

Canadian Amateur Synchronized Swimming Association Inc.

OFFICIAL RULE BOOK

UPDATED SEPTEMBER 2016

CASSA
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1. INTRODUCTION

1.1 Interpreting the Rules

The purpose of each rule is to ensure that all competitors have an equal opportunity to achieve. In applying and interpreting the rules or when confronted by a novel situation not covered by the rules, every effort should be made to apply this principle.

1.2 Applicability of Rules

All Members of CASSA shall abide by the present rules.

1.3 FINA Rules

All FINA rules apply to any Competition held in Canada unless specifically provided otherwise herein. In case of conflict, the present rules prevail.

This manual contains all the rules currently in force, which govern the conduct of Canadian synchronized swimming Competitions.

Meets other than these are the responsibility of the relevant Provincial Associations.

1.4 Rule Changes

There will be one opportunity to submit rule changes (spring). Emergency rule changes will be considered at any time during the season at the discretion of the Rules Leader. To pass, any emergency rule change must have the majority vote of the management team AND the majority vote of the provinces.

Changes made by FINA to rules are not subject to the rules ratification process deadlines. FINA rules are changed every four years during the summer. The next rule changes are scheduled for 2017.

According to the Bylaws of Synchro Canada "Rules" are defined as the authoritative principles that are set forth to **govern competitions** of CASSA. Any submissions that do not fit this definition will be returned.

2. DEFINITIONS

The terms listed in this section shall have the meaning attributed to it.

1. **“Canadian Espoir Synchronized Swimming Championships”** also known as “Espoir” means the Championships held for Age Group 11&12, 13 – 15 and AWD and will be considered the National Championship for these categories. Events held at Espoir are to be as follows:

Age Group 13 – 15	Figures – Solo – Duet – Team
Age Group 11 & 12	Figures-Solo-Duet-Team-Skills and Fitness Assessment
Athletes with a Disability	Events as described in Appendix

2. **“Canadian National Synchronized Swimming Qualifier”** also known as the “Qualifier” means a qualifying competition for COSSC and Espoir. All routines must compete in the Qualifier in order to be eligible to compete in COSSC and/or Espoir. Events held at the Qualifier are to be as follows

Senior FINA:	Solo tech/free Duet tech/free Team tech/free
Junior FINA:	Figures Solo Duet Team
Senior FINA/Junior FINA:	Free Combination
Age Group 13 - 15	Figures - Solo - Duet - Team - Free Combination

3. **“Canadian Open Synchronized Swimming Championships”** also known as “COSSC” means the Championship for Senior FINA and Junior FINA categories and will be considered the Canadian National Championships for these categories. Events held at COSSC are to be as follows:

Senior FINA:	Solo tech/free Duet tech/free Team tech/free
Junior FINA:	Figures Solo Duet Team
Senior FINA/Junior FINA:	Free Combination

4. **“CASSA”** means the Canadian Amateur Synchronized Swimming Association, Inc., the governing body of synchronized swimming in Canada, also known as “Synchro Canada”.
5. **“Championship”** Includes Canadian Open Synchronized Swimming Championships (COSSC), Canadian Espoir, Masters, Provincials and the Qualifier.
6. **“Compete”** means to participate in an event in which there is ranking with others.
7. **“Club Team”** means a team composed of members of a Competitive Club.
8. **“Deck work”** means a set of movements’ part of a routine executed to music prior to entering the water.
9. **“Event”** means a portion of the meet for which awards are presented. Thus, "Senior Free Duet" is an event "AG 13 - 15 Solo" is an event.
10. **“Figure”** means a combination of positions and transitions performed in the water, as defined in the FINA manual.
11. **“FINA”** means «Fédération Internationale de Natation».
12. **“Finals”** means the last portion of the Event, for which awards are presented.

13. **“Free Combination”** means a routine consisting of parts of solos, duets, trios, and teams.
14. **“Free Routines”** means presentations in the water consisting of strokes, figures, and parts and combinations of these, performed to music.
15. **“International Competition”** means a Competition held under the jurisdiction of FINA or outside of Canada.
16. **“Junior FINA”** means a competition involving the junior age category.
17. **“Meet”** means the entire competition for a particular age group, including all the routines and figure events.
18. **“Members of CASSA”** means a person (an individual or a legal person) duly registered with CASSA and who has paid applicable fees.
19. **“Nationals”** means the Canadian Championships for Masters. Events held are to be as follows: solo tech/free, duet tech/free, trio tech/free, team tech/free, and free combination in all age categories
20. **“Off-season meets”** means meets that take place from July 1st to December 31st.
21. **“Prelims”** means the preliminary portion of a routine event, from which routines qualify into Finals. If the competitors swim only once, they are considered to be competing in Finals.
22. **“Provincial Association”** means any one of Synchro Alberta, Synchro B.C., Synchro N.B., Synchro N.S., Synchro P.E.I., Synchro, Québec, Synchro Ontario, Synchro Saskatchewan, Synchro Manitoba, Synchro Newfoundland-Labrador or Synchro Yukon or any of their successors and assignees.
23. **“Provincial Team”** means a team made up of swimmers registered with the same Provincial Association.
24. **“Qualifying Competition”** means a Competition in which Competitors must compete in order to qualify for another Competition.
25. **“Routine”** means any of solo (1 member), duet (2 members), Trio (3 members), Team (see rule 4.6 a), or Free Combination.
26. **“Senior FINA”** means a competition involving the Senior Age Category.
27. **“Star Program”** means the Canadian synchronized swimming Star program as amended from time to time.
28. **“Technical Routines”** means a routine with required elements as defined in the FINA Manual (for Senior Competition and Masters).

3. GENERAL RULES

3.1 ELIGIBILITY

3.1.1 Registration

Only duly registered Qualified Competitors may compete in a given event.

3.1.2 Qualified Competitor

- a) **“Canadian Competitor”** means a competitor who is a Canadian citizen or a permanent resident. A routine is considered a Canadian Competitor if all its members are Canadian citizens or permanent residents. (See rule 3.10.2.)
- b) **“Competitive Season”** means the period from January 1st through June 30th.
- c) In order to be a **Qualified Competitor**, one
 - Must comply with current FINA General Rules
 - Must be a Competitive Swimmer
 - Must be a Canadian Competitor
 - Must meet the Age Requirement
 - Where relevant, must have been chosen by the Selection Committee
 - Must be either a duly registered member of only one Club, Provincial Association or be an Unattached Competitor who has been authorized to enter the Meet
 - Shall participate without the use of substances identified on the International Olympic Committee document "Banned and Restricted Doping Classes and Methods" (available upon request).
 - In team and free combination, a maximum of 2 swimmers (team) and 3 swimmers (free combination) who are not Canadian competitors but are registered with a Canadian Club may compete as a member of a team and/or free combination.
 - In a Master team or trio or free combination, a swimmer who is not a Canadian competitor but who is registered with a Canadian Club, may compete as a member of a Masters Team or Trio or Free Combination
 - International competitors as per quotas of foreign competitors in 6.2

3.1.3 Unattached Competitors

- a) Canadian Resident

Where no Club is available to an otherwise qualified swimmer, the swimmer may register directly with the Provincial Association of residence, or directly with CASSA for residents of the Northwest Territories and Nunavut. **Unattached Competitors** are counted in the membership of the Provincial Association. If more than three swimmers reside in one area, they must form a club; unattached status is not available to them.

b) Non-Residents (Canadian)

Otherwise qualified competitors who are residing outside of Canada may register directly with CASSA. These swimmers may be allowed to compete in certain meets, at the discretion of the Board of Directors or a committee designated by the Board. Such swimmers would be additional to normal quotas at the meet of initial entry, but would form part of quotas for subsequent meets.

3.1.4 Transferring Swimmers Club Representation

In sanctioned competitions, no synchronized swimmer can represent more than one (1) Club during the Competitive year, Sept 1 to August 31, except under the following circumstances:

- a) Swimmers taking up residence (permanent) in another province may be granted permission to transfer by the Provincial Association from which they have departed.
- b) Swimmers transferring club affiliation within a Provincial Association shall be bound by the rules and procedures of the Provincial Associations concerning transfers.

~~There shall be a mandatory waiting period of sixty (60) days for both a) and b), during which time the swimmer shall be known as a transfer swimmer. Transfer swimmers may compete only in individual events (i.e. solos and figures) during the waiting period. Extraordinary circumstances regarding the waiving of the waiting period shall be considered by the Presidents of the Provincial Associations concerned, in consultation with the National Registrar and Rules Leader.~~

- c) Members of schools, universities, YMCA, YWCA, armed forces, and similar organizations may represent their organization in competitions promoted by such organizations and may at the same time compete for a Club in CASSA competitions, if properly registered as an amateur competitive swimmer through the Club.

~~However, if the swimmer is a registered amateur through said organization, at the close of the scholastic or other equivalent season, such swimmer may represent another Club after an official written release of the swimmer has been submitted to the Provincial Association registrar through an office of the organization concerned. The sixty day waiting period shall be waived in such cases.~~

- d) ~~In the team event, swimmers from more than one club in the same province may combine to form teams called interclub routines. Swimmers competing in the Canadian Championships as members of a sanctioned Provincial Team.~~

3.1.5 Competitor Levels

- a) **“Club”** means a club registered as such with CASSA. Clubs may be Recreational or Competitive. Competitive Clubs may have Competitive and Recreational swimmers but a Recreational Club may not have any Competitive swimmers.
- b) **“Competitive Swimmer”** means a swimmer who is registered with a Provincial Association or with CASSA directly, who is a Member of CASSA and competes.
- c) **“Recreational Swimmer”** means a swimmer who is registered with a Provincial Association and Synchro Canada but does not compete.

- d) Clubs must register as Competitive or Recreational. A competitive club may have a recreational component.
- e) No recreational registered athlete may compete.
- f) A competitor may enter a maximum of four (4) Events: 1 Team, 1 Free Combination, 1 solo, and 1 duet.

Notwithstanding the foregoing, a Junior FINA eligible age athlete may compete in both Junior and Senior FINA team. For any club entering the same athletes in both Junior and Senior FINA team the team make-up **MUST** be different for each event (alternates excluded.) Changing the number of athletes from the Junior FINA team to the Senior FINA team is not considered a difference.

A complete event consists of a Figures component and a Routine component in Solo, Duet and Team.

Notwithstanding the foregoing, a complete event for Senior FINA Competition consists of a Technical Routine OR a Free Routine OR both for each of Solo, Duet and Team.

Notwithstanding the foregoing, a complete event for Masters Competition consists of a Technical Routine component and a Free Routine component for each of Solo, Duet, Trio and Team.

The Free Combination event consists of a Routine component only.

- g) A Master competitor may enter a maximum of five (5) events: 1 team, 1 free combination, 1 trio, 1 duet, and 1 solo.

3.1.6. Exceptions to the Age Requirement for Duet, Team, and Free Combination Composition

- a) **“Team”** means a group of at least four competitors but no more than eight for Senior FINA, Junior FINA, National Age Group 13 - 15. For Provincial Age Group 16 - 18, Age Group 13 - 15, Age Group 11&12, Age Group 10 & under, and Masters a team is a group of at least four competitors but no more than ten.
- b) An athlete may swim up one (1) age category in duet and/or team and/or free combination. That athlete will compete in the figure competition of the age category of the duet/team on which they are swimming. An athlete swimming up one age category but also entering a routine in their own age category must also swim the correct age group figures for that routine(s). Rule 3.1.6 b) pertains to National stream competitors only, see Appendix I for provincial stream guidelines.

3.1.7 Entrants

- a) Figures Competition

All competitors including alternates and substitutes shall compete in the figures event except in Senior FINA and Masters Nationals Events and Free Combination. Athletes entered in Senior FINA and/or Free Combination may enter the appropriate figure event (age qualified) if they wish. Athletes swimming up an age category for duet and/or team may enter the appropriate figure event (age qualified) if that event is being held at the meet in which they are competing. All athletes named to the team roster (see rule 3.1.8) may enter the figure event (if age eligible) at any competition in which the team on whose roster they are listed is competing.

b) Routines

Qualifier:

In Age Group 13 - 15 and Junior FINA all teams entered are required to swim in the Prelims of that event. The top 10 championships scores from Prelims will advance to Finals. In Age Group 13 - 15 and Junior FINA all solos, duets, and free combination routines are required to swim in the Finals of that event (no prelims will be held.)

In Senior FINA competition routines may enter the Technical event or the Free event or Both.

Espoir:

All routines entered in a routine event are required to swim in Prelims of that event, if they are held. The top 10 championship scores from Prelims will advance to Finals in solo, duet, team, and free combination.

COSSC:

In Senior FINA competition all routine entries may compete in Technical or Free or both routine events.

In Junior FINA solo, duet, team all routine entries are required to swim in the Prelims of that event, if they are held. The top 10 championship scores from Prelims will advance to the Finals.

In Free Combination all routine entries are required to swim in the Prelims of that event, if they are held. The top 10 routine scores from Prelims will advance to the Finals.

3.1.8 Alternates, Substitutes and Team Roster

- a) **“Alternate”** means a competitor who is designated to replace a member of a duet, team, or free combination.
- b) **“Substitutes”** means routines which are selected by the relevant Selection Committee to compete in the named Event in case a selected routine is unable to compete.
- c) A Duet may have one alternate.
- d) A Trio may have one alternate.
- e) A Team/Free Combination may have one or two alternates.
- f) Number of Routine Entries - Rule 3.1.5 f does not apply to alternates, (i.e. alternates may be listed on more than one entry but may not swim more than once in each event.)
- g) Substitutes must be entered according to the general criteria, except that the entry form should clearly indicate that this routine is a substitute.
- h) A roster of a **minimum of 4 (four) to a maximum of 12 (twelve)** athletes must be submitted for **all teams** entered in Age Group 13-15 National, Junior FINA and Senior FINA team routine events by the entry deadline for the first team routine event held in their province/territory.
 - i) This roster shall be submitted by each province to the National Scoring Leader for verification of entry into the National Qualifier, the Canadian Open, and Espoir meets. This roster should be submitted immediately following the entry deadline for the first

routine competition held in each province/territory. Any province that does not submit the required roster by the entry deadline to the National Qualifier shall be fined \$100 per club. The club shall be ineligible to compete in the event until the payment of fine is received by Synchron Canada.

- ii) From this roster up to 10 athletes may be entered into the first and any subsequent team routine event (8 swimmers plus 2 alternates)
- iii) The (up to) 10 athletes entered may change from meet to meet but can only come from the original roster as submitted.
- iv) From this roster all named athletes (up to 12) may enter the figure event (if age eligible) at any competition in which the team on whose roster they are listed competing.
- v) Athletes may be named on more than one roster BUT may only compete on one team in any competition (see rule 3.1.5 f)
- vi) This rule does NOT apply to Provincial Stream teams.

3.1.9 Coach's Eligibility

- a. All coaches at the Qualifier/COSSC/Espoir must be fully certified at the Competition Development Level or NCCP Level 3. If a coach does not meet this requirement by the entry deadline for the Qualifier/COSSC/Espoir they will not have access to the pool deck at the event.
- b. Notwithstanding the above, those coaches registered in "Competition Development Training" with NCCP and taking their certification have two competitive seasons from their date of NCCP registration to complete their certification after which they will not have access to the pool deck at the event.
- c. Notwithstanding the above, coaches may attend the Qualifier/COSSC/Espoir as an "apprentice coach" for one competitive season. Apprentice means they attend the Qualifier/COSSC/Espoir under the supervision of another coach who has their Competition Development (or NCCP Level 3) certification. If they attend as an apprentice, they will have full access to the pool deck. Coaches can be an apprentice for one year only. A coach does not have to be registered in Competition Development training to be an apprentice. The Apprentice coach (es) names must be included in the club's meet entry package with the name of the supervising coach. A supervising coach may supervise no more than two apprentice coaches at an event.
- d. Synchron Canada will oversee sections a) b) c), maintain records, and ensure that only eligible coaches have deck privileges at the Qualifier/COSSC/Espoir.
- e. Coaches at Masters Nationals do not need any level of certification.
- f. Coaches (Canadian or foreign) of International Entries are exempt from the coaching certification requirements as listed above.

3.2 SELECTION

3.2.1 International Competition

A Member may not compete in an International Competition unless approved by CASSA. For more details, contact Synchron Canada's National Office in Ottawa.

3.2.2 Selection Committee

a) Composition

A Selection Committee is struck for a qualifying meet. Members must not have a Conflict of Interest.

For the Qualifier, the Selection Committee shall be composed of the Chief Referee of the competitions plus one member from the West (BC/AB/SK/MB/YT), one member from the East (ON/QC) and one member from the Atlantic region (NL/PE/NS/NB.) The members can vary for the different categories.

b) Selection of Competitors

The Selection Committee selects competitors in order of rank by Championship score.

c) Effect

No routine can be entered at COSSC or Espoir unless the Qualifier Selection Committee has authorized it.

No routine can be entered at the Qualifier unless its Provincial Selection Committee has authorized it.

d) Substitutes

Substitutes may be selected to compete if the originally selected routines are unable to participate. The substitute shall be the next ranking routine by championship score.

e) Exceptional Circumstances

The Selection Committee may, upon the advice of the entrant's Provincial Association, qualify for entry into COSSC or Espoir Championships competitors who are unable to swim in the Qualifier events due to exceptional circumstances (such as, but not limited to: injury, illness, school exams) beyond the control of the swimmers. Such [byes entries qualifiers](#) shall be added to the Qualifier's quota. The same shall apply for competitors unable to swim in the Provincial qualifying meet for the [National](#) Qualifier competition. [In order to be eligible for a bye, a routine must be entered in the competition and must pay all applicable fees. Byes cannot be considered after the fact.](#)

f) Qualifier Results

The Qualifier results must be faxed or e-mailed immediately at the conclusion of the Qualifier by the Selection Committee Chair to the Meet Managers of COSSC and Espoir.

g) Masters

Master athletes are not subject to a selection process to enter Masters Nationals. They may enter directly from their club. There are no quotas.

3.2.3 Quotas for routines

a) COSSC	
	<p>Senior FINA, Junior FINA, Solo and Duet: Top 20 from the Qualifier plus 1 per province/territory if not included in the top 20, to a maximum of 28 routines, not including byes.</p> <p>Senior FINA, Junior FINA Team: All teams that enter and compete at the Qualifier are eligible to enter COSSC.</p> <p>Free Combination: All routines that enter and compete at the Qualifier are eligible to enter COSSC.</p>

b) Espoir	
	<p>Age Group 13 - 15 Solo and Duet: Top 20 from the Qualifier plus 1 per province/territory if not included in the top 20, to a maximum of 28 routines, not including byes.</p> <p>Age Group 13 - 15 Team: All teams that enter and compete at the Qualifier are eligible to enter Espoir</p> <p>Age Group 11 & 12 solo, duet, and team – see rule 4.10</p> <p>AWAD solo, duet and team – all athletes that are sanctioned by their provincial section are eligible to enter Espoir.</p>

c) Qualifier	
	<p>Solo and Duet: The provincial quota includes 2 entries for the first 200 registered competitive swimmers (excluding Masters & AWAD) and 1 additional entry for additional registered competitive swimmers to a maximum of 4 per province as follows:</p> <p>0-200 registered competitive swimmers = 2 additional entries;</p> <p>201-400 registered competitive swimmers = 3 additional entries;</p> <p>401-600+ registered competitive swimmers = 4 additional entries;</p> <p>Plus. Performance quota entries earned on the immediately preceding respective National championships results as follows:</p> <p>2 entries per medallist and</p> <p>1 entry per placement of 4-10 (or total amount of entries in final) to be awarded in the subsequent year, not counting foreign entries, and not including byes</p> <p>12 from QC, 10 from ON, 6 from AB, 4 from BC, 2 each from NL, PEI, NS, NB, SK, MB, YT</p> <p>Team/Free Combination: All teams that enter and compete at their respective provincial selection meets are eligible to enter the Qualifier.</p>

- a) **d) Pre-Swimmers for COSSC/Espoir** –The Selection Committee will also name pre-swimmers for COSSC/Espoir prelims - the pre-swimmers shall be the two highest placing non-qualified routines from the Qualifier. The routine score shall be used to determine the selected pre-swimmers.

- e) [Pre-Swimmers for National Qualifier – Provinces are to send requests to nominate pre-swimmers to the Competitions Chair by the meet entry deadline. The Competitions Committee will determine pre-swimmers based on Provincial Championships scores and geographical balance. Their decision shall be final.](#)

- f) **Figures** – Any eligible (age) athlete entered in a competition (solo, duet, team, free combination) may enter the figure event. See rule 3.1.7 a)

Exception: Should a figure Event be used as a selection process for National Teams, all eligible competitors may enter the Event.

- g) **University Routines** – The top three University solos, duets, and teams at the University Championships are eligible to compete at the Canadian Open in the Senior FINA Free events without qualifying through the Qualifier. The athletes competing at the Canadian Open must be registered athletes with Synchro Canada.

3.3 PROTESTS

3.3.1 Conflict of Interest

- a) **“Conflict of Interest”**- the following categories of people are deemed to have a conflict of interest:
 - a) a relative of a Competitor
 - b) a Coach of a Competitor
 - c) a parent, child, sibling or spouse of a Coach of a Competitor
 - d) a Team Manager or relative of a Team Manager
 - d) an inhabitant of the same household of any of a), b) c), or d)

For purposes of this rule, a "relative" includes step relationships and is any of parent, child, sibling, uncle, aunt, nephew, niece, first cousin, grandparent, or spouse, and a "coach" is any person who coaches figures and/or routines on a regular basis.

3.3.2 Solution of Disputes

- a) **Protests**
 - i) No protests shall be made against the judges' marks.
 - ii) Protests may be made by anyone having an interest in the Meet.
 - iii) Protests may initially be made verbally, but shall be made in writing to the Referee within 30 minutes from the end of the event involved. The Chief Referee shall arbitrate in case of protest; in the event that mediation is not possible, the matter shall be referred to the Jury of Appeal.
 - iv) When a protest is forwarded to the Jury of Appeal, the subject shall be announced and other interested parties who are members of CASSA **shall** be allowed to present a counter protest, in writing. These counter protests must be submitted to the Chief Referee within 30 minutes of the announcement.
 - v) All protests must be submitted in writing:
 - To the Chief Referee
 - By the head coach (or designate) of the club

Together with a deposit of \$100 Canadian (returned if the protest is successful) within 30 minutes following the conclusion of the concerned event.

b) Jury of Appeal

- i) "Jury of Appeal" means a group of people without a Conflict of Interest appointed by the OMT Chair (for the Qualifier, COSSC, Espoir and Masters Nationals) or by the President of the Host Province (for Provincials) to resolve any protests that may be made pertaining to the Meet. It is composed of three members and one alternate.
- ii) The Jury of Appeal shall resolve any protests referred to it by the Chief Referee.
- iii) Responses from the Jury of Appeal may be made verbally but must be followed by a written decision that will be distributed to the Chief Referee and the parties involved in the protest and Competitors of the Event. The decision of the Jury of Appeal shall be final.
- iv) A report of the circumstances and the decision should be forwarded by the Chief Referee to the OT to be available for discussion.

3.4 DOPING CONTROL

- a) An athlete who is a Member of Synchro Canada, or who is a member of a Provincial Association or Club which is a Member of Synchro Canada, may be subject to unannounced doping control.
- b) Failure to pass the Doping Control Test will initiate a process of retesting, review, access to appeal, and if the offence is proven, the application of sanctions, under the direction of the Competitions Leader and in co-operation with FINA and other sport governing bodies.
- c) Master athletes are not subject to doping control tests.

4. COMPETITIONS

4.1 AGE

- a) "Age" means the age of a competitor as of December 31st of the calendar year of the competitive season.

4.1.1 Age categories

- a) Age categories are:

Age Requirement

Age Group 10 and under	1 to 10
Age Group 11 and 12	11 & 12
Age Group 13 - 15	13 to 15
Age Group 16 - 18	16 to 18
Junior FINA	15 to 18
Senior FINA	15 & over
Masters Solo/Duet	19-29, 30-39, 40-49, 50-59, 60-69, 70-79, 80 and over
Masters Trio/Team	19-34, 35-49, 50-64, 65-79, 80 and over
Masters Free Combination	19-39, 40-64, 65 and over

A Competitor must meet the Age Requirement set forth herein above in order to be eligible to compete in a given Age Category.

4.2 TIME LIMITS

4.2.1 Time Limits - Deck Work

Deck Work must not exceed 10 seconds.

4.2.2 Time Limits for Routines

Including Deck Work, routines shall have the following maximum times, in minutes:

	Solo	Duet	Team	Free Combination
Age Group 10 & Under	1:45 1:15	2:15 1:45	2:45 2:15	3:15
Age Group 11 & 12	2:00 1:45	2:30 2:15	3:00 2:45	3:30
Age Group 13 - 15	2:15	2:45	3:30	4:00
Age Group 16 - 18	2:30	3:00	4:00	4:30
Junior FINA	2:30	3:00	4:00	COSSC 4:30
Senior FINA – technical	2:00	2:20	2:50	
Senior FINA – free	2;30	3;00	4:00	COSSC 4:30
Masters Technical	1:30	1:40	1:50	
Masters Free	2:30	3;00	4:00	4:30
Masters Tech/ Free Trio	Tech – 1.45	Free - 3:30		

For all routines in the National Stream, there shall be an allowance of fifteen seconds less or plus the allotted time limit, beyond which a penalty is incurred. For Provincial Stream routines, there is no minimum time limit and no allowance of overtime.

For all routines, there shall be a time limit for walk-ons – see 4.2.4

For Masters, there is no minimum time.

Jeux Canada Games time limits shall follow those for the Junior FINA Category.

Note - the free combination event for Junior FINA, and Senior FINA is **one** event (not separated by age group.)

4.2.3 Timing

- A minimum of two timers shall time from the start of the walk-on to a stationary position, deck time from the start of the music until the last swimmer leaves the deck, and the total routine time from the start of the music to the end of the music.
- The overall time, the deck work time, and the routine walk on time shall be recorded on the master score sheet, to the nearest second.

4.2.4 The Start of a Routine

- a) The walk on of the athletes from the designated starting point to achievement of a stationary position(s) may not exceed 30 seconds. Timing shall begin when the first swimmer passes the starting point and when the last swimmer becomes stationary.
- b) Routines may start on the deck or in the water, but they must finish in the water
- c) In routine events, when the routine starts in the water, the time allowance for the walk-on of the athletes from the designated starting point to the achievement of a starting position in the water shall not exceed 30 seconds. Timing shall begin when the first competitor moves past the starting point and end when the last competitor assumes a starting position.

4.2.5 Time Violations

a) Overall Time Limits

A one-point penalty will be deducted from the routine score if there is a deviation from the specified routine time allowance (less than or more than).

b) Deck Drill Time Limits

- i) A one-point penalty shall be deducted from the routine score if deck walk on time limit is exceeded.
- ii) A one-point penalty shall be deducted from the routine score if the time limit for deck movements is exceeded.

c) Recording the Penalty

The timers shall advise the Referee of the penalty situation immediately following the completion of the routine. The Referee arranges to have the music selection retimed for penalty in 4.2.5 a) only.

If the time violation is confirmed, the Referee shall immediately advise the competitors and their coach, and instruct the scorers to deduct the appropriate penalty from the routine score. Note: a routine could receive three penalty points (deck walk on/deck movement/routine time.)

4.3 PENALTIES IN TECHNICAL ROUTINES

- a) A half-point (0.5) penalty shall be deducted from the Execution score for violations of Duet required element 6 and 7 and Team required element 6 and 7 in Senior FINA Technical routines
- b) A half-point (0.5) penalty shall be deducted from the Execution score for violations of Solo required element 6, Duet/Trio required element 6 and 7, and Team required element 6.7.8.9 in Masters Technical routines.

4.4 FREE COMBINATION

4.4.1 Routine

- a) There shall be a minimum of 4 and a maximum of 10 members.
- b) The start of the routine may be on deck or in the water.
- c) All of the following parts must start in the water.

- d) A new part begins where the previous part ends
- e) At least two (2) parts must have fewer than three (3) swimmers and at least two (2) parts must use the number of swimmers competing in the free combination routine (i.e. a team of 7 members must have at least two parts in the routine where all 7 members participate).

4.4.2 Penalties

- a) A one-point penalty per infraction shall apply to all the parts of 4.4.1 (b - e)

4.5 FIGURES

4.5.1 Swimmers' Apparel

- a) Nose clips are allowed for all events. Goggles are allowed for figure events and with medical certification for routine events. Medical certification to be submitted to the Chief Referee at least 30 minutes prior to the event.
- b) For **figures** the swimmers must wear a plain black one-piece suit and white cap. The cap must be devoid of identifying marks. The suit must be devoid of identifying marks other than a manufacturer's logo not exceeding 16 square centimeters. Jewelry is not allowed.

4.5.2 Organization of Swimmers

a) Swimmer Identification

Swimmers shall be identified by number for the figures competition. Referees shall have access to the draw in order to be able to locate and organize swimmers, but names shall not be called.

4.5.3 Conduct of Figures Event

a. Event

- i. One group of four figures shall constitute the figures event.

b. The Draw for the Figure Group

i. Timing

~~The figure group shall be drawn and posted by the Chief Referee or his/her designate 18-72 hours prior to the figures event.~~ The figure group for Nationals, [Espoir](#) and the Qualifier shall be drawn and posted by the Chief Referee or his/her designate [one week no later than 72 hours](#) prior to the start of the figure event and will be posted on the Synchro Canada website immediately after they have been drawn.

c. Figure Groups

The National Office shall circulate the Competitive figure groups each September if there are any changes. The Chief Referee or his/her designate shall draw one figure group for each age category from the relevant figure list.

d. The Pre-Swimmer

Prior to the event, at least one swimmer not entered in the event may be judged by the judges officiating for the event.

4.5.4 Spin / Twist

In figures where a spin or twist is part of the figure, rule 4.5.6 (penalties) will be called if:

Spin 180 - no spin or a spin of 360 (1 rotation) or more is performed

Spin 360 - a spin of 180 (.5 rotation) or less or a spin of 720 (2 rotations) or more is performed.

Continuous spin 720 (2 rotations) - a spin of 360(1 rotation) or less or a spin of 1080(3 rotations) or more is performed

Continuous spin 1080 (3 rotations) - a spin of 720 (2 rotations) or less or a spin of 1440 (4 rotations) or more is performed

Continuous spin 1440 (4 rotations) - a spin of 1080 (3 rotations) or less or a spin of 1800 (5 rotations) or more is performed

Half Twist - no twist or a full twist is performed

Full Twist - a half twist or less or more than a twist and one half is performed

4.5.5 Coach behaviour during judges' conference

When a judges' conference is taking place the competitor shall not receive any coaching. The Panel Referee shall be the liaison between swimmers, coaches and judges when explanations or discussions are necessary.

4.5.6 Wrong Figure

a) Two Point Penalty

A two-point penalty shall be deducted if:

- a competitor performs other than the figure posted for that panel and then performs the correct figure on the second attempt, after being informed of the nature of the error by the referee or head judge of the panel, or
- If a competitor stops during the figure and requests to do the figure again.

b) Awarding Zero

The judges shall award (but not flash) a zero if the competitor does not make a second attempt or if on the second attempt performs a wrong figure.

4.5.7 Figures Swimmer Absent

a) Extraordinary Circumstances

Throughout this sub-section, extraordinary circumstances beyond the control of the swimmer shall be considered.

b) Missing a Figure

A competitor's number shall be called three times. If the competitor does not answer the call, a zero shall be awarded for that figure.

c) Missing the Figures Event

A swimmer who misses the entire figure event receives a score of zero for that event.

d) Competing with a Wrong Competitor Number

If an athlete competes in a figure competition using an incorrect competitor number they shall be assessed a \$100 fine, per infraction, to be paid by the club to the Chief Referee of the competition within one hour of the completion of the figure event. If the fine is not paid, a one-point penalty shall be deducted per figure swum under the wrong number.

4.6 ROUTINES

- a) **“Team”** means a group of at least four competitors but not more than eight for Senior FINA, Junior FINA, and National Age Group 13 - 15. For Provincial Age Group 16 - 18, 13 - 15, 11 & 12, 10 & under and Masters a group of at least four competitors but not more than ten.

4.6.1 Swimmers' Apparel

- a) Nose clips are allowed for all events. Goggles are allowed with medical certification for routine events. Medical certification to be submitted to the Chief Referee at least 30 minutes prior to the event. Notwithstanding the above, Masters athletes may use goggles for all events.
- b) For routines, bathing suits shall conform to FINA specifications as stated below:

GR 5.1 The swim wear (swimsuit, cap and goggles) of all competitors shall be in good moral taste and suitable for the individual sports disciplines and not to carry any symbol which may be considered offensive.

GR 5.2 All swimsuits shall be non-transparent.

GR 5.3 The referee of a competition has the authority to exclude any competitor whose swimsuit or body symbols do not comply with this rule.

SYNCHRONIZED SWIMMING RULES

SS 13.13 In routines the swim wear must conform to GR 5 and SS 13.8 -13.12 In the event that the referee thinks a competitor(s) swim wear does not conform the competitor will not be permitted to compete until changing into appropriate swim wear.

SS 13.8 Theatrical make-up shall not be worn. Straight makeup that provides a natural, clean and healthy glow is acceptable.

SS 13.9 The use of accessory equipment, goggles or additional clothing is not permitted unless required by medical reasons.

SS 13.11 Jewelry may not be worn in routines.

4.6.2 Pre-Swimmer(s)

a) The Requirement

Before a routine event, it is recommended that at least one routine not entered in the event shall be judged by the judges officiating at the event.

b) Finals

The pre-swimmers shall be the highest placing routines from prelims, by routine score, which did not qualify for finals. If there is a tie in routine results among possible pre-swimmers, the routine with the highest championship score will be selected to pre-swim.

4.6.3 Conduct of the Event

a) Control of Event

The Referee controls the event, under the direction of the Chief Referee.

b) The Start of the Routine

- i) For the deck work in team/free combination, duet, and trio competitors may not execute stacks, towers, or human pyramids (i.e. each competitor must have some part of their body touching the deck.)

- ii) The accompaniment shall begin upon a signal from the referee.
- iii) The judges shall commence judging when the accompaniment begins, and shall award marks, which indicate the level of performance of the routine.

4.6.4 Substitute Routines

Substitute routines must be declared as competing no later than one hour prior to the first event of the competition for that age group. In prelims at COSSC/Espoir only a substitute routine from the Qualifier may replace a competitor who has withdrawn.

4.6.5 Entry Position Violation

A one - point penalty shall be assessed to a routine which does not start at the end designated by the Meet Manager.

4.6.6 Deck Movement Violation

A two - point penalty shall be assessed if during the deck movements in team/free combination, duet, and trio routines competitors are executing stack, towers, or human pyramids.

4.6.7 Routine Swimmer Absent

a) Extraordinary Circumstances

Throughout this sub-section, extraordinary circumstances beyond the control of the swimmer shall be considered.

b) Entire Routine Absent

During a routine event, a competitor shall be called three times. If the competitor does not answer the call, the routine shall be awarded a zero.

c) Routine Member(s) Absent

i) Before the Beginning of Event Portion

In duet and team events, competitors *who are listed on the entry forms* (members and alternates) may be interchanged before or after prelims.

The Chief Referee and the Chief Scorer shall be informed if there are any changes in the listed members of the routine not later than one (1) hour before the event. The figures score for the routine shall be recomputed (See Section 4.7.1 b) iv). Failure to comply with this rule shall result in the assessment of a \$100 fine, per infraction, to be paid by the club to the Chief Referee prior to the start of the event portion. If the fine is not paid, a one-point penalty shall be deducted from the routine score.

ii) After Beginning to Swim

If any swimmer fails to swim the complete team routine, the judges in conference may assess a penalty. If assessed, the penalty shall be five points, to be deducted from the routine score.

Failure of any competitor to swim the complete solo or duet routine shall result in disqualification of the routine.

d) After Routine Deck Display

If athletes other than the alternates to a duet or team routine are present in the deck display following the swim, a \$100 fine shall be assessed to the coach/club, to be paid prior to the medal presentation.

4.6.8 Interruption of a Routine

a) Referee's Discretion

A performance may be stopped at the discretion of the Referee.

b) Re-Swim

If the interruption is deemed to be beyond the control of the swimmers of the routine, the Referee shall allow the routine to be performed again during the event.

4.6.9 Routine Temporarily Unable to Perform

- a) At the discretion of the referee and upon the request of the routine's coach, a routine temporarily unable to perform due to circumstances beyond the control of the athlete(s) may be scheduled later in the draw.
- b) The referee shall determine when the temporarily withdrawn routine shall swim.
- c) The routine scheduled to be performed immediately after the temporarily withdrawn routine shall be given up to 3 minutes to prepare and then must compete. Failure to follow the directions of the referee shall result in the disqualification of said routine.

4.7 SCORING AND DRAWS

- a) **"Chief Scorer"** means the person who supervises all facets of the scoring process. The Chief Scorer is responsible for ensuring that all marks are correctly recorded and calculated.

4.7.1 Figures

a) The Draw

The draw for order of performance for figures shall be at random.

b) Scoring

i) Procedures

The Chief Scorer shall determine and enforce the necessary procedures to ensure that scoring is carried out accurately and as quickly as possible.

ii) Recording Scores

The scorers shall record the marks on the correct entry form/score sheet as the Panel Referee reads them. If there is any confusion, a scorer shall ask for a re-read. Should that happen, it must be noted on the score sheet and initialed by the Panel Referee.

iii) The Individual's Figure Score

- 1) After all the marks for the figure have been recorded, one highest and one lowest mark shall be eliminated.
- 2) The remaining marks shall be added and averaged and the result multiplied by the Degree of Difficulty assigned to the figure (National Stream). In the provincial stream no degrees of difficulty are used.
- 3) The sum of the four figures shall be divided by the total of the degree of difficulty of the group and multiplied by 10, and then the Penalties shall be deducted. This result will be multiplied by 50%.

iv) The Routine Figures Score

The figures score for a routine in prelims is the average figures score for all the swimmers who swim in that routine in prelims. The figures score for a routine in finals is the average figures score for all the swimmers who swim in that routine in finals. (See also 4.6.7 c) i).

c) Technical Routine

In the Technical Routine, if a judge or judges (but not the entire panel) on Element Panel 3 have awarded a zero, the referee and the head judge of the technical panel will review the official video. If the element has been executed, then the average of the marks of the other judges shall be computed and shall be considered as the missing mark(s). This shall be calculated to the nearest 0.1 point. If the element has not been executed, then the marks of the judges that awarded a mark shall be changed to a zero.

4.7.2 Routines

a) Scheduling

- i) Prelims and Finals shall be held in all Events at Espoir, and COSSC except for Senior Competition.
- ii) For COSSC and Espoir events with fewer than 15 competitors at the time of the draw for order of swim, the Meet Manager in consultation with Synchro Canada's Competition Leader and the Chief Referee of the competition may decide to hold only "Finals". In such a case, the draw shall be as per draw for prelims.

b) Draw for Order of Swim - Prelims COSSC, ESPOIR, MASTERS

- i) The Synchro Canada Scoring Chair or designate will be responsible for conducting the draw for prelims. This draw will be forwarded to the meet manager for distribution to participating clubs.
- ii) The draw for order of performance for routine prelims, Senior FINA Technical Routines and Senior FINA free routines shall be at random. Exception see rule 4.7.2 d) i)
- i) In prelims of a solo or duet event or Senior FINA Technical routine solo or duet, a competitor may be drawn in first, second, or third position only once.

c) Draw for Order of Swim - Qualifier

- i) The Synchro Canada Scoring Chair or designate will be responsible for conducting the draw for the Qualifier. This draw will be forwarded to the meet manager for distribution to participating clubs.
- ii) The draw for order of performance for prelims in team and for finals in free combination routine in Age Group 13-15 (team) and Junior FINA (team) or Espoir (combo) and Opens (combo) shall be at random. The draw for Senior FINA technical and Senior FINA Free routines shall be at random. Exception see rule 4.7.2 d) i)
- iii) The draw for the solo and duet final in Age Group 13-15 and Junior FINA shall be seeded based on figure results from the Qualifier. The top placing 20% of total entries shall draw to swim in the bottom 20% of the routine event. The bottom placing 20% of total entries shall draw to swim in the top 20% of the routine event. The middle placing shall draw to swim in the remaining places in the routine event. The draws in each group shall be random.
- iv) In solo or duet finals at the Qualifier, if a competitor withdraws from the first 20% or middle 60% of the draw they will be a scratch.
- v) If the withdrawn competitor is in the last 20% of the draw, the next highest placing competitor from the middle 60%, based on the figures score will swim in the withdrawn competitor's position.

d) Draw for Order of Swim – Finals – Age Group 13 - 15, Junior FINA Solo, Duet, Team and Free Combination

- i) Routines placing in the second half of those eligible from prelims shall be drawn in the first half of the order of performance.
- ii) Routines placing in the first half of those eligible from prelims shall be drawn in the second half of the order of performance.
- iii) In the event of an uneven number, the larger number shall be drawn in the first half of the order of performance.
- iv) The order of performance for the finals shall be drawn by the competitors or their representative in alphabetical order as follows:
 - Solo - surname of swimmer
 - Duet - surname which is first alphabetically
 - Trio/Team/Free Combination - Name of Registered Club. If there is more than one routine from the same club the coaches surname will be used

The alphabetical order shall be maintained but the starting point in the alphabet shall be drawn for each final event.

e) Draw for Senior FINA - Free Routine/Masters – Free Routine

- i) If all routines in an event are competing in both technical and free then the order of the draw for the free routine shall be in groups of six. See rule 4.7.2 d) ii) If this is not the case then the draw shall be at random – see 4.7.2 b ii)
- ii) Order of draw shall be in groups of six (6) based on Technical Routine results. The six lowest placing Technical Routines shall draw in the first six places and so on until all routines are drawn. If there are not sufficient competitors to form a group of six, then the smallest group must start first. For the final draw, the highest qualifier in each group shall draw first, with the next qualifier drawing in order of placement. If there is a tie for the placement within the same group of six, the names of the tied competitors will be drawn to see who will draw first in the group draw. If there is a tie for places 6 and 7 (different groups) those routines will form their own group in the draw (i.e. 1 – 5, 6 – 7, 8 – 12.)

f) Deadline for Entry to Finals

- i) No routine may be qualified to enter the final of an event after the event has started. For the purposes of the present rule, the final shall be deemed to have started when the first pre-swimmer enters the water. In instances where there is no pre-swimmer, it shall be deemed to have started when the first competitor enters the water.
- ii) In finals at COSSC and/or Espoir if the withdrawn competitor is in the first half of the draw, the substitute will replace the competitor; if the withdrawn competitor is in the last half of the draw the substitute will be the first swimmer of that half, e.g. 5a.

g) Scoring

i) Recording Scores

- 1) Each panel's marks shall be recorded separately.

ii) Computing Scores

- 1) For each panel of the Free Routine, Free Combination Routine (Execution, Artistic Impression and Difficulty) the score shall be calculated as follows for each category. The highest and the lowest mark for each panel are canceled (one high, one low). The Execution score is the sum of the three (3) remaining marks in the category. The Artistic Impression score is the sum of the three (3) remaining marks in the category divided by 3 and multiplied by 4. The Difficulty score is the sum of the three (3) remaining marks in the category. In 8 & U, 10 & U, and 11& 12 the Free Routine score shall be the sum of the Execution score (40%), Artistic Impression score (40%) and Difficulty score (20%). In all remaining age categories, the Free Routine score and the Free Combination score shall be the sum of the Execution score (30%), Artistic Impression Score (40%) and Difficulty Score (30%)
- 2) For each panel of the Technical Routine (Execution, Impression and Elements) the score shall be calculated as follows for each category. **Execution score** – The three (3) remaining marks in the category. The Free Routine score and the Free Combination score shall be the sum of the Execution score (30%), Artistic highest and the lowest marks are canceled (one high, one low). The three remaining marks in the category are added. **Impression score** – The highest and the lowest awards are canceled (one high, one low). The three remaining marks in the category are added. **Elements score** – for each of the required elements with an assigned degree of difficulty, the highest and the lowest marks are canceled (one high, one low) for each set of marks. The remaining three (3) marks are added, and the sum divided by three (3). The results is multiplied by the degree of difficulty for that element. The sum of the element scores shall be divided by the total degree of difficulty for the required elements and multiplied by 10. This result is multiplied by point 4 (0.4). The technical routine score shall be the sum of the Execution score (30%), the Impression Score (30%) and the Elements score (40%).

iii) Routine Adjusted Score

- 1) Applicable penalties and deductions shall be subtracted to obtain the Routine Adjusted Score.
- 2) In Canada there is no deduction for teams with less than eight (or ten in the case of Provincial age group, Masters or Free Combination routines) members.

iv) The Championship Score

- 1) In championship events, the final result is determined by adding the results of the events in which competition was held.
- 2) Championship score shall be calculated on the basis of 50% routine and 50% figures.
- 3) Championship score for Senior FINA Events shall be calculated on the basis of 100% of the routine score.
- 4) In Free Combination championship score shall be calculated on the basis of 100% routine score.

v) Ranking Routines

- 1) Competitors are ranked twice, for purposes of awards.
- 2) Rank in "Routine" is determined by Routine Adjusted Score.
- 3) "Championship" is determined by Championship Score.

- 4) Placings for purposes of qualifying for finals and selection to subsequent meets are by Championship Score.
- 5) Swimmers' placings in all events shall be determined by the scores received in finals.

vi) Ties

- 1) Ties shall not be broken in routine in prelims.
- 2) Tie breaker for Championships/Final Routine results:
For events where championship score is determined from figure and routine results, the higher routine score shall be utilized to determine the highest placing. If the tie is not broken by the use of the routine score, then the tie will not be broken.

For events where there is only a technical routine or a Free routine the tie will not be broken.

vii) Qualifying for Finals

- 1) COSSC/Espoir Championships
The top ten Canadian routines shall qualify for finals. Ties in the last qualifying position shall also qualify for finals.
- 2) Qualifier (Team only)
The top ten routines plus ties in 10th place shall qualify for finals.

4.8 MUSIC

4.8.1 Music Copies

- a) Competitors shall provide music as requested by the meet manager for the Qualifier, Espoir, and COSSC. If the music system being used is digital, then all music must be submitted (in the format requested and labeled as directed by the meet management) by the deadline provided and a cd of all music must be handed in as directed by meet management. If the music system is using cd's then two copies of the music must be provided with one labeled "competition" and one labeled "double" and must be handed in as directed by meet management
- b) In Masters Nationals, competitors shall provide one (1) copy of their music (compatible with the music system in use at the competition) labeled Competition and while the swimmers are competing, the coach must have a backup copy immediately available for the music person.

4.8.2 Copies of Music Violation

a) The Fine

If the music is not submitted by the deadline, if it is not in the correct format, if it is not labeled correctly, if a cd of all music is not provided as required, or if two copies of the music are not provided as required, there will be a \$100 fine per infraction in 4.8.1. This fine is to be paid immediately. At Masters Nationals if the music is not available as stated in 4.8.1 there will be a \$100 fine, to be paid immediately.

b) **Non-Payment of Fine**

There shall be a one-point penalty if the fine is not paid prior to the event. The Referee shall instruct the scorers to deduct this penalty from the routine score.

4.8.3 Failure of Music/Disrupted Sound

If, for any reason, the sound is disrupted during a performance, the Referee shall take no action unless requested to do so by the coach. The coach must inform the referee prior to the announcing of the marks. If the coach requests action, see Section 4.8.4, 4.6.8.

4.8.4 Music Tests

- a) Music tests shall be conducted only when technical difficulties make them necessary.
- b) The Referee shall order a music test when there is reason to believe there is a technical difficulty, after the current competing routine has finished.

4.8.5 Sound Level

A decibel (sound level) meter shall be used to monitor the sound level and ensure that no person shall be exposed to average sound levels exceeding 85 decibels or momentary peak sound levels exceeding 100 decibels.

4.9 EXHIBITION COMPETITORS

- a) If a routine does not meet the defined requirements for a routine or has ineligible athletes as members of a routine (see rules 3.1 and 3.2) that routine may, at the discretion of Synchro Canada's Competition Chair, enter the competition (Canadian Espoir, Canadian Open) No exhibition routines will be allowed at the Qualifier.
- b) An exhibition routine:
 - i) Must pay all competition entry fees and meet entry deadlines
 - ii) Will be drawn as if a qualified competitor in the event
 - iii) Will be listed on all draws/programs as an exhibition routine
 - iv) Will be announced, following their swim, as an exhibition routine
 - v) That qualifies for a final event shall be drawn to swim in the first half of the draw regardless of their placing in the preliminaries
 - vi) Is not eligible for awards
- c) If an exhibition routine qualifies for finals there must be 10 qualified routines in the event

4.9.1 Centre of Excellence ~~/Regional Training Centre Athletes~~

- a) If a Centre of Excellence ~~/regional training centre~~ athlete wishes to participate in Qualifier / COSSC / Espoir, that athlete may at the discretion of Synchro Canada's National Team Programs Head Coach ~~/Regional Training Centre Head Coach~~ and Competition Chair, enter the competition.
- b) A Centre of Excellence athlete:
 - i) Must pay all competition entry fees and meet entry deadlines
 - ii) Will be drawn as a qualified competitor in all events
 - iii) Will be listed on all draws and programs as a Centre of Excellence ~~/Regional Training Centre~~ competitor

- iv) Will be announced, following their swim, as a Centre of Excellence [/Regional Training Centre](#)-routine
- v) That qualifies for a final event shall be added to the finals quota of that event and shall be drawn to swim based on their placing in preliminaries
- vi) Is eligible for duplicate awards.

4.10 NATIONAL 11&12 AGE GROUP

- a) A National 11&12 Age Group competition will be held at the Espoir National Championships.
- b) Events will be solo, duet, team, figures, and skills & fitness assessment
- c) Only athletes 11 and 12 years of age are eligible to compete in this event.
- d) Athletes will qualify from the competition their province has designated as the selection meet for the National 11 & 12 competition at Espoir.
- e) The quotas for solo and duet shall be three (3) per province/territory. Entrants must receive sanction from their respective province/territory to attend Espoir.
- f) If a routine in a province is selected but chooses not to attend the next placing routine IS NOT eligible to attend this event.
- g) The quotas for team shall be OPEN but any team must compete in their province's designated selection meets to be eligible to attend Espoir and receive sanction from their province/territory to attend Espoir.
- h) Entries to this event are due by the Espoir entry deadline and shall follow all rules associated with entry into National competitions
- i) 11 & 12-year-old athletes are permitted to compete in TWO (2) of the following routine events at Espoir: 11&12 solo, 11&12 duet, 11&12 team, 13-15 duet, 13-15 team, 13-15 Espoir free combination. Athletes may not compete in the same event in different age groups i.e. 11&12 duet and 13 -15 duet.
- j) All 11&12-year-old athletes entered in an 11&12-year-old routine event must compete in the 11&12 figure event.
- k) An 11&12-year-old athlete competing at Espoir in 13 -15 events only (i.e. 13-15 duet, team, figures) is eligible to enter the 11&12 figure event
- l) All 11&12-year-old athletes entered in 11&12 routines and/or 11&12 figures must participate in the Skill & Fitness assessment event
- m) The optional figure group for the 11&12 figure event shall be drawn 2 months prior to the start date of the Espoir Championships.
- n) The skills in the Skill & Fitness Assessment event shall be communicated no later than November 15th of the year prior to each Espoir Championships.
- o) The Skill and Fitness Assessment event shall be the first event held at the Espoir Championships
- p) The championship score for all 11&12 routine events shall be based on 60% of the 11&12 figure score and 40% of the routine score.
- q) There shall be finals only in solo, duet and team.

4.11 Therapeutic Taping

An athlete who requires therapeutic taping and/or joint braces must submit, prior to the start of the competition, a medical note stating that this is required. The medical note can be from a medical doctor, a registered physical therapist or a certified athletic therapist. Any athlete not submitting the required documentation will be asked to remove the tape prior to competing

5. COMPETITION MANAGEMENT

- a) **"Meet Manager"** means an individual appointed by the host provincial association to handle all the meet arrangements prior to the meet, to assist the referee in the efficient conduct of the actual meet, and to carry out the meet wrap-up.

- b) **"Timer"** means a person responsible for timing the routines. The timer shall see that the times are recorded on the master score sheet.

5.1 HOSTING MEETS

5.1.1 Nationals, COSSC, Espoir

The Board of Directors of CASSA shall vote on the recommendation of the Competitions Leader and decide whether to grant sanction to a Provincial Association applying to host Nationals, COSSC, or Espoir. A club may apply for sanction to host Masters Nationals.

5.1.2 Qualifier

- a) The Qualifier shall be held at least 30 days before COSSC or Espoir, whichever is scheduled to be held first. Hosting of the Qualifier is by rotation agreed to by the member Provincial Associations. The Qualifier will rotate on a yearly basis between east and west.

5.1.3 Requirements and Procedures for Meets

a) Meet Management

The Provincial Association or club in the case of Masters Nationals, hosting a Championship shall arrange for all facilities and activities for the efficient running of the Meet, including pools, meeting rooms, accommodation, publicity, and awards. Refer to Meet Manager's Handbook.

b) Notifications - (6 months)

- i) At least six months prior to the Championships, the Meet Manager shall send notification to the Chief Executive Officer of the National Office, Board of Directors, OT, Competition Leader, Chief Scorer, and the Chief Referee(s).
- ii) Notifications include:
- date and location of Championship
 - name and address of the pool and meeting places
 - photo showing inside area of pool
 - diagram of the pool with dimensions, depths of the pool, locations of exits and diving boards, size and type of deck, placement of overhead and underwater lighting, lane markers, and spectator areas
 - tentative schedule
 - entry deadline, which shall be no earlier than thirty days prior to the event
 - schedule of entry fees
 - where to obtain entry forms/score sheets
 - where to send entries

c) Notifications - 30 days

At least 30 days before the Championships, the meet management shall send final meet information and schedules.

5.1.4 Events for COSSC, Espoir, the Qualifier, and Masters Nationals

a) Events at COSSC

Level	Age Category	Events
Junior FINA	Junior	Solo Duet Team Figures
Senior FINA	Senior	Technical Solo Duet Team Free Solo Duet Team
Junior/Senior FINA	Junior, Senior	Free Combination

b) Events at Espoir

Level	Age Category	Events
Age Group 13 & 15	13 - 15	Solo Duet Team Figures
Age Group 11 & 12	10 & 12	Solo Duet Team Figures Fitness and Skill Assessment
Athletes with a Disability	All ages	Solo Duet Team Figures

c) Events at the Qualifier

Level	Age Category	Events
Age Group 13 - 15	13 - 15	Solo Duet Team Figures Free Combination
Junior FINA	Junior	Solo Duet Team Figures
Senior FINA	Senior	Technical Solo Duet Team Free Solo Duet Team
Junior/Senior FINA	Junior, Senior	Free Combination

d) Events at Masters Nationals

Level	Age Category	Event
Masters	19 – 29, 30 – 39, 40 – 49, 50 – 59, 60 – 69, 70 – 79, 80 & over	Solo Duet
Masters	19 – 34, 35 – 49, 50 – 64, 65 & over 19 – 39, 40 – 64, 65 & over	Trio Team Free Combination

5.1.5 Entries

a) Forms

- i) Registrants must use the current Synchro Canada entry forms or the on-line registration program as directed in the meet information package
- ii) If requested to do so by the Meet Management all **completely filled out entry packages** minus the fee payment(s) must be submitted by email to the following:
 - a) Meet manager or designate
 - b) Synchro Canada scoring chair
 - c) Synchro Canada events manager by the stated deadline for entries found in the meet information package
- iii) Payment(s) must be submitted by mail to the following:
 - a) Meet manager or designate by the stated deadline for entries found in the meet information package
- iv) Where a club believes that a swimmer's coach may change after an entry is submitted it is acceptable to name more than one certified coach, any of who may act as the coach during the competition
- v) The entry package is defined as:
 - 1) Entry forms - including athlete's names, birth year, amateur card numbers, coach names, NCCP levels, NCCP number, Synchro Canada membership number, club contact information
 - 2) Club roster
 - 3) Entry fee schedule
 - 4) Music practice request
 - 5) Hospitality forms
 - 6) Fee payment(s)
- vi) Incomplete entries that are received will be considered late if the missing information is not received by the entry deadline
- vii) Extenuating circumstances will be considered by the Meet Manager in consultation with Synchro Canada Competitions Leader. Late mail is not an extenuating circumstance.

b) Late Entries

Each routine whose entry package has not been received or is incomplete by the stated deadline is automatically assessed a \$25.00 fine. This fine must be paid to the Chief referee

or designate at the coaches meeting prior to the competition, or the routines concerned will be disqualified from the competition.

The final deadline for late entries is two weeks prior to the start date of the competition.

No entries will be accepted after this date. Only foreign entries are exempt from this rule.

- c) **Entry fees** for the Qualifier, Canadian Opens, and Canadian Espoir championships are non-refundable.

5.1.6 Conduct of the Meet

a) Personnel

- i) The Meet Manager is in charge of the meet until the Chief Referee arrives. The Meet Manager provides scorers, announcers, runners, timers, music person, etc. The Synchro Canada Scoring Leader in conjunction with the Meet Manager shall certify all entry forms for eligibility and completeness, prior to the draw.
- ii) The OT shall determine the judges and referees for the meet.
- iii) A Jury of Appeal shall be named by the OT.
- iv) The deck shall only be open to:
 - official competitors
 - official coaches
 - officials of the meet
 - official news media
 - others who have been granted pool privileges by the Chief Referee

b) Activities on Deck

- i) Filming or videotaping is allowed with the permission of the Chief Referee.
- ii) Interviews with competitors will not be allowed in the immediate swimming area of the pool deck just before or during the events.
- iii) Appropriate space will be provided for televised openings and closings.

c) Pre-Competition Meetings

- i) The judges shall meet under the chairmanship of the Chief Judge before the Meet to review and resolve any points at issue. The announcement of the Jury of Appeal shall also be made at this meeting.
- ii) The Chief Referee shall chair a meeting of the coaches before the meet to clarify rules **and** procedures.

d) Announcing Competitors

- i) Competitors in prelims and finals shall be known by name and swim according to numbers assigned in the draw. Names of the competitors may be printed in the program.
- ii) Before each competitor's swim, the announcer shall announce names as follows:
 - for solos and duets, the name(s) of the swimmers, but not the club
 - for trios the registered name of the club
 - for teams, the registered name of the club or the team.
- iii) Following each competitor's swim, the announcer shall announce the names of the club, the coach and the swimmer(s).

e) Announcing Marks

- i) For preliminary events routine scores may be read when available for all events. The three component scores may be read along with the overall routine score.

- ii) Neither figure scores nor championship scores shall be announced during prelims.
- iii) For finals routine and championship scores may be read when available
- iv) Scores are unofficial until certified by the Chief Scorer.

5.1.7 Meet Wrap-up / Reports

a) COSSC/Masters Nationals/Espoir

- i) The Meet Manager shall send to the National Office of CASSA – Synchron Canada Events Manager - after the Championships:
 - a complete financial statement
 - judges' slips
 - all original entry forms (if not digital) / score sheets, certified by the Chief Scorer
 - five copies of the program, newspaper clippings,

b) Qualifier

- i) The Qualifier Meet Manager shall send results and selection committee minutes to:
 - Provincial Presidents
 - National Competitions Leader
 - OT Leader
 - Meet Managers for COSSC/Espoir
 - Events Manager of Synchron Canada

5.2 AWARDS

- a) **“Modified Ordinal Point System”** means a system which uses swimmers’ placings in figures and routine finals (or routine prelims for non-finalists,) to calculate an overall ranking, for each individual swimmer, as follows:

- For teams, placing times 1
- For duets, placing times 2
- For solos, placing times 3
- For figures, placing times 4

The swimmer with the lowest score ranks highest.

In Senior competition, the Free Routine placing shall be used and there shall be no score for figures.

5.2.1 Recipients

The list of awards is found in Appendix B. They are attributed to the highest ranking participant in a particular event.

5.2.2 Ties

- a) In case of a tie, additional medals or ribbons shall be awarded.
- b) In the event of a first place tie, the trophy will be engraved with both winners’ names.

6. INTERNATIONAL COMPETITORS

6.1 QUALIFIED COMPETITORS - In order to be a Qualified Competitor, one must be a:

- International competitor as per quotas of foreign competitors in 6.2

6.2 QUOTAS FOR ROUTINES

a) COSSC

of Foreign Competitors
Junior FINA/Senior FINA – Solo and Duet – 2 per country Team/Free Combination – 1 per country

b) ESPOIR

of Foreign Competitors
Solo and Duet - 2 per country Team/Free Combination - 1 per country

c) QUALIFIER:

of Foreign Competitors
None

- d) At the discretion of the Synchro Canada Competition's leader the number of foreign entries in COSSC and/or Espoir for each country may be increased.

6.3 QUALIFYING FOR FINALS

a) COSSC/Espoir Championships

Any foreign competitor who places in the top 10 shall automatically qualify for finals.

If a country does not have a routine in the top 10 then the top placing routine in prelims from that country shall qualify for finals regardless of placing

6.4 FOREIGN COMPETITOR AWARDS

a) Foreign competitors are not eligible to hold trophies.

b) Foreign competitors placing in the top six of any event shall be awarded duplicate medals or ribbons at Espoir. AT COSSC foreign competitors placing in the top six shall be awarded medals/ribbons applicable to their placing in the Canadian Open results (not Canadian National Championship results)

7. OFFICIALS

- a) **“Alternate Judge”** means a judge named to a judges’ panel to judge an event, whose marks are recorded but not flashed or announced. The alternate judge’s marks may be used as provided herein.
- b) **“Chief Judge”** means the person appointed by the OT.
For COSSC and Espoir, a Chief Judge shall be named for each Category. The Chief Judge for Senior FINA Events will be considered the Chief Judge for COSSC. The Chief Judge for Age Group 13 - 15 will be the Chief Judge for Espoir.
- c) **“Chief Referee”** means the person in charge of a particular competition, responsible for carrying out the rules and ensuring that they are obeyed. The Chief Referee acts as liaison among the meet manager, scorers, judges, competitors and announcers and sees that the competition is run efficiently. The Chief Referee assigns duties to the Panel Referees.
- d) **“Head Judge”** means the member of the judges’ panel designated to be the panel leader. The Head Judge leads any discussion among the judges of its panel and acts as the panel spokesperson. In the figure competition, the Head Judge shall sit in the back row furthest from the referee.
- e) **“Judge”** means an individual appointed to evaluate the performance and assign marks according to the criteria laid out in the rules. The OT assigns judges for the Qualifier, Espoir, COSSC, and Canada Games. The Provincial Association assigns judges for Provincial and other Inter-provincial meets.
- f) **“Judges’ panel”** means a group of at least five judges to judge an event. One member is named to act as Head Judge. In addition, each panel may have an alternate judge named to it. For Free Routines there may be three panels, one to judge Execution, one to judge Artistic Impression and one to judge Difficulty. For Technical Routines there may be three panels, one to judge Execution, one to judge Impression and one to judge Elements. Members of the judges’ panels for prelims and finals of a same event do not have to be the same.
- g) **“Judges Slip (Chit)”** means the paper on which the judge’s mark is recorded for each routine. Judges’ slips should have a place to record the judge’s number, the event, the competitor number, and the judge’s score(s). In all instances, the Judges slip is the official score.
- h) **“OT”** means the Officials’ Team the area of the management team of CASSA that oversees the training, certification, and assignment of judges and referees.
- i) **“Panel Referee”** means the official in charge of a particular event, including the officials and the swimmers, under the direction of the chief referee who has no conflict of interest.
- j) **“Qualified Judge”** means a Judge who meets the criteria set out by the OT and who has no conflict of interest. For COSSC, a qualified judge is a level IV or level V, for Espoir, the Qualifier, and Canada Games, a qualified judge may be either level III or level IV. For COSSC and Espoir FINA or UANA judges may judge at these meets if international entries are competing. A judge must re-qualify every two years.
- k) **“Qualified Referee”** means an individual who has completed the requirements of the referee certification program as outlined by the OT.

- l) **“Technical Assistants”** means a group of three persons who check that each required element is present in a routine. The conflict of interest rule does not apply to these persons.

7.1 OFFICIALS APPAREL

- a) All judges shall be dressed in black pants, black Synchro Canada golf shirts, and appropriate black footwear. Black pants just below the knee are acceptable for figure and preliminary events.
- b) Referees shall be dressed in black pants, red Synchro Canada golf shirts, and appropriate black footwear.

7.2 OFFICIALS CONFLICT OF INTEREST

No person with a Conflict of Interest may act as a Judge or Referee or in any other official position in a Meet unless specifically provided otherwise herein. The conflict of interest rule does not apply to Technical Assistants.

7.3 FIGURES

7.3.1 Number of Panels

A minimum of two and **preferably** four Panels shall judge any figures event.

7.3.2 Panel Meeting

- a) The Head Judge of each panel shall convene a meeting to review and discuss the figures to be judged, just before the event.
- b) The Head Judge of each panel shall call a brief conference to discuss the marks awarded to the pre-swimmer and to make certain that everyone has an adequate view of the swimmer.

7.3.3 Assigning Marks

a) Mark Range

Marks from 0 - 10 using tenths shall be awarded by each judge for each figure, in accordance with the level of performance of the figure. The judgment shall consider from a standpoint of perfection. Design: the accuracy of positions and transitions as specified in the figure description. Control: extension, height, stability, clarity, and uniform motion (unless otherwise specified in the figure description.) Figures are executed in a stationary position (unless otherwise specified in the figure description.)

b) Flashing Marks

The judges shall flash their marks **simultaneously**, on the Panel Referee's signal.

c) Alternate's Marks

Alternate judges shall record their marks for each figure and submit them to the Panel Referee after the event, to be forwarded to the OT member responsible for judges' statistics.

d) The Judges' Conference

i) Calling a Conference

Any panel judge or referee who perceives a potential penalty situation should call a conference of the judges on the panel. The judges in conference will decide what shall be done, and the Head Judge will inform the Panel Referee.

e) Recording a Penalty

If a penalty is in order, the **Panel Referee** will instruct the scorers to deduct the appropriate penalty from the score. Once the Panel Referee is satisfied that the penalty has been recorded properly, she/he will initial each score sheet.

7.3.4 Figure Judge Absent

a) Missing One Figure

If a judge is unable to flash a mark, an average of the marks of the rest of the panel shall be taken to determine the mark for that judge. This mark shall be rounded to the nearest tenth of a point.

b) Missing Remainder of Event

If a judge is unable to complete the judging of a figures event, the alternate judge will take over, and the marks of the alternate judge will be used from the time the original judge withdraws until the end of the event.

7.4 ROUTINES

7.4.1 The Panel

Three Judges' Panels consisting of five judges per panel shall judge a routine event. If it is only possible to have two panels then Panel 1 shall assume Panel 3's judging areas.

7.4.2 Judge Identification

Each judge is assigned a number, and the number is marked on the judge's slips

~~**7.4.3 The Pre-Swimmer Conference**~~

~~Prior to commencement of the actual competition, the Head Judge may call a conference with the judges' panel to discuss the marks awarded to the pre-swimmer(s), and to make certain each judge has a clear view of the swimmers.~~

7.4.4 Assigning Marks

a) Marks

For the Free Routine and Free Combination routines, each judge shall award one mark, from 0 - 10 points each (e.g. 9.4, 8.2) Execution panel 1 judges shall award one score for Execution and Synchronization. Artistic Impression panel 2 judges shall award one score for Choreography, Music Interpretation, and Manner of Presentation. Difficulty panel 3 judges shall award one score for Difficulty.

For the Technical Routine each judge shall award mark(s), from 0 – 10 points each. Execution panel 1 judges shall award one score for Execution of all movements that do not have an assigned degree of difficulty and Synchronization. Impression panel 2 judges shall award one score for Difficulty, Choreography, Music Interpretation, and Manner of Presentation. Elements panel 3 judges shall award individual scores for the execution of each required element with an assigned degree of difficulty.

b) Free Routines

Panel 1 – EXECUTION - 30%	% Weightings			
	Solo	Duet	Team	Combo
EXECUTION – the level of excellence in performing highly specialized skills. Execution of all movements.	90	50	50	50
SYNCHRONIZATION – the precision of movement in unison, one with the other and the accompaniment above, at and below the surface. Synchronization of timing of one with another and with music	10	50	50	50

Panel 2 – ARTISTIC IMPRESSION - 40%	% Weightings			
	Solo	Duet	Team	Combo
CHOREOGRAPHY – the creative skill of composing a routine that combines artistic and technical elements. The design and weaving together of variety and creativity of all movements	100	100	100	100
MUSIC INTERPRETATION – expressing the mood of the music, use of the music's structure				
MANNER OF PRESENTATION – the manner in which the swimmer(s) present(s) the routine to the viewers. The total command of the performance of the routine				

Panel 3 – DIFFICULTY - 30%	% Weightings			
	Solo	Duet	Team	Combo
DIFFICULTY – the equality of being hard to achieve. Difficulty of all movements and synchronization	100	100	100	100

c) Technical Routines:

Panel 1 EXECUTION - 30%-	% Weightings		
	Solo	Duet	Team
EXECUTION - the level of excellence in performing highly specialized skills. Execution of all movements that do not have an assigned degree of difficulty.	90	50	50
SYNCHRONIZATION – the precision of in unison, one with the other, and the accompaniment above, at and below the surface. Synchronization of timing of one with another and with music.	10	50	50

Panel 2 – IMPRESSION - 30%	% Weightings		
	Solo	Duet	Team
DIFFICULTY – the quality of being hard to achieve. Difficulty of all movements that do not have an assigned degree of difficulty and of synchronization.	50	50	50
CHOREOGRAPHY – the creative skill of composing a routine that combines artistic and technical elements. The design and weaving together of variety and creativity of all movements	50	50	50
MUSIC INTERPRETATION – expressing the mood of the music, use of the music's structure.			
MANNER OF PRESENTATION – the manner in which the swimmer(s) present(s) the routine to the viewers. The total command of the performance of the routine			

Panel 3 – ELEMENTS - 40%	Solo, Duet and Team
EXECUTION – the level of excellence in performing highly specialized skills. Execution of each required element with an assigned degree of difficulty	Individual scores for each element with an assigned degree of difficulty.

d) In the Technical Routine, if a judge on the Element Panel 3 by reason of unforeseen circumstances has made no award for a particular element (a zero) the referee will review the official video. If the element has been executed, then the average of the marks of the other four judges shall be computed and shall be considered as the missing mark. This shall be calculated to the nearest 0.1 point.

7.4.5 Recording Marks

The judges shall record their marks on the Judges' Slips provided and shall pass the completed slip to the runner after each routine. The mark that is recorded on the Judge's Slip becomes final as it reaches the scorers' table. At this point, the judge may not alter the written mark in any way.

The judge's mark is considered complete only if it consists of a digit, a decimal point, and another digit, e.g. 7.0. If not complete, the scorer shall ask the referee to return it to the judge for clarification.

If a flashed mark differs from the Judge's Slip, the later shall prevail and be the official mark.

7.4.6 Routine Judge Absent

a) Not Marking One Routine

If a judge is unable to give a mark, the scorers shall average the marks of the remaining judges on that panel and assign that average (rounded to the nearest tenth of a point) to that judge. Scoring is then carried on as usual.

b) Missing Remainder of Event

- i) If a judge is unable to complete the judging of an event, the alternate judge will take over, and the marks of the alternate judge shall be used from the beginning of the event.
- ii) The Chief Judge will name new panel members as required, and pass the information to the Chief Referee as soon as possible. The Chief Referee will inform the scoring chair.

8 JEUX CANADA GAMES

8.1 HOSTING

- a) Jeux Canada Games are held every four (4) years. The Games Committee in conjunction with the Synchro Swim Technical Advisory Committee determines timing of the event.
- b) The Provincial Association that has jurisdiction over the location in which the games are held shall act as host.

8.2 ELIGIBILITY

8.2.1 Age

- a) Competitors shall follow the Canada Games Technical package with regards to ages.
- b) All ages compete together
- c) In regards to the minimum age requirement, CASSA will consider exceptional circumstances. See Appendix A for Policy and Criteria.

8.2.2 National Team members and Carded Athletes

The meet is open to Canadian competitors who are **not**

- National Team members
- National Carded Athletes (as defined by *Fitness and Amateur Sport*), past or present.

8.2.3 Provincial Roster

- a) A provincial roster shall be limited to ten swimmers and two coach/managers, one of whom must be female or as designated in the Canada Games Technical Package
- b) Each Provincial Association may enter two routines in the solo and duet events and one routine in the team event.
- c) The Provincial Association may enter either a Club Team or a Provincial Team.

8.3 TIES

- a) For prelims, ties are not broken.
- b) For finals, ties are broken. The higher routine score shall be utilized to determine the highest placing.

8.4 QUALIFYING FOR FINALS

a) Solo and Duet

- i) There shall be an "A" final and a "B" final in both the solo and duet events.
- ii) The top solo and duet from each **Provincial Association** after prelims will advance to the "A" solo and duet finals. The second placing solo and duet from each Provincial Association will compete in the "B" solo and duet finals.

b) Team

- i) In the team event, all **entrants** who have competed in prelims will automatically qualify for finals.

9. MASTERS

- a) **“Master”** means a competitor 19 years of age or older who is not competing in the age group system. The minimum age is for Canada only. International Masters competitors must be 25 years of age or older.

9.1 GENERAL RULES

9.1.1 Eligibility

- a) Age Categories - See 4.1 age categories. For duets, trios, teams, and free combinations age is determined by the average age of the routine members. The trio competition is competed only in Canada – Internationally this event is not held.
- b) Each competitor must be a duly registered Competitive Swimmer with Synchro Canada.
- c) Swimmers may compete unattached in solo, duet, and trio events, but must be members of a registered club to compete in team or free combination events.
- d) Swimmers may compete in non-Synchro Canada aquatic activities without jeopardizing their eligibility for Synchro Canada competitions.

9.2 APPENDIX C CONTENTS

General competition rules, meeting rules, voting rules, rule change procedures, technical routine required elements, trophy rules and Synchro Canada obligations.

9.3 INTERNATIONAL MASTERS COMPETITIONS

- a) FINA Masters rules may differ from Canadian rules. Any athlete planning to compete out of country should check that their routines are following FINA rules. The judging of Masters’ routines internationally follows the two panel system of judging.

9.4 JUDGING OF MASTERS ROUTINES

- a) In Canada - Masters routines – both tech and free – shall be judged using the judging system (three panels) used for all other groups.

APPENDIX A

Consideration of Exemption from Canada Games Minimum Age Rule

1) Authority and Responsibility:

Synchro Canada's Board of Directors assumes authority and responsibility for exemptions from the Canada Games Minimum Age rule. The Board of Directors appoints a Canada Games Exceptional Circumstances Review Board including people with medical, technical, and legal expertise. Designated Review Board members are required to serve the full term up to the specified Canada Games. The Board of Directors makes its decision based upon recommendation of exemption from Canada Games minimum age rule are attached.

2) Process

a) Submission of Request:

The Provincial Section shall forward by registered mail the athlete's and her/his legal guardian's request for exemption, including all supporting documentation as listed below to Synchro Canada's National Office, c/o Canada Games Exceptional Circumstances Review Board, no later than 60 days prior to commencement of the provincial Canada Games synchronized swimming trials.

The following documentation must be submitted:

- i) Performance: The athlete in question must meet the following requirements in the year prior to Canada Games in which she/he wishes to compete:
 - Have qualified for Junior FINA at COSSC, and
 - At COSSC place in top third of her/his Provincial Representation in the Junior FINA figures event. The appropriate COSSC results are to be submitted.
- ii) Letter from the athlete's personal coach, indicating Coach's qualifications and agreement that the athlete is capable of coping with lengthy air travel, seven days of competition, living in the village with much older athletes, facing media and large crowds, experiencing the multi-sport environment and that the athlete is capable of handling all the stress that accompanies these factors.
- iii) Letter from athlete's parent or legal guardian, addressing the same points as under ii)
- iv) Medical authorization from qualified Sports Medicine Specialist or, if not available, from a Family Practitioner including a report evaluating the criteria list below:
 - 1) Development and maturity of the musculoskeletal system to enable the athlete to meet the increase in physical strength demands necessary to perform at the necessary degree of difficulty.
 - 2) Development of the central and peripheral nervous systems to ensure adequate coordination necessary to perform the more difficult skills.
 - 3) Development of the respiratory and cardiovascular systems to enable the athlete to perform the extended breath holding and workloads required at this level of competition.
 - 4) Development of psychological maturity to ensure the athlete's ability to cope with the mental demands of training and competing at this level of competition.
 - 5) Assessment of any sports injuries and/or medical illnesses that might interfere with the athlete's ability to perform at the higher level of competition.

b) Overall opinion and recommendations.

- v) Letter from the athlete's chaperone that she/he will be personally responsible for all her/his expenses, e.g. travel, meals, accommodation, etc.
- vi) Letter from parent or legal guardian, athlete, chaperone that the athlete and chaperone agree to stay off site at their own expense if no accommodation is available on site.
- vii) Waiver Notice and Final Release signed by parent or legal guardian and certified by a solicitor.

c) Review:

The Canada Games Exceptional Circumstances Review Board must evaluate the requirements and communicate its recommendation to Synchro Canada's Board of Director within 21 days of the date of receipt of the request at National Office.

d) Decision and Communication of Decision:

Synchro Canada's Board of Directors shall vote on the matter and convey its decision to the applicant, her/his legal guardian(s) and the Provincial Synchronized Swimming Governing Body simultaneously and within 30 days of the receipt of the request by the National Office.

APPENDIX B

AWARDS AT COSSC AND ESPOIR

All trophies have been retired to the Canadian National Aquatic Hall of Fame in Pan Am Pool, Winnipeg, Manitoba. The names and images of the Championship Events have been preserved on Certificates to be presented in place of the trophies.

B GENERAL NOTES

B1.1 Organization:

- a) Details of scoring and ranking are found in the Synchro Canada rule book
- b) Masters awards are found in the Synchro Canada rulebook.

B1.2 Jurisdiction:

- a) National awards are under the jurisdiction of the Synchro Canada Events Manager.
- b) Awards of Jeux Canada Games are under the jurisdiction of the Games Committee.

B1.3 Glossary:

- a) Alternates: A maximum of one alternate per duet and a maximum of two alternates per team/free combination shall be included in the medal and ribbon presentation provided the said alternate is – not a member of another duet or team and – has been actively involved as a member of that duet or team.
- b) Ties: When a tie occurs, duplicate awards will be presented and the placement immediately following the tie will not be awarded.
- c) Foreign Competitors: There will be two results sheets printed, one will include the foreign competitors' placings and the second result sheet will be printed excluding the foreign competitors and will be an all Canadian placing. Duplicate awards will be presented to the Canadian for the same placement. Espoir - The foreign competitor will be announced and receive her award first, the Canadian competitor will then be announced and receive the duplicate award. COSSC – Canadian Opens results will be announced (including all foreign entrants and Canadian National team entrants) followed by the Canadian National results (Canadian club competitors only)
- d) National Training Center: The National Team Routines (solo, duet, team) and Free Combination competitors shall be treated the same as foreign competitors.

B1.4 Medal and Ribbon Events at COSSC/Espoir

- a) Espoir AG 13 - 15 events, 11&12 events, COSSC Junior FINA events
 - 1st to 6th place ribbons for each figure event
 - 1st to 6th place ribbons for the finals in routine events
 - 1st place gold medal, 2nd place silver medal, 3rd place bronze medal, 4th place ribbon, 5th place ribbon, and 6th place ribbon for Championship score
- b) COSSC (Senior FINA) events
 - 1st place gold medal, 2nd place silver medal, 3rd place bronze medal, 4th place ribbon, 5th place ribbon, and 6th place ribbon for the technical routines
 - 1st place gold medal, 2nd place silver medal, 3rd place bronze medal, 4th place ribbon, 5th place ribbon, and 6th place ribbon for the free routines

- c) Free Combination event (Espoir and COSSC)
- 1st place gold medal, 2nd place silver medal, 3rd place bronze medal, 4th place ribbon, 5th place ribbon, 6th place ribbon

B1.5 Calculations for Certificates (Trophies) Awards:

- a) Ordinal System of Marking for 13-15 and Junior FINA:

Figure placing X 4

Solo placing X 3

Duet placing X 2

Team placing X1

Ordinal System of Marking for Senior FINA:

Any Tech routine X4

Free Solo placing X3

Free Duet placing X2

Free Team placing X1

Individual Aggregate Award: To be eligible the athlete must compete in all four events in the same age category and have a score of sixty (60) points or less. The lowest possible score is 10 if the athlete placed 1st in all four events.

Note: In calculating the ordinals, the routine score, from the routine final, will be used unless they did not make finals, then their preliminary score will be used.

Note: The Aggregate Award is for the 1st to 5th place winner from the above calculations. There is a Certificate (trophy) and 1st place gold medal, 2nd place silver medal, 3rd place bronze medal, 4th place ribbon, and 5th place ribbon. The Aggregate Award is presented at Espoir and at the Canadian Open.

- b) Calculations for Coaches Awards:

- i) The Charlotte Tutte Trophy: This award was donated by Synchro BC in memory of Charlotte Tutte, a coach who believed in developing team spirit and enhancing the growth of athletes as individuals and competitors. The criteria includes – coaching at the Junior FINA level at Nationals for at least 5 years and consistently placing athletes in finals. They must coach a team and/or combo as well as 2 other events.
- ii) The Terrence Hambrook Memorial Trophy: This Award was donated in 1977 by the Hambrook family in memory of their son and brother, to be awarded to a promising Age Group 13 - 15 coach who displays all round coaching ability. Gladys Hambrook was a National referee for many years and Sharon Hambrook was a duet silver medalist in the 1984 Olympics. They were members of the YWCA Aquabelles, now the Calgary Aquabelles. The criteria for this award includes – coaching at Espoir and placing in finals for a minimum of 2 years and no more than 5 years, a team and/or a combo as well as 3 other events.
- iii) The Suzanne Eon Trophy: This Award was donated by the Quebec City YWCA, now Synchro Elite, to reward and encourage Junior FINA and/or Senior FINA coaches to continue coaching. Madame Eon was a long-time coach in Quebec and is responsible for the strong foundation that is Synchro Quebec today. For the past years it was given to the coach of the team winning the senior team event. The criteria has been returned to the original intent of the trophy. It includes coaching at the Junior FINA and/or Senior FINA level at Nationals for a minimum of 2 years and placing a team or combo in finals. They must coach a team and/or combo as well as 3 other events (a combination of Junior and Senior.)

B1.6 Certificate List for Espoir and COSSC

Presented in recognition of Trophies -

Note: It will be necessary to have someone with neat printing skills, calligrapher, or have a computer program to print the names on the Certificates.

Senior FINA

Solo Champion	Dr. & Mrs. Earle Coffin Trophy
Duet Champion	B.C. Section Trophy
Team Champion	Bertrand Gagne Trophy
Individual Aggregate	Frances Gale Trophy

Junior FINA

Solo Champion	Mr. & Mrs. Ross Dineen Trophy
Duet Champion	Donalda Smith Trophy
Team Champion	Debbie Muir Trophy
Individual Aggregate	Pat Murray Trophy

Senior FINA/Junior FINA Free Combination Champion

Penny Tregale Memorial Trophy

Age Group 13 - 15

Solo Champion	Barbara Stewart Trophy
Duet Champion	Johner Challenge Trophy
Team Champion	Taylor Trophy
Individual Aggregate	Ev Cairns & Val Parent Trophy
Free Combination Champion	Herschorn Perpetual Team Trophy

APPENDIX C

MASTERS

GENERAL:

1. Competitions:

- a) Masters' National Competition will be in the portfolio of the Competition Chair for Synchro Canada.
- b) Competition Chair will review and assign hosting bids.
- c) The Chief Executive Officer of Synchro Canada will oversee Synchro Canada's commitment to the hosing committee, Appendix C2.
- d) Competition Chair will work with the Meet Manager of the hosting committee.
- e) Time will be set aside during the National Competition for a Masters Meeting of all its members.
- f) All rules shall follow: The Synchro Canada rulebook, the FINA handbook, and Appendix C of the Synchro Canada rulebook.
- g) Masters Nationals will not have a preliminary event, all events will be Finals.
- h) Note: that Trio has the same weighting as the Team in all aspects of judging and scoring.

2. Meeting:

- a) To elect a Masters Committee consisting of three (3) members: Each of these positions shall be for a two (2) year term and may hold their position for no more than two (2) consecutive terms. Exception: If the Rules Chair position is held by a FINA/ASUA registered Master member, with the agreement of the membership, she will be Rules Chair for as long as she holds that position. In extenuating circumstance, Chairs may hold their position longer by a majority vote of the membership.
 - i) Chairperson:
 - shall be a member of the Participation Development Committee
 - shall chair the members' meeting at Masters' National Championship
 - liaise with the National Competition Meet Manager
 - forward information to member clubs
 - shall be elected in even years
 - ii) Rules Chair:
 - this position should be held by a member of the FINA and/or ASUA Master's Committee, Synchro Canada representative
 - responsible for reporting to the clubs of rule changes coming from FINA
 - Responsible for reviewing the rules, recommending changes, following rules change procedure and circulating to clubs the final outcome.
 - shall be elected in odd years

iii) Past Chair:

- responsible for maintaining an up to date list of all Master Clubs and clubs with Master Athletes.
 - b) The results of a mail vote will be announced in 28 days from the date the Rules Chair issued the ballots
 - c) If an e-mail vote is taken, the results will be announced in 14 days from the date the Rules Chair issued the ballots and must be unanimous.
3. Rule Changes
- a) all rule changes follow the rules ratification procedure of Synchro Canada
 - b) FINA rule changes will be the responsibility of the Masters Rules Chair to notify all clubs. If FINA rule changes occur after February 1st, the Rules Chair will be responsible for polling the Masters' membership re implementing rules in the current year or waiting until the next competitive year. If necessary she may call a mail or e-mail vote.
4. Technical Routines

Basic rules:

- Tech routines shall be performed for solos, duets, trios, and teams to music with required elements selected by the Masters Technical Committee every four (4) years, subject to approval by the FINA Masters Technical Committee
- Tech routines have to include all required elements
- Music selection is optional and may be the same as the music used in the free routine
- Supplementary elements may be added
- Unless otherwise specified in the description of an element – all figures or components shall be executed according to the requirements described in Appendix XI of the FINA Handbook. All elements shall be executed high and controlled, in uniform motion with each section clearly defined
- Time limits in accordance with Synchro Canada rules
- Swimwear shall be black and the competitor shall wear a white cap
- Goggles may be worn

SOLO

Elements 1 to 5 must be performed in the order listed.

Element 6 may be performed at any time during the routine.

1. FISHTAIL – from a Front Layout Position, a Front Pike Position is assumed; one leg is lifted to a Fishtail Position, the second leg is lifted to a Vertical Position (ending is optional).
2. BODY BOOST – A rapid headfirst rise, with a maximum of the body above the surface (arms optional) A descent is executed until the swimmer is completely submerged.
3. BARRACUDA BENT KNEE –From the BACK PIKE POSITION with legs perpendicular and with the toes just below the surface, a Thrust is executed as one leg is drawn along the inside of the other extended leg to assume a BENT KNEE VERTICAL POSITION. A vertical Descent is executed in a Bend Knee Vertical Position at the same tempo as the Thrust.
4. TRAVELLING BALLET LEG COMBINATION – Beginning in a Back Layout Position to include at least 2 of the following positions: Right Ballet Leg; Left Ballet Leg; Right Flamingo; Left Flamingo; Double Ballet Leg.

5. SPLIT POSITION followed by a walkout front or walkout back.
6. TWO (2) FORMS OF PROPULSION – Must include Egg Beater travelling sideways &/or forward (arms optional)

DUET/TRIO

Elements 1- 5 MUST be performed in the order listed.

Elements 6- 7 may be executed at any time during the routine.

1. FISHTAIL – From a Front Layout Position, a Front Pike Position is assumed; one leg is lifted to a Fishtail Position, the second leg is lifted to a Vertical Position (ending is optional)
2. BODY BOOST - A rapid head- first rise, with a maximum of the body above the surface (arms optional). A descent is executed until the swimmer is completely submerged.
3. BARRACUDA BENT KNEE – From the Back Pike Position with legs perpendicular and with the toes just below the surface, a Thrust is executed as one leg is drawn along the inside of the other extended leg to assume a Bent Knee Vertical Position. A Vertical Descent is executed in a Bent Knee Vertical Position at the same tempo as the Thrust.
4. TRAVELLING BALLET LEG COMBINATION – beginning in a Back Layout Position to include at least 2 of the following positions: Right Ballet Leg; Left Ballet Leg; Right Flamingo; Left Flamingo; Double Ballet Leg.
5. SPLIT POSITION –followed by a walkout front or walkout back.
6. TWO (2) FORMS OF PROPULSION – Must include Egg Beater travelling sideways &/or forward (arms optional).
7. JOINED ACTION – Where the swimmers are connected (touching) in some manner to perform one of the following:
 - A connected figure or a connected float or connected stroking.
 - Action must be performed simultaneously. Mirror action is permitted.
 - Stacks, lifts, platforms, throws are not permitted.

With the exception of the DECK WORK and ENTRY and as noted in the JOINED ACTION, all elements, required and supplementary, MUST be performed simultaneously and facing the same direction by all swimmers. Variation in propulsion and direction facing are permitted during pattern changes.

TEAM REQUIRED ELEMENTS

Elements 1-5 MUST be performed in the order listed.

Elements 6-9 may be performed at any time.

1. FISHTAIL - From a Front layout Position a Front Pike Position is assumed; one leg is lifted to a Fishtail Position, the second leg is lifted to a Vertical Position (ending is optional)
2. BODY BOOST – a rapid headfirst rise, with a maximum of the body above the surface (arms optional). A descent is executed until the swimmer is completely submerged.
3. BARRACUDA BENT KNEE –From the Back Pike Position with legs perpendicular and with the toes just below the surface, a Thrust is executed as one leg is drawn along the inside of the other extended leg to assume a Bent Knee Vertical Position. A vertical Descent is executed in a Bent Knee Vertical Position at the same tempo as the Thrust.
4. TRAVELLING BALLET LEG COMBINATION – Beginning in a BACK LAYOUT POSITION to include at least 2 of the following positions: Right Ballet Leg; Left Ballet Leg; Right Flamingo; Left Flamingo; Double Ballet Leg.
5. SPLIT POSITION followed by a walkout front or walkout back

6. TWO (2) FORMS OF PROPULSION – Must include Egg Beater travelling sideways &/or forward (arms optional).
7. JOINED ACTION – Where the swimmers are connected (touching) in some manner to perform one of the following:
 - A connected figure or a connected float or connected stroking.
 - Action must be performed simultaneously. Mirror action is permitted.
 - Stacks, lifts, platforms, throws are not permitted.
8. CADENCE ACTION – Identical movements (s) performed sequentially, one by one, by all team members. When more than one cadence action is performed, they must be consecutive and not separated by other optional or required elements. A second cadence action may begin before the first cadence action is completed by all team members but each team member must do the action of each cadence.
9. PATTERNS – must show a circle and straight line. Elements may be performed when in the circle or the straight-line patterns.
10. With the exception of the DECKWORK, ENTRY, CADENCE and as noted in the JOINED ACTION, all elements, required and supplementary, MUST be performed simultaneously and facing the same direction by all swimmers, Swimmers need not face the same direction in the circle pattern. Variation in propulsion and direction facing are permitted during pattern changes. Mirror actions are not permitted except as specified in the description of the elements.

Penalties in Technical routines – in accordance with Synchro Canada rules for penalties in Technical routines

5. Awards

a) In accordance with the Synchro Canada rule book – Appendix B

b) In addition: ribbons will be presented for 1st – 6th place for Technical and Free routines

c) Master Trophy List (Certificates):

20 – 29 Duet Championship	Joyce Mitchell Memorial
20 – 34 Trio Championship	Erin Lavoie Trophy
30 – 39 Duet Championship	Billie Carter Trophy
35 – 49 Team Championship	Aqua mums Trophy
40 plus Duet Championship	Kamloops Trophy
60 plus Solo Championship	Edna Hewton Trophy
70 plus Solo Technical	Sister Ellen Casey Trophy
Team with highest score in routine only	Gladys Hambrook Trophy
Club with highest average for all swimmers entered in various events (must have minimum of three (3) swimmers competing)	Olympium Aggregate

Appendix C2

SYNCHRO CANADA OBLIGATIONS

1. Synchro Canada's Competition Chair will receive bids for hosting Masters Nationals and announce successful host.
2. If applicable – the Chief Executive Officer of Synchro Canada will negotiate a contract with the hosting committee.
3. The Host Province/Club will set, receive, and keep the entry fees.
4. Synchro Canada will provide the required number of Officials.
5. Synchro Canada will provide the medals, ribbons, and certificates for presentation.
6. Synchro Canada will assist with promotion and marketing of Masters Nationals.

APPENDIX D

REQUIRED ELEMENTS FOR SENIOR FINA

SENIOR FINA: follow FINA regulations (Appendix VI) concerning supplementary elements, execution of elements

It is strongly recommended, for clarity of judgement, that required elements #1-#5 are separated by other contents

TEAM	Senior FINA
1	Barracuda variation
2	Nova variation continuous spin 720
3	Porpoise variation, front walkout
4	Barracuda Airborne Split variation
5	Ballet Leg Sequence
6	At any point one head first throw
7	At any point a cadence action

DUET

Senior FINA

1	Cyclone variation 1080 continuous spin joining
2	Ballet Leg Combo
3	Fishtail Twist (2) into continuous spin 720
4	Porpoise variation into front walkout variation
5	Barracuda Twirl variation
6	At any point a lift or throw

SOLO	Senior FINA
1	Vertical, Split, Vertical 1440 Spin
2	Airborne Split Twirl
3	Knight
4	Full twist, combined 1080 spin
5	Barracuda spinning 360 variation

APPENDIX E

NATIONAL COMPETITIVE FIGURE GROUPS

AGE GROUP 11 & 12

Compulsory:	101	Ballet Leg Single	1.6
	301	Barracuda	2.0
Optional Group 1:	437	Oceanita	1.9
	362	Surface Prawn	1.4
Optional Group 2:	311	Kip	1.8
	360	Walkover, Front	2.1
Optional Group 3:	349	Tower	1.9
	406	Swordfish Straight Leg	2.0

AGE GROUP 13 - 15

Compulsory:	423	Ariana	2.2
	301e	Barracuda Spinning 360	2.2
Optional Group 1:	342	Heron	2.1
	115	Catalina	2.3
Optional Group 2:	355h	Porpoise Spin Up 180	2.2
	140	Flamingo Bent Knee	2.4
Optional Group 3:	240a	Albatross ½ Twist	2.6
	346	Side Fishtail Split	2.0

JUNIOR FINA

Compulsory:	308	Barracuda Airborne Split	2.8
	355g	Porpoise Twist Spin	2.6
Optional Group 1:	330c	Aurora Twirl	3.0
	154	London	2.8
Optional Group 2:	142	Manta Ray	2.8
	343	Butterfly	2.9
Optional Group 3:	112f	Ibis Continuous Spin 720	2.8
	325	Jupiter	2.8

APPENDIX F - PENALTIES

Note: In the case of a discrepancy between the penalties found in Appendix G and the main rule book the main rule book shall prevail.

3.1.9 Coach's Eligibility

- a) All coaches at the Qualifier/COSSC/Espoir must be fully certified at the Competition Development Level or NCCP Level 3. If a coach does not meet this requirement by the entry deadline for the Qualifier/COSSC/Espoir they will not have access to the pool deck at the event.
- b) Notwithstanding the above, those coaches registered in "Competition Development Training" with NCCP and taking their certification have two competitive seasons from their date of NCCP registration to complete their certification after which they will not have access to the pool deck at the event.
- c) Notwithstanding the above, coaches may attend the Qualifier/COSSC/Espoir as an "apprentice coach" for one competitive season. Apprentice means they attend the Qualifier/COSSC/Espoir under the supervision of another coach who has their Competition Development (or NCCP Level 3) certification. If they attend as an apprentice, they will have full access to the pool deck. Coaches can be an apprentice for one year only. A coach does not have to be registered in Competition Development training to be an apprentice. The Apprentice coach (es) names must be included in the club's meet entry package with the name of the supervising coach. A supervising coach may supervise no more than two apprentice coaches at an event.
- d) Synchro Canada will oversee sections a)b)c), maintain records, and ensure that only eligible coaches have deck privileges at the Qualifier/COSSC/Espoir.

4.2.5 Time Violations

a) Overall Time Limits

A one-point penalty will be deducted from the routine score if there is a deviation from the specified routine time allowance (less than or more than).

b) Deck Drill Time Limits

- i) A one-point penalty shall be deducted from the routine score in the event that deck walk on time limit is exceeded.
- ii) A one-point penalty shall be deducted from the routine score in the event that the time limit for deck movements is exceeded.

c) Recording the Penalty

The timers shall advise the Referee of the penalty situation immediately following the completion of the routine. The Referee arranges to have the tape retimed.

If the time violation is confirmed, the Referee shall immediately advise the competitors and their coach, and instruct the scorers to deduct the appropriate penalty from the routine score.

Note: a routine could receive three penalty points (deck walk on/deck movement/routine time.)

4.3.2 Penalties in Technical Routines

- c) A half-point (0.5) penalty shall be deducted from the Execution score for violations of Duet required element 6 and 7 and Team required element 6 and 7 in Senior FINA Technical routines
- d) A half-point (0.5) penalty shall be deducted from the Execution score for violations of Solo required element 6, Duet required element 6 and 7, and Team required element 6.7.8.9 in Masters Technical routines.

4.4 Free Combination

4.4.2 Penalties

- a) A one-point penalty per infraction shall apply to all the parts of 4.4.1 (b - e)

4.5.6 Wrong Figure

a) Two Point Penalty

A two point penalty shall be deducted as per 4.5.3c if:

- a competitor performs other than the figure posted for that panel and then performs the correct figure on the second attempt, after being informed of the nature of the error by the referee or head judge of the panel, or
- if a competitor stops during the figure and requests to do the figure again.

b) Awarding Zero

The judges shall award (but not flash) a zero if the competitor does not make a second attempt or if on the second attempt performs a wrong figure.

4.5.7 Figures Swimmer Absent

a) Missing a Figure

A competitor's number shall be called three times. If the competitor does not answer the call, a zero shall be awarded for that figure.

b) Missing the Figures Event

A swimmer who misses the entire figure event receives a score of zero for that event.

c) Competing with a Wrong Competitor Number

If an athlete competes in a figure competition using an incorrect competitor number they shall be assessed a \$100 fine, per infraction, to be paid by the club to the Chief Referee of the competition within one hour of the completion of the figure event. If the fine is not paid, a one point penalty shall be deducted per figure swum under the wrong number.

4.6.5 Entry Position Violation

A one - point penalty shall be assessed to a routine which does not start at the end designated by the Meet Manager.

4.6.6 Deck Movement Violation

A two - point penalty shall be assessed if during the deck movements in team/free combination routines competitors are executing stack, towers, or human pyramids.

4.6.7 Entire Routine Absent

During a routine event, a competitor shall be called three times. If the competitor does not answer the call, the routine shall be awarded a zero.

a) Routine Member(s) Absent

i) Prior to Beginning of Event Portion

In duet and team events, competitors *who are listed on the entry forms* (members and alternates) may be interchanged before or after prelims.

The Chief Referee and the Chief Scorer shall be informed if there are any changes in the listed members of the routine not later than one (1) hour before the event. The figures score for the routine shall be recomputed. See Section 4.7.1 b) iv). Failure to comply with this rule shall result in the assessment of a \$100 fine, per infraction, to be paid by the club to the Chief Referee prior to the start of the event portion. If the fine is not paid, a one-point penalty shall be deducted from the routine score.

ii) After Beginning to Swim

If any swimmer fails to swim the complete team routine, the judges in conference may assess a penalty. If assessed, the penalty shall be five points, to be deducted from the routine score.

Failure of any competitor to swim the complete solo or duet routine shall result in disqualification of the routine.

b) After Routine Deck Display

If athletes other than the alternates to a duet or team routine are present in the deck display following the swim, a \$100 fine shall be assessed to the coach/club, to be paid before the medal presentation

4.8.2 Two Copies of Music Violation

i) **The Fine**

If the music is not submitted by the deadline, if it is not in the correct format, if it is not labeled correctly, if a cd of all music is not provided as required or if two copies of the music are not provided as required, there will be a \$100 fine per infraction in 4.8.1. This fine is to be paid immediately. At Masters Nationals if the music is not available as stated in 4.8.1 there will be a \$100 fine, to be paid immediately.

ii) **Non-Payment of Fine**

There shall be a one-point penalty if the fine is not paid prior to the event. The Referee shall instruct the scorers to deduct this penalty from the routine score. Failure of Music

4.8.3

a) Late Entries

Each routine whose entry package had not been received or was incomplete by the stated deadline(s) is automatically assessed a \$25.00 fine. It is the coach's and/or swimmer's responsibility to pay this fine to the appropriate official by one hour prior to the beginning of the competition for that category. Failure to do so shall result in disqualification.

APPENDIX G – ATHLETES WITH A DISABILITY

Figures - Athletes with a Disability (Physical and Cognitive)

PHYSICAL:

<u>Level 1</u>	
Compulsory:	Tub Turn and Reverse (both directions)
	Sailboat, Alternate
Optional Group 1	Optional Group 2
Front Pike Pull Down	Front Layout Position
Back Layout Position	Back Tuck Somersault
<u>Level 2</u>	
Compulsory:	Back Tuck Somersault
	Ballet Leg Single
Optional Group 1	Optional Group 2
Front Pike Somersault	Bent Knee Join to Vertical at Height and Descent
Split Position	Sailboat Alternate
<u>Level 3</u>	
Compulsory:	Ballet Leg Single
	Barracuda
Optional Group 1	Optional Group 2
Surface Prawn	Walkover Front
Kipnus	Tower
<u>Level 4</u>	
Compulsory:	Ariana
	Kip
Optional Group 1	Optional Group 2

Flamingo Bent Knee	Albatross
Barracuda Spin 180	Back Walkover
<u>Level 5</u>	
Compulsory:	Porpoise Full Twist
	Aurora
Optional Group 1	Optional Group 2
Kip Split Closing 180	Manta Ray
Barracuda Airborne Split	Kip Spin 360
Optional Group 3	
Knight	
Flying Fish	

COGNITIVE:

<u>Level 1</u>	
Compulsory:	Tube Turn and Reverse (both directions)
	Sailboat, Alternate
Optional Group 1	Optional Group 2
Front Pike Pull Down	Front Layout Position
Back Layout Position	Back Tuck Somersault
<u>Level 2</u>	
Compulsory:	Back Tuck Somersault
	Ballet Leg Single
Optional Group 1	Optional Group 2
Front Pike Somersault	Bent Knee Vertical Position and Descent
Split Position	Sailboat Alternate
<u>Level 3</u>	
Compulsory:	Ballet Leg Single
	Barracuda
Optional Group 1	Optional Group 2
Blossom	Walkover Front

Kipnus	Bent Knee Join to Vertical at Height and Descent
<u>Level 4</u>	
Compulsory:	Surface Prawn
	Kip
Optional Group 1	Optional Group 2
Flamingo Bent Knee	Albatross
Barracuda Spin 180	Porpoise
<u>Level 5</u>	
Compulsory:	Porpoise Half Twist
	Aurora
Optional Group 1	Optional Group 2
Kip Split Closing 180	Manta Ray
Barracuda Airborne Split	Kip Spin 360
Optional Group 3	
Knight	
Flying Fish	

Rules for Athletes with a Disability:

1. ATHLETE ELIGIBILITY – Preliminary Classification
 - A) Synchro for persons with a disability is open to any individual whose physical disability prevents them from engaging in meaningful competition against able-bodied opponents.
 - B) Athletes with an intellectual disability must meet the medical definition of a person with an intellectual disability.
Athletes with Downs Syndrome must have an Atlanto-Axial X-ray within the last five years and/or be cleared by a physician to participate. New athletes must submit clearance forms from a physician before participating.
 - C) To assist coaches in determining their athlete's level the figure levels closely compare to the following star levels:

Level 1	Star 1
Level 2	Star 3
Level 3	Star 5
Level 4	Star 7
Level 5	Stars 9
2. COMPETITIVE STRUCTURE
 - A) Athletes with a Physical Disability and Cognitive Disability

- i) Five levels of competition will be provided for the following categories: Figures, Solo, Duet, and Team. Coaches determine the level of their athletes.
- ii) Figures for the competition are as listed
- iii) Routine times:

	Solo	Duet	Team
Level 1	1:30	1:45	2:00
Level 2	2:00	2:30	3:00
Level 3	2:15	2:45	3:15
Level 4	2:30	3:00	3:30
Level 5	2:45	3:15	3:45

There is a time allowance of 15 seconds plus the allotted time with no minimum

- iv) In each level there will be separate awards for Physical Disability athletes and Cognitive Disability athletes.
- v) Athletes from different levels may compete together in duet and team. The average level will determine their competitive level. All athletes will compete figures in their own level.
- vi) Athletes from different disability groups may compete together in duet and team. Mixed duets that include swimmers with a cognitive disability and swimmer with a physical disability from any level will swim in the physical disability category. Mixed teams that include swimmers with a cognitive disability and swimmers with a physical disability from any level will compete in the physical disability category
- vii) Athletes may exceed the maximum time limit of 30 seconds for their walk-on.\
- viii) Coaches may assist or guide an athlete in their walk-on, walk-off, as well as their entry and exit from the pool in the routine event. Coaches may also assist or guide an athlete in their swim-on, alignment with the marker, swim-off, as well as their entry and exit from the pool during the figure event
- x) Coaches may assist on land, by providing cues to Athletes with a Cognitive Disability during routines. In the case of a mixed duet/team coaches may also assist on land, by providing cues to the swimmer(s) during the routine.
- xi) The coach of an Athlete with a Cognitive Disability may communicate with the swimmer after a wrong figure is performed, prior to the second attempt.
- xii) National Competition -SSWCD and SSWPD are eligible to compete at Espoir.”

APPENDIX H
PROVINCIAL AGE GROUP GUIDELINES

Please note that Provinces retain the right to amend these guidelines as they see fit for their province. Contact your provincial office for clarification of provincial age group rules in your province.

8 & Under Provincial Figures

Compulsory: Sailboat Single
Back Tuck Somersault
Front Pike Pulldown
Split Position

10 & Under Provincial Figures

Compulsory: Blossom
Front Pike Somersault

Optional Group 1
Kipnus
Ballet Leg

Optional Group 2
Walkover, front – starting from the split position
Sailboat, Alternate

11 & 12 Provincial Figures

Compulsory: Ballet Leg single
Barracuda

Optional Group 1 Oceanita Surface Prawn	Optional Group 2 Kip Walkover, Front	Optional Group 3 Tower Swordfish Straight Leg
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13-15 Provincial Figures

Compulsory: Ariana
Barracuda Spinning 180

Optional Group 1 Heron Catalina	Optional Group 2 Porpoise Spin 180 Flamingo Bent Knee	Optional Group 3 Albatross Side Fishtail Split
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16-18 Provincial Figures

Compulsory: Ariana
Barracuda Spinning 360

Optional Group 1 Aurora London – modified – perform to the end of the kip unroll to vertical then perform a vertical descent	Optional Group 2 Manta Ray Butterfly	Optional Group 3 Ibis Porpoise Half Twist
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B. ROUTINE TIMES

In the Provincial Stream there will be no minimum time and routines may not exceed the maximum time without incurring a time penalty.

Event	10&U Max time	11&12 Max time	13-15 Max time	16-18 Max time
Solo	01:45	02:00	02:15	02:30
Duet	02:15	02:30	02:45	03:00
Team	02:45	03:00	03:30	04:00
Combo	N/A	N/A	04:00	04:30

Combo Age group and Composition

In the Provincial Stream of competitions there will only be two eligible age groups for the Combo event of 13-15 and 16-18.

Athletes from the 10 & under and 11 & 12 age group are ineligible for this event. As per the Team composition rules for the Provincial Stream the athletes from the 13-15 and 16 - 18 age group may combine to form a combo with the average of their ages determining where they swim.

Team Composition

In Provincial Stream teams may be composed of a minimum of 4 and a maximum of 10 swimmers. Teams may be composed of up to three consecutive age groups whereby no swimmer may swim up or down more than 2 age groups. The average age of the swimmers on the team, including any alternates, will determine which age group they will compete in. An average of 0 to .49 will have them swim in that age group and an average of .5 - .99 will have them swim up an age group, as applicable.

Athletes on a team will swim in their own age group for figures and there will be no degrees of difficulty used.

Duet Composition

~~In Provincial Stream duets, athletes may swim up one age category. The duet shall compete in the age category of the older athlete. Athletes will swim in their own age group for figures.~~