY TAKE OFF JUDGES

The meet officials will act as the relay take off judges.

•SEATING

Seating will be limited and assigned. There will be lockers available for the athletes to use if they bring locks

•STRETCHING

The back hallway will be available for stretching during all sessions of the meet.

•SCORING

The **top 16 men** and **top 24 women** will count towards scoring. **Please note that per our 2014 Spring Meeting, the top 16 women will swim at night but we will score the top 24. We will swim the top 16 men at finals, except in the relays where we will only run the top 8 seeds but will score up to the top 16.**

MEN

- Relays 40-34-32-30-28-26-24-22-18-14-12-10-8-6-4-2
- Individual Events 20 -17-16-15-14-13-12-11-9-7-6-5-4-3-2-1

Except in timed final events, points for the first eight places shall be awarded solely on the basis of the championship final. Points for 9th through 16th place shall be awarded solely on the basis of the consolation final.

WOMEN

- Relays 64-56-54-52-50-48-46-44-40-34-32-30-28-26-24-22-18-14-12-10-8-6-4-2
- Individual Events 32-28-27-26-25-24-23-22-20-17-16-15-14-13-12-11-9-7-6-5-4-3-2-1

Except in timed final events, points for the first eight places shall be awarded solely on the basis of the championship final. Points for 9th through 16th place shall be awarded solely on the basis of the consolation final. And points for places 17th through 24th will be awarded solely on the basis of the bonus final.

•SCRATCH DEADLINES.

- **Thursday scratches due by 6pm on Wednesday (via email)**
- **Friday scratches due by 6 pm on Thursday (via email)**
- **Saturday scratches due by 6 pm on Friday (via email)**
- **Sunday scratches due by 6 pm on Saturday (via email)**

Scratches for **ALL** preliminary Events should be emailed directly to neisdateamentries@gmail.com. The scratches should be sent with the subject line NEISDA: SCRATCHES

We are working to save paper! Please e-mail your scratches each day and you will receive a confirmation e-mail when the meet director receives your scratches. A limited number of scratch sheets will be available.

•SEEDING

All swimming events will be seeded according to short-course standards. All events except the 1000 and 1650 free will be swum slow to fast, women preceding men.

•SHAVING

No shaving is allowed in the locker rooms.

•SQUAD SIZE

No institution shall be allowed a total of more than eighteen (18) competitors. An entrant who swims or an entrant who swims and dives shall be counted as one (1) competitor in the total of eighteen (18) allowed for each institution. Relay-only swimmers are allowed and must be listed in the relay entry and paid for. No team member over the limit of 18 and/or not qualified for the meet may participate in the meet or be on deck with the team unless they are listed as a manager. Each team is allowed only one manager. An entrant who dives only shall be counted one-third of a competitor. Each competitor is permitted seven events, of which 3 may be individual events.

•TIME TRIALS

Time trials will take place at the conclusion of each morning session for a fee of \$5.00 per swim. *Time trials are only available for swimmers attempting to make a qualifying time for a faster meet.* Entry cards will be available in the hospitality room. These forms are due to the Meet Director 10 minutes before the start of the last event (relay or distance event) of the session.

•TICKETS

Spectator seating will be on a first come, first serve basis for each session. Tickets will be available for a \$6.00 fee for each session, or a full session pass for \$30.00.

•WARM UP

Please note that the pool will be open at 7:45 am for the prelim warm ups. Do not plan to arrive prior to that time. Use of resistance bands will be allowed only the designated lanes of the instructional warm-up pool. No resistance bands will be allowed in the competition pool at any time.

Thursday: General warm up 7-8pm All pools.

Prelims: General warm-up beginning at 8:00AM. General warm up w/ start and pace lanes are at 9:40-9:55. Meet start time is 10:00am.

Finals: General warm-up only 5:00pm, meet start time 6:00pm. Except for Sunday 4:30pm warm-up, 5:30pm start.

•WEBSITE-- PSYCH SHEETS, HEAT SHEETS, RESULTS, ALL PERTINENT INFORMATION

[2017 NEISDA Championship Webpage](#)

NEISDA SWIMMING & DIVING CHAMPIONSHIP 2017

ENTRY FEES [Please make all checks payable to NEISDA]

Number of Contestants x \$20.00 = _____
 Swimmers and Divers
Number of Coaches x \$20.00 = _____
Number of Managers x \$20.00 = _____
Individual events exceeding 5 x \$5.00 = _____

Total = _____

checks payable to NEISDA

Bring payment to the meet or

MAIL TO:
UMASS Dartmouth Swimming and Diving
Cathy Motta
Tripp Athletic Center
285 Old Westport Rd
Dartmouth, MA 02747

FOR ADMISSION BADGES: (PLEASE USE A SEPARATE FORM FOR MEN & WOMEN)

Athletes:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.
- 17.
18. (diver only)
19. (diver only)
20. (diver only)

Managers:

- 1.
- 2.

Coaches (Swimming & Diving):

- 1.
- 2.
- 3.
- 4.
- 5.

E-mail TO Matt Emmert, memmert@rwu.edu on Friday February 10.