

USA ARTISTIC SWIMMING, INC.

USA ARTISTIC SWIMMING RULES

PART ONE

CODE OF REGULATIONS (Effective January 1, 2023)

INTRODUCTION

USA Artistic Swimming, Inc. (“Corporation” or “USAAS”), is the member of the United States Olympic and Paralympic Committee (“USOPC”) for the sport of artistic swimming, and as such is recognized as the National Governing Body (“NGB”) for the sport of artistic swimming in the United States, responsible for the conduct and administration of the sport throughout the country. As a member of the USOPC, the Corporation shall submit to the rules of the American Arbitration Association in any controversy involving its recognition as a NGB as provided in the USOPC By-Laws or involving the opportunity of any amateur athlete, coach, trainer, manager, administrator or official (Refer to USAAS Rules, Rule IV, Officials and Duties, for categories) to participate in amateur athletic competition, as provided in the USOPC By-Laws. Through its membership in United States Aquatic Sports (“USAS”; refer to Appendix I), the Corporation is affiliated with World Aquatics (“AQUA”, formerly known as the Federation Internationale de Natation “FINA”), the international federation for the aquatic sports, and the PanAm Aquatics (“PAQ”).

Unless otherwise modified by this Code of Regulations (“USAAS Code”), the By-Laws of a Zone Artistic Swimming Committee (“Zone”), or the By-Laws of a Local Artistic Swimming Committee (“LASC”), *Robert’s Rules of Order* shall be the governing procedural rules for all meetings of the Corporation, its Zones, LASCs and committees.

Those who choose to serve the Corporation are held to a high standard of conduct. Compliance with the USAAS Code of Ethics (Appendix P), Conflict of Interest Policy (Appendix U) and Confidentiality Policy (Appendix V) is a critical component in ensuring an ethical environment.

The Governance Committee shall be included in all deliberations about changes to the USAAS Code before being printed, posted or distributed electronically to the USAAS membership.

ARTICLE 1

MEMBERSHIP

1.01 Membership in the Corporation shall be open, without regard to race, ethnicity, culture, religion, sex (including gender identity, sexual orientation or pregnancy), age, family status, socio-economic status, geographical location, nationality, body shape, beliefs, mental or physical ability or other defining characteristics, to groups, athletes, and individuals who are not athletes, as set forth in this Article 1. The Corporation shall extend this principle to Independent Board of Director members and members of the USAAS Ethics Committee.

1.02 Group Members:

- A. **Club Member:** An artistic swimming club, educational institution or other organization that participates in competition sanctioned by the Corporation. All of its athletes and coaches must be members of the Corporation. Separate subcategories may be established

by the USAAS Board of Directors (“Board of Directors” or “Directors”). Refer to Appendix C.

1.03 Athlete Members are persons who join the Corporation in order to participate in events sanctioned by the Corporation. Athletes must meet the rules of eligibility set forth in Article 20 of the USAAS Administrative Rules. Athletes shall join the Corporation in the categories set forth in Article 20 of the USAAS Administrative Rules.

1.04 Non-Athlete Members:

- A. **Individual:** All coaches, judges, instructors, officials, managers, trainers, and administrators participating in the conduct of artistic swimming. Separate subcategories may be established by the Board of Directors. Refer to Appendix C.

1.05 Membership Terms:

- A. Membership in the Corporation shall begin on the first day of September and shall run for a period of one (1) year. Registration with the Corporation may occur up to thirty (30) days prior to, or any time after, the first day of September.
- B. The fee for each category of membership shall be determined by the Board of Directors; such fees are set forth in Appendix C. Each LASC and Zone may add a surcharge to membership fees. All athlete membership fees shall include insurance.
- C. SafeSport certification and National Center for Safety Initiatives (“NCSI”) Background Checks are a requirement of membership as determined by the Board of Directors. For NCSI Background Checks, parental consent is required for minors under eighteen (18) years of age. Refer to Appendix C and Appendix Q.
- D. No membership costs shall be prorated for members joining after a term begins.

ARTICLE 2

BOARD OF GOVERNORS

2.01 Authority: The USAAS Board of Governors (“Board of Governors”) shall be the Corporation’s General Assembly. It shall elect the USAAS Officers (“Officers”) of the Corporation and make recommendations to the Board of Directors during the Annual Meeting of the Board of Governors.

2.02 Composition: The Board of Governors shall be comprised of the following:

A. USAAS Club Representation:

1. One (1) club representative and one (1) Competitive Athlete Representative per registered club (minimum).
 - For this determination, club members must hold one (1) of the following memberships: Youth Athlete, Adult Athlete, Youth Competitive Athlete, Adult Competitive Athlete, Youth Professional, Adult Professional, Youth Life Member or Adult Life Member.
 - The exact number of club and athlete representatives per club to the Board of Governors will be based on the membership data confirmed by the USAAS National Office (“National Office”) on February 28 of each year.
 2. One (1) additional representative from a club is added for each additional fifty (50) members, as determined by the memberships listed above. Refer to Appendix C.
 - Competitive Athlete Representatives will be added to ensure thirty-three and three tenths percent (33.3%) representation from the club.
- B. Each Zone may be represented by the Zone, Diversity, Equity and Inclusion, Education, Officials, and Technical Chairs, and that number of Athlete Representatives, elected by

the Zone, who meet the requirements of Section 7.01 B of the USAAS Code, necessary to assure that at least thirty-three and three tenths percent (33.3%) are athletes.

C. All LASC Administrative Chairs.

D. **Automatic Delegates:**

1. All members of the Board of Directors shall be automatic delegates to the Board of Governors.
2. All members of the Athletes Executive Committee ("AEC") shall be automatic delegates to the Board of Governors.
3. All U.S. members of the AQUA Technical Artistic Swimming Committee ("TASC") and PAQ TASC shall be automatic delegates to the Board of Governors.
4. Any member of the AQUA Bureau or the PAQ Executive or other international organization, if they are members of USA Artistic Swimming, shall be automatic delegates to the Board of Governors.
5. All past presidents of the Corporation shall be automatic delegates to the Board of Governors.
6. Historians appointed by the USAAS President ("President") shall be automatic delegates to the Board of Governors.

E. Athlete Representatives as set forth in Section 7.01 of the USAAS Code and who meet the requirements of 7.06 A and B of the USAAS Code, shall equal at least thirty-three and three tenths percent (33.3%) of the voting power at any Board of Governors meeting. The procedure for selecting Athlete Representatives to the Board of Governors is set forth in Section 7.04 and 7.05 of the USAAS Code.

F. At-Large delegates to the Board of Governors shall be elected or appointed as set forth herein to serve a two (2) year term of office. The total number of At-Large delegates shall be twenty-five (25).

1. Up to twenty-five (25) At-Large delegates who are put forth by the Nominating Committee and, at the time of nomination, are unaffiliated with a club, shall be elected at the Annual Meeting of the Board of Governors in even numbered years. Members must be consenting, but need not be present if the Nominating Committee has been notified in writing prior to the Board of Governors meeting.
2. In the event that twenty-five (25) unaffiliated At-Large delegates are not able to be elected at the Annual Meeting of the Board of Governors, the President may appoint that number of unaffiliated At-Large delegates to attain twenty-five (25). The At-Large delegates appointed by the President, as a group, shall be representative of the various LASCs and geographical areas of the country.
3. In the event that an unaffiliated At-Large delegate becomes affiliated with a club during their term, they may continue to serve until their term expires.
4. Any unaffiliated athlete elected by the Board of Governors to serve as an At-Large delegate shall not be included as part of the thirty-three and three tenths percent (33.3%) voting power set forth in Section 2.02 E above. Such unaffiliated athlete shall not have a vote on the Athletes Committee unless otherwise elected by the athletes.
5. Athletes may not simultaneously hold positions as an elected Athlete Representative and as a Board of Governors At-Large delegate. If an athlete, who is a Board of Governors At-Large delegate, is elected an Athlete Representative to fill a vacancy, such athlete must resign from the Board of Governors At-Large delegate position.

G. All delegates to the Board of Governors must be Youth Competitive Athlete, Adult Competitive Athlete, Youth Professional, Adult Professional, Youth Life Member or Adult Life Members of the Corporation. Refer to Appendix C.

H. Alternates to the Board of Governors may be appointed from among eligible members. Alternates and/or additional delegates (from clubs, LASC's or Zones, as appropriate) must present a letter of authorization to the National Office signed by their Club

Administrator, LASC Administrative Chair or Zone Chair prior to registration for the Annual Meeting of the Corporation.

- 2.03 Quorum:** A quorum for the Board of Governors shall be those delegates in attendance at any duly called meeting.
- 2.04 Voting:** Each delegate to the Board of Governors shall have one (1) vote on each matter submitted to the Board of Governors for its vote, consent, waiver, release or other action. There shall be no voting by proxy.
- 2.05 Meetings:** The Annual Meeting of the Board of Governors, which is the Annual Meeting of the Corporation, shall be held at such date, time and place as may be fixed in the notice of such meeting. Special meetings of the Board of Governors may also be held at any time, pursuant to a resolution of the Board of Directors. Written notice of all annual and special meetings of the Board of Governors, stating the time and place, shall be given to each delegate by email, or by posting on the USAAS website with notification of the posting sent by any type of broadly available communication method, not less than thirty (30) days before any such meeting; provided, however, that such notice may be waived in writing by any delegate before or after such meeting. The attendance of a delegate at any meeting without protesting the lack of notice prior to or at the commencement of the meeting shall be deemed a waiver of notice of such meeting.

ARTICLE 3

BOARD OF DIRECTORS

- 3.01 Authority:** The Board of Directors shall have the ultimate authority over the business, policies, affairs, and activities of the Corporation. It shall:
- maintain a culture of ethical behavior and compliance throughout the Corporation;
 - focus on long-term objectives and impacts of the Corporation;
 - hire, establish compensation, evaluate, and fire the USAAS Executive Director (“Executive Director”);
 - enact or modify all of the rules of the Corporation, including the competitive rules;
 - approve the Corporation’s annual budget and provide oversight of financial activities throughout the year by reviewing and approving financial statements, annual reports, financial and control policies;
 - review and approve the Corporation’s strategic plan;
 - approve the selection of the independent auditors;
 - ensure that athlete safety rules, policies and procedures comply with the requirements of the USOPC and U.S. Center for SafeSport; and
 - take such other action as is customary for a board of directors of a corporation.
- 3.02 Composition:** The Board of Directors shall consist of the following:
- A. The Officers, as defined in Article 4 of the USAAS Code.
 - B. The Immediate Past President, serving a one (1) year term as a nonvoting member.
 - C. The Secretary, appointed by the President as a nonvoting member.
 - D. Four (4) Independent Directors who:
 1. Support the policies, goals and programs of the Corporation;
 2. Have business expertise;
 3. Seek and develop new revenue sources and/or donate personally;

4. Are willing to accept designated responsibilities; and
5. Are nominated by the President in collaboration with the Nominating Committee for Board of Directors' approval. Up to two (2) Independent Directors shall be nominated in each year of the Summer Olympic Games and up to two (2) additional Independent Directors shall be nominated in the year following the Summer Olympic Games, such that there are four (4) Independent Directors.
 - a. The Board of Directors, through its Nominating Committee, shall affirmatively make a determination as to the independence of each Independent Director, and disclose those determinations to the Board of Directors. An "Independent Director" shall be determined to have no material relationship with USAAS, either directly or through an organization that has a material relationship with USAAS. A relationship is "material" if, in the judgment of the Nominating Committee, it would interfere with the director's independent judgment, with the following guidelines applied on a case-by-case basis.
 - b. A Director shall maintain an independent perspective by maintaining the requirements below for their entire term and any successive term. A Director shall not be considered independent if, within the preceding two (2) years:
 - (1) The Director, or an immediate family member of the Director, is/was employed by or held any governance position such as a member of the Board of Directors, other than Independent Director, or Trustee (whether a paid or volunteer position) with USAAS, USAAS Foundation, USOPC, AQUA, or any international or regional federation of artistic swimming; or
 - (2) The Director, or an immediate family member of the Director, is/was affiliated with or employed by USAAS's outside auditor or outside counsel; or
 - (3) The Director is/was a USAAS Athlete member, member of the USAAS AEC, or a USAAS Professional member; or
 - (4) The Director received any compensation, not including expense reimbursements, from USAAS, directly or indirectly; or
 - (5) The Director, or an immediate family member of the Director, is/was an executive officer, controlling shareholder, or partner of a corporation, partnership, or other business entity that does business with USAAS; or
 - (6) The Director is/was the parent or immediate family member or coach of an athlete that has competed in a Protected Competition, as defined in USAAS Administrative Rules, Article 23, Section 23.01.
 - c. **Exemption:** A Director is exempt from the requirement prohibiting them from holding any governance position with USAS, PAQ or AQUA, provided the only governance position they hold is their board position or related to their board position (e.g., serving successive terms, serving as a board liaison to AQUA).
 - d. Where the guidelines above do not address a particular relationship, the determination of whether the relationship is material, and whether a Director is independent, shall be made by the Nominating Committee.
6. **Term of Service:** The term of Independent Director shall be four (4) years, and shall begin immediately following the approval by the Board of Directors of their nomination. Independent Directors may be reelected to a second term, but may serve no more than eight (8) consecutive years on the Board of Directors. An Independent Director may serve up to an additional four (4) years if elected President immediately after serving as an Independent Director. An Independent Director may vacate the Independent Director position to run for an Officer or Athlete Representative position on the Board of Directors. To be eligible to do so, the Independent Director shall:

- a. Become a member of USAAS;
- b. Have only served two (2) years of their first four-year term; and
- c. Serve no more than one (1) two-year term as an Officer or Athlete Representative on the Board of Directors.

An Independent Director who is replaced or who has reached their maximum term limit must wait as many consecutive years as have been served consecutively, with a maximum of eight (8) years off the Board of Directors before being eligible for reappointment. In the event an Independent Director is selected to fulfill a remainder of a term, which has been vacated, this selection shall not count towards the four (4) years of eligibility. This Independent Director shall have two (2) full terms of eligibility remaining.

- E. That number of Athlete Representatives necessary to assure that at least thirty-three and three tenths percent (33.3%) of the Board of Directors are athletes, and one (1) of them shall be a retired athlete. The Athlete Representatives serving on the Board of Directors shall consist of the following:
 1. The AEC President;
 2. The Corporation's representative to the USOPC Athletes Advisory Council ("USOPC-AAC");
 3. The Athlete At-Large Representative;
 4. The General Board of Directors Athletes;
 5. The USOPC-AAC Alternate Representative as a nonvoting member; and
Exception: The USOPC-AAC Alternate Representative shall be a voting member of the Board of Directors when serving in the absence of the USOPC-AAC Representative.
 6. Any member of the USOPC-AAC Leadership Group, if a previous member of the USAAS AEC, as a nonvoting member.

For eligibility and election procedures, see Article 7 of the USAAS Code.

- F. As required by Section 220522(12) of the Ted Stevens Olympic and Amateur Sports Act, USAAS will provide a board position for an affiliated organization, if said affiliated organization is identified as being qualified to elect such a board member.

3.03 Term of Office:

- A. Other than the USOPC-AAC Representative, the USOPC-AAC Alternate Representative and Independent Directors, Directors shall begin their terms immediately following the Annual Meeting of the Corporation in the year in which they are elected/ratified for a two (2) year term.
- B. **Attendance:** When a Board of Directors member has been absent from two (2) consecutive meetings without reasons acceptable to the President, the President shall have the right to declare that such a member has forfeited their position and shall be considered for removal for cause according to Section 3.03 C below. The Board of Directors may then fill the vacancy according to Section 3.04 below.
- C. **Removal:** Directors may be removed for cause at any duly noticed meeting of the Board, and after being provided an opportunity for the Board member to be heard by the Board, upon the affirmative vote of at least two-thirds (2/3) of the voting power of the Directors then in office (excluding the voting power of the Director in question). Any vacancy occurring in the Board shall be filled in accordance with Section 3.04 C below. No Director shall be subject to removal based upon how they vote as a Director, unless such voting is determined to be part of a violation of the Code of Ethics (Appendix P).

3.04 Vacancies:

- A. Any vacancies that may occur in the Board of Directors shall be filled for the duration of the term by the group responsible for electing/appointing the position initially.
 - 1. In the case of the elected Officers, the Board of Directors may fill a vacancy in accordance with Section 3.04 C below, until the next meeting of the Board of Governors, at which time an election shall be held.
 - 2. In the case of the Independent Directors, the Board of Directors may fill a vacancy at any time, in accordance with Section 3.04 C below, up to a maximum of four (4) Independent Directors.
 - 3. In the case of the Athlete Representatives, the vacancy of the Athlete Representative positions serving on the Board of Directors shall be filled in accordance with Sections 7.07-7.08 of the USAAS Code.
- B. **Timing:** If an elected Officer vacancy occurs within sixty (60) days prior to the Annual Meeting of the Board of Governors, the Nominating Committee shall solicit candidates for election by the Board of Governors in accordance with Section 5.06 A.1 of the USAAS Code. If the elected Officer vacancy does not occur within the sixty (60) day period noted above, the Nominating Committee will follow Section 3.04 C below.
- C. **Procedures for Filling a Vacancy:**
 - 1. The Board of Directors shall have the right, but not the obligation, to provide the Nominating Committee with a written description of the qualifications, skills and experiences that the Board of Directors deems beneficial to the Corporation in filling a vacancy.
 - 2. The Nominating Committee shall solicit, review and, if appropriate, interview candidates for vacant Board of Directors position(s) and shall recommend candidates for Board of Directors consideration in accordance with Sections 3.04 C and 5.06 A.1.a.(1)-(3) of the USAAS Code. The Nominating Committee's recommendations shall include a written description which sets forth the opinions of the Nominating Committee regarding each candidate's qualifications, skills and experiences.
 - 3. At a duly noticed meeting, the Board of Directors shall consider new Officers or Independent Directors, with approval requiring a majority vote.
 - 4. In the event that the Board of Directors does not appoint a candidate to fill the vacancy, the Nominating Committee shall provide the Board of Directors with an alternate candidate(s), and a written description of each candidate's qualifications in accordance with Section 3.04 C.2 above. This process shall continue until the positions are filled by either appointment by the Board of Directors or by election by the Board of Governors.

3.05 Meetings: Meetings of the Board of Directors shall be held at any time or place, pursuant to a resolution of the Board of Directors or to a call signed by the President or three (3) Directors. Notice of any meeting shall be made in writing to all members of the Board, not less than two (2) weeks in advance of the meeting except for special meetings.

- A. **Minutes:** Meeting minutes shall be recorded, approved by the Board, and made available on the USAAS website within thirty (30) days of approval. In addition to standard expectations of meeting minutes (e.g., attendance, summary of discussion topics), minutes shall include conflict declarations and recusals from discussions, votes, or the meeting due to a conflict of interest. For executive session minutes, a summary of high-level topics will be sufficient.

3.06 Compensation: No Director shall be entitled to receive compensation for service as a Director. Reimbursement by the Corporation may be made for reasonable expenses incurred in the course of a Director's duties, however, the Corporation will cover travel costs for Athlete Representatives to attend the Board meetings. Directors shall not be disqualified

from receiving reasonable compensation for services rendered to or for the benefit of the Corporation in any other capacity, provided that the rendering of such services conforms to the Conflict of Interest Policy (Appendix U) and the Gifts and Entertainment Policy (Appendix X).

3.07 Quorum: The presence of a majority of the Directors serving shall constitute a quorum at any meeting of the Board of Directors.

3.08 Voting: Each voting member of the Board of Directors shall have one (1) vote on each matter submitted to the Board of Directors for its vote, consent, waiver, release or other action. There shall be no voting by proxy.

3.09 Representatives to Other Organizations:

A. The Board of Directors shall appoint the Corporation's representative to the National Governing Bodies Council ("NGB Council") of the USOPC.

B. The Board of Directors shall nominate the Corporation's representative to AQUA, PAQ Executive and Technical Artistic Swimming Committees ("TASC") from recommendations provided by the International Relations Committee. The term of office for these positions is as follows:

1. AQUA TASC Representative: Upon acceptance of the recommendation by AQUA, the position begins at the conclusion of the World Championships immediately following the Summer Olympic Games until a new committee is constituted at the World Championships immediately following the next Summer Olympic Games.
2. PAQ Executive Representative: Upon acceptance of the recommendation by PAQ, the position begins at the conclusion of the Pan American Games until a new committee is constituted following the next Pan American Games.
3. PAQ TASC Representative(s): Upon acceptance of the recommendations by PAQ, the position(s) begin(s) at the conclusion of the Pan American Games until a new committee is constituted following the next Pan American Games.

C. The Board of Directors shall recommend or appoint, dependent on the organization, the Corporation's representative to all other committees and organizations on which the Corporation is entitled to representation.

ARTICLE 4

OFFICERS

4.01 Officers: The Officers of the Corporation shall be President, Vice President Competitive Programs, Vice President Diversity, Equity and Inclusion, Vice President Member Development, Vice President Olympic International and Treasurer.

A. Officers of the Corporation are not permitted to be Officers of another NGB.

4.02 Elections: Candidates for office must be members of the Corporation, should be consenting and need not be present to be elected. Officers shall be elected at the Annual Meeting of the Board of Governors as follows:

- A. The President, Vice President Diversity, Equity and Inclusion and Vice President Olympic International shall be elected in even numbered years.
- B. The Vice President Competitive Programs, Vice President Member Development and Treasurer shall be elected in odd numbered years.

4.03 Term of Office: The term of each office shall be two (2) years, and shall begin immediately following the Annual Meeting of the Corporation, in the year of their election. Officers may

be reelected to a second term, but may serve no more than four (4) consecutive years on the Board of Directors. An Officer who is elected President in or following their second (2nd) term may serve up to an additional two (2) terms [four (4) additional years] if elected President within one (1) year after serving as an Officer.

- An Officer who is replaced or who has reached their maximum term limit must wait as many consecutive years as have been served consecutively, with a maximum of two (2) years off the Board of Directors before being eligible for office. In the event an Officer is elected to fulfill a remainder of a term of office, which has been vacated, this election shall not count towards the two (2) years of eligibility. This Officer shall have two (2) full terms of eligibility remaining.

- 4.04 Role of an Officer:** The role of an Officer shall be to set goals, objectives and policies for the organization, help develop and communicate the organization's long-range plans and serve as liaison between the National Office staff, committees and the general membership. Officers shall delegate tasks, monitor progress and provide support as needed to their committees.
- 4.05 President:** The President shall serve as Chair of the Board of Directors. The President shall exercise duties prescribed in the USAAS Code and shall be a non-voting ex-officio member of all committees and subcommittees except the USAAS Ethics, Nominating and Election Committees. The President serves as liaison to other organizations in the absence of designated representatives. The President shall be responsible for the committees listed in Section 5.01 A of the USAAS Code. If the President is unable to fulfill their duties, the President shall appoint an acting President from among the members of the Board of Directors. If the President is unable to appoint an acting President, the Board of Directors shall select an acting President from among its members.
- 4.06 Vice President Competitive Programs:** Shall be responsible for the committees listed in Section 5.01 B of the USAAS Code.
- 4.07 Vice President Diversity, Equity and Inclusion:** Shall be responsible for the committees listed in Section 5.01 C of the USAAS Code.
- 4.08 Vice President Member Development:** Shall be responsible for the committees listed in Section 5.01 D of the USAAS Code.
- 4.09 Vice President Olympic International:** Shall be responsible for the committees listed in Section 5.01 E of the USAAS Code.
- 4.10 Treasurer:** Shall be the Chief Financial Officer of the Corporation, responsible to the Board of Directors for overseeing financial planning, and providing advice on financial policy as required by the Board of Directors and Article 8 of the USAAS Code. The Treasurer shall not be a member of the Audit Committee.
- 4.11 Immediate Past President:** Shall serve one (1) year immediately following their term of office. The Immediate Past President shall serve as an advisor to the new President, with voice but without a vote.
- 4.12 Executive Director:**
- A. There shall be an Executive Director who shall serve as the Chief Executive Officer. The Executive Director shall be employed by the Board of Directors for whatever term the Board of Directors deems appropriate and may be removed at any time with or without cause by the Board of Directors without prejudice to their contract rights.
 - B. The Executive Director shall not have the status of an Officer of the Corporation, but shall be entitled to attend all meetings of the Board of Directors and shall be a non-voting member of the Standing Committees.

- C. The Executive Director shall sign all contracts entered into by the Corporation in accordance with board policy.

ARTICLE 5

COMMITTEES

5.01 Committees: The following Standing Committees shall report to the respective Officer:

- | | |
|--|--|
| <p>A. <u>President:</u></p> <ol style="list-style-type: none">1. Nominating2. Governance3. Audit Committee of the Board of Directors4. Ethics | <p>D. <u>Vice President Member Development:</u></p> <ol style="list-style-type: none">1. Membership2. Awards<ol style="list-style-type: none">a. Lillian MacKellar Award3. Coaches' Education4. Collegiate5. Masters |
| <p>B. <u>Vice President Competitive Programs:</u></p> <ol style="list-style-type: none">1. Rules<ol style="list-style-type: none">a. Figures2. Judges3. Competition and Innovation | <p>E. <u>Vice President Olympic International:</u></p> <ol style="list-style-type: none">1. International Relations<ol style="list-style-type: none">a. International Relations Review2. National Team Program<ol style="list-style-type: none">a. National Team Review |
| <p>C. <u>Vice President Diversity, Equity and Inclusion:</u></p> <ol style="list-style-type: none">1. Diversity, Equity and Inclusion<ol style="list-style-type: none">a. Athletes with Disabilities ("AWD") | |

5.02 Committee Chairs shall be appointed by the respective Officer, unless otherwise defined in the USAAS Code, with the approval of the President. The role of a Committee Chair shall be to understand and support the goals of the organization. The Committee Chair shall communicate the goals to the committee members. The Committee Chairs shall work with their respective Officer and their committees to recommend policy changes to accomplish these goals. When appropriate, the Committee Chair shall delegate tasks and responsibilities to the committee members and monitor the progress of committee actions. Unless otherwise defined in the USAAS Code, Committee Chairs shall have the same term limits as committee members. See Section 5.04 below.

- The Immediate Past Committee Chair shall serve one (1) year immediately following their term of service. The Immediate Past Committee Chair shall serve as an advisor to the new Committee Chair, with voice but without a vote.

5.03 Composition: Each Zone shall appoint/elect a representative to each Standing Committee as defined in the USAAS Code.

A. Membership:

1. All committee members must be members of the Corporation but need not be members of the Board of Governors.
2. Membership on Standing Committees shall include at least one (1) representative from each Zone and at least thirty-three and three tenths percent (33.3%) Athlete Representation unless the composition of the committee is otherwise defined in the USAAS Code.
3. The respective Officer shall be a non-voting ex-officio member of the Committees for which they are responsible.

4. The Executive Director may assign National Office staff to serve as advisors to the Committees.

5.04 Term of Service: Unless otherwise defined in the USAAS Code, the term of service on a Standing Committee shall be two (2) years and shall begin immediately following the Annual Meeting of the Corporation, in the year of their appointment/election. Committee members may be reappointed/re-elected to a second term, but may serve no more than four (4) consecutive years on the same Standing Committee. A committee member, who is appointed Committee Chair in or following their second (2nd) term, may serve up to an additional two (2) terms [four (4) additional years] on the same Standing Committee.

- A committee member who is replaced or who has reached their maximum term limit must wait as many consecutive years as have been served consecutively, with a maximum of two (2) years off the Standing Committee before being eligible for reappointment/re-election to the same Standing Committee. In the event a committee member is selected to fulfill a remainder of a term, which has been vacated, this selection shall not count towards the two (2) years of eligibility. This committee member shall have two (2) full terms of eligibility remaining.
- A. **Attendance:** When a committee member has been absent from two (2) consecutive meetings without reasons acceptable to the Committee Chair, the Committee Chair, with approval of their respective Officer, shall have the right to declare that such a member has forfeited their position and shall be considered for removal for cause according to Section 5.04 B below. The Committee Chair, with approval of their respective Officer, may fill the vacancy according to Section 5.04 C below.
 - B. **Removal:** Committee members may be removed for cause at any duly noticed committee meeting, and after being provided an opportunity for the committee member to be heard by the committee, upon the affirmative vote of at least two-thirds (2/3) of the committee. Any vacancy occurring on a committee shall be filled in accordance with Section 5.04 C below. No committee member shall be subject to removal based upon how they vote as a member, unless such voting is determined to be part of a violation of the Code of Ethics (Appendix P).
 - C. **Vacancies:** In the event a vacancy occurs on a committee, the group, person or Zone responsible for appointing or electing the position initially shall fill the position for the duration of the term. If a replacement is not able to be appointed or elected, then a former Standing Committee member with an expired term limit may fill a vacancy.

5.05 Compensation: No committee member shall be entitled to receive compensation for service as a committee member. Reimbursement by the Corporation may be made for reasonable expenses incurred in the course of a committee member's duties. Committee members shall not be disqualified from receiving reasonable compensation for services rendered to or for the benefit of the Corporation in any other capacity, provided that the rendering of such services conforms to the Conflict of Interest Policy (Appendix U) and the Gifts and Entertainment Policy (Appendix X).

5.06 President's Committees:

A. Nominating Committee:

1. The Nominating Committee shall:
 - a. Be responsible for nominating persons for the elected positions of the Corporation, with the exception of the Athlete Representatives. A slate of candidates shall be derived from all persons interested. Additional nominations may be made from the floor of the Annual Meeting of the Board of Governors, provided any such nominee is present and consenting. The Nominating Committee shall also be responsible for collaborating with the President in nominating Independent Directors for Board of Directors' approval in

accordance with Sections 3.02 D.5 and 3.04 C of the USAAS Code. Specific responsibilities shall be to:

- (1) Recommend individuals to the Board of Governors and the Board of Directors, when vacancies occur, who have the highest personal and professional integrity, who have demonstrated exceptional ability and judgment, and who have indicated a desire to serve the long-term interests of the Corporation.
 - (2) Develop written criteria for each open elected Officer position on the Board of Directors in accordance with Sections 3.04 C.1 and 5.06 A.1.a. The Nominating Committee shall consider the needs of the Corporation, the qualifications, skills and experiences of the then current Board of Directors members and the criteria for each open Officer position on the Board of Directors. The written criteria shall be published on the USAAS website for the USAAS membership prior to soliciting candidates.
 - (3) Obtain from each interested candidate a written resume which includes a description of their qualifications, skills and experiences.
 - (4) Provide a written report to the Board of Governors to include the slate of candidates and resumes for each candidate for an open Officer position on the Board of Directors. The written report shall be published on the USAAS website not less than thirty (30) days in advance of the Board of Governors meeting.
 - (5) Add additional nominations from the floor at the Board of Governors meeting to the original slate of candidates.
- b. Report progress on the Committee's activities to the President. The report may take the form of an oral report by the Nominating Committee Chair or any other Nominating Committee member designated by the Chair.
 - c. Maintain minutes of the Committee's activities.
 - d. Conduct such other activities as may be requested or assigned by the President or as set forth in this Code.
2. The composition of the Nominating Committee shall include:
 - a. The Chair, appointed by the President;
 - b. One (1) representative from each Zone, appointed/elected by the respective Zones at the Annual Meeting of the Zone at the Zone Championships. Candidates for the Nominating Committee need not be present at the Annual Meeting of the Zone, but must consent to be nominated in order to be considered for election to the committee.
 - c. That number of Athlete Representatives, appointed by the AEC, who meet the requirements of Section 7.06 A of the USAAS Code, necessary to assure that at least thirty-three and three tenths percent (33.3%) of the Nominating Committee are athletes; and
 - d. A Past President of the Corporation, who is not running for an Officer position, shall be selected by the President to serve as an advisor without a vote.
 - e. A Diversity, Equity and Inclusion committee member shall serve as an advisor without a vote.
 3. Members of the Nominating Committee may not run for a Board of Directors' Officer position. Athletes serving on the Nominating Committee who are elected to the Board of Directors as Athletes Representatives shall resign from the Nominating Committee.
 4. Members of the current Board of Directors may not serve on the Nominating Committee.

5. **Term of Service:** The term of service on the Nominating Committee shall be two (2) years and shall begin immediately following the Annual Meeting of the Zone at the Zone Championships.

B. Governance Committee:

1. The Governance Committee shall:
 - a. Maintain the USAAS Code and USAAS Administrative Rules of the Corporation, including the required By-Laws for the LASCs and Zones and appropriate Appendices.
 - b. Revise, as appropriate, the USAAS Code and USAAS Administrative Rules to conform to AQUA Rules and Regulations and the USOPC By-Laws.
 - c. Educate the membership on Governance procedures.
 - d. Work with the Rules Committee to ensure consistency with the USAAS Technical Rules.
2. The composition of the Governance Committee shall include:
 - a. The Chair, appointed by the President;
 - b. One (1) representative from each Zone, appointed/elected by the respective Zones at the Annual Meeting of the Zone at the Zone Championships; and
 - c. That number of Athlete Representatives, appointed by the AEC, who meet the requirements of Section 7.06 A of the USAAS Code, necessary to assure that at least thirty-three and three tenths percent (33.3%) of the Governance Committee are athletes.
 - d. A Diversity, Equity and Inclusion committee member shall serve as an advisor without a vote.

C. Audit Committee of the Board of Directors:

1. The Audit Committee is appointed by the Board of Directors to assist the Board with its oversight of:
 - a. The integrity of the Corporation's financial statements;
 - b. The evaluation and recommendation of the independent auditor to examine the corporation's accounts, controls and financial statements;
 - c. The independent auditor's qualifications and independence;
 - d. The performance of the Corporation's independent auditors and USOPC auditors;
 - e. The compliance by the Corporation with legal and regulatory requirements; and
 - f. Other functions as assigned to the Audit Committee by the Board of Directors.
2. The composition of the Audit Committee shall include:
 - a. The Chair, appointed by the Board of Directors from among its members;
 - b. At least three (3) and not more than five (5) members appointed by the Board of Directors;
 - c. The USOPC-AAC Representative; and
 - d. That number of Athlete Representatives, appointed by the AEC, who meet the requirements of Section 7.06 A of the USAAS Code, necessary to assure that at least thirty-three and three tenths percent (33.3%) of the Audit Committee are athletes.
 - e. A Diversity, Equity and Inclusion committee member shall serve as an advisor without a vote.

D. USAAS Ethics Committee:

1. The USAAS Ethics Committee shall:
 - a. Investigate and make recommendations on any matter referred to it by the Executive Director, President or Board of Directors. Refer to the USAAS Administrative Rules, Article 24, Section 24.05.
 - b. Periodically review the Code of Ethics (Appendix P) and make recommendations to the Board of Directors.
 - c. Review and provide guidance on ethical questions presented to it by the Executive Director, President or the Board of Directors.
 - d. Review and provide guidance on conflicts of interest disclosed pursuant to the Conflict of Interest Policy (Appendix U) at the request of the Executive Director, President or the Board of Directors.
 - e. Provide training on conflicts of interest and ethics, as requested.
2. The composition of the USAAS Ethics Committee shall include:
 - a. The Chair, appointed by the Board of Directors from among the members of USAAS;
 - b. Four (4) individuals who meet the definition of “Independent”, appointed by the Board of Directors. See Section 3.02 D.5.b of the USAAS Code. One (1) “Independent” member shall have experience in diversity, equity and inclusion; and
 - c. That number of Athlete Representatives, appointed by the AEC, who meet the requirements of Section 7.06 A of the USAAS Code, necessary to assure that at least thirty-three and three tenths percent (33.3%) of the USAAS Ethics Committee are athletes.
 - d. A Diversity, Equity and Inclusion committee member shall serve as an advisor without a vote.
3. Individuals, other than the Chair, may not serve on the USAAS Ethics Committee while serving as a member of the Board of Directors.
4. If a conflict of interest arises with a USAAS Ethics Committee member’s overall service or as it relates to an individual case or situation, the concern shall be disclosed to the USAAS Ethics Committee Chair and the Executive Director for review. A resolution will be made and the concern and resolution will be reported to the Board of Directors.

5.07 Competitive Programs Committees:

A. Rules Committee:

1. The Rules Committee shall:
 - a. Generate and/or review proposals for changes to the USAAS Technical Rules, USAAS Figures Rules and appropriate Appendices and recommend action to the Board of Directors.
 - b. Ensure the accuracy of the rules and strive to maintain consistency throughout.
 - c. Work with the Governance Committee to ensure consistency with the USAAS Code and USAAS Administrative Rules.
2. The composition of the Rules Committee shall include:
 - a. The Chair, appointed by the Vice President Competitive Programs;
 - b. One (1) representative from each Zone, appointed/elected by the respective Zones at the Annual Meeting of the Zone at the Zone Championships;
 - c. One (1) representative from the Collegiate Program, appointed by the Chair of the Collegiate Committee;

- d. One (1) representative from the Masters Program, appointed by the Chair of the Masters Committee;
 - e. One (1) representative from the Figures Subcommittee, appointed by the Chair of the Figures Subcommittee;
 - f. One (1) representative from the AWD Subcommittee, appointed by the AWD Subcommittee from among the subcommittee members; and
 - g. That number of Athlete Representatives, appointed by the AEC, necessary to assure that at least thirty-three and three tenths percent (33.3%) of the Rules Committee are athletes.
3. **Figures Subcommittee:** Shall review proposals for changes to the figures descriptions and groups and revise, as appropriate, to conform to AQUA figures descriptions. The Figures Subcommittee shall work with the Chair of the Competition and Innovation Committee and recommend figures rule proposals to the Rules Committee for action.
- a. The composition of the Figures Subcommittee shall include:
 - (1) The Chair, appointed by the Vice President Competitive Programs;
 - (2) One (1) representative from each Zone, appointed/elected by the respective Zones at the Annual Meeting of the Zone at the Zone Championships; and
 - (3) That number of Athlete Representatives, appointed by the AEC, necessary to assure that at least thirty-three and three tenths percent (33.3%) of the Figures Subcommittee are athletes.

B. Judges' Committee:

- 1. The Judges' Committee shall:
 - a. Assist with programs to recruit, educate, certify and evaluate judges for all levels;
 - b. Be responsible for recruiting judges, administering judges' selection for and assignment during National Championships; and
 - c. Review the performance of all certified judges, and promptly investigate all formal requests for review of a judge's judging performance. For a request for review of a judge's conduct, the Judge's Committee Chair shall refer the matter to the Executive Director to be processed according to the USAAS Administrative Rules, Grievance Procedures (Appendix K), Code of Ethics (Appendix P) or the Whistleblower and Anti-Retaliation Policy (Appendix S). Refer to Appendix G, Section 1.09.
- 2. The composition of the Judges' Committee shall include:
 - a. The Chair, appointed by the Vice President Competitive Programs, who shall hold a judges' rating of Retaining Level 4 or higher.
 - b. The four (4) Zone Officials Chairs; and
 - c. That number of Athlete Representatives, appointed by the AEC, who meet the requirements of Section 7.06 A of the USAAS Code, necessary to assure that at least thirty-three and three tenths percent (33.3%) of the Judges' Committee are athletes.
 - d. A Diversity, Equity and Inclusion committee member shall serve as an advisor without a vote.

C. Competition and Innovation Committee:

- 1. Competition and Innovation Committee shall:
 - a. Develop and test ideas for potential changes to the USAAS Technical Rules and USAAS Figures Rules;
 - b. Work with the Chair of the International Relations Committee to develop proposals for changes to AQUA Rules;

- c. Work with the Chair of the Rules Committee to develop proposals for changes to the USAAS Technical Rules and USAAS Figures Rules.
- 2. The composition of the Competition and Innovation Committee shall include:
 - a. The Chair, appointed by the Vice President Competitive Programs;
 - b. One (1) representative from each Zone, appointed/elected by the respective Zones at the Annual Meeting of the Zone at the Zone Championships; and
 - c. That number of Athlete Representatives, appointed by the AEC, necessary to assure that at least thirty-three and three tenths percent (33.3%) of the Competition and Innovation Committee are athletes.
 - d. A Diversity, Equity and Inclusion committee member shall serve as an advisor without a vote.

5.08 Diversity, Equity and Inclusion Committees:

A. Diversity, Equity and Inclusion Committee:

- 1. The Diversity, Equity and Inclusion Committee shall:
 - a. Develop a strategic plan that provides a comprehensive nationwide approach to increasing diversity, equity and inclusion opportunities at all levels of the sport.
 - b. Propose rule changes that ensure all members of the organization are included and given equal opportunity without regard to race, ethnicity, culture, religion, sex (including gender identity, sexual orientation or pregnancy), age, family status, socio-economic status, geographical location, nationality, body shape, beliefs, mental or physical ability or other defining characteristics, to groups, athletes, and individuals who are not athletes, as set forth in Section 1.01 of the USAAS Code.
 - c. Develop, recommend and assist the National Office staff in implementing education opportunities for members to increase awareness about the importance of creating a more inclusive environment at all levels of the sport.
 - d. Designate a member of the Diversity, Equity and Inclusion committee, appointed by the Chair, as an advisor without a vote to each USAAS Standing Committee, with the exception of each Subcommittee.
- 2. The composition of the Diversity, Equity and Inclusion Committee shall include:
 - a. The Chair, appointed by the Vice President Diversity, Equity and Inclusion;
 - b. The four (4) Zone Diversity, Equity and Inclusion Chairs;
 - c. One (1) individual appointed by the Chair who meets the definition of "Independent". See Section 3.02 D.5.b of the USAAS Code; and
 - d. That number of Athlete Representatives, appointed by the AEC, necessary to assure that at least thirty-three and three tenths percent (33.3%) of the Diversity, Equity and Inclusion Committee are athletes.
- 3. AWD Subcommittee:
 - a. The AWD Subcommittee shall:
 - (1) Promote the growth and development of AWD programs;
 - (2) Coordinate with the Competition and Innovation Committee and the National Office staff to provide competitive opportunities for AWD athletes; and
 - (3) Appoint a representative from the AWD Subcommittee to the Rules Committee.
 - b. The composition of the AWD Subcommittee shall include:
 - (1) The Chair, appointed by the Vice President Diversity, Equity and Inclusion;
 - (2) One (1) representative from each Zone, appointed/elected by the respective Zones at the Annual Meeting of the Zone at the Zone Championships; and

- (3) That number of Athlete Representatives, appointed by the AEC, necessary to assure that at least thirty-three and three tenths percent (33.3%) of the AWD Subcommittee are athletes.

5.09 Member Development Committees:

A. Membership Committee: Shall assist the National Office staff in the development and implementation of programs to recruit and retain membership in the sport, including Life Member and Alumni Service Programs.

1. The composition of the Membership Committee shall include:
 - a. The Chair, appointed by the Vice President Member Development;
 - b. One (1) representative from each Zone, appointed/elected by the respective Zones at the Annual Meeting of the Zone at the Zone Championships; and
 - c. That number of Athlete Representatives, appointed by the AEC, who meet the requirements of Section 7.06 A of the USAAS Code, necessary to assure that at least thirty-three and three tenths percent (33.3%) of the Membership Committee are athletes.
 - d. A Diversity, Equity and Inclusion committee member shall serve as an advisor without a vote.

B. Awards Committee:

1. The Awards Committee shall:
 - a. Select the annual recipients for the national awards, with the exception of the Lillian MacKellar Award.
 - b. Coordinate with the National Office staff the acquisition of and presentation of awards, including providing any necessary biography information.
 - c. Oversee the preservation of the history of artistic swimming in the United States.
2. The composition of the Awards Committee shall include:
 - a. The Chair, appointed by the Vice President Member Development;
 - b. One (1) representative from each Zone, appointed/elected by the Zones at the Annual Meeting of the Zone at the Zone Championships; and
 - c. That number of Athlete Representatives, appointed by the AEC, necessary to assure that at least thirty-three and three tenths percent (33.3%) of the Awards Committee are athletes.
 - d. A Diversity, Equity and Inclusion committee member and Historians shall serve as advisors without a vote.
3. **Membership Prerequisite:** Committee members shall have been involved with the sport for more than five (5) years. This requirement shall be waived for Athlete Representatives.
4. **Lillian MacKellar Award Subcommittee:** Shall be responsible for selecting the annual recipient for the Lillian MacKellar Distinguished Service Award. All previous recipients may be part of the deliberation.
 - a. The composition of the Lillian MacKellar Award Subcommittee shall include:
 - (1) The Chair, appointed by the Vice President Member Development from among previous recipients;
 - (2) Five (5) Lillian MacKellar Distinguished Service Award recipients with the greatest longevity as an award recipient. If a recipient is unable to participate in the discussion for any particular year, they shall be replaced with the next recipient in rank order to ensure six (6) recipients (including the Chair) serving at all times; and

- (3) That number of Athlete Representatives, appointed by the AEC, necessary to assure that at least thirty-three and three tenths percent (33.3%) of the Lillian MacKellar Award Subcommittee are athletes.

C. Coaches' Education Committee:

1. The Coaches' Education Committee shall:
 - a. Work on behalf of all coaches to identify programs and resources for recruitment, Long Term Athlete Development ("LTAD") and education of coaches; and
 - b. Collaborate with the National Office staff on ways to build effective communication strategies and tools for the coaching membership.
2. The composition of the Coaches' Education Committee shall include:
 - a. The Chair, appointed by the Vice President Member Development.
 - b. The four (4) Zone Education Chairs; and
 - c. That number of Athlete Representatives, appointed by the AEC, who meet the requirements of Section 7.06 A of the USAAS Code, necessary to assure that at least thirty-three and three tenths percent (33.3%) of the Coaches' Education Committee are athletes.
 - d. A Diversity, Equity and Inclusion committee member shall serve as an advisor without a vote.

D. Collegiate Committee:

1. The Collegiate Committee shall:
 - a. Assist with the promotion and growth of all collegiate programs;
 - b. Serve as advisors for the Collegiate Program; and
 - c. Recommend Collegiate Program proposals to the Rules Committee for action.
2. The composition of the Collegiate Committee shall include:
 - a. The Collegiate Chair, elected at the Collegiate Annual Meeting held at the U.S. Collegiate Championship. The term of office shall begin immediately following the U.S. Collegiate Championship. See Section 5.04 of the USAAS Code.
 - b. The Collegiate Technical Chair, elected at the Collegiate Annual Meeting held at the U.S. Collegiate Championship. The term of office shall begin immediately following the U.S. Collegiate Championship. See Section 5.04 of the USAAS Code.
 - c. One (1) representative from each Collegiate Region, elected by the respective Collegiate Regions at the Collegiate Regional Championships.
 - (1) If possible, no more than fifty percent (50%) of the representatives shall be from Club programs and no more than fifty percent (50%) of the representatives shall be from Varsity programs.
 - d. That number of Athlete Representatives, elected by Collegiate Athletes at the U.S. Collegiate Championship, necessary to assure that at least thirty-three and three tenths percent (33.3%) of the Collegiate Committee are athletes. One (1) of the elected Collegiate Athlete Representatives shall serve as the AEC Collegiate Representative.
 - An Athlete Representative from a Collegiate club program shall be elected as the AEC Collegiate Representative in even numbered years for a two (2) year term; and
 - An Athlete Representative from a Collegiate varsity program shall be elected as the AEC Collegiate Representative in odd numbered years for a two (2) year term.
 - e. A Diversity, Equity and Inclusion committee member shall serve as an advisor without a vote.

E. Masters Committee:

1. The Masters Committee shall:
 - a. Assist with the promotion and growth of all Masters programs;
 - b. Serve as advisors for the Masters Program;
 - c. Recommend Masters Program proposals to the Rules Committee for action.
2. The composition of the Masters Committee shall include:
 - a. The Chair, elected at the Masters Annual Meeting at the U.S. Masters Championship. The term of office shall begin immediately following the U.S. Masters Championship. See Section 5.04 of the USAAS Code.
 - b. One (1) representative from each Zone, elected at the Masters Annual Meeting at the U.S. Masters Championship; and
 - c. That number of Athlete Representatives, elected by Masters Athletes at the U.S. Masters Championship, necessary to assure that at least thirty-three and three tenths percent (33.3%) of the Masters Committee are athletes. One (1) of the elected Masters Athlete Representatives shall serve as the AEC Masters Representative for a two (2) year term.
 - d. A Diversity, Equity and Inclusion committee member shall serve as an advisor without a vote.

5.10 Olympic International Committees: (New composition to be implemented in 2024 at the Annual Meeting of the Board of Governors)

A. International Relations Committee:

1. The International Relations Committee shall:
 - a. Select judges and other representatives who are not members of the National Team or its support staff, to attend international competitions, congresses and seminars, whether or not the Corporation sends a delegation representing the United States;
 - b. Establish selection criteria and succession plans, and make recommendations to the Board of Directors for personnel for international positions, including but not limited to: the AQUA Bureau, AQUA TASC, PAQ Executive, PAQ TASC and any other international positions in other international organizations, as appropriate;
 - c. Recommend to the Board of Directors, international competitions to be conducted in the United States;
 - d. Initiate and accept invitations to/from foreign countries or organizations to send teams or individuals, except for National Team members, to participate in exhibitions or competitions in the United States or abroad. The High Performance Manager, with notification to the Vice President Olympic International and the International Relations Committee Chair, will be responsible for accepting invitations on behalf of National Team Members;
 - e. Approve club options, special events, private invitations and protocol for international delegations;
 - f. Develop, recommend and implement other international exchange opportunities and the funding for such opportunities, in collaboration with the National Office staff.
2. The composition of the International Relations Committee shall include:
 - a. The Chair, appointed by the Vice President Olympic International, who has national team experience, international judging experience or other related international artistic swimming experience;
 - b. The Immediate Past Vice President Olympic International;
 - c. U.S. representatives to the AQUA and PAQ TASCs;

- d. Three (3) At-Large members elected by the Board of Governors at the Annual Meeting of the Board of Governors in the year of the Summer Olympic Games;
 - e. That number of Athlete Representatives necessary to assure that at least thirty-three and three tenths percent (33.3%) of the International Relations Committee are athletes. The Corporation's representative to the USOPC-AAC and USOPC-AAC Alternate shall be two (2) of these athletes. The remaining members of the International Relations Committee who are Athlete Representatives shall be appointed by the AEC, meet the requirements of Section 7.06 A of the USAAS Code, and shall be retired from competition; and
 - f. The High Performance Manager, a Diversity, Equity and Inclusion committee member and any USA Artistic Swimming member who serves on any other AQUA or PAQ committees or commissions shall serve as advisors without a vote.
3. If a member holds more than one (1) position on the committee, the Chair may appoint a replacement member who has international artistic swimming experience or serves as the USAAS member to the AQUA Bureau, the PAQ Executive or other international organizations or serves on any other AQUA or PAQ committees or commissions while representing USA Artistic Swimming.
 4. Each member shall serve until the conclusion of the Board of Governors meeting after the next Summer Olympic Games, or until a successor is elected/appointed.
 5. Those members of the International Relations Committee being considered for international positions or assignments shall excuse themselves from the discussion and vote.
 6. International Relations Review Subcommittee:
 - a. The International Relations Review Subcommittee shall:
 - (1) Review and approve Club Option applications, including funding recommendations when available. Refer to Appendix F.
 - (2) Determine athlete eligibility to participate when a Masters international competition has limited entries. Refer to Appendix F.
 - b. The composition of the International Relations Review Subcommittee shall include:
 - (1) The Chair of the International Relations Committee, as Chair;
 - (2) The Vice President Olympic International;
 - (3) The High Performance Manager;
 - (4) Two (2) Athlete Representatives selected by the High Performance Manager who are unaffiliated with any of the athletes in contention, who meet the requirements of Section 7.06 A of the USAAS Code, and shall be retired from competition; and
 - (5) One (1) person selected by the Vice President Olympic International who exhibits knowledge of the sport, knowledge of the international scene in elite artistic swimming, and demonstrates a fair and unbiased disposition.

B. National Team Program Committee:

1. The High Performance Manager is empowered with all decision-making authority necessary for the formulation, development and implementation of a National Team program. The High Performance Manager will work in a collaborative manner with the Vice President Olympic International, the International Relations Committee Chair and the National Team Program Committee in exercising this authority.
2. The National Team Program Committee shall:
 - a. Provide input to the High Performance Manager regarding, and endorse:
 - (1) Selection procedures for athlete members for all National Teams;

- (2) Selection procedures for staff members for the Pan American and Olympic Games Teams; and
 - (3) The USA Artistic Swimming National Team Quad Plan, developmental programs and training camps.
- b. Assist in the implementation of the USA Artistic Swimming National Team Quad Plan, developmental programs and training camps.
- c. Help develop a plan to identify and train artistic swimmers as potential National Team members.
- d. Collaborate with the Coaches' Education Committee to enhance the coaches' education program.
- e. Foster communication with the Judges' Committee to ensure cohesive programs.
- 3. The composition of the National Team Program Committee shall include:
 - a. The High Performance Manager, as Chair;
 - b. The Immediate Past Vice President Olympic International;
 - c. The Senior National Team Head Coach;
 - d. Two (2) National Team Coaches, selected by the High Performance Manager, following the Annual Meeting of the Corporation in the year of the Summer Olympic Games, from the pool of National Team Coaches, shall serve a four (4) year term;
 - e. Three (3) At-Large members, who are not members of the pool of National Team Coaches, shall be elected by the Board of Governors at the Annual Meeting of the Board of Governors in the year of the Summer Olympic Games to serve a four (4) year term;
 - f. That number of Athlete Representatives necessary to assure that at least thirty-three and three tenths percent (33.3%) of the National Team Program Committee are athletes. The Corporation's representative to the USOPC-AAC and USOPC-AAC Alternate shall be two (2) of these athletes. The remaining members of the National Team Program Committee who are Athlete Representatives shall be appointed by the AEC, meet the requirements of Section 7.06 A of the USAAS Code, and shall be retired from competition; and
 - g. The Corporation's representatives to the AQUA and PAQ TASCs or any other AQUA or PAQ committees or commissions while representing USA Artistic Swimming, and a Diversity, Equity and Inclusion committee member shall serve as advisors without a vote.
- 4. National Team Review Subcommittee:
 - a. The National Team Review Subcommittee shall:
 - (1) Resolve petitions related to athlete eligibility to participate in National Team Trials. Refer to Appendix E.
 - (2) Resolve petitions related to athlete injury or illness during the National Team Trials Selection process. Refer to Appendix E.
 - b. The composition of the National Team Review Subcommittee shall include:
 - (1) The Chair, appointed by the Vice President Olympic International;
 - (2) The Vice President Olympic International;
 - (3) The High Performance Manager;
 - (4) Two (2) Athlete Representatives selected by the High Performance Manager who are unaffiliated with any of the athletes in contention, who meet the requirements of Section 7.06 A of the USAAS Code, and shall be retired from competition; and

- (5) One (1) person selected by the Vice President Olympic International who exhibits knowledge of the sport, knowledge of the international scene in elite artistic swimming, and demonstrates a fair and unbiased disposition.

- 5.11 Other Committees:** In addition, the Board of Directors or the President may appoint any other committees, which may be designated as pertinent to the conduct of the business of the Corporation, subject to the requirement that at least thirty-three and three tenths percent (33.3%) of each committee consists of Athlete Representatives.

ARTICLE 6

TERRITORIAL ORGANIZATION

- 6.01 Organization:** The Corporation's activities in the conduct of artistic swimming competitions and other programs other than at the national and international levels shall be conducted as set forth herein.
- 6.02 LASC:** There shall be an LASC organized in each of the associations/territories set forth in Section 6.03 below. Each LASC shall:
- A. Incorporate as a non-profit organization in the state in which it operates.
 - B. Have By-Laws which include at least those provisions set forth in Appendix A.
 - C. Annually file the By-Laws of the LASC with the National Office.
- 6.03 LASC Association/Territory:** The association/territory of each of the LASCs shall be as follows:

Adirondack - The State of New York east of Jefferson, Lewis, Oneida, Madison and Chenango Counties and north of Delaware, Ulster, Broome and Dutchess Counties.

Alaska - The State of Alaska.

Allegheny Mountain - The State of Pennsylvania west of and including McKean, Cameron, Clearfield, Blair, Cambria and Somerset Counties; Marshall, Brooke, Ohio and Hancock Counties in the State of West Virginia; and Columbiana, Belmont and Jefferson Counties in the State of Ohio.

Arizona - The State of Arizona.

Carolina - The States of North Carolina and South Carolina.

Connecticut - The State of Connecticut.

Dakota - The States of North Dakota and South Dakota.

Gulf - The State of Texas south of and including Robertson, Leon, Austin, Houston, Angelina, Nacogdoches and Shelby Counties; and east of and including Fort Bend, Wharton, Colorado, Waller, Grimes, Brazos and Matagorda Counties; and the States of Louisiana and Mississippi.

Hawaii - The State of Hawaii.

Illinois - The State of Illinois except St. Clair, Calhoun, Greene, Jersey, Monroe and Madison Counties.

Indiana - The State of Indiana except Floyd, Clark and Dearborn Counties.

Inland Empire - The State of Washington east of and including Okanogan, Chelan, Kittitas, Yakima and Klickitat Counties; and the State of Idaho north of and including Idaho County.

Iowa - The State of Iowa east of and including Dickinson, Clay, Buena Vista, Sac, Carroll, Audubon, Cass, Adams and Taylor Counties.

Lake Erie - The State of Ohio north and east of and including Erie, Huron, Seneca, Crawford, Richland, Ashland, Wayne, Stark, Tuscarawas and Mahoning Counties.

Maryland - The State of Maryland except Frederick, Montgomery and Prince Georges Counties.

Metropolitan - The State of New York south of and including Sullivan, Ulster and Dutchess Counties.

Michigan - The State of Michigan.

Middle Atlantic - The State of Delaware and the State of Pennsylvania east of and including Potter, Clinton, Centre, Huntingdon and Bedford Counties.

Midsouth - The State of Kentucky, except Boyd County; the State of Tennessee; and Floyd and Clark Counties in the State of Indiana.

Minnesota East - The State of Minnesota east of US Interstate 35.

Minnesota West - The State of Minnesota west of US Interstate 35.

Missouri Valley - The State of Kansas; the State of Oklahoma; the State of Nebraska; the State of Iowa including Lyon, Osceola, Sioux, O'Brien, Plymouth, Cherokee, Woodbury, Ida, Monona, Crawford, Harrison, Shelby, Pottawattamie, Mills, Montgomery, Freemont and Page Counties; and the State of Missouri west of and including Schuyler, Adair, Macon, Randolph, Audrain, Callaway, Cole, Moniteau, Morgan, Benton, Hickory, Polk, Greene, Christian and Taney Counties.

Montana - The State of Montana; and Park, Teton, Hot Springs and Fremont Counties in the State of Wyoming.

New England North - The States of Vermont, New Hampshire and Maine and the northern towns of Middlesex County and Essex County, as defined by the Massachusetts Registry of Deeds. The northern towns of Middlesex County are: Billerica, Carlisle, Chelmsford, Dracut, Dunstable, Lowell, Tewksbury, Tyngsborough, Westford and Wilmington. The northern towns of Essex County are: Andover, Lawrence, Methuen and North Andover.

New England South - The State of Rhode Island and all of Massachusetts exclusive of the northern towns of Middlesex County and Essex County, as defined by the Massachusetts Registry of Deeds. The northern towns of Middlesex County are: Billerica, Carlisle, Chelmsford, Dracut, Dunstable, Lowell, Tewksbury, Tyngsborough, Westford and Wilmington. The northern towns of Essex County are: Andover, Lawrence, Methuen and North Andover.

New Jersey - The State of New Jersey.

New Mexico - The State of New Mexico.

Niagara - The State of New York west of and including Oswego, Onondaga and Cortland Counties.

Northeast Florida - The State of Georgia; and Nassau, Duval, Clay, St. Johns, Putnam, Flagler, Volusia, Seminole, Orange, Osceola, Brevard, Indian River, Okeechobee, St. Lucie and Martin Counties, and Palm Beach County north of State Road 704 in the State of Florida.

Northwest Florida - The State of Alabama; and Escambia, Santa Rosa, Okaloosa, Walton, Holmes, Washington, Jackson, Bay, Calhoun, Gulf, Liberty, Gadsden, Franklin, Wakulla, Leon, Jefferson, Madison, Taylor, Hamilton, Suwannee, Lafayette, Columbia, Baker, Union, Bradford, Dixie, Gilchrist, Levy, Alachua, Marion, Lake, Citrus, Sumter, Polk, Hernando and Pasco Counties, and Hillsborough County north of Highway 60 in the State of Florida.

Ohio - The State of Ohio south and west of and including Ottawa, Sandusky, Wood, Hancock, Wyandot, Marion, Morrow, Knox, Holmes, Coshocton, Guernsey, Noble and Monroe Counties; Harrison and Carroll Counties; not including Washington and Lawrence Counties; and Dearborn County in the State of Indiana.

Oregon - The State of Oregon and Cowlitz, Clark and Skamania Counties in the State of Washington.

Ozark - The State of Missouri east of and including Scotland, Knox, Shelby, Monroe, Ralls, Pike, Montgomery, Osage, Miller, Camden, Dallas, Webster, Douglas and Ozark Counties; and Calhoun, Greene, Jersey, Madison, St. Clair and Monroe Counties in the State of Illinois.

Pacific - The State of California north of and including Monterey, San Benito, Merced, Mariposa, Madera, Mono, Fresno, Kings, Tulare, Inyo, Kern, San Luis Obispo Counties, Santa Cruz, Santa Clara, Stanislaus, Tuolumne and Alpine Counties; and west of and including Humboldt, Mineral, Churchill and Lander Counties in the State of Nevada.

Pacific Northwest - The State of Washington west and north of Okanogan, Chelan, Kittitas, Yakima, Cowlitz and Skamania Counties.

Potomac Valley - The District of Columbia; Frederick, Montgomery and Prince Georges Counties in the State of Maryland; and Arlington, Fairfax, Loudon, Fauquier and Prince William Counties and the cities of Alexandria and Falls Church in the State of Virginia.

Rocky Mountain - The State of Colorado.

San Diego/Imperial - San Diego and Imperial Counties in the State of California.

Snake River - The State of Idaho south of and including Lemhi, Valley and Adams Counties; and Elko, White Pine and Eureka Counties in the State of Nevada.

South Texas - The State of Texas west of and including Milam, Burleson, Washington, Austin, Fayette, Lavaca, Jackson and Calhoun Counties; south of and including Menard, Mason, Llano, Burnett, Lampasas and Bell Counties; and east of and including Val Verde, Sutton and Schleicher Counties; and north of and including Reeves, Pecos, Crane, Upton, Reagan, Irion, Tom Green, Concho, McCulloch and San Saba Counties; and west of and including Hardeman, Foard, Knox, Haskell, Jones, Callahan, Brown and Mills Counties; and El Paso, Hudspeth, Culberson, Jeff Davis, Presidio, Brewster, Terrell and Crockett Counties.

Southeast Florida - Palm Beach County south of State Road 704; Broward and Miami-Dade Counties in the State of Florida.

Southern California - Ventura, Los Angeles, San Bernardino, Orange, Riverside and Santa Barbara Counties in the State of California.

Southern Nevada - Nye, Lincoln, Clark and Esmeralda Counties in the State of Nevada.

Southwest Florida - Hillsborough County south of Highway 60; Pinellas, Manatee, Hardee, Sarasota, Desoto, Highlands, Charlotte, Glades, Lee, Hendry, Collier and Monroe Counties in the State of Florida.

Southwestern - The State of Texas east and north of and including Wilbarger, Baylor, Throckmorton, Shackelford, Eastland, Comanche, Hamilton, Coryell, McLennan, Falls, Limestone, Freestone, Anderson, Cherokee, Rusk, Panola and Bowie Counties; and the State of Arkansas.

Utah - The State of Utah.

Virginia - The State of Virginia, except Arlington, Fairfax, Loudon, Fauquier and Prince William Counties and the cities of Alexandria and Falls Church; and the State of West Virginia except Hancock, Brooke, Ohio and Marshall Counties; and Lawrence and Washington Counties in the State of Ohio; and Boyd County in Kentucky.

Wisconsin - The State of Wisconsin.

Wyoming - The State of Wyoming, except Park, Teton, Hot Springs and Fremont Counties.

6.04 Zones: There shall be a Zone organized in each of the territories set forth in Section 6.05 below. Each Zone shall:

- A. Have By-Laws which include at least those provisions set forth in Appendix B.
- B. Annually file the By-Laws of the Zone with the National Office.

6.05 Zone Territory: The territory of each Zone shall consist of the following LASCs respectively:

EAST

Adirondack, Allegheny Mountain, Connecticut, Lake Erie, Maryland, Metropolitan, Middle Atlantic, New England North, New England South, New Jersey and Niagara.

NORTH

Dakota, Illinois, Indiana, Iowa, Michigan, Midsouth, Minnesota East, Minnesota West, Missouri Valley, Ohio, Ozark, Rocky Mountain and Wisconsin.

SOUTH

Carolina, Gulf, Northeast Florida, Northwest Florida, Potomac Valley, South Texas, Southeast Florida, Southwest Florida, Southwestern and Virginia.

WEST

Alaska, Arizona, Hawaii, Inland Empire, Montana, New Mexico, Oregon, Pacific, Pacific Northwest, San Diego/Imperial, Snake River, Southern California, Southern Nevada, Utah and Wyoming.

ARTICLE 7

ATHLETES REPRESENTATION

7.01 Athletes Committee: There shall be an Athletes Committee composed as follows:

- A. **LASC Representatives:** Three (3) Athlete Representatives from each LASC shall be elected at the LASC Championships every year to serve a two (2) year term. The three (3) most recently elected representatives shall be in training, and the three (3) senior representatives shall be the voting representatives to the Board of Governors.
- B. **Zone Representatives:** Three (3) Athlete Representatives (three from each Zone) shall be elected each year at the Zone Championships to serve a two (2) year term. The three (3) most recently elected representatives shall be in training, and the three (3) senior representatives shall be the voting representatives to the Board of Governors.
- C. **Collegiate Representatives:** Two (2) Athlete Representatives shall be elected each year at the U.S. Collegiate Championship to serve a two (2) year term. Additionally, one (1) Athlete Representative from each Region shall be elected every year at the Collegiate Regional Championships to serve a two (2) year term. The most recently elected representative shall be in training, and the senior representative shall be the voting representative to the Board of Governors. Collegiate Athlete Representatives may serve one (1) year after leaving college. See Section 5.09 D.2.d of the USAAS Code.
- D. **Masters Representatives:** Two (2) Athlete Representatives shall be elected each year at the U.S. Masters Championship to serve a two (2) year term. Each representative must be from a different Zone. See Section 5.09 E.2.c of the USAAS Code.
- E. **AEC:** The Athlete Representatives on the AEC shall be automatic members of the Athletes Committee.

7.02 AEC: The AEC shall have the authority to act for the Athletes Committee between meetings and shall appoint Athlete Representatives to the Standing Committees listed in Section 5.01 of the USAAS Code (with priority consideration given to the Athlete Representatives currently serving on the Athletes Committee). Each AEC member is an ex-officio member of all Standing Committees within their area of responsibility and shall communicate athlete opinion and advice to each committee. The AEC shall be composed of the following:

- Six (6) AEC Officers (See Section 7.02 F.1-6 below);
 - USOPC-AAC Representative;
 - USOPC-AAC Alternate Representative;
 - Athlete At-Large Representative;
 - General Board of Directors Athlete Representatives;
 - AEC Collegiate Representative (See Section 5.09 D.2.d of the USAAS Code);
 - AEC Masters Representative (See Section 5.09 E.2.c of the USAAS Code);
 - Any member of the AEC who is elected to the USOPC-AAC Leadership Group; and
 - The AEC Immediate Past President shall be a nonvoting member of the AEC.
- A. The members of the AEC, with the exception of the AEC President, the USOPC-AAC Representative, the USOPC-AAC Alternate Representative, the Athlete At-Large Representative, the General Board of Directors Athlete Representatives, the AEC Collegiate Representative and the AEC Masters Representative, shall be elected by the Athletes Committee at the Annual Meeting of the Corporation to serve a two (2) year term as follows:
- 1. The AEC Vice President Diversity, Equity and Inclusion, AEC Vice President Olympic International, and AEC Secretary shall be elected in even numbered years.

2. The AEC Vice President Competitive Programs and AEC Vice President Member Development shall be elected in odd numbered years.
- B. The AEC President shall be directly elected by athletes, who meet the requirements of Section 7.06 A, in even numbered years to serve a two (2) year term. See Section 7.08 below.
 1. The AEC President shall serve a one (1) year term as the AEC Immediate Past President. The term shall begin immediately following the conclusion of the term of the AEC President and shall be a nonvoting member of the AEC.
 - C. The USOPC-AAC Representative and the USOPC-AAC Alternate Representative shall be elected in the Olympic year to serve a four (4) year term. See Section 7.07 below.
 - D. The Athlete At-Large Representative and the General Board of Directors Athlete Representatives shall be directly elected by athletes, who meet the requirements of Section 7.06 A, in odd numbered years to serve a two (2) year term. See Section 7.08 below.
 - E. The AEC Collegiate Representative and the AEC Masters Representative shall be elected by Collegiate or Masters Athletes at the U.S. Collegiate Championship or the U.S. Masters Championship, respectively. See Article 5, Sections 5.09 D.2.d and 5.09 E.2.c.
 - F. **Responsibilities:**
 1. AEC President: Shall chair both the AEC and the Athletes Committee, shall serve on the Board of Directors, shall be responsible for the committees listed in Section 5.01 A of the USAAS Code, and shall select an Athlete Representative, from among the AEC members, who is retired from competition to serve as the AEC Vice Chair, when the USOPC-AAC Representative is not yet retired from competition.
 2. AEC Vice President Competitive Programs: Shall be responsible for the committees listed in Section 5.01 B of the USAAS Code.
 3. AEC Vice President Diversity, Equity and Inclusion: Shall be responsible for the committees listed in Section 5.01 C of the USAAS Code.
 4. AEC Vice President Member Development: Shall be responsible for the committees listed in Section 5.01 D of the USAAS Code.
 5. AEC Vice President Olympic International: Shall be responsible for the committees listed in Section 5.01 E of the USAAS Code.
 6. AEC Secretary: Shall be responsible for recording all proceedings of the meetings of the AEC and the Athletes Committee.
 7. USOPC-AAC Representative: Shall serve as the AEC Vice Chair, if retired from competition, shall serve in the absence of the AEC President, shall serve on the Board of Directors and shall be responsible for reporting USOPC matters to the AEC, the Athletes Committee and the Board of Directors.
 8. USOPC-AAC Alternate Representative: Shall serve in the absence of the USOPC-AAC Representative and shall be a nonvoting member of the Board of Directors. **Exception:** See Section 3.02.E.5 of the USAAS Code.
 9. Athlete At-Large Representative: Shall serve in the absence of both the AEC President and the USOPC-AAC Representative, shall serve on the Board of Directors and shall be responsible for communicating athlete opinion to the Board of Directors and the Athletes Committee.
 10. General Board of Directors Athlete Representatives: Shall serve on the Board of Directors and shall be responsible for communicating athlete opinion to the Board of Directors and the Athletes Committee.
 11. AEC Collegiate Representative: Shall serve on the Collegiate Committee.
 12. AEC Masters Representative: Shall serve on the Masters Committee.
 - G. All AEC members, with the exception of the AEC President, the USOPC-AAC Representative, the USOPC-AAC Alternate Representative, the Athlete At-Large

Representative, and the General Board of Directors Athlete Representatives, shall meet at least the minimum requirements of Section 7.06 B below at the time of their election. The AEC President, the Athlete At-Large Representative, and the General Board of Directors Athlete Representatives shall meet the requirements of Section 7.06 A below at the time of their election. The USOPC-AAC Representative and the USOPC-AAC Alternate Representative shall meet the requirements of Section 7.07 below.

7.03 Term of Service: The term of the AEC shall be two (2) years, with the exception of the USOPC-AAC Representative and the USOPC-AAC Alternate Representative, and shall begin immediately following the Annual Meeting of the Corporation in the year of their election. All other Athlete Representatives shall take office immediately following the competition at which their election was held and their term of office shall include two (2) Annual Meetings of the Corporation and terminate when their successor is elected at the appropriate competition. See Section 7.07 below for the term of office for the USOPC-AAC Representative and the USOPC-AAC Alternate Representative.

7.04 Procedures for General Athlete Representative Nominations, Elections and Vacancies:

- A. During the General Athletes Meeting at the LASC, Zone, U.S. Collegiate, or U.S. Masters Championship, an open election shall be held to elect the respective number of Athlete Representatives, with the exception of the AEC President, the USOPC-AAC Representative, the USOPC-AAC Alternate Representative, the Athlete At-Large Representative, and the General Board of Directors Athlete Representatives, as set forth in Section 7.01 above. The current Athlete Representatives shall, respectively, chair the elections of their successors for all the Athlete Representative positions except AEC Officers, the USOPC-AAC Representative, the USOPC-AAC Alternate Representative, the Athlete At-Large Representative, and the General Board of Directors Athlete Representatives.
 - 1. The AEC President shall conduct elections of all AEC Officers, the Athlete At-Large Representative, and the General Board of Directors Athlete Representatives.
 - 2. The Athlete At-Large Representative shall conduct the election for the AEC President, the USOPC-AAC Representative and the USOPC-AAC Alternate Representative.
- B. All registered athletes present shall be eligible to vote except in the election of the AEC President, the USOPC-AAC Representative, the USOPC-AAC Alternate Representative, the Athlete At-Large Representative, and the General Board of Directors Athlete Representatives. See Section 7.07-7.08 below.
- C. Candidates for office must be members of the Corporation, should be consenting and need not be present to be elected, with the exception of the election of the AEC President, the USOPC-AAC Representative, the USOPC-AAC Alternate Representative, the Athlete At-Large Representative, and the General Board of Directors Athlete Representatives. See Section 7.07-7.08 below.
- D. Every club present at the meeting may have one (1) nomination if they desire. A club may decline to nominate a candidate, but it may not relinquish its nominating privilege to another club.
- E. Candidates may be nominated from the floor.
- F. A primary election shall be held to limit the number of candidates to four (4) if there are more than six (6) nominees.
- G. All elections shall be completed and results announced by the conclusion of the competition or event.
- H. A challenge to any election results must be made in writing to the Election Chair. When a challenge has been filed, the Election Chair shall notify the AEC President and AEC Secretary. A candidate (or their designated representative) who challenges the results has the right to review the ballots in the company of the Tellers and the Election Chair and request a recount within five (5) days of the announcement of the election.

- I. **Procedures for Filling a Vacancy:** The AEC shall have the authority to fill a vacant AEC position, with the exception of the AEC President, USOPC-AAC Representative, the USOPC-AAC Alternate Representative, the Athlete At-Large Representative, the General Board of Directors Athlete Representatives, the AEC Collegiate Representative and the AEC Masters Representative, between meetings of the Athletes Committee. Alternates, as listed in 7.05 below, shall be considered by the AEC to fill the AEC vacated position. If there are no alternates for the vacated AEC position, the AEC may nominate an Athlete Representative who meets the requirements of the vacated position. A notice of open nomination, including position requirements and a nomination submission deadline, shall be issued to all Athletes Committee members asking if they are interested in filling a vacated AEC position. If the AEC President, the USOPC-AAC Representative, the USOPC-AAC Alternate Representative, the Athlete At-Large Representative, or the General Board of Directors positions are vacated, the position(s) shall be filled in accordance with 7.07 or 7.08 below.
- J. **Holding more than One (1) Position:** In the event that not enough athletes run for AEC Officer positions, Athlete Representatives may hold simultaneous positions on the AEC and the Board of Directors (i.e., AEC Vice President and USOPC-AAC Representative). Athletes cannot hold simultaneous positions on the Board of Directors (i.e., AEC President and USOPC-AAC Representative).

7.05 Alternates:

- A. The first and second runner-up from each final election shall be the first and second alternate. If an Athlete Representative moves out of the LASC or Zone and into another as a competitor, their respective alternate shall assume the duties for the remainder of the term. See Section 7.07 below for USOPC-AAC Alternate Representative.
- B. The Athlete Representative shall, whenever possible, give notice to the alternate if unable to attend any of the events.

7.06 Eligibility Requirements for Committees:

- A. All individuals who serve as Athlete Representatives, with the exception of the USOPC-AAC Representative and the USOPC-AAC Alternate Representative, to the "Designated Committees" shall meet the following standards. For purposes of this Section 7.06 A, "Designated Committees" include:
- The Board of Directors;
 - any National Board of Review;
 - Coaches' Education Committee;
 - Election;
 - Governance;
 - International Relations;
 - Judges' Committee;
 - Membership;
 - National Team Program; and
 - Nominating Committee.
1. At least one-half (1/2) of the individuals serving as Athlete Representatives shall have competed in or been a named reserve or replacement athlete for the NGB's events or disciplines that are on the sport's program in the Olympic or Pan American Games.
2. Up to one-half (1/2) of the individuals serving as Athlete Representatives may have competed in or been a named reserve or replacement athlete for:
- a. An event or discipline not on the program of the Olympic or Pan American Games, provided that such event or discipline is recognized by the International

- Federation of the NGB or is regularly included in the international competition program of the International Federation; or
- b. The Paralympic Games, or an International Paralympic Committee-recognized World Championship in events on the Paralympic Games Program.
3. At the time of election, at least twenty percent (20%) of NGB Athlete Representatives shall have demonstrated their qualifications as athletes (or been a named reserve or replacement athlete) by having:
 - a. Within the ten (10) years preceding election, represented the United States in one
 - (1) of the events listed below for which a competitive selection process was administered by the NGB;
 - (1) the Olympic or Pan American Games; or
 - (2) an Operation Gold event; or
 - (3) a World Championship recognized by the NGB's International Federation for which a competitive selection process was administered by the NGB; or
 - (4) in a team sport, at an international championship recognized by the International Federation of the NGB; or
 - (5) a World Trophy, World Cup, World Series, World Series or World Cup Super Final, Olympic Qualification Tournament; or
 - (6) was officially selected to a Senior National Team that qualified for any of the above listed events, though was not afforded the opportunity to compete as a result of the decision of USAAS not to attend, or an adverse situation beyond the control of USAAS (e.g., boycott, pandemic, etc.); or
 - b. Within the twenty-four (24) months before their election, demonstrated that they are actively engaged in amateur athletic competition by finishing in the top half of the NGB's National Championships or Team selection competition for the events outlined in Section 7.06 A. 1 or 2 or in a team sport, have been a member of the NGB's Senior National Team; or
 - c. For the purposes of the standards outlined above in Section 7.06 A.2.b only, within the ten (10) years preceding election, represented the United States in the Paralympic Games, or an International Paralympic Committee-recognized World Championship in events on the Paralympic Games Program.
 - d. Athlete Representatives in this group will be commonly referred to as "10-year" Athlete Representatives.
 4. At the time of election, up to at least thirteen and three tenths percent (13.3%) of NGB Athlete Representatives shall have demonstrated their qualifications as athletes (or been a named reserve or replacement athlete) by having:
 - a. Represented the United States in one (1) of the events listed below for which a competitive selection process was administered by the NGB:
 - (1) the Olympic or Pan American Games; or
 - (2) an Operation Gold event; or
 - (3) a World Championship recognized by the NGB's International Federation for which a competitive selection process was administered by the NGB; or
 - (4) in a team sport, at an international championship recognized by the International Federation of the NGB; or
 - (5) a World Trophy, World Cup, World Series, World Series or World Cup Super Final, Olympic Qualification Tournament; or
 - (6) was officially selected to a Senior National Team that qualified for any of the above listed events, though was not afforded the opportunity to compete as a result of the decision of USAAS not to attend, or an adverse situation beyond the control of USAAS (e.g., boycott, pandemic, etc.).

- b. Athlete Representatives in this group will be commonly referred to as “10-year-plus” Athlete Representatives.
 5. Athlete Representatives may not be drawn from events that categorize entrants in age-restricted classifications commonly known as “Juniors”, “Masters”, “Seniors”, “Veterans” or other similarly designated age-restricted competition. This provision is not meant to exclude from eligibility athletes who compete in an event for which the International Olympic Committee (“IOC”) or an International Federation has established an age restriction but who otherwise meet the standard set forth in this Section 7.06 A.
- B. All individuals who serve as Athlete Representatives to the committees, which are not “Designated Committees”, shall be determined as follows:
 1. At least one-half (1/2) of the individuals serving as Athlete Representatives shall have competed in the NGB’s events or disciplines that are on the sport’s program in the Olympic or Pan American Games.
 2. Up to one-half (1/2) of the individuals serving as Athlete Representatives may have competed in:
 - a. An event or discipline not on the program of the Olympic or Pan American Games, provided that such event or discipline is recognized by the International Federation of the NGB or is regularly included in the international competition program of the International Federation; or
 - b. The Paralympic Games, or an International Paralympic Committee-recognized World Championship in events on the Paralympic Games Program.
 3. At the time of election, all NGB Athlete Representatives shall have demonstrated their qualifications as athletes by having:
 - a. Represented the United States in one (1) of the events listed below for which a competitive selection process was administered by the NGB:
 - (1) the Olympic or Pan American Games; or
 - (2) an Operation Gold event; or
 - (3) a World Championship recognized by the NGB’s International Federation for which a competitive selection process was administered by the NGB; or
 - (4) in a team sport, at an international championship recognized by the International Federation of the NGB; or
 - (5) a World Trophy, World Cup, World Series, World Series or World Cup Super Final, Olympic Qualification Tournament; or
 - (6) was officially selected to a Senior National Team that qualified for any of the above listed events, though was not afforded the opportunity to compete as a result of the decision of USAAS not to attend, or an adverse situation beyond the control of USAAS (e.g., boycott, pandemic, etc.); or
 - b. Within the twenty-four (24) months before their election, demonstrated that they are actively engaged in amateur athletic competition; or
 - c. For the purposes of the standards outlined above in Section 7.06 B.2.b only, represented the United States in the Paralympic Games, or an International Paralympic Committee-recognized World Championship in events on the Paralympic Games Program.
 4. Athlete Representatives may not be drawn from events that categorize entrants in age-restricted classifications commonly known as “Masters”, “Seniors”, “Veterans” or other similarly designated age-restricted competition. This provision is not meant to exclude from eligibility athletes who compete in an event for which the IOC or an International Federation has established an age restriction but who otherwise meet the standard set forth in this Section 7.06 B.
- C. **Disclosure:** During the selection process, athlete representative candidates shall disclose any felony convictions, any period of ineligibility served in sport (e.g., periods of

suspension related to violations of anti-doping codes and/or U.S. Center SafeSport/Athlete Safety) as well as any violations of the U.S. Center SafeSport Code, USAAS Athlete Safety Policy (Appendix Q) and/or USAAS Minor Athlete Abuse Prevention Policy (“MAAPP”).

7.07 USOPC-AAC Representative and USOPC-AAC Alternate Representative Eligibility, Term of Service, Election and Vacancy Procedures:

- A. **Eligibility:** The USOPC-AAC Representative and USOPC-AAC Alternate Representative shall have represented the United States in the Olympic or Pan American Games, World Championships, or an event designated as an Operation Gold event within the ten (10) years preceding election and shall meet any other eligibility requirements of the USOPC-AAC. Athletes shall not be paid employees of the USOPC or USAAS and simultaneously serve on the USOPC-AAC.
- B. **Term of Service:** In the Olympic year, the USOPC-AAC Representative and the USOPC-AAC Alternate Representative for the next quadrennium shall be elected by email ballot process not later than May 31st. An athlete may serve as the USOPC-AAC Representative or the USOPC-AAC Alternate Representative for a maximum of two four (4) year terms. The USOPC-AAC Representative and the USOPC-AAC Alternate Representative shall take office at the first Athletes Advisory Council (“AAC”) meeting of the new quadrennium, which typically takes place in January of the year following the Summer Olympic Games. When, at the end of their term, the USOPC-AAC Representative or the USOPC-AAC Alternate Representative no longer meet the eligibility requirements of Section 7.06 A, they must wait one (1) year before being eligible for a Board of Directors position.
- C. **Procedures for Nomination and Election:**
 - 1. The Athlete At-Large Representative shall conduct the election for the USOPC-AAC Representative and the USOPC-AAC Alternate Representative.
 - 2. Only athletes eligible to run for the USOPC-AAC Representative and the USOPC-AAC Alternate Representative positions are eligible to vote.
 - 3. Eligible candidates for the USOPC-AAC Representative and the USOPC-AAC Alternate Representative positions may be nominated, regardless of membership in the Corporation.
 - 4. The Athlete At-Large Representative shall email each eligible athlete a self-nomination form for the positions of USOPC-AAC Representative and the USOPC-AAC Alternate Representative no later than April 1st of the Olympic Year.
 - 5. Nomination forms must be returned to the Athlete At-Large Representative within thirty (30) days of the date of emailing. Late nominations will not be considered. All nominees will be contacted by the Athlete At-Large Representative to confirm their interest in serving in this position.
 - 6. Not later than May 31st, the Athlete At-Large Representative shall email a ballot containing all nominees for election to all athletes who meet the USOPC’s standards of eligibility to serve as the USOPC-AAC Representative and the USOPC-AAC Alternate Representative. Ballots must be returned within fifteen (15) days of the date of the email.
 - 7. Ballots will be tallied by the Athlete At-Large Representative.
 - 8. The candidate who receives the greatest number of votes shall be declared the winner of the election. The candidate receiving the second highest number of votes shall become the USOPC-AAC Alternate Representative.
 - 9. A challenge to any election results must be made in writing to the Athlete At-Large Representative. When a challenge has been filed, the Athlete At-Large Representative shall notify the AEC President and AEC Secretary. A candidate (or their designated representative), who challenges the results, has the right to review

the ballots in the company of the Athlete At-Large Representative and request a recount within five (5) days of the announcement of the election.

10. All election results shall be announced prior to the adjournment of the Board of Governors meeting.
- D. **Procedures for Filling a Vacancy:** In the event that the USOPC-AAC Representative is unable to complete the term, the USOPC-AAC Alternate Representative shall become the USOPC-AAC Representative and the runner-up in the election shall become the new USOPC-AAC Alternate Representative. If the USOPC-AAC Alternate Representative is unable to complete the term, the runner-up in the election shall become the USOPC-AAC Alternate Representative. If both Representatives vacate their positions, the next two (2) runners-up shall become the USOPC-AAC Representative and USOPC-AAC Alternate Representative, respectively. If there is no runner-up, the Athlete At-Large Representative shall hold a new election as soon as possible to fill vacated positions following the timing provided in Section 7.07 C above.

7.08 AEC President, Athlete At-Large Representative and General Board of Directors Athlete Representatives Eligibility, Term of Service, Election and Vacancy Procedures:

- A. **Eligibility:** The AEC President, the Athlete At-Large Representative, and the General Board of Directors Athlete Representatives must meet the requirements of Section 7.06 A.
- B. **Term of Service:** The AEC President and the General Board of Directors Athlete Representatives will be elected in even numbered years, and the Athlete At-Large Representative will be elected in odd numbered years, to serve a two (2) year term.
 1. The General Board of Directors Athlete Representatives may be reelected to a second term, but may serve no more than four (4) consecutive years on the Board of Directors. The General Board of Directors Athlete Representatives must wait as many consecutive years as have been served consecutively before being eligible for another Board of Directors position.
 2. When, at the end of their term, the AEC President or Athlete At-Large Representative no longer meet the eligibility requirements of Section 7.06 A, they must wait one (1) year before being eligible for another Board of Directors position.
- C. **Procedures for Nomination and Election:**
 1. The AEC President shall conduct the election for the Athlete At-Large Representative and the General Board of Directors Athlete Representatives. The Athlete At-Large Representative shall conduct the election for the AEC President.
 2. Only athletes that meet the requirements of Sections 7.06 A are eligible to vote.
 3. Eligible candidates for the positions to be elected may be nominated, regardless of membership in the Corporation.
 4. The AEC President or the Athlete At-Large Representative shall email each eligible athlete a self-nomination form for the position(s) up for election no later than August 1st.
 5. Nomination forms must be returned to the AEC President (for the position of Athlete At-Large Representative and the General Board of Directors Athlete Representatives) or the Athlete At-Large Representative (for the position of AEC President) within fifteen (15) days of the date of emailing. Late nominations will not be considered. All nominees will be contacted by the AEC President or the Athlete At-Large Representative to confirm their interest in serving in the respective position.
 6. Not later than August 31st, the AEC President (for the position of Athlete At-Large Representative and the General Board of Directors Athlete Representatives) or the Athlete At-Large Representative (for the position of AEC President) shall email a ballot containing all nominees for election to all athletes who are eligible to vote. Ballots must be returned within fifteen (15) days of the date of the email.

7. Ballots will be tallied by the AEC President (for the position of Athlete At-Large Representative or the General Board of Directors Athlete Representatives) or by the Athlete At-Large Representative (for the position of AEC President).
 8. For each election, the candidate who receives the greatest number of votes shall be declared the winner of the election.
 9. A challenge to any election results must be made in writing to the Election Chair. When a challenge has been filed, the Election Chair shall notify the AEC President or the Athlete At-Large Representative, respectively and the AEC Secretary. A candidate (or their designated representative), who challenges the results, has the right to review the ballots in the company of the Tellers and the Election Chair and request a recount within five (5) days of the announcement of the election.
 10. All election results shall be announced prior to the adjournment of the Board of Governors meeting.
- D. Procedures for Filling a Vacancy:** In the event that the AEC President, the Athlete At-Large Representative, or the General Board of Directors Athlete Representatives are unable to complete their terms, the next runner-up in the respective elections shall fill the vacancy. If there is no runner-up, the AEC President (for the position of Athlete At-Large Representative or the General Board of Directors Athlete Representatives) or the Athlete At-Large Representative (for the position of AEC President) shall hold a new election as soon as possible to fill the vacated position following the timing provided in Section 7.08 C above.

ARTICLE 8

FINANCES

- 8.01 Budget Approval:** The Treasurer shall be responsible for overseeing the preparation of the budget of the Corporation, and for obtaining the approval of the Board of Directors.
- 8.02 Responsibilities:** The Treasurer shall be responsible to assure that:
- A. All records of monies, accounts, books, papers and vouchers pertaining to the office of Treasurer for audit or other purposes, are delivered to the independent auditors, USOPC auditors, or Audit Committee when requested.
 - B. An annual financial report is prepared for presentation at the Annual Meeting of the Board of Governors.
 - C. Clubs, LASCs and Zones are aware of their financial responsibilities and reporting requirements to the Corporation.
- 8.03 Annual Audit:** The financial records of the Corporation shall be audited annually by an independent Certified Public Accountant selected by the Audit Committee, showing the income and disbursements of the Corporation. Such annual financial reports shall be made available for inspection by members of the general public at the Corporation's principal office on request made within sixty (60) days after notice of availability.
- 8.04 Fiscal Period:** The Corporation shall have a fiscal period for tax and accounting purposes commencing on the first day of January in each year.

ARTICLE 9

INDEMNIFICATION

9.01 Indemnification: The Corporation shall indemnify every person who is or was a Director, Officer, or employee of the Corporation, against reasonable expenses including attorney's fees and disbursements, judgments, decrees, fines, penalties and amounts paid in settlement, in connection with any pending or threatening claim, action, suit, or proceeding (civil, criminal, administrative or investigative) in which the person may be involved or threatened to be involved, as a party or otherwise, by reason of being or having been such Director, Officer, or employee; provided a determination is made in the manner provided in Section 9.02 below, that such person:

- A. Was not negligent or guilty of misconduct in the performance of duties to the Corporation;
- B. Acted in good faith and in a manner which the person reasonably believed to be in the best interests of the Corporation; and
- C. In any matter the subject of a criminal action, suit, or proceeding, had no reasonable cause to believe that the conduct was unlawful.

Notwithstanding the foregoing, if, at any time, any provision of Colorado law prohibits indemnification in respect to any claim, action, suit or proceeding, any indemnification in respect thereof shall be made only in accordance with such provision.

9.02 Determination: The determination in Section 9.01 above, shall be made by:

- A. Adjudication of a court of competent jurisdiction;
- B. A majority vote of a quorum consisting of disinterested Directors of the Corporation who are or were not parties to or threatened with any such claim, action, suit, or proceeding; or
- C. Independent legal counsel in a written opinion, if a quorum is not obtainable or if the quorum of disinterested Directors so directs. In making a determination, the disinterested Directors may conclusively rely upon an opinion, as to facts or law or both, of independent legal counsel selected by them. The termination of a claim, action, suit, or proceeding by judgment, settlement, conviction, or upon a plea of guilty or of nolo contendere or its equivalent shall not of itself create a presumption that the Director, Officer, or employee was negligent or guilty of misconduct in the performance of duties to the Corporation, or in any matter the subject of a criminal action, suit, or proceeding, had reasonable cause to believe that the conduct was unlawful.

9.03 Expenses incurred with respect to any claim, action, suit, or proceeding may be paid by the Corporation prior to the final disposition thereof upon receipt of an undertaking by the Director, Officer, or employee to repay such amount as is ultimately determined not to be payable to the person hereunder.

9.04 Rights: The rights of indemnification provided hereunder shall not be deemed exclusive of other rights to which any such Director, Officer, or employee now or hereafter may be entitled. Such rights shall continue as to a person who has ceased to be a Director, Officer, or employee, and shall inure to the benefits of such person's heirs and legal representatives.

9.05 Insurance: The Corporation, by authorization of the Board of Directors, may purchase and maintain insurance on behalf of any person who is serving or has served at its request as a Director, Officer, or employee of any other corporation, against any liability asserted against the person and incurred by the person in any such capacity, or arising out of the person's status as such, whether or not the Corporation would have the power to indemnify the person against such liability under this Article 9.

- 9.06 Limitation:** Subject to limitations provided in this Article 9, it is the intention of this Article to give the Directors, Officers, and employees of the Corporation the maximum indemnification permitted under the law of the State of Colorado as it now exists or may exist in the future. If any provision or portion thereof of this Article shall be found to be invalid or ineffective, the validity and effect of the remaining parts shall not be affected.

ARTICLE 10

AMENDMENTS

- 10.01 Requirements:** The year following the Summer Olympic Games shall be defined as the legislative year. These Regulations may be altered, amended or repealed at the Annual Meeting of the Board of Governors in the legislative year as follows:

A. Revisions to Part One (USAAS Code), Appendix A and B (By-Laws); Part Two (USAAS Administrative Rules); Part Three (USAAS Technical Rules) and Part Four (USAAS Figures Rules):

1. By two-thirds (2/3) vote of the Board of Directors present and voting.
- B. The effective date shall the first day of the next calendar year.

- 10.02 Proposals:** An amendment may be proposed by an LASC, a committee of the Corporation, a member of the Board of Governors, or a member of the Board of Directors. All proposed amendments shall be in such form as to show the entire section as it will read if adopted, with any changes in language underlined if new and lined out if deleted. If not submitted in the proper format, the amendments will be rejected and not considered until re-submitted correctly.

A. All proposed amendments shall be considered by the following:

- Figures Subcommittee - USAAS Figures Rules;
- Governance Committee - USAAS Administrative Rules, USAAS Code, Appendices A, B, D (Associations/Zones), J and M; and
- Rules Committee - USAAS Technical Rules, Appendices D (Regions) and L.

Note: Revisions to additional Appendices are the responsibility of the respective committee or subcommittee.

- B. Each respective committee shall prepare a report and recommendation to the Board of Directors.**

- 10.03 Proposal Deadline:** All proposed amendments shall be submitted to the respective Committee Chair no less than ninety (90) days prior to the start of the Annual Meeting of the Board of Governors. The respective Chair shall see that the appropriate committees receive all proposed amendments in order to be able to comply with Section 10.04 below.

- 10.04 Notification:** All proposed amendments to all parts of the USAAS Code shall be published on the USAAS website and all delegates to the Board of Governors shall receive notification of the posting by any type of broadly available communication method not less than thirty (30) days prior to the Annual Meeting of the Board of Governors.

- 10.05 Modification:** A proposed amendment may be modified in any manner by the Board of Directors while under consideration, but such modification must be germane to the subject matter of the proposed amendment. If more than one (1) amendment has been proposed on the same subject matter, and there are substantive differences between such amendments, the Board of Directors may adopt a compromise of substance as well as form, and if the adoption of an amendment as proposed or amended or compromised is inconsistent or in conflict with other parts of the USAAS Code, the Board of Directors may adopt conforming amendments appropriate to the case.

- 10.06 Expired Deadline Requirements:** In the legislative year, if the deadline has expired for submission of legislation to the Rules and Governance Committees, additional amendments may be proposed, and amendments may be proposed in non-legislative years, but such amendments may be adopted only when ninety percent (90%) of the Board of Directors present and voting vote in favor of such amendments.

ARTICLE 11

DISSOLUTION

- 11.01 Authority:** If deemed advisable by the Board of Directors, the Corporation may be dissolved pursuant to the applicable provisions of the corporation laws of the State of Colorado.
- 11.02 Disposal of Assets:** Upon the dissolution of the Corporation, the Board of Directors shall, after making provision for the payment of all the liabilities of the Corporation, dispose of all the assets of the Corporation exclusively for the purposes of the Corporation or to such organization or organizations organized and operated exclusively for charitable, educational, religious, literary or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1954 (or corresponding provision of any future United States Internal Revenue Law).

PART TWO

USA ARTISTIC SWIMMING ADMINISTRATIVE RULES

ARTICLE 20

ELIGIBILITY

- 20.01 Eligibility:** An athlete is eligible to compete in competitions of the Corporation (“USAAS”), subject to the following requirements.
- 20.02 Membership:** To be eligible to compete, an athlete must be a member of the Corporation in one (1) of the following categories:
- A. **Youth or Adult Competitive Athlete:** An athlete who participates and competes in:
 - 1. Competitions including those that qualify for advancement to another competition, USAAS camps or Trials.
 - 2. National Championships and international programs and events.Refer to Appendix C.
 - B. **Youth or Adult Athlete:** An athlete who participates and competes in:
 - 1. Local activities including, but not limited to, shows, clinics and camps. The athlete may compete in non-qualifying competitions such as an invitational.
 - 2. Collegiate competitions, not including the U.S. Collegiate Championship.Refer to Appendix C.
 - C. **Youth or Adult Trial Athlete:** An athlete who only participates in club activities for a maximum period of thirty (30) days. Refer to Appendix C.
 - D. **Youth or Adult Life Member:** An athlete who is a Life Member of the organization and participates in artistic swimming. Refer to Appendix C.
- 20.03 Financial Advantage:** Any athlete considering college eligibility shall consult the National Collegiate Athletic Association (“NCAA”) rules for requirements.
- 20.04 Suspension:** A member shall cease to be eligible to participate in events conducted by the Corporation or its Local Artistic Swimming Committees (“LASC”) or Zone Artistic Swimming Committees (“Zone”), or any World Aquatics (“AQUA”, formerly known as the Federation Internationale de Natation “FINA”) Member Federation, while under suspension or expulsion by the Corporation. Refer to USAAS Administrative Rules, Article 24 and Appendix Q.
- 20.05 Reinstatement:** To be reinstated, a member shall follow the procedures in accordance with Article 24 of the USAAS Administrative Rules. This Section 20.05 does not apply to members who are ineligible or suspended pursuant to a sanction, whether permanent or temporary, issued by the U.S. Center for SafeSport.
- 20.06 Foreign Athletes:** Foreign athletes may be members of the Corporation and may represent a club of the Corporation, provided that a Foreign athlete may not represent a country and a club at the same time. Foreign athletes cannot compete in National Team Trials.

ARTICLE 21

ATHLETE AFFILIATION

- 21.01 Affiliation and Transfers:** For an athlete to represent an artistic swimming club, the club must be a member of the Corporation. Refer to USAAS Code, Article 1, Section 1.02 A.
- A. An athlete may represent any club that is a member of the Corporation, without regard to residency.
 - B. An athlete may compete in the Championships of only one (1) LASC, Region, and Zone each year.
 - C. An athlete representing one (1) club may also represent a junior or senior high school, a college, or a university.
 - D. To transfer representation from a club to another or from unaffiliated status to club representation, an athlete must have served one hundred and twenty (120) consecutive days without having represented any club in competition. The athlete must complete and submit to the National Office a fee and transfer form indicating the date of last competition in an affiliated status. This rule shall not apply to athletes who transfer from a junior/senior high school, college or university program to a club program after their respective seasons are completed. Refer to Appendix J.
 - E. To transfer representation from a club to unaffiliated status, an athlete must complete and submit to the National Office a fee and transfer form indicating the date of last competition in an affiliated status. This rule shall not apply to athletes who transfer from a junior/senior high school, college or university program to a club program after their respective seasons are completed. Refer to Appendix J.
 - F. The one hundred and twenty (120) day requirement in Section 21.01 D-E above is waived when the club with whom the athlete is affiliated has dissolved.
- 21.02 Unaffiliated Athletes:** An unaffiliated athlete is a member of the Corporation who represents no club. Unaffiliated athletes shall be identified in competition with the LASC or place of residence in which registered. Example: J. Doe, Unaffiliated (Middle Atlantic), or J. Doe, Unaffiliated (Philadelphia, PA).

ARTICLE 22

GENERAL PROVISIONS

- 22.01 Waiver of the USAAS Administrative Rules:** A request to waive application of the USAAS Administrative Rules Articles 20, 21, and 25 must be made in writing and addressed to the USAAS President ("President") of the Corporation. The President shall consider granting a request for a waiver of the USAAS Administrative Rules when:
- A. The application of the Rule will create an unfair situation; or
 - B. Waiver of the Rule will promote the development of the program.
- 22.02 Code of Ethics:** The USAAS Board of Directors ("Board of Directors") shall adopt a written code of ethics. The code may be amended by the Board of Directors, as it may deem advisable. Refer to Appendix P.
- 22.03 Athlete Safety Policy:** The Board of Directors shall adopt a written athlete safety policy. The policy may be amended by the Board of Directors, as it may deem advisable. Refer to Appendix Q.
- 22.04 United States Anti-Doping Obligations:** It is the duty of members of USAAS to comply with all anti-doping rules of the:
- World Anti-Doping Agency ("WADA");

- AQUA; and
- United States Olympic and Paralympic Committee (“USOPC”) including, but not limited to, the USOPC National Anti-Doping Policy, the U.S. Anti-Doping Agency (“USADA”), including the USADA Protocol for Olympic and Paralympic Movement Testing (“USADA Protocol”) and all other policies and rules adopted by WADA, AQUA, USOPC, and USADA.

Members agree to submit to drug testing by AQUA and/or USADA (or their designees) at any time and understand that the use of methods or substances prohibited by the applicable anti-doping rules make them subject to penalties including, but not limited to, disqualification and suspension. If it is determined that a member may have committed a doping violation, the member agrees to submit to the results management authority and processes of USADA, including arbitration under the USADA Protocol, or to the results management authority of AQUA, if applicable, or referred by USADA.

- 22.05 U.S. Center for SafeSport Obligations:** It is the duty of members of USAAS to comply with the U.S. Center SafeSport Code for the U.S. Olympic and Paralympic Movements. Members agree to submit to the jurisdiction of the U.S. Center for SafeSport and understand that a violation of the U.S. Center SafeSport Code makes them subject to penalties including, but not limited to, disqualification and suspension. If it is determined that a member may have committed a U.S. Center SafeSport Code violation, the member agrees to submit to the authority and processes of the U.S. Center for SafeSport, including arbitration under the U.S. Center SafeSport Code.

ARTICLE 23

MEMBERS’ RIGHTS REGARDING COMPETITIONS

- 23.01** The Corporation, in accordance with this Article 23 of the USAAS Administrative Rules, shall respect and protect the right of every individual who is eligible under reasonable national and applicable international rules and regulations to participate if selected (or attempt to qualify for selection to participate) as an athlete, coach, trainer, manager, administrator or official in a USAAS sanctioned competition, any international competition, if selected by the Corporation or one (1) of its members, or a Protected Competition.

A. A Protected Competition, as defined by the USOPC, is any:

1. International competition between athlete(s) officially designated by USAAS as representing the United States, either individually or as part of a team, and any athlete(s) representing any foreign country where the terms of such competition require that the entrants be individuals or teams representing their respective nations; and the athlete(s) representing the United States are organized and sponsored by USAAS in accordance with a defined selection or tryout procedure that is open to all and publicly announced in advance except for domestic competition, which, by its terms, requires that entrants be expressly restricted to members of a specific class of athletes such as those referred to in Section 220526(a) of the Ted Stevens Olympic and Amateur Sports Act (i.e., high school students, college students, members of the Armed Forces or similar groups or categories);
2. Domestic competition or event (i.e., a camp, tryout or Trials event) organized and conducted by USAAS in its selection procedure and publicly announced in advance as a competition or event directly qualifying each successful competitor as an athlete representing the United States in a USOPC Delegation Event, or protected international competition as defined above.

- 23.02 Rights:** Except as provided in Section 23.03 below, no individual or group member of the Corporation may improperly deny or threaten to deny any eligible member (athlete, coach,

trainer, manager, administrator or official) the opportunity to participate in any international artistic swimming competition approved by the Corporation, if selected by the Corporation or one (1) of its members. In addition, except as provided in Section 23.03 below, no individual or group member of the Corporation may censure or otherwise penalize subsequent to the event, any member (athlete, coach, trainer, manager, administrator or official) for having participated in any such international artistic swimming competition approved by the Corporation, if selected by the Corporation or one (1) of its members.

23.03 Educational Institution: An educational institution which a member (athlete, coach, trainer, manager, administrator or official) is attending at the time of such international competition may limit a member's opportunity to participate only if said educational institution reasonably determines that such participation would either:

- A. Prevent the member from meeting the academic requirements that are applicable to all students who participate in the member's particular course of study.
- B. Jeopardize the member's or the educational institution's performance in the established sports program in the particular sport in which the member competes, provided that the international competition occurs during the scheduled competitive season of the educational institution.

23.04 Investigation and Recommendation: Any member (athlete, coach, trainer, manager, administrator or official) who alleges to have been denied, or is about to be denied, by an individual or a group affiliated with the Corporation, a right as set forth in Section 23.02 above, shall immediately inform the USAAS Executive Director ("Executive Director") or President, who shall promptly cause an investigation to be made and steps to be taken to settle the grievance without unnecessary delay according to the USAAS Grievance Procedures (Appendix K).

ARTICLE 24

PROCEEDINGS AND APPEALS

24.01 Discipline: As hereinafter set forth, the Corporation may censure, suspend for a definite or indefinite period of time, expel, or impose other appropriate sanctions upon any member of the Corporation, including any athlete, coach, trainer, manager, administrator, official, member of any committee or any person participating in any capacity whatsoever in the affairs of the Corporation, subject to a hearing before a panel of either an LASC Review Board or Zone Review Board, or after investigation by the USAAS Ethics Committee, whichever is appropriate as determined by this Article 24 of the USAAS Administrative Rules, and a determination pursuant to the procedures set forth in Appendix K, that such person has violated an Administrative rule, policy or procedure of the Corporation as listed in Appendix K or has acted in a manner which brings disrepute upon the Corporation or upon the sport of artistic swimming.

24.02 Jurisdiction of the LASC: For those matters requiring resolution solely within the territorial jurisdiction of an LASC, with the exception of violations of the USAAS Code of Ethics (Appendix P) or Whistleblower and Anti-Retaliation Policy (Appendix S), a hearing shall be conducted by the LASC Review Board. Refer to Appendix A, LASC By-Laws, Article 7. The decision of the LASC Review Board shall be final in all cases, subject only to appeal by a real party in interest to the National Board of Review pursuant to Appendix K, except that the LASC Review Board may recommend to the USAAS Ethics Committee that a person's membership in the Corporation be suspended or revoked, but cannot suspend or revoke the person's membership.

- A. A petition for appeal of a decision by a real party in interest to the National Board of Review must be filed with the Executive Director within five (5) business days after receipt of written notice of the decision of the LASC Review Board.

- B. A recommendation to the USAAS Ethics Committee regarding suspension or revocation of membership in the Corporation must be filed with the Executive Director within five (5) business days following the final decision of the LASC Review Board.

24.03 Jurisdiction of the Zone: For those matters requiring resolution solely within the territorial jurisdiction of a Zone, with the exception of violations of the USAAS Code of Ethics (Appendix P) or Whistleblower and Anti-Retaliation Policy (Appendix S), a hearing shall be conducted by the Zone Review Board. Refer to Appendix B, Zone By-Laws, Article 7. The decision of the Zone Review Board shall be final in all cases, subject only to appeal by a real party in interest to the National Board of Review pursuant to Appendix K, except that the Zone Review Board may recommend to the USAAS Ethics Committee that a person's membership in the Corporation be suspended or revoked, but cannot suspend or revoke the person's membership.

- A. A petition for appeal of a decision by a real party in interest to the National Board of Review must be filed with the Executive Director within five (5) business days after receipt of written notice of the decision of the Zone Review Board.
- B. A recommendation to the USAAS Ethics Committee regarding suspension or revocation of membership in the Corporation must be filed with the Executive Director within five (5) business days following the final decision of the Zone Review Board.

24.04 Jurisdiction of the Corporation: For those matters where members of the Corporation from more than one (1) LASC or Zone are involved, or in matters involving such persons during a national or international athletic event, or in matters regarding any denial or threatened denial of an eligible member's (athlete, coach, trainer, manager, administrator or official) right to participate at a USAAS sanctioned competition, any international competition, if selected by the Corporation or one (1) of its members, or a Protected Competition, or in all controversies to which the Corporation is a party, the USAAS Ethics Committee review process shall be initiated, pursuant to Section 24.06 below. Upon conclusion of the review process, the USAAS Ethics Committee shall make a recommendation to the Executive Director, President and Board of Directors for a final decision. The decision of the Executive Director, President and Board of Directors shall be final in all cases, subject only to appeal by a real party in interest to the National Board of Review pursuant to Appendix K.

24.05 Authority of the USAAS Ethics Committee: The USAAS Ethics Committee does not have the authority to modify a sanction imposed on a member by the U.S. Center for SafeSport, the USOPC, USADA, WADA, or AQUA. In addition to the disciplinary procedures set forth in Appendix K, the USAAS Ethics Committee has the authority to:

- A. Interpret any provision of the rules and regulations of the Corporation, with the exception of the USAAS Technical Rules and USAAS Figures Rules.
- B. Determine the eligibility and right to participate in a USAAS sanctioned competition, any international competition, if selected by the Corporation or one (1) of its members, or a Protected Competition of any athlete, coach, trainer, manager, administrator or official.
- C. Review any recommendation of an LASC or Zone Review Board that a person's membership in the Corporation be suspended or revoked.
- D. Investigate any election impropriety and take corrective action.
- E. Review and assess all background check reports flagged as a "Red Light" and determine eligibility and the right to participate of said individual(s).

24.06 Procedures of the USAAS Ethics Committee:

- A. The filing and resolution of any grievance shall follow the procedures in Appendix K.

ARTICLE 25

SANCTIONS

25.01 Jurisdiction: Any event (including all competitions and other qualifying events, exhibitions, clinics or entertainment of any kind) where athlete members of more than one (1) group member of the Corporation compete, exhibit, demonstrate or display artistic swimming talents or techniques, must be sanctioned by the Corporation.

A. Group members which are the only member in their Association must sanction all qualifying events.

25.02 Requirements: Sanctions are issued, withheld or withdrawn in accordance with the following:

A. **Sanctions to Member Organizations:** Member organizations shall pay sanction fees for their events pursuant to Appendix C. Any income derived from such events must be used for the further promotion of amateur sports, for an approved charity, or for the general welfare of the promoting organization as a whole.

B. **Sanctions for Commercial Events:** The National Office may agree to sanction events that are conducted solely for the profit or the advertising value to be derived therefrom. The sanction fee for such events shall be agreed upon between the event organizer and the National Office.

C. Sanctions are not transferable. Any attempt to transfer a sanction that has been issued shall make such sanction void for all purposes. The Corporation may deny further sanctions to any organization that has attempted to transfer a sanction.

D. No further sanction shall be issued to any organization which has failed to fulfill expense obligations to athletes or to give prizes as stated on its entry blank. The foregoing sentence shall be set forth in every sanction granted.

E. No sanction shall be issued for any event where the word "Olympic", or any derivative thereof, is used in any manner in connection with said event unless consent is obtained from the USOPC.

F. All sanctions must be approved by the designated representative of the Corporation. The Corporation shall maintain a record of all sanctions issued, and shall provide confirmation of such sanction to the applicant and to the designated representative of the appropriate LASC.

25.03 Conditions: All events requiring a sanction according to Section 25.01 above are subject to the following:

A. No entry shall be accepted, nor shall an athlete be allowed to compete or exhibit at any event, unless the athlete is a member of the Corporation or, if applicable, a member of a Foreign Federation. Refer to USAAS Code, Article 1, Section 1.03.

B. All promotional materials and entry forms must bear the logo adopted by the Corporation for use by sanctioned events, and must conspicuously bear the statement: "Sanctioned by USA Artistic Swimming, Inc." and include the address of the Corporation's National Office and the sanction number.

C. Announcements and entry forms of sanctioned competitions must state that no entries shall be accepted unless the athlete is a member of the Corporation or, if applicable, a member of a Foreign Federation. Refer to USAAS Code, Article 1, Section 1.03.

D. The membership number of each entrant must accompany the entry form and the affiliation must be displayed before or after the athlete's name on the program.

25.04 International Events: All international competitions within the United States must be sanctioned by the Corporation. A sanction may not be denied unless the conditions of this Article 25 are not followed, the conditions of 36 U.S.C. § 220525(b) are not followed, or unless there is clear and convincing evidence that holding or sponsoring the event would be

detrimental to the best interests of the sport. All invitations to Foreign athletes to compete in the United States must be extended by the Corporation. Sanction fees for international events shall be established by the Board of Directors.

25.05 Travel Permits:

- A. In accordance with AQUA Rules, approval for members of the Corporation must be obtained from the Corporation, through the National Office, before any such member of the Corporation may compete or participate in any artistic swimming activity, event or exhibition outside the United States. The Corporation may not deny any member of the Corporation the right to compete or participate abroad unless there is clear and convincing evidence that allowing such participation would be detrimental to the best interests of the Corporation or artistic swimming in the United States. Refer to the Club Option Policy set forth in Appendix F.
- B. The Corporation shall advise members and others requesting foreign travel of the requirements for approval in accordance with federal law and the USOPC By-Laws, but is not responsible for members' compliance with these requirements.
- C. No individual, club or other team may wear or use the letters "USA" or any other designation which suggests they may be part of a National Team representing the United States without the express written approval of the Corporation.

25.06 National Teams:

- A. Only the Corporation, through the High Performance Manager, may designate National Teams of the Corporation for international competitions. National Teams shall be selected in accordance with procedures recommended by the High Performance Manager, adopted by the Board of Directors, and set forth in Appendix E.
- B. When the High Performance Manager determines that a National Team cannot be selected, but the United States should be represented in international competition, it shall defer a recommendation to the International Relations Review Subcommittee, in accordance with the Club Option Policy adopted by the International Relations Committee, and set forth in Appendix F.

25.07 Points of Contact and Resources:

- A. Individuals in need of further information, guidance and/or the enforcement thereof, in relation to these USAAS Administrative Rules, may contact the Executive Director at:

Phone: (719) 866-2219

Email: ceo@usaartisticsswim.org

- B. In addition, the USOPC Ethics and Compliance team may serve as a secondary resource for questions or concerns regarding these USAAS Administrative Rules. The USOPC Ethics and Compliance team may be contacted at:

USOPC Integrity Hotline: (877) 404-9935

USOPC Integrity Portal: <https://usopc.ethicspoint.com>

C. USOPC Athlete Ombuds Assistance:

The USOPC Athlete Ombuds ("Athlete Ombuds") provides cost-free, independent and confidential advice regarding athlete rights; resolving disputes or grievances; and any sport rule, policy, or process, including USAAS-athlete agreements, codes of conduct or Team selection procedures. The Athlete Ombuds can also help athletes connect with legal counsel or mental health resources, if needed. The Athlete Ombuds may be contacted at:

Phone: (719) 866-5000

Email: ombudsman@usaathlete.org

Website: www.usathlete.org

PART THREE

USA ARTISTIC SWIMMING RULES (USAAS RULES)

REFERENCE GUIDE

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PART THREE
(Effective January 1, 2023)

USAAS RULES

RULE 1

TECHNICAL RULES (TR)

TR 1 COMPETITION GOVERNANCE

- TR 1.1** All USA Artistic Swimming Championships shall be subject to the USAAS Code. **With the exception of U.S. Collegiate, U.S. Junior Olympic and U.S. Masters Championships,** all USA Artistic Swimming Championships shall be subject to the **World Aquatics (formerly known as the Fédération Internationale de Natation “FINA”) Artistic Swimming Rules, with noted exceptions.**
- TR 1.2** These current rules cancel and supersede all previous rules. USAAS rule changes shall occur in the legislative year. **Refer to USAAS Code, Article 10.**
- TR 1.3 Registered Foreign Athletes:** An athlete of one country joining a club of another country and participating in the competition of the latter shall be regarded as coming within the jurisdiction of the latter until such time as the athlete resigns the membership and returns home.

TR 2 WAIVER OF THE RULES

- TR 2.1** Authority to waive application of the rules pertaining to the administration and conduct of USAAS programs shall be granted as follows:
- TR 2.1.1** Vice President Competitive **Programs** in consultation with the President of USAAS and/or a member of the Athletes Executive Council at National competitions.
- TR 2.1.2** Zone Technical Chair in consultation with the Zone Chair and/or a Zone Athlete Representative at Zone competitions.
- TR 2.1.3** Technical Chair **(or appointed representative)** in consultation with the Administrative Chair and/or an Athlete Representative of the Association in which the Regional competition is held.
- TR 2.1.4** The Association Technical Chair **(or appointed representative)** in consultation with the Association Administrative Chair and/or an Athlete Representative of the Association at all competitions in their Association.
- TR 2.2** A request for a waiver of a rule or part thereof shall be made in writing to the appropriate Chair. The request shall be judged on its merits and the Chair shall consider whether the application of a rule will create an unfair situation or whether the waiver of the rule will promote the development of the program. Any approved waiver shall apply to qualifying and Regional competitions.

TR 3 PROTESTS

- TR 3.1** Protests affecting the right of any competitor to compete in any competition shall be made in writing to the Meet Manager or Meet Referee before competition is held. All protests must be accompanied by a fee of **\$100.00**. If the protest is upheld, the fee shall be returned to the protestant. If the protest is denied, the fee shall remain with the authority conducting the competition (i.e., Association, Region, Zone, National).

TR 3.2 Such protest shall be considered by the Meet Committee consisting of, as applicable:

TR 3.2.1 USAAS Officers present and that number of Athlete Representatives, who meet the requirements of Section 7.06 A of the USAAS Code, necessary to assure that at least 33.3% of the Meet Committee are athletes for National competitions.

TR 3.2.2 Zone Officers present and that number of Athlete Representatives necessary to assure that at least 33.3% of the Meet Committee are athletes for Zone competitions.

TR 3.2.3 The Meet Referee, all Association Chairs present and that number of Athlete Representatives necessary to assure that at least 33.3% of the Meet Committee are athletes for Regional competitions.

TR 3.2.4 The Meet Referee, all Association Chairs present and that number of Athlete Representatives necessary to assure that at least 33.3% of the Meet Committee are athletes for Association competitions.

TR 3.3 The Meet Committee may allow the competitor to compete under protest and it shall be so announced before the event.

TR 3.4 Any protest arising from the competition itself shall be made **verbally** to the Event Referee by the competitor or the competitor's coach within 30 minutes after the completion of the event in which the alleged infraction took place. Any protest and its resolution shall be publicly posted within 30 minutes of the decision.

TR 3.5 Protests are possible against any decision of the Event Referee. No protest shall be allowed against decisions of fact.

TR 3.6 If the protest is not resolved immediately, the protestant should then make a written protest to the Event Referee who shall deliver it to the Meet Committee for adjudication.

TR 3.7 Results of any competition conducted under protest, or of any protested competition, shall not be announced, nor prizes and/or scoring points awarded until the protest is officially resolved or final action is determined.

TR 4 COMPETITIVE AREA CONTROL

TR 4.1 The competitive area as defined by the Meet Manager shall be kept clear of coaches, teammates and all but working personnel (judges, **technical controllers**, scorers, etc.) while an event is in progress.

TR 4.2 A coach shall not instruct or coach a competitor during the competitor's performance (figures/routines).

Exception: For AWD exception, see Rule AD 2.4.

TR 4.3 Smoking shall not be permitted during competition or practice periods in competition areas.

TR 5 DOPING CONTROL: USAAS shall follow all IOC, **World Aquatics**, USOPC and USADA doping control rules. **Refer to** Administrative Rules, Article 22, Section 22.04 for anti-doping obligations.

TR 6 SAFESPORT: USAAS, its Associations, Zones and Regions shall follow the U.S. Center SafeSport Code for the U.S. Olympic and Paralympic Movements and all other applicable SafeSport and athlete protection policies.

RULE II

COMPETITIVE PROGRAMS (CP)

CP 1 CLASSES OF COMPETITION: The annual competitive programs of USAAS shall include Artistic Swimming Championships in the following divisions, and within time lines where indicated:

CP 1.1 Senior:

CP 1.1.1 National:

CP 1.1.1.1 The date of the U.S. National Championship shall be no later than May 31st in any given calendar year.

CP 1.1.1.2 The Championship shall be conducted under **World Aquatics** Rules.

1. For grade level entry exception, see Rule CP 3.2.1.1.
2. For entry exceptions, see Rule CP 4.1.1.1.1-2
3. For deduction point exception, see Rule CP 5.2.
4. For awards exception, see Rule CP 6.2.2.

CP 1.1.2 Open:

CP 1.1.2.1 The Championship shall be conducted under **World Aquatics** Rules.

CP 1.1.3 Zone:

East: Adirondack, Allegheny Mountain, Connecticut, Lake Erie, Maryland, Metropolitan, Middle Atlantic, New England North, New England South, New Jersey and Niagara.

North: Dakota, Illinois, Indiana, Iowa, Michigan, Midsouth, Minnesota East, Minnesota West, Missouri Valley, Ohio, Ozark, Rocky Mountain and Wisconsin.

South: Carolina, Gulf, Northeast Florida, Northwest Florida, Potomac Valley, South Texas, Southeast Florida, Southwest Florida, Southwestern and Virginia.

West: Alaska, Arizona, Hawaii, Inland Empire, Montana, New Mexico, Oregon, Pacific, Pacific Northwest, San Diego/Imperial, Snake River, Southern California, Southern Nevada, Utah and Wyoming.

CP 1.1.4 Association

CP 1.2 Junior:

CP 1.2.1 National:

CP 1.2.1.1 The Championship shall be conducted under **World Aquatics** Rules.

1. For grade level entry exception, see Rule CP 3.3.1.1.
2. For entry exceptions, see Rule CP 4.1.2.1.1-2.
3. For deduction point exception, see Rule CP 5.2.
4. For awards exception, see Rule CP 6.2.2.

CP 1.2.2 Open:

CP 1.2.2.1 The Championship shall be conducted under **World Aquatics** Rules.

CP 1.2.3 Zone: Same as Senior Zone. See CP 1.1.3.

CP 1.2.4 Association

CP 1.3 Youth:

CP 1.3.1 National:

CP 1.3.1.1 The Championship shall be conducted under **World Aquatics** Rules.

1. For grade level entry exception, see Rule CP 3.4.1.1.
2. For entry exception, see Rule CP 4.1.3.1.1.
3. For deduction point exception, see Rule CP 5.2.

CP 1.3.2 Zone: Same as Senior Zone. See CP 1.1.3.

CP 1.4 Junior Olympic:

CP 1.4.1 National

CP 1.4.2 Regional:

CP 1.4.2.1 The Junior Olympic Regions:

East Zone:

Region A Adirondack and Connecticut.

Region B Maryland, Metropolitan, Middle Atlantic and New Jersey.

Region C Allegheny Mountain, Lake Erie and Niagara.

Region D New England North and New England South.

North Zone:

Region A Michigan, Midsouth and Ohio.

Region B Illinois, Indiana, Ozark and Wisconsin.

Region C Dakota, Iowa, Minnesota East and Minnesota West.

Region D Missouri Valley and Rocky Mountain.

South Zone:

Region A Carolina, Potomac Valley and Virginia.

Region B Northwest Florida and Southwest Florida.

Region C Gulf, South Texas and Southwestern.

Region D Northeast Florida and Southeast Florida.

West Zone:

Region A Alaska, Inland Empire, Montana, Oregon and Pacific Northwest.

Region B Pacific, Snake River, Utah and Wyoming.

Region C Hawaii, San Diego/Imperial and Southern California.

Region D Arizona, New Mexico and Southern Nevada.

CP 1.4.2.2 Each Zone shall determine the Associations assigned to each Region. If a Zone changes the number of Regions and/or Associations, as published herein, a letter written by the Zone Chair stating the new assignment must be filed with the Vice President Competitive **Programs** by October 1st prior to the year the assignment takes effect. See Rules CP 3.5.5.3 and 3.5.5.4.

CP 1.4.3 Association

CP 1.4.4 Championships must all be held between January 1 and December 31 of any given year. Regional Championships must be held at least 2 weeks prior to the U.S. Junior Olympic Championship.

CP 1.5 Intermediate:

CP 1.5.1 Regional

CP 1.5.2 Association

CP 1.6 Novice: Association

CP 2 OTHER COMPETITIONS: An Association, Region, Zone or National Governing Body may hold any invitational competitions deemed necessary. Associations may conduct their Championships together but present separate awards.

CP 3 ELIGIBILITY

CP 3.1 General:

CP 3.1.1 Affiliation:

CP 3.1.1.1 Solo and Male Solo competitors may compete unattached.

CP 3.1.1.2 In Duet, Mixed Duet, Trio, Team, Acrobatic Routine and Free Combination events, competitors must represent and be registered (USAAS) with the same club.

Exception: For U.S. Junior Olympic, Regional Junior Olympic and Association Junior Olympic Free Combination events, see Rules CP 3.5.5.3.1, 3.5.6.2.1 and 3.5.7.

CP 3.1.2 Type and Number of Events: The Solo, Male Solo, Duet, Mixed Duet, Trio and Team events consist of both Technical and Free routines, unless otherwise specified. The Acrobatic Routine and Free Combination events consists of a Free routine.

CP 3.1.2.1 Each competitor may compete in 1 routine of each type per competition (i.e., 1 Free Solo and 1 Technical Solo, but not 2 Free Solo routines).

CP 3.1.2.2 For the Solo events, each competitor may only enter Solo or Male Solo in each competition.

CP 3.1.2.3 If 2 or more Championships are being held concurrently, competitors may enter the same routine event in each combined Championships.

CP 3.1.3 Number of original competitors required to meet qualification standards:

CP 3.1.3.1 For Duet, Mixed Duet, Team, Acrobatic Routine or Free Combination, 50% or more of the competitors must remain the same as at the time of qualification.

CP 3.1.3.2 For Trio, 2 or more competitors remain the same as at the time of qualification.

CP 3.1.3.3 Qualification shall also be met if 50% or more have otherwise met the qualification.

CP 3.1.4 Determination of Age: Based on the year of birth.

CP 3.1.5 Additional Entries: When a National Championship has fewer entries than the maximum allowed, the Vice President Competitive Programs (or appointed representative) may select additional entries by a random draw from the provisional entries. See Rule CP 5.5.6.1. The number of randomly selected entries and qualified entries may not exceed the maximum number of possible entries for the championship.

CP 3.1.6 Foreign Competitors: See Rule FC.

CP 3.2 Senior:

CP 3.2.1 Championships shall be open to all qualified registered competitors 15 years of age or older based on the year of birth.

Exception: For Acrobatic Routine age exception, see Rule CP 4.1.1.1.2.

CP 3.2.1.1 Qualified registered competitors must have attained Grade Level 6 for entry into the U.S. National Championship. For grade level requirements, refer to USAAS Grade Level Manual.

CP 3.2.2 Qualifications for entry in the U.S. National Championship:

CP 3.2.2.1 For Preliminary events:

1. The top 6 Solos, Male Solos, Duets, Mixed Duets and Teams determined by the individual Technical and Free routine scores in the most recent Senior Zone Championships shall qualify for the U.S. National Championship.

- Each Zone shall receive 1 additional entry for each Solo, **Male Solo**, Duet, Mixed Duet or Team Technical or Free routine it places in the Finals at the previous U.S. National Championship.
 - If a Zone qualifier elects not to compete in the U.S. National Championship, the next highest ranked Solo, **Male Solo**, Duet, Mixed Duet or Team Technical or Free routine from the most recent Senior Zone Championship shall become eligible to enter the U.S. National Championship. For notification responsibilities, see Rule CP 5.4.
2. The top 8 Solos, Duets and Teams, including Exhibition routines, in the most recent U.S. Collegiate Championship Preliminary Free Routine Event.
 3. One Solo, **one Male Solo**, one Duet, one Mixed Duet and one Team Technical or Free routine entry shall be awarded to the Association **in which** the U.S. National Championship **is held**, if that Association is not otherwise represented in the Championship. This shall be the highest ranked Solo, **Male Solo**, Duet, Mixed Duet and Team Technical or Free routine from that Association in the most recent Senior Zone Championship.
 4. **Acrobatic Routines** may enter without regard to qualifications. See Rule CP 4.1.1.1.1-2.

CP 3.2.2.2 Current National Training Center athletes may elect to compete in either Solo, **Male Solo**, Duet or Mixed Duet if not otherwise qualified. Current National Training Center athletes shall not displace any potential Solo, **Male Solo**, Duet or Mixed Duet qualifiers from the most recent Senior Zone Championships and shall not count towards the Zone additional entries for the following year.

CP 3.2.2.3 Foreign Competitors: See Rule FC.

CP 3.2.3 Qualifications for entry in the U.S. Senior Open Championship:

CP 3.2.3.1 Members of the U.S. National Teams are eligible in all events in the current year.

CP 3.2.3.2 For Preliminary events:

1. Solos, **Male Solos**, Duets, Mixed Duets, Teams and **Acrobatic Routines** may enter the U.S. Senior Open Championship without regard to qualifications.

CP 3.2.3.3 Foreign Competitors: See Rule FC.

CP 3.2.4 Qualifications for entry in Zone and Association Championships: Each Zone or Association shall set its own rules for conduct of their Championships.

Exception: Competitors who are 13-14 years of age may be combined with competitors who are 15 & over in order to enter Honorary Junior and Senior routines in Zone and Association Championships. Honorary competitors in a given event in Senior Zone Championships shall not be eligible for the U.S. National Championship.

CP 3.3 Junior:

CP 3.3.1 Championships shall be open to all qualified registered competitors 15 to **19 (for females)** and **15 to 20 (for males)** years of age based on the year of birth.

Exception: For **Acrobatic Routine** age exception, see Rule CP 4.1.2.1.2.

CP 3.3.1.1 Qualified registered competitors must have attained Grade Level 5 for entry into the U.S. Junior Championship. For grade level requirements, **refer to** USAAS Grade Level Manual.

CP 3.3.2 Qualifications for entry in the U.S. Junior Championship:

CP 3.3.2.1 For Preliminary events:

1. The top 6 Solos, **Male Solos**, Duets, Mixed Duets and Teams determined by the **individual** Technical and Free routine scores in the most recent Junior Zone Championships shall qualify for the U.S. Junior Championship.
 - Each Zone shall receive 1 additional entry for each Solo, **Male Solo**, Duet, Mixed Duet or Team **Technical or Free** routine it places in the Finals at the previous U.S. Junior Championship.
 - If a Zone qualifier elects not to compete in the U.S. Junior Championship, the next highest ranked Solo, **Male Solo**, Duet, Mixed Duet or Team **Technical or Free routine** from the most recent Junior Zone Championship shall become eligible to enter the U.S. Junior Championship. For notification responsibilities, see Rule CP 5.4.
2. One Solo, **one Male Solo**, one Duet, one Mixed Duet and one Team **Technical or Free routine** entry shall be awarded to the Association **in which** the U.S. Junior Championship **is held**, if that Association is not otherwise represented in the Championship. This shall be the highest ranked Solo, **Male Solo**, Duet, Mixed Duet and Team **Technical or Free routine** from that Association in the most recent Junior Zone Championship.
3. **Acrobatic Routine** may enter without regard to qualifications. See Rule CP 4.1.2.1.1-2.

CP 3.3.2.2 Current National Training Center athletes may elect to compete in either Solo, **Male Solo**, Duet or Mixed Duet if not otherwise qualified. Current National Training Center athletes shall not displace any potential Solo, **Male Solo**, Duet or Mixed Duet qualifiers from the most recent Junior Zone Championships and shall not count towards the Zone additional entries for the following year.

CP 3.3.2.3 Foreign Competitors: See Rule FC.

CP 3.3.3 Qualifications for entry in the U.S. Junior Open Championship:

CP 3.3.3.1 For Preliminary events:

1. Solos, **Male Solos**, Duets, Mixed Duets, Teams and **Acrobatic Routines** may enter the U.S. Junior Open Championship without regard to qualifications.

CP 3.3.3.2 Foreign Competitors: See Rule FC.

CP 3.3.4 Qualifications for entry in Zone and Association Championships: Each Zone or Association shall set its own rules for conduct of their Championship.

CP 3.4 Youth:

CP 3.4.1 Championships shall be open to all qualified registered competitors 13 to 15 (**for females**) and 13 to 16 (**for males**) years of age based on the year of birth.

CP 3.4.1.1 Qualified registered competitors must have attained Grade Level 4 for entry into the U.S. **Youth** Championship. For grade level requirements, **refer to** USAAS Grade Level Manual.

CP 3.4.2 Qualifications for entry in the U.S. Youth Championship:

CP 3.4.2.1 For Preliminary events:

1. The top 6 Solos, **Male Solos**, Duets, Mixed Duets and Teams determined by the combined Free routine and Figure scores in the most recent **Youth** Zone Championships shall qualify for the U.S. **Youth** Championship.

- Each Zone shall receive 1 additional entry for each Solo, **Male Solo**, Duet, Mixed Duet or Team **Free** routine it places in the Finals at the previous U.S. **Youth** Championship.
 - If a Zone qualifier elects not to compete in the U.S. **Youth** Championship, the next highest ranked Solo, **Male Solo**, Duet, Mixed Duet or Team **Free** routine from the most recent **Youth** Zone Championship shall become eligible to enter the U.S. **Youth** Championship. For notification responsibilities, see Rule CP 5.4.
2. One Solo, **one Male Solo**, one Duet, one Mixed Duet and one Team **Free** routine entry shall be awarded to the Association **in which** the U.S. **Youth** Championship **is held**, if that Association is not otherwise represented in the Championship. This shall be the highest ranked Solo, **Male Solo**, Duet, Mixed Duet and Team **Free** routine from that Association in the most recent **Youth** Zone Championship.
 3. Free Combinations may enter without regard to qualifications. See Rule CP 4.1.3.1.1.

CP 3.4.2.2 Current National Training Center athletes may elect to compete in either Solo, **Male Solo**, Duet or Mixed Duet if not otherwise qualified. Current National Training Center athletes shall not displace any potential Solo, **Male Solo**, Duet or Mixed Duet qualifiers from the most recent **Youth** Zone Championships and shall not count towards the Zone additional entries for the following year.

CP 3.4.2.3 Foreign Competitors: See Rule FC.

CP 3.4.3 Qualifications for entry in Zone Championships: Each Zone shall set its own rules for conduct of their Championship.

CP 3.5 Junior Olympic:

CP 3.5.1 Championships shall be open to **all** qualified registered competitors.

CP 3.5.1.1 Qualified registered competitors must have attained Grade Level 2 for entry into the U.S. Junior Olympic Championship. For grade level requirements, **refer to** USAAS Grade Level Manual.

CP 3.5.2 Determination of Age Division:

CP 3.5.2.1 The age of a competitor shall be based on the year of birth. **Age divisions are as follows:**

- 12 & under
- Youth (13 to 15 for females and 13 to 16 for males)
- 15-17
- 18-19/20 (18 to 19 for females and 18 to 20 for males)

Exception: 16-19/20 for Free Combination and Acrobatic Routines only. See CP 3.5.5.2.

CP 3.5.2.2 At least 1 competitor must be in the proper age division. Any number of competitors may move up to complete the routine.

CP 3.5.2.3 During qualifying and in all subsequent competitions, the age of the older/oldest competitor determines the age division of the Duet, Mixed Duet, Team, **Acrobatic Routine** or Free Combination. In all subsequent competitions, the age division shall remain the same as during qualifying and at least 1 competitor must remain in the age division.

CP 3.5.3 Ineligibility: The following competitors shall be ineligible for Junior Olympic participation **when there were 18 or more entries in the Solo, Male Solo, Duet and Mixed Duet events at the most recent U.S. National and U.S. Junior Championships.**

CP 3.5.3.1 For Life:

1. **Junior National Team and Senior National Team** (Foreign or U.S.): All members are ineligible in all events.
2. **U.S. National Championship:**
Solo - top 6 (Technical and/or Free).
Male Solo - top 6 (Technical and/or Free).
Duet - top 6 (Technical and/or Free).
Mixed Duet - top 6 (Technical and/or Free).
3. **Foreign Competitors:** See Rule FC.

CP 3.5.3.2 For the next 2 U.S. Junior Olympic Championships:

1. **U.S. Junior Championship:**
Solo - top 6 (Technical and/or Free).
Male Solo - top 6 (Technical and/or Free).
Duet - top 6 (Technical and/or Free).
Mixed Duet - top 6 (Technical and/or Free).

CP 3.5.4 In all Junior Olympic qualifying competitions, only the competitors shall qualify for the next Championship. The routine, music and swimwear may change.

CP 3.5.5 U.S. Junior Olympic Championship:

CP 3.5.5.1 Qualified registered competitors must have attained Grade Level 2 for entry into the U.S. Junior Olympic Championship. For grade level requirements, see USAAS Grade Level Manual.

CP 3.5.5.2 May be held once a year **in the following age divisions and routine events:**

<u>12 & under</u>	<u>Youth</u>	<u>15-17</u>	<u>18-19/20</u>	<u>16-19/20</u>
Figures	Figures	Solo (Technical/Free)	Solo (Technical/Free)	Free Combination
Solo (Free)	Solo (Free)	Male Solo (Technical/Free)	Male Solo (Technical/Free)	Acrobatic Routine
Male Solo (Free)	Male Solo (Free)	Duet (Technical/Free)	Duet (Technical/Free)	
Duet (Free)	Duet (Free)	Mixed Duet (Technical/Free)	Mixed Duet (Technical/Free)	
Mixed Duet (Free)	Mixed Duet (Free)	Team (Technical/Free)	Team (Technical/Free)	
Team (Free)	Team (Free)			
Free Combination	Free Combination			

1. A competitor may only enter a specific routine event (Solo, Male Solo, Duet, Mixed Duet, Team, Acrobatic Routine or Free Combination) in 1 age division. A competitor may enter a routine event (Technical or Free) in different age divisions as long as the competitor only enters 1 type of routine in the competition. (For example, Youth Free Duet and 15-17 Technical Duet). See Rule CP 3.1.2
2. A competitor may enter either the Free Combination event or the Acrobatic Routine event in the 16-19/20 age division, but not both.
3. All Technical routine events, Free Solo, Free Male Solo, Acrobatic Routine and Free Combination events shall be Final events.

CP 3.5.5.3 Each Zone shall qualify up to 8 Solos, **8 Male Solos**, 12 Duets, 12 Mixed Duets and 12 Teams in each age division. Each Zone shall qualify up to 12 Free Combination routines in the **12 & under**, **Youth** and **16-19/20** age

divisions. Each Zone shall qualify up to 12 Acrobatic Routines in the 16-19/20 age division.

1. Free Combination entries may consist of registered competitors from 2 or more U.S. clubs. The name of a multiple club entry must not reflect a particular club.
 - In addition to the standard entry forms required for the competition, the coach of a multiple club entry must submit a Release Form(s) for each competitor in the event to the USAAS National Office, the Meet Manager and the Scoring Chair. The Release Form(s) must be signed by the club coach of each competitor.

CP 3.5.5.4 No Region shall have more than its proportionate share of the 12. Each Region shall qualify competitors by ranking in the combined Free routine and Figure or Technical routine scores in Regional Championships in the Solo, Male Solo, Duet, Mixed Duet and Team events.

1. In the Solo and Male Solo event, 2 entries per region per age division shall qualify to the U.S. Junior Olympic Championship.
2. In the Free Combination event, each Region shall qualify its proportionate share of Free Combination routines in the 12 & under, Youth and 16-19/20 age divisions.
 - Free Combination entries may consist of registered competitors from 2 or more U.S. clubs. The name of a multiple club entry must not reflect a particular club.
 - In addition to the standard entry forms required for the competition, the coach of a multiple club entry must submit a Release Form(s) for each competitor in the event to the USAAS National Office, the Meet Manager and the Scoring Chair. The Release Form(s) must be signed by the club coach of each competitor.
3. In the Acrobatic Routine event, each Region shall qualify its proportionate share of Acrobatic Routines in 16-19/20 age division.

CP 3.5.5.5 All 12 & under and Youth competitors in Solo, Male Solo, Duet, Mixed Duet and Team Free routines shall compete in the Figure competition. The Figure results shall be added to the Preliminary Free routine score to determine the top 12 Duets, Mixed Duets and Teams that qualify for the Final Free routine competition. Number 13 shall be the pre-swimmer.

1. The Figure results shall be added to the Solo and Male Solo Final Free routine scores to determine final placement.
2. The Free Combination event shall be a Final event and shall not include the Figure scores.

CP 3.5.5.6 All 15-17 and 18-19/20 competitors in Solo, Male Solo, Duet, Mixed Duet and Team may compete in the Technical and/or Free routine events. The Preliminary Free routine score shall be used to determine the top 12 Duets, Mixed Duets and Teams that qualify for the Final Free routine competition. Number 13 shall be the pre-swimmer.

1. All Technical routine events, Free Solo, Free Male Solo, Acrobatic Routine and Free Combination shall be Final events.

CP 3.5.6 Regional Championships:

CP 3.5.6.1 May be held once a year in the age divisions and routine events listed in Rule CP 3.5.5.2. See CP 3.5.5.3-4.

CP 3.5.6.2 Each Association may qualify the top 3 Solos, Male Solos, Duets, Mixed Duets, Teams, Acrobatic Routines and Free Combinations in a specific age division. See Rule CP 3.5.5.2 for age divisions and routine events.

Exception: Any Association which is the only participant in its Region in a given year, event and age division, may qualify the top 4 Solos, **Male Solos**, Duets, Mixed Duets, Teams, Acrobatic Routines and Free Combinations in a **specific** age division.

1. Free Combination entries may consist of registered competitors from 2 or more U.S. clubs. The name of a multiple club entry must not reflect a particular club.
 - In addition to the standard entry forms required for the competition, the coach of a multiple club entry must submit a Release Form(s) for each competitor in the event to the USAAS National Office, the Meet Manager and the Scoring Chair. The Release Form(s) must be signed by the club coach of each competitor.

CP 3.5.6.3 Regions may be combined for competition if so desired.

CP 3.5.7 Association Championships: See CP 3.5.6.1 and 3.5.6.2.1 above.

CP 3.6 Intermediate:

CP 3.6.1 Championships shall be open to **all** qualified registered competitors.

CP 3.6.2 Determination of Age Divisions:

CP 3.6.2.1 The age of a competitor shall be based on the year of birth.

CP 3.6.2.2 At least 1 competitor must be in the proper age division. Any number of competitors may move up to complete the routine.

CP 3.6.3 Regional Championships:

CP 3.6.3.1 May be held in Figures, Solo, **Male Solo**, Duet, Mixed Duet, Trio, Team and Free Combination in **5** age divisions: 10 & under, 11-12, 13-15, 16-17 and 18 & over.

CP 3.6.3.2 Each Region may set its own rules for conduct of their Championships.

CP 3.6.4 Association Championships:

CP 3.6.4.1 May be held in Figures, Solo, **Male Solo**, Duet, Mixed Duet, Trio, Team and Free Combination in **5** age divisions: 10 & under, 11-12, 13-15, 16-17 and 18 & over.

CP 3.6.4.2 Each Association may set its own rules for conduct of their Championships.

CP 3.7 Novice:

CP 3.7.1 Championships shall be open to **all** qualified registered competitors.

CP 3.7.2 Determination of Age Divisions:

CP 3.7.2.1 The age of a competitor shall be based on the year of birth.

CP 3.7.2.2 At least 1 competitor must be in the proper age division. Any number of competitors may move up to complete the routine.

CP 3.7.3 Association Championships:

CP 3.7.3.1 May be held in Figures, Solo, **Male Solo**, Duet, Mixed Duet, Trio and Team in **4** age divisions: 8 & under, 9-10, 11-12 and 13 & over.

CP 3.7.3.2 Each Association shall set its own rules for conduct of their Championships.

CP 4 EVENTS

CP 4.1 Programs:

CP 4.1.1 Senior:

CP 4.1.1.1 For the U.S. National Championship, competition shall consist of Technical and Free routines for Solos, **Male Solos**, Duets, Mixed Duets and Teams. There shall also be **an Acrobatic Routine** event.

1. When the U.S. National and U.S. Junior Championships are held together, there shall be 1 combined **Acrobatic Routine** event. Competitors from the U.S. National and U.S. Junior Championships may be combined in the same **Acrobatic Routine** for this event.
2. Competitors who are 13 and 14 years of age may participate in the **Acrobatic Routine** event at the U.S. National Championships.

CP 4.1.1.2 For the U.S. Senior Open Championship, competition shall consist of Technical and Free routines for Solos, **Male Solos**, Duets, Mixed Duets and Teams. There shall also be **an Acrobatic Routine** event.

CP 4.1.1.3 For all other Senior Championships, any combination of events may be contested as long as the Free Routine is included.

CP 4.1.2 Junior:

CP 4.1.2.1 For the U.S. Junior Championship, competition shall consist of Technical and Free routines for Solos, **Male Solos**, Duets, Mixed Duets and Teams. There shall also be **an Acrobatic Routine**.

1. When the U.S. National and U.S. Junior Championships are held together, there shall be 1 combined **Acrobatic Routine** event. Competitors from the U.S. National and U.S. Junior Championships may be combined in the same **Acrobatic Routine** for this event.
2. Competitors who are 13 and 14 years of age may participate in the **Acrobatic Routine** event at the U.S. Junior Championships.

CP 4.1.2.2 For the U.S. Junior Open Championship, competition shall consist of Technical and Free routines for Solos, **Male Solos**, Duets, Mixed Duets and Teams. There shall also be **an Acrobatic Routine** event.

CP 4.1.2.3 For all other Junior Championships, any combination of events may be contested as long as the Free Routine is included.

CP 4.1.3 Youth:

CP 4.1.3.1 For the U.S. Youth Championship, competition shall consist of Figures and Free routines for Solos, **Male Solos**, Duets, Mixed Duets and Teams. There shall also be a Free Combination event conducted as a 100% routine event.

1. U.S. clubs and U.S. National Teams may enter more than 1 Free Combination in the U.S. **Youth** Championship.

CP 4.1.4 Junior Olympic: Competitions shall consist of Figures and Free routines for the 12 & under and **Youth** age divisions. In the **15-17 and 18-19/20** age divisions, competitions shall consist of Technical and/or Free routines. **In the 16-19/20 age division, competition shall consist of the Acrobatic Routine and Free Combination.**

CP 4.1.5 Intermediate: Competitions shall consist of Figures and/or **Free Routines with Technical Required Elements**. There shall also be a Free Combination event conducted as a 100% routine event.

CP 4.1.6 Novice: Competitions shall consist of Figures and/or **Free Routines with Technical Required Elements**.

CP 4.2 Routine **Competition:**

CP 4.2.1 Routine competition shall consist of Solo, **Male Solo**, Duet, Mixed Duet, Trio, Team, **Acrobatic Routine** and Free Combination events. **Each routine (Technical**

and Free) has a predetermined number of Required Elements as described in Appendix L and is choreographed to music.

Exception: For U.S. National Championship exception, see Rule CP 1.1.1.2. For U.S. Senior Open Championship exception, see Rule CP 1.1.2.1. For U.S. Junior Championship exception, see Rule CP 1.2.1.1. For U.S. Junior Open Championship exception, see Rule CP 1.2.2.1. For U.S. Youth Championship exception, see Rule CP 1.3.1.1.

CP 4.2.2 Time Requirements for Routines by Event and Age Division shall be as follows, including 10 seconds for Deck Movements:

CP 4.2.2.1 Solo/Male Solo: Minutes

- | | |
|---|------|
| 1. Free Senior, Junior, 15-17 and 18-19/20 | 2:15 |
| 2. Technical Senior, Junior, 15-17 and 18-19/20 | 2:00 |
| 3. Free Youth and 12 & under | 2:00 |
| 4. Intermediate | 1:45 |
| 5. Novice | 1:30 |

CP 4.2.2.2 Duet/Mixed Duet/Trio:

- | | |
|---|------|
| 1. Free Senior, Junior, 15-17 and 18-19/20 | 2:45 |
| 2. Technical Senior, Junior, 15-17 and 18-19/20 | 2:20 |
| 3. Free Youth and 12 & under | 2:30 |
| 4. Intermediate | 2:05 |
| 5. Novice | 1:30 |

CP 4.2.2.3 Team:

- | | |
|---|------|
| 1. Free Senior, Junior, 15-17 and 18-19/20 | 3:30 |
| 2. Technical Senior, Junior, 15-17 and 18-19/20 | 2:50 |
| 3. Free Youth and 12 & under | 3:00 |
| 4. Intermediate | 2:35 |
| 5. Novice | 1:30 |

CP 4.2.2.4 Acrobatic Routine: 3:00

CP 4.2.2.5 Free Combination:

- | | |
|---------------------------------------|------|
| 1. 16-19/20 | 3:30 |
| 2. Youth, 12 & under and Intermediate | 3:00 |

CP 4.2.2.6 Time Allowances:

CP 4.2.2.6.1 Technical and Free Routines:

1. There shall be an allowance of 5 seconds plus or minus the allotted time limit. For Junior Olympic Championships, there shall be an allowance of 5 seconds plus the allotted time limit, but there shall be no minimum time limit.

Exception: For Collegiate Dual, Invitational, Regional and other routine competitions exception, see Rule CO 2.4.5.1. For U.S. Masters Championship exceptions, see Rules MS 2.7.2 & MS 2.8.2.

- CP 4.2.2.6.2 Walk-On:** In all routine events, the walk-on of the competitors from the designated starting point to the achievement of a stationary starting position(s) may not exceed 30 seconds for Technical and Free Mixed Duets, Technical and Free Teams, Acrobatic Routines and Free Combinations, and may not exceed 20 seconds for Solo, Male Solo and Duet Events.

Exception: For AWD routine competition exception, see Rule AD 4.1.4.

1. When the routine starts in the water, the same time allowances apply to achieve a stationary starting position(s).

CP 4.2.2.6.3 Deck movements shall be a maximum of 10 seconds.

Exception: For AWD routine competition exception, see Rule AD 4.1.5.

CP 4.2.3 Timing:

CP 4.2.3.1 Timing of the performance shall start with the walk-on and finish with the accompaniment.

CP 4.2.3.2 Timing of the walk-on shall commence when the first competitor moves past the designated starting point and ends when the last competitor assumes a stationary starting position.

CP 4.2.3.3 Timing of the deck movements shall begin with the accompaniment and end as the last competitor leaves the deck.

CP 4.2.4 Other Requirements:

CP 4.2.4.1 The accompaniment shall begin upon a signal from the Event Referee. After the signal, the competitor(s) must perform the routine without interruption. See CP 4.2.4.2. Routines may start on the deck or in the water, but they must finish in the water.

CP 4.2.4.2 If one (or more) competitor(s) stops swimming or makes clear support use of the pool wall before the routine is completed, the routine will be disqualified. The Event Referee shall assess if the cessation is caused by circumstances beyond the control of the competitor(s). The Event Referee may allow the routine to be re-swum during the session. See Rule OD 4.6.2.8.3.

CP 4.2.4.3 There shall be no diving into the shallow end of a pool when the pool depth is less than 5 feet.

CP 4.2.4.4 For infractions of rules listed above, see Rule OD 4.6.2. See Rules OD 4.6.3 – 4.6.5 for additional routine requirements/restrictions.

CP 4.3 Figure Competition:

CP 4.3.1 Each competitor shall perform figures in each age division in which the competitor has a routine entered. Each competitor in 12 & under and Youth Free Combination may also perform figures according to CP 4.3.3.

CP 4.3.2 Figure Draw General Procedures:

CP 4.3.2.1 The order of appearance, Figure Section and Optional Groups shall be decided by lot. The Figure Section or Optional Group shall be drawn first, then the order of appearance.

CP 4.3.2.2 Figure Section and Optional Groups shall be drawn 18-72 hours before the start of the Figure competition by the Vice President Competitive Programs or appropriate Technical Chair (or appointed representative).

CP 4.3.2.3 Method and time of the draw shall be listed in the Meet Announcement. Draws may be done over a social media platform.

CP 4.3.3 Figure groups for all Championships are listed in Figure Rule II.

CP 4.3.3.1 Youth Championships: One group of 2 figures shall be performed. This group of figures shall consist of 2 figures drawn from the Section A, B or C from the Youth Figure Selection Groups listed in Figure Rule II.C.

1. The Youth Figure Section A, B or C shall be drawn first, then the order of appearance shall be drawn. The competitor draw list will be divided into 2 equal groups – Group 1 and 2 (if numbers are not equal, Group 1 will have 1 extra competitor). Then 1 of the 2 figure groups of the drawn Section will be assigned by lot to each competitor Group 1 and 2. For

example, if Section B is drawn, competitor Group 1 may have Group 4 drawn, and competitor Group 2 may have Group 3 drawn.

CP 4.3.3.2 Junior Olympic 12 & under, Intermediate and Novice Championships: One group of 4 figures shall be performed.

1. **For Figure competition at Junior Olympic Championships**, 12 & under Division, the group of figures shall consist of the 2 Age Division Compulsory Figures combined with 1 group of 2 figures from the 12 & under Age Division Figure Selection Groups.
 - For the 12 & under Age Division figures, refer to Figure Rule II.C.
2. **For Figure competition at Intermediate Championships**, the group of figures shall consist of the 2 Intermediate Compulsory Figures combined with 1 group of 2 figures from the appropriate Intermediate Figure Selection Groups.
 - For the Immediate Age Division figures, refer to Figure Rule II.D.
3. **For Figure competition at Novice Championships**, the group of figures shall consist of the 2 Novice Compulsory Figures combined with 1 group of 2 figures from the appropriate Novice Figure Selection Groups.
 - For the Novice Age Division figures, refer to Figure Rule II.E.

CP 4.3.4 Figure Performance Regulations:

CP 4.3.4.1 Figures are to be performed in an area designated by the Meet Referee.

CP 4.3.4.2 Figures are to be performed in a relatively stationary position unless otherwise called for in the rules. A standard swimming stroke shall not be used to initiate the execution of a figure.

CP 4.3.4.3 All figures shall commence at a signal from the Event Referee or Event Vice Referee.

CP 4.3.4.4 Performance and judging of the figure shall commence at the initiation by the competitor, following the announcement of the figure.

CP 4.3.4.5 If a competitor does not understand the name of the announced figure, the competitor must ask for a repeat announcement before actually beginning the figure. See Rule OD 4.6.1.1-2.

CP 4.3.4.6 For Figure competition, 1 to 4 panels of judges may be used.

1. When 1 panel of judges is used, all competitors, in order of draw, shall perform the 4 or 2 figures, according to the age category, one by one in the listed order.
2. When 2 panels of judges are officiating, each panel shall judge 1 or 2 figures.
3. When 4 panels of judges are officiating, each panel shall judge 1 figure.

CP 4.3.4.7 In National, Zone and Regional Figure competition, all competitors shall wear a plain, one-piece black suit and plain white swim cap, devoid of club and National Team emblems. Goggles and nose clips may be worn.

1. Only small stud jewelry is permitted. Competitors must remove any dangling jewelry prior to the start of the event.

Exception: For U.S. Masters Championship exception, see Rule MS 2.6.

CP 5 ENTRY PROCEDURES

CP 5.1 Numbers of Competitors:

CP 5.1.1 A Mixed Duet shall consist of 1 female and 1 male.

CP 5.1.2 A Team (Technical or Free) shall consist of 4, but no more than 8 competitors.

CP 5.1.3 A Free Combination shall consist of 4, but no more than 10 competitors who make a combination of routines. **The Free Combination has a predetermined number of Required Elements as described in Appendix L.**

CP 5.1.4 **An Acrobatic Routine** shall consist of 4 but no more than 8 competitors who perform the **Required Elements** described in Appendix L.

CP 5.2 Deduction Points: In the case of Team and Acrobatic Routine competition, whether Preliminary or Final events, 1/4 point penalty shall be deducted from the Total Score for each competitor less than 8. See Rule OD 4.6.2.1.

Exception: For U.S. Senior Open Championship exception, see Rule CP 1.1.2.1.
For the U.S Junior Open Championship exception, see Rule CP 1.2.2.1.

CP 5.3 Reserves: One reserve may be listed for a Duet and Trio and 2 reserves for a **Mixed Duet**, Team, **Acrobatic Routine** and Free Combination.

<u>Event</u>	<u>Number of Reserves</u>
Duet	1
Mixed Duet	2
Trio	1
Team	2
Acrobatic Routine	2
Free Combination	2

CP 5.4 Notification Responsibilities:

CP 5.4.1 In the event a qualifier is not able to compete in the next level of competition, the coach of the qualifier must notify the coach of the next runner-up.

CP 5.4.2 If a routine is not duly entered into the competition for which it qualified, the next routine(s) in order of placement from the qualifying competition shall be allowed the option of entering by submitting Entry Forms and Fees, regardless of the deadline.

CP 5.5 Sport Entries, Deadlines, Coach Cards, Music Submission and Provisional Entries:

CP 5.5.1 Sport Entries: Athlete registration and entries for National Championships must be received via electronic registration 28 days prior to the first day of the respective competition and will be subject to late fees if received between 27 and 7 days prior to the first day of the respective competition. **The entry shall designate the name of the competitor(s) and the reserves. See Rule CP 5.3 for the maximum number of reserves allowed per event**

CP 5.5.1.1 Staff Registration: Coach, chaperone and other staff registration and certification for National Championships must be received via electronic registration 28 days prior to the first day of the respective competition and will be subject to late fees if received between 27 and 14 days prior to the first day of the respective competition.

CP 5.5.2 Coach Cards: For all National Championships, Coach Cards must be received 14 days prior to the first day of the respective competition and will be subject to late fees if received between 13 and 7 days prior to the first day of the respective competition.

CP 5.5.2.1 Coach Cards can only be modified between preliminaries and finals within 4 hours of the publication of the preliminary results. In the case of Direct Finals, the Coach Card may be changed within 4 hours of the publication of the results of the Technical, Free or Acrobatic Routine results.

CP 5.5.3 Music Submission: For all National Championships, music submission must be received 14 days prior to the first day of the respective competition and will be subject to late fees if received between 13 and 7 days prior to the first day of the respective competition. For Music Submission Late Fees, refer to Appendix C.

CP 5.5.3.1 Music Requirements: The Organizing Committee and Sound Center Manager will determine the method to be used to submit music and it will be clearly stated on the Meet Announcement.

CP 5.5.4 For all National Championships, no Sport entries, staff registration and certification, Coach Cards or music submission shall be accepted between 7 and 0 days prior to the first day of competition. Changes in sport entries after the above deadlines will only be accepted on medical grounds. Refer to Appendix C.

Exception: For Entry Deadline exceptions, see Rules CP 5.4.1-2 and 5.5.6.1.

CP 5.5.5 Entries for Zone and Regional competitions must be submitted as instructed in the Meet Announcement.

Exception: For Entry Deadline exceptions, see Rules CP 5.4.1-2.

CP 5.5.6 Provisional Entries:

CP 5.5.6.1 Routines that do not qualify for a National Championship may submit a provisional entry to be entered into a random draw for events that have fewer entries than the maximum allowed. See Rule CP 3.1.5. Entries must be submitted by the original entry deadline. Competitors are still required to meet all eligibility and qualification standards other than placement for the championship.

CP 5.5.7 Payment for all competitors by the original entry deadline must accompany the entry. Entries that do not qualify for a National Championship shall have their entry fees refunded.

CP 5.6 Changes and/or Scratches:

CP 5.6.1 All scratches must be made in writing and given to the Scoring Chair at least 2 hours prior to the start of the specific event.

CP 5.6.2 In Duet, Mixed Duet, Trio, Team, Acrobatic Routine and Free Combination events, competitors who are listed on the entry according to CP 5.5 may be interchanged before routine sessions.

CP 5.6.2.1 Changes of the names of the competitors in Duet, Mixed Duet, Trio, Team, Acrobatic Routine and Free Combination must be made in writing and given to the Scoring Chair at least 2 hours prior to the published start time of routine number 1. The start time must be published in the official competition schedule.

CP 5.6.2.2 The names of the competitors to be substituted must already be entered in the competition and listed as reserves. See Rule CP 5.3 and CP 5.5.1.

CP 5.6.2.3 Failure to notify at least 2 hours before the final published start time of the event will result in disqualification of the routine. See Rule OD 4.6.2.8.1.

CP 5.6.3 Exceptions to the 2 hour period may be allowed by the Event Referee for circumstances beyond the control of the competitor (in case of sudden illness or accident) and if the reserve is ready to compete without delaying the competition. If the lack of a reserve reduces the routine size to less than defined in the rules, the routine shall be disqualified. See Rule OD 4.6.2.8.2.1.

CP 5.6.4 In the event of an unposted scratch, or extenuating circumstances in any routine event, the next listed competitor shall be allowed up to 5 minutes prior to being announced and commencing the routine competition.

CP 5.6.5 If scratching a competitor in a Team or **Acrobatic Routine** results in a reduction in the number actually participating, the coach shall notify both the Scoring Chair and/or the Event Referee and the deduction points shall be adjusted accordingly. For any **Team or Acrobatic Routine** swimming with fewer than 8 competitors, the Event Referee shall verify with the Scoring Chair that the correct number of competitors is listed on the Official Club Entry Form.

CP 5.7 Starting Responsibilities:

CP 5.7.1 Competitors shall inform themselves of the time of starting, shall be prompt at the starting point of each event which they enter and shall be personally responsible for reporting to the Clerk-of-Course or Vice Referee in time to compete in the order of draw. For Late Arrivals, see Rule CP 5.7.2.

CP 5.7.2 Late Arrivals:

CP 5.7.2.1 For Figure competition, late arrivals shall compete in a position designated by the Event Referee.

CP 5.7.2.2 For routine competition, late arrivals must swim 2 routines after their arrival on deck.

CP 5.7.3 Interrupted routines shall swim no more than 2 routines after their original draw.

CP 5.7.3.1 If an unexpected situation occurs during a routine session and 1 or more judges cannot give a score for a routine, the Event Referee may disrupt the routine session and performance. After settlement of the matter and confirmation that it is safe, the Event Referee shall resume the routine session and allow the competitor(s) to swim again.

CP 6 EVENT PROGRESSION: Preliminary, Final Events

CP 6.1 General Event Progression:

CP 6.1.1 The order of events shall be Preliminary routine competition followed by Figure/Technical routine competition and Final routine competition.

Exception: For U.S. National Championship exception, see Rule CP 1.1.1.2. For U.S. Senior Open Championship exception, see Rule CP 1.1.2.1. For U.S. Junior Championship exception, see Rule CP 1.2.1.1. For U.S. Junior Open Championship exception, see Rule CP 1.2.2.1. For U.S. **Youth** Championship exception, see Rule CP 1.3.1.1. For U.S. Junior Olympic Championship exception, see Rule CP 3.5.5.5.

CP 6.1.2 In all **National Championships**, if there are more than 12 entries in any routine event, then Preliminary events shall be held. **Only the 12 best results shall be allowed in the official finals.**

CP 6.1.2.1 If there are less than 13 entries in any routine event, then Preliminary events may be held.

CP 6.1.3 Figure Competition:

CP 6.1.3.1 If a competitor is not able to **participate or** complete the Figure competition due to illness or injury, the figure average for the routine shall be determined by averaging the scores of the remaining competitors in the Preliminary event. If the routine qualifies for Finals, the reserve's figure score shall then be included in the average. In the case of a Team routine, the deduction points shall be based on the actual number of competitors swimming the routine.

1. In the Duet, Mixed Duet and Trio events, the figure score of the reserve is used to determine the Total Score for the Duet, Mixed Duet or Trio.

2. In Team, the higher figure score of the 2 reserves is used to determine the Total Score for the Team.

CP 6.1.3.2 The routine figure average shall be computed using the figure score of the competitors who actually swam in the routine.

CP 6.1.4 Final Routine Competition:

CP 6.1.4.1 For all competitions:

1. The 12 highest scoring entries (combined Figure and Preliminary routine scores) shall qualify for the Final routine competition. The figure score shall be the average score of the competitors participating in the Duet, Mixed Duet, Trio and Team Preliminary routine competition.
2. The 13th highest scoring entry (combined Figure and Preliminary routine scores) shall be the pre-swimmer for the Final routine competition. In no event shall a Foreign competitor be the pre-swimmer.

CP 6.1.4.2 The order for Final routine competition shall be Trio, Duet, Mixed Duet, Solo, **Male Solo**, Team, Free Combination and **Acrobatic Routine**.

CP 6.1.4.3 Once Finals in an event have started, no runner-up routine shall be allowed to move into the Finals in the event of a disqualification of 1 of the finalists.

CP 6.2 Additional Event Progression for the U.S. National Championship, the U.S. Junior Championship, the U.S. Senior Open Championship and the U.S. Junior Open Championship:

CP 6.2.1 For the U.S. National Championship and the U.S. Junior Championship, the Solo, **Male Solo**, Duet, Mixed Duet and Team Technical routine events shall be a Final Technical routine competition. The Solo, **Male Solo**, Duet, Mixed Duet and Team Free routine events shall consist of a Preliminary Free routine competition followed by a Final Free routine competition. The **Acrobatic Routine** event shall consist of a Final routine competition.

CP 6.2.1.1 When the U.S. National and U.S. Junior Championships are held together, there shall be 1 combined **Acrobatic Routine** event and all competitors shall compete for the same awards.

CP 6.2.2 For the U.S. National Championship and the U.S. Junior Championship, competitors will receive points from the **Acrobatic Routine** event toward the High Point (individual or team) awards. To qualify for Team points, an **Acrobatic Routine** must have at least 1 competitor participating at the respective championship. To qualify for Individual points, a competitor must participate in at least 1 other event at the respective championship.

CP 6.2.3 For the U.S. Senior Open Championship and the U.S. Junior Open Championship, the Solo, **Male Solo**, Duet, Mixed Duet and Team Technical routine events shall consist of a Preliminary Technical routine competition followed by a Final Technical routine competition. The Solo, **Male Solo**, Duet, Mixed Duet and Team Free routine events shall consist of a Preliminary Free routine competition followed by a Final Free routine competition. The **Acrobatic Routine** event shall consist of a Final routine competition.

CP 6.2.4 The order of events shall be determined by the Vice President Competitive Programs and Meet Manager.

CP 6.3 Additional Event Progression for U.S. Youth Championship:

CP 6.3.1 For the U.S. Youth Championship, competitors will receive points from the Free Combination event toward the High Point (individual or team) awards. To qualify for Team points, a Free Combination routine must have at least 1 competitor participating in other U.S. Youth Championship events. To qualify for Individual points, a competitor must participate in at least 1 other U.S. Youth Championship event.

CP 6.4 Additional Event Progression for Junior Olympic Championships:

- CP 6.4.1** At the discretion of the Meet Referee, Preliminary events may be waived in the Junior Olympic programs; thus, the order of events would be Figure or Technical routine competition followed by Free routine competition.
- CP 6.4.2** The Regional Junior Olympic Championship and Association Junior Olympic Championship Free routine events shall be considered Final events.
1. All **12 & under** and **Youth** competitors shall perform figures. The Figure scores shall be added to the **Preliminary** Free routine scores to determine the competitors who advance to the next level.
 2. For **15-17** and **18-19/20** age divisions, the **Technical** routine events shall be considered **Final** events.
 3. The **Acrobatic Routine** and **Free Combination** shall be considered **Final** events.
 4. The order of events shall be arranged by the respective Technical Chair and the organizing Meet Manager.

CP 6.5 Order of Appearance:

- CP 6.5.1** Prior to the competition, the drawing for order of appearance in the Preliminary and **Direct** Final events shall be held.
- CP 6.5.2** The order of appearance for Technical routines, Free Routine Preliminaries, **Acrobatic Routine** Preliminaries or Free Combination Preliminaries shall be decided by a double blind lot draw announced and held in a public place. In competitions where a computer will be used, the order of appearance may be computer generated.
- CP 6.5.3** The order of the draw shall be Teams, Free Combinations, **Acrobatic Routines**, Duets, Mixed Duets, Trios, **Male Solos** and Solos Preliminaries. For competitions involving both Technical and Free routines, the draw for the event's Technical routine shall first be held followed by the Free routine draw (Team Technical, Team Free Preliminary, Free Combination Preliminary, **Acrobatic Routine** Preliminary, Duet Technical, Duet Free Preliminary, Mixed Duet Technical, Mixed Duet Free Preliminary, Trio Free Preliminary, Solo Technical, Solo Free Preliminary, **Male Solo Technical Preliminary** and **Male Solo Free Preliminary**).
- CP 6.5.3.1** The orders of draw for the U.S. Junior Open Championship and the U.S. Senior Open Championship shall be conducted independently and shall not include the U.S. Open **Acrobatic Routine** Preliminary.
- CP 6.5.4** At all National Championships, with the exception of the U.S. Junior Olympic Championship and U.S. Masters Championship, **where possible**, when a club draws start number 1 in a Technical routine Preliminary or Free routine Preliminary (including **Acrobatic Routine** and Free Combination Preliminaries) or **Direct Finals**, this club shall be exempt from start number 1 in all remaining preliminary or **Direct Final** sessions **in the family the club drew first. (i.e., Solo family includes Technical and Free routines for Solo and Male Solo).**
- CP 6.5.4.1** For any competition where the Solo, **Male Solo**, Duet, Mixed Duet and Team Technical or Free routine sessions are **Direct Final** events, the order of draw shall be a random draw.
- CP 6.5.4.2** For Junior Olympic competitions, the draw exemption shall apply only to events within a given age division.
- CP 6.5.5** A drawing shall be held for the order of appearance in Finals as follows:
- CP 6.5.5.1 For all competitions:** After the Figures and/or Technical routines, Free routine Preliminaries, **Acrobatic Routine** Preliminary and Free Combination Preliminary, the first 12 by total score shall compete in the Finals.
1. The order of appearance in Finals shall be determined by lot in groups of 6 competitors. Those who placed 1-6 per CP 6.5.5.1 shall draw for start

numbers 7-12. Those who placed 7-12 per CP 6.5.5.1 shall draw for start numbers 1-6. If the number of competitors is not divisible by 6, the smallest group must start first.

2. For the Final draw, the highest qualifier in each group shall draw first, with the next qualifiers drawing in order of placement. If there is a tie for placement within the same group of 6, the names of the tied competitors shall be drawn by lot to determine the competitor to draw first for the order of swim. If there is a tie for places 6 and 7 (different groups), those routines will form their own group in the draw (1-5, 6-7, 8-12).

CP 7 AWARDS

CP 7.1 Minimum Standards for Medals and Ribbons:

CP 7.1.1 Figure and Collegiate Technical Awards:

CP 7.1.1.1 For the U.S. Junior Olympic and U.S. Collegiate Championships, medals shall be awarded to places 1-3 and ribbons shall be awarded to places 4-12 in each age division (12 & under and **Youth**) or Collegiate Technical Category, respectively.

CP 7.1.1.2 For the U.S. **Youth** Championship, medals shall be awarded to places 1-3.

CP 7.1.1.3 For the U.S. Masters Championship, medals shall be awarded to places 1-3 and ribbons shall be awarded to places 4-8 in each Figure Competition Division.

CP 7.1.2 Routine Awards:

CP 7.1.2.1 For all National Championships, standard USAAS Championship medals shall be awarded.

CP 7.1.2.2 For the U.S. National, U.S. Senior Open, **U.S. Junior and U.S. Junior Open** Championships, medals shall be awarded to places 1-3 in each Final Technical and Final Free routine events. Medals shall be given to reserves who swim either the Preliminary or Final Technical routine or Preliminary or Final Free routine.

CP 7.1.2.3 For the U.S. **Youth** Championships, medals shall be awarded to places 1-3 in each Final event (Figures + Free routine). Medals shall be given to reserves who swim either the Preliminary or Final Free routine.

CP 7.1.2.4 For all remaining National Championships, medals shall be awarded to places 1-3 and ribbons shall be awarded to all remaining finalists.

Exception: For U.S. Masters Championship exception, see Rule MS 5.2.

CP 7.1.3 Additional awards may be given at the discretion of the host and/or USAAS.

CP 7.2 Figure Awards for Competitions held in Age Divisions:

CP 7.2.1 When a competitor is entered in multiple age divisions and multiple Figure competitions, the competitor shall be listed in the results in the youngest age division in which the competitor was entered in a routine and shall have a U.S. Honorary placement in any other age divisions entered. At the discretion of the competition host, the competitor may receive a U.S. Honorary Award. Honorary Placement is indicated by an "H" in the results and does not change the number placement of the competitors in the event.

CP 7.3 Scoring System for Dual Meet Competitions: In Dual meet competitions, a club may enter a total of 8 routines with no more than 2 routines in each event.

CP 7.3.1 Scoring shall be as follows:

Team/Free Combination/**Acrobatic** 8 for first; 0 for second place.

Duet/Mixed Duet/Trio 7 for first; 4 for second; 2 for third place.

Solo/**Male Solo**

5 for first; 3 for second; 1 for third place.

CP 7.4 Scoring System for Team and Individual High Point Trophies: For U.S. National Championship and **U.S. Junior Championship** additional event progression, see Rule CP 6.2.2. For U.S. **Youth** Championship additional event progression, see Rule CP 6.3.1. **Refer to** Appendix R.

Place	Solo, Male Solo Tech/ Free	Duet, Mixed Duet, Trio Tech/ Free	Team Tech/ Free	Free Combination/ Acrobatic Routine
1st	12	18	24	24
2nd	11	17	22	22
3rd	10	16	20	20
4th	9	15	18	18
5th	8	14	16	16
6th	7	13	14	14
7th	6	12	12	12
8th	5	11	10	10
9th	4	10	8	8
10th	3	9	6	6
11th	2	8	4	4
12th	1	7	2	2

RULE III

RULES APPLICABLE TO FOREIGN COMPETITORS (FC)

FC 1 FOREIGN FEDERATIONS: May enter competitors in USA Artistic Swimming National Championship events under the following provisions and regulations:

FC 1.1 Entries: Foreign competitors may enter only with the written approval of their own Federations.

FC 1.1.1 In each Championship, Foreign Federations may have multiple club entries including their National Teams.

FC 1.2 Judge Numbers:

FC 1.2.1 For all U.S. National Championships, each Federation or Foreign club entered may send a maximum of 2 **World Aquatics**/PAQ Judges to the Championship. Judges must be on the current **World Aquatics** and/or PAQ List(s) of Artistic Swimming Officials and must have passed the most recent **World Aquatics** Artistic Swimming Judges Certification School test and the **World Aquatics** online annual exam.

FC 1.3 U.S. National Championship:

FC 1.3.1 Must be 15 years of age or older based on the year of birth.

FC 1.3.2 Shall be conducted in accordance with **World Aquatics** Rules, with noted exceptions.

FC 1.3.3 Each Foreign club or National Team may enter 3 Technical Solos, 3 Free Solos, 3 **Male Technical Solos**, 3 **Male Free Solos**, 3 Technical Duets, 3 Free Duets, 3 Technical Mixed Duets, 3 Free Mixed Duets, 1 Technical Team, 1 Free Team and/or 1 **Acrobatic Routine**.

FC 1.4 U.S. Senior Open Championship:

FC 1.4.1 Must be 15 years of age or older based on the year of birth.

FC 1.4.2 Shall be conducted in accordance with **World Aquatics** Rules.

FC 1.4.3 Each Foreign club or National Team may have unlimited entries in all Technical and Free routine events (Solo, **Male Solo**, Duet, Mixed Duet, Team and **Acrobatic Routine**).

FC 1.5 U.S. Junior Open Championship:

FC 1.5.1 Must be 15 to 19 (**15 to 20 for males**) years of age based on the year of birth.

FC 1.5.2 Shall be conducted in accordance with **World Aquatics** rules.

FC 1.5.3 Each Foreign club or National Team may have unlimited entries in all Technical and Free routine events (Solo, **Male Solo**, Duet, Mixed Duet, Team and **Acrobatic Routine**).

FC 1.6 U.S. Junior Championship:

FC 1.6.1 Must be 15 to 19 (**15 to 20 for males**) years of age based on the year of birth.

FC 1.6.2 Shall be conducted in accordance with **World Aquatics** rules, with noted exceptions.

FC 1.6.3 Each Foreign club or National Team may enter 3 **Technical Solos**, 3 **Free Solos**, 3 **Male Technical Solos**, 3 **Male Free Solos**, 3 **Technical Duets**, 3 **Free Duets**, 3 **Technical Mixed Duets**, 3 **Free Mixed Duets**, 1 **Technical Team**, 1 **Free Team** and/or 1 **Acrobatic Routine**.

FC 1.7 U.S. Youth Championship:

FC 1.7.1 Must be 13 to 15 (13 to 16 for males) years of age based on the year of birth.

FC 1.7.2 Shall be conducted in accordance with World Aquatics rules, with noted exceptions.

FC 1.7.3 Each Foreign club or National Team may enter 3 Solos, 3 Male Solos, 3 Duets, 3 Mixed Duets, 1 Team and/or 1 Free Combination.

FC 1.8 U.S. Junior Olympic Championship: Foreign competitors are not eligible to compete.

FC 1.9 U.S. Masters Championship: Entries shall not be limited.

FC 2 EVENT PROGRESSION

FC 2.1 With the exception of the U.S. Open Championships, Foreign competitors who qualify for any of the Final routine events shall compete in addition to the top qualifying USAAS competitors and shall receive an honorary award for their final placement. The USAAS competitors shall be listed in final placement and given awards without regard to the placement of Foreign competitors. Foreign competitors shall not be eligible to be pre-swimmer(s).

RULE IV

OFFICIALS AND DUTIES (OD)

OD 1 GENERAL REGULATIONS

OD 1.1 Officials Membership: All Officials must be a member of USA Artistic Swimming ("USAAS") at the appropriate level. Refer to Appendix G for complete list of official requirements.

OD 1.2 Officials Uniform:

OD 1.2.1 National Competitions: The national uniform of the day is a white top with a black bottom unless otherwise designated by the **Judges' Committee Chair**.

OD 1.2.2 Other Competitions: The required uniform as determined by the **respective Officials Chair (or appointed representative)**.

OD 2 JUDGES

OD 2.1 Eligibility:

OD 2.1.1 Categories of National Judges:

OD 2.1.1.1 Category 1: All Level **4 and 5** Judges who participate in judging at the Association, Regional or Zone Championships annually and who are unaffiliated at a specific competition.

OD 2.1.1.2 Category 2: All Level **4 and 5** Judges who meet the above requirements but are affiliated at a specific competition. These may be unaffiliated for some events at this competition and may judge as an unaffiliated judge in these events.

OD 2.1.2 All other Rated Judges: Judges who are on the current accredited list with the appropriate rating for that Championship. Level 2 and above shall be considered equal at all Association Championships.

OD 2.2 Minimum Performance Standards:

OD 2.2.1 Should a judge not meet the minimum evaluation standards, in a specific event (Solo, **Male Solo**, Duet, Mixed Duet, Trio, Team, **Acrobatic Routine** or Free Combination), where possible, that judge shall not be seated into successive levels of competition in that specific event.

OD 2.2.2 The Scoring Chair shall provide the Officials Chair (or appointed representative) with all information required for evaluations.

OD 2.2.3 The judge shall be seated only if the minimum evaluation standards have been met.

OD 2.2.4 If multiple panels are used in a specific event, the judge shall be excluded only from the one in which the minimum evaluation standards have not been met.

OD 2.3 Selection Procedures:

OD 2.3.1 All National Judges shall declare which competitions they shall be able to attend as an unaffiliated judge and which they shall be able to attend as an affiliated judge.

OD 2.3.2 The **Judges' Committee Chair** shall draw **a minimum of 10** judges from the list of eligible Category 1 Judges for each competition. These judges shall be officially notified that they have been selected and are guaranteed to judge at least 1 event. The individual judges shall officially accept or reject this selection. For the U.S. Senior Open Championship, only **World Aquatics** judges shall be selected.

OD 2.3.3 Factors to be considered in the Selection of Judges:

OD 2.3.3.1 Affiliation: A judge shall be considered unaffiliated with a club after a 1 year period following separation of activity with that club.

OD 2.3.3.2 Judge Utilization: Where possible, the judges shall be drawn for Preliminary events in such a manner that no judge shall be used twice until all eligible unaffiliated judges have been used. The same procedures shall apply to Final events.

OD 2.3.3.3 Back to Back Judging: Where possible, a judge shall not be selected to judge consecutive Preliminary events on the same day.

OD 2.3.4 Selection of Judges:

OD 2.3.4.1 Judges shall be selected in the order of events.

OD 2.3.4.2 Judges shall be selected from a list of eligible judges as determined by the Judges' **Committee**.

OD 2.3.4.3 If, for any reason, it is necessary to include affiliated judges from any club, Association, Region or Zone, affiliated judges will be selected with Zone balance as primary consideration.

OD 2.3.4.4 Eligible judges are those on the current accredited list with the appropriate rating for that competition. (Example: At Senior Association Championships, Level 2 and higher ratings shall be considered equal.) Under no circumstances shall a judge with an inappropriate rating be selected until all available judges with appropriate ratings have been seated.

OD 2.3.4.5 Where possible, the panel selection priority shall include:

1. Not more than 1 judge per club on a specific panel.
2. Not more than 2 judges per Association on a specific panel.
3. Not more than 2 judges per Zone on a specific panel in all National Championships.
4. No coach, mother, father, sister or brother of a competitor on a specific panel.

OD 2.4 Duties/Responsibilities:

OD 2.4.1 When judging an event, a judge shall possess only those papers approved by the Event Referee.

OD 2.4.2 Each judge shall be provided with a means of recording and a visible signaling of awards.

OD 2.4.2.1 At the completion of each routine the judges record their scores on a judging system (paper or electronic) provided by the Meet Management Committee. All scores shall be received and reviewed by the Event Referee (or appointed representative) before the scores are simultaneously presented manually, displayed on the scoreboard or announced, and shall then be the accepted score in case of error or dispute. When an electronic system is used, if a judge(s) makes an error inputting a score, the judge shall notify the Event Referee prior to the announcement of the scores for the routine, or the announcement of the next routine, whichever comes first.

OD 2.4.2.2 On a signal of the Event Referee, the judges' scores will simultaneously be presented manually or electronically for each panel.

OD 2.4.3 No judge shall communicate with another individual while a competitor(s) is performing.

OD 2.4.4 Judges once seated may not leave their positions without the Event Referee's approval.

OD 2.4.4.1 A judge who leaves the assigned position without approval shall be declared ineligible to judge for the remainder of that competition.

OD 2.4.4.2 If a second infraction occurs, the judge shall be declared ineligible to judge for 1 year from the date of the infraction.

OD 2.5 Judging Panels:

OD 2.5.1 Figure Competition:

OD 2.5.1.1 Judges shall be placed, when possible, in elevated positions in such locations as to have a profile view of the competitors.

OD 2.5.1.2 One to 4 panels may be used.

OD 2.5.1.3 Panels shall consist of 4 to 7 judges, where possible.

OD 2.5.2 Routine Competition:

OD 2.5.2.1 Judges shall be placed in elevated positions **on opposite sides of the pool**.

OD 2.5.2.2 At all National Championships, **2** panels of 5 judges shall officiate in **all routine events**; one **panel** for **Elements** and one panel for **Artistic Impression**.

- When **6 to 8** judges are available, 2 panels of either 3 or 4 judges shall be used.

OD 2.5.2.3 Two Event Assistant Referees may be assigned for routine competition to assist the Event Referee with assessment of penalties. See Rule OD **4.6.2**.

OD 2.6 Methods of Scoring:

OD 2.6.1 Figure Competition:

OD 2.6.1.1 Judges shall award scores from 0-10, with one-tenth point increments. For Methods of Scoring, see Rule OD **5.1.2.2**.

OD 2.6.1.2 Judging begins **with the initiation of the figure by the competitor**.

OD 2.6.1.3 The judges' scores shall be flashed simultaneously and announced immediately after each figure on a signal from the Panel Referee. **Judges' scores may only be flashed on the scoreboard or be sent to the computer after approval by the Panel Referee.**

OD 2.6.1.4 Breakdown of Figure Competition Scoring:

1. All judgments are made from the standpoint of perfection **considering design and control**, with each transition of the figure having a numerical value based on its difficulty (NVT).

OD 2.6.1.5 Figure Scoring:

Perfect	10.0
Near Perfect	9.5 to 9.9
Excellent	9.0 to 9.4
Very Good	8.0 to 8.9
Good	7.0 to 7.9
Competent	6.0 to 6.9
Satisfactory	5.0 to 5.9
Deficient	4.0 to 4.9
Weak	3.0 to 3.9
Very Weak	2.0 to 2.9
Hardly Recognizable	0.1 to 1.9
Completely Failed	0

OD 2.6.2 Routine Competition:

OD 2.6.2.1 Judges shall award scores from 0–10, with **0.25** point increments.

1. If 1 or more judge(s), by reason of illness or other unforeseen circumstances, has given no score for a routine, the average of the scores of the other remaining judges shall be computed and shall be considered as the missing score. For Methods of Scoring, see Rules OD **5.1.2.3**.

2. If an unexpected situation occurs during the session and 1 or more judges cannot give a score for a routine, the Event Referee may disrupt the session and performance. After the settlement of the matter and safe confirmation, the Event Referee shall resume the session and allow the competitor to swim again.

OD 2.6.2.2 The accompaniment shall begin upon a signal by the Event Referee (or appointed representative). After the signal, the competitor(s) must perform the routine without interruption.

OD 2.6.2.3 At the completion of each routine:

1. Judges shall record scores and submit them on a judging system (paper or electronic) provided by the Meet Management Committee.
2. When the Event Referee (or appointed representative) determines that all scores have been received, the Event Referee shall signal for the results to be simultaneously presented manually, displayed on the scoreboard or to be announced. Judges' scores shall not be changed after being posted on the scoreboard or announced.
3. At the discretion of the Vice President Competitive Programs of USAAS (or appointed representative) at all National Championships or the appropriate Technical Chair (or appointed representative) at all other competitions, the display of routine scores may be waived. If the scores are not displayed, the following alternate scoring method may be used.
 - When the Event Referee determines that all scores have been received, the Event Referee shall signal for the start of the next routine.
 - Scores from routine # 1 shall be read upon completion of routine # 2 and the competitors shall be introduced at that time.
 - This procedure shall be followed throughout the event.

OD 2.6.2.4 For all routines, each judge shall award score(s) from 0-10 points, using 0.25 point increments.

First Panel - Elements

1. Elements panel judges shall award 1 score for the execution of each declared Element (Free and Technical routines).

EXECUTION consider: The level of excellence in performing highly specialized skills. Execution of all declared Elements: Technical Required Elements and Free Elements (Hybrids and Acrobatics).

Second Panel - Artistic Impression

1. Artistic Impression panel judges shall award 3 scores, one score for Choreography and Musicality, one score for Performance and one score of Transitions.

CHOREOGRAPHY and MUSICALITY consider: The creative skill of composing a routine that combines artistic and technical elements. The design and weaving together of variety, creativity and innovation of all movements: elements and transitions, the pool coverage. Expressing the mood of the music, use of the music's structure and the movements and synchronization with the music.

PERFORMANCE consider: The manner in which the competitor(s) presents(s) the routine to the viewers: the walk-on and deck movements. The use of the body language to express physical and emotional power, confidence and total command of the performance.

TRANSITIONS consider: The artistry and mastery of varied and purposeful movements, propulsions and strokes that link the routine elements.

OD 2.6.2.5 Routine Scoring:

Perfect	10.0
Near Perfect	9.5 to 9.75
Excellent	9.0 to 9.25
Very Good	8.0 to 8.75
Good	7.0 to 7.75
Competent	6.0 to 6.75
Satisfactory	5.0 to 5.75
Deficient	4.0 to 4.75
Weak	3.0 to 3.75
Very Weak	2.0 to 2.75
Hardly Recognizable	0.25 to 1.75
Completely Failed	0

OD 3 TECHNICAL CONTROLLER

OD 3.1 Eligibility: A judge or coach with the appropriate training.

OD 3.2 Selection Procedures:

OD 3.2.1 All National Judges and coaches shall declare which competitions they shall be able to attend as a Technical Controller.

OD 3.2.2 The Judges' Committee Chair shall draw 6 Technical Controllers from the list of eligible individuals for each competition. These Technical Controllers shall be officially notified that they have been selected and are guaranteed to officiate at least 1 event. The individuals shall officially accept or reject this selection.

OD 3.3 Duties/Responsibilities of the Technical Controllers:

OD 3.3.1 Two groups of 3 Technical Controllers shall officiate in all routines: 1 group to check the number, order of performance and predeclared difficulty of Free Elements and the performance and predeclared order of the Technical Required Elements (technical routines) and 1 group to register the number and type of synchronization errors observed.

OD 3.3.2 Difficulty Technical Controllers:

- OD 3.3.2.1** There shall be 1 Difficulty Technical Controller (“DTC”) and 2 Difficulty Assistant Technical Controllers (“DATC”).
- OD 3.3.2.2** The Difficulty Technical Controllers shall verify all of the Technical Required Elements (technical routines) and the Free Elements (Hybrids and Acrobatics) performed in real time as they occur in a routine. They are also responsible for the identification of any “technical errors” which are differences in what is declared on the Coach Card to what is performed in the water or an error in a Technical Required Element (technical routines).
- OD 3.3.2.3** The Difficulty Technical Controllers check the predeclared difficulty on the submitted Coach Card. The Difficulty values may be found in World Aquatics Appendices VI and VII.
- OD 3.3.2.4** The Difficulty Technical Controllers will have communication with the Event Referee.

OD 3.3.3 Synchronization Technical Controllers:

- OD 3.3.3.1** There shall be 3 Synchronization Technical Controllers (“STC”) who record the number of synchronization errors (unequal actions) observed in real time during the performance of a routine.
- OD 3.3.3.2** The STCs shall be placed in elevated positions on opposite sides of the pool, on the deck with a clear view of the pool.

OD 3.4 Review Process:

- OD 3.4.1** A coach or competitor may file a request for review with the Event Referee of Technical Controller (“DTC/DATC/STC”) decisions within 30 minutes after results publication.
- OD 3.4.2** All review requests shall be submitted in writing on the Technical Controller Review Application Form by the coach or competitor.
- OD 3.4.3** The Event Referee shall appoint 3 unaffiliated members (1 of which shall be an Athlete Representative), if possible, which may include themselves for a Jury of Review of Technical Controllers (“DTC/DATC/STC”) decisions.
Exception: At National Championships, the Athlete Representative shall be a member of the AEC (or appointed representative).
- OD 3.4.4** The Review Panel shall decide on a location and the review format of the routine.
- OD 3.4.5** The coach or competitor may be present for the review. If the video has to be reviewed more than 3 times, the ruling will go in favor of the competitor. The Review Panel is required to respect the confidentiality of the appeal until the decision is made public and to only consult with members of the Review Panel.
 - OD 3.4.5.1** Decisions of the Review Panel may be announced verbally at the conclusion of the review. The Review Panel shall submit in writing the decision and reasoning to the Vice President Competitive Programs, who will then share the decision with the coach or competitor. A record of the written decision will be stored with Vice President Competitive Programs. The decision of the Review panel is final.

OD 4 REFEREE

- OD 4.1 Eligibility:** A judge with the appropriate rating for the class of competition.

OD 4.2 Selection Procedures:

OD 4.2.1 Meet Referee:

- OD 4.2.1.1** The Vice President Competitive Programs of USAAS (or appointed representative) shall preside as Meet Referee at all National Championships until the Event Referees are selected.

- OD 4.2.1.2** The Zone Technical Chair (or appointed representative) shall preside as Meet Referee at all Zone Championships until the Event Referees are selected.
- OD 4.2.1.3** The Association Technical Chair of the Association (or appointed representative) in which the competition is held shall preside as Meet Referee at all Regional Championships until the Event Referees are selected.
- OD 4.2.1.4** The Association Technical Chair (or appointed representative) shall preside as Meet Referee at all Association competitions until the Event Referees are selected.
- OD 4.2.2 Event Referee:** Follow judge selection procedures as outlined in Rule OD 2.3.

OD 4.3 Duties/Responsibilities of the Meet and Event Referees:

- OD 4.3.1** The **Meet Referee** shall have full jurisdiction over the event and shall:
 - OD 4.3.1.1** Enforce all rules and decisions of USAAS.
 - OD 4.3.1.2** Decide all questions relating to the actual conduct of the competition, the final settlement of which is not otherwise assigned by said rules.
 - OD 4.3.1.3** Have authority to interfere in a competition at any stage to ensure that the rules are observed.
 - OD 4.3.1.4** Have the power to call off or postpone to a future date any event, even though the same has started, if the competition cannot be conducted or completed in a satisfactory manner and in fairness to the competitors.
 - 1. At the discretion of the Meet Committee, such postponed events can be conducted with the competitors who reported on the first date, at a future date as though the competition had never started.
- OD 4.3.2** The **Event Referee** shall:
 - OD 4.3.2.1** Be given a list of the officials and shall assign specific duties.
 - OD 4.3.2.2** Ensure that each assigned official understands all responsibilities as indicated by the rules.
 - OD 4.3.2.3** Have the authority to change any assignments of duty.
 - OD 4.3.2.4** In emergencies, be authorized to assign reserve judges from the accredited list.
 - OD 4.3.2.5** Penalize competitors(s) for any violations of the rules, **including disqualification** and shall inform the coach and competitor of the infraction before the completion of the event.
 - OD 4.3.2.6** Ascertain that all judges are in place and their needs are tended to as necessary.
 - OD 4.3.2.7** Intervene in the event at any stage to ensure that the rules are observed and that the safety of the competitor(s) is not compromised.
- OD 4.3.3** In the event of a request for a waiver of a rule, see Rule TR 2.
- OD 4.3.4** In the event of a protest, see Rule TR 3.

OD 4.4 Duties/Responsibilities of the Event Vice Referee:

- OD 4.4.1** Obtain an order of draw and ascertain that the competitors are in readiness 1 routine preceding their competitive turn.
 - OD 4.4.1.1** Ascertain that the number and names listed for all routines are the same as those who swim.
 - OD 4.4.1.2** Other than for Solos **and Male Solos**, ascertain whether a listed reserve is to replace another listed competitor.
 - OD 4.4.1.3** Notify the Event Referee of any variations from the entry.
- OD 4.4.2** Time the walk-on of the routine. See Rule OD 4.6.2.3.2.1.
- OD 4.4.3** When needed, time the deck movements of the routine. See Rule OD 4.6.2.3.2.2.

OD 4.4.4 Assist the Event Referee with assessment of penalties. See Rule OD 4.6.2.

OD 4.4.5 Keep order on the deck during the competition.

OD 4.4.6 Carry out any further duties as assigned by the Event Referee.

OD 4.5 Duties/Responsibilities of the Event Assistant Referee:

OD 4.5.1 Monitor the use of the bottom of the pool.

OD 4.5.1.1 When available, monitor the image from an underwater television camera and report to the Event Referee any infraction **for deliberate use of the bottom of the pool during a routine**. (Mandatory at National Championships.) See Rule OD 4.6.2.3.3.2.

OD 4.5.1.2 The Event Assistant Referee must monitor the image continuously and the image must be continuously available throughout the routine.

OD 4.5.2 Perform any other duties as assigned by the Event Referee.

OD 4.6 Application of Penalties:

OD 4.6.1 Figure Competition:

OD 4.6.1.1 For the 12 & under, Intermediate and Novice categories, if a competitor does not perform the announced figure, or if the figure does not have all of the required elements, or is performed other than according to the description, the competitor shall be allowed to perform the figure again and a 1 point penalty shall be applied. If the competitor fails again, the Panel Referee shall inform the judges and the competitor that the result will be a zero for that figure.

OD 4.6.1.2 For the Youth category, if a competitor does not perform the announced figure, or if the figure does not have all of the required elements, or is performed other than according to the description, the Panel Referee shall inform the judges and the competitor that the result will be a zero for that figure.

OD 4.6.1.3 In **all** Figure competitions, if the award for the figure is a zero, the Panel Referee and 2 other panel judges, unaffiliated if possible, may review the official video a maximum of 3 times. If a definite decision cannot be reached after 3 video reviews, no zero shall apply.

OD 4.6.2 Routine Competition:

OD 4.6.2.1 In Team and Acrobatic Routine competition, whether in Free Routine Preliminary, Free Routine Final or Technical Routine Preliminary and Technical Routine Final, 1/4 point penalty shall be deducted from the Total Score for each competitor less than 8.

Exception: For U.S. Senior Open Championship exception, see Rule CP 1.1.2.1. For the U.S. Junior Open Championship exception, see Rule CP 1.2.2.1.

OD 4.6.2.2 All Free Elements (Hybrids and Acrobatics) have a calculated **Base Mark** (World Aquatics Appendix VI and VII) that is the minimum Degree of Difficulty (“DD”) that will be applied if 1 or more components of the element is not performed or is not in conformance to what is declared on the Coach Card. In the case of detected errors of declared calculation of the Base Mark, the Difficulty Technical Controller will recalculate.

OD 4.6.2.3 Penalties in Technical Routines, Free Routines, Acrobatic Routines and Free Combinations:

OD 4.6.2.3.1 A Half Point Penalty shall be deducted from the **Artistic Impression** score:

1. In Free Mixed Duet and Youth Team, for each additional required movement in World Aquatics Appendix III not performed. For the

Free Mixed Duet, a 0.5 penalty shall be assessed for each Surface connected movement not performed.

OD 4.6.2.3.2 A **One Point Penalty** shall be deducted from the **Routine** score if:

1. The time limit of 20/30 seconds for the deck walk-on is exceeded.
2. The time limit of 10 seconds for deck movements is exceeded.
3. There is a deviation from the specified routine time limit allowed (less or more than) for the routine in accordance with Rule CP 4.2.2.

OD 4.6.2.3.3 A **Two Point Penalty** shall be deducted from the **Routine** score if:

1. A routine is interrupted by a competitor during the deck movements and a new start is allowed.
2. A competitor has made deliberate use of the bottom of the pool during a routine to propel themselves or assist another competitor. No penalty will be applied when the contact with the bottom of the pool results from the competitor's self-protection from injuries by impact.

OD 4.6.2.3.4 A **Two Point Penalty** shall be deducted from the **Elements** score:

1. For each Element exceeding the predetermined number assigned to the particular event and category.

OD 4.6.2.3.5 Synchronization Errors:

1. For all routines, the sum of the synchronization errors (unequal actions) observed by the Synchronization Technical Controllers ("STC") (each factored by its assigned value) will be deducted from the **Elements** score.

Types of Synchronization errors and penalty values:

Small	0.1 points
Obvious	0.5 points
Major	3.0 points

2. The description of small, obvious and major synchronization errors (unequal actions) can be found in the World Aquatics AS Manual for Judges, Coaches and Referees. Maximum deductions can reduce the Elements score to zero, but not to a negative Elements score.

OD 4.6.2.4 Additional Penalties in Technical Routines:

Exception: For Masters Technical Routines and Novice and Intermediate Free Routines with Technical Required Elements, see OD 4.6.2.7.

OD 4.6.2.4.1 If 1 or more competitor(s) omits all or part of a Technical Required Element, or performs an incorrect action in a Technical Required Element, the Difficulty Technical Controllers shall make note that the declared movement was not correct. If the video review confirms the error (review performed by the Event Referee and 2 unaffiliated individuals, if possible), a zero will be assigned as the Degree of Difficulty for this particular Technical Required Element.

OD 4.6.2.4.2 The Difficulty Technical Controller (DTC) shall inform the Scorer to submit a zero for each Technical Required Element # 1-5 swum out of order declared on the Coach Card (each violation of General Requirement # 4 in Appendix L).

OD 4.6.2.3.3 A **Half Point Penalty** shall be deducted from the **Elements** score for each violation of General Requirement # 6 of Appendix L.

OD 4.6.2.4.4 A **Two Point Penalty** shall be deducted from the **Elements** score for each violation of routine additional requirements in Appendix L as follows:

- Duet requirement # 6.
- Mixed Duet requirement # 6.
- Team requirement # 6 and 7.

OD 4.6.2.5 Additional Penalties in Acrobatic Routine:

OD 4.6.2.5.1 A **Two Point Penalty** shall be deducted from the **Routine** score for each violation of General Requirement # 3 in Appendix L.

OD 4.6.2.5.2 A **Two Point Penalty** shall be deducted from the **Elements** score for each required Acrobatic Movement not performed or not conforming to the Acrobatics groups specified in Appendix L.

OD 4.6.2.6 Additional Penalties in Free Combination:

OD 4.6.2.6.1 A **Two Point Penalty** shall be deducted from the **Routine** score for violations of each General Requirement # 2, 3, 4, 5 and 6 in Appendix L.

OD 4.6.2.6.2 A **Two Point Penalty** shall be deducted from the **Elements** score for each violation of the Technical Required Elements # 1 and 2 in Appendix L.

OD 4.6.2.7 Additional Penalties and Technical Required Element Penalty procedures in Masters Technical Routines and Novice and Intermediate Free Routines with Technical Required Elements:

OD 4.6.2.7.1 A **Half-Point Penalty** shall be deducted from the **Execution** score for violations of required elements of Appendix L as follows:

- Masters Solo required element # 6.
- Novice and Intermediate Duet, Mixed Duet, Trio and Team required element # 6.
- Masters Duet and Trio required elements # 6, 7 and 8.
- Masters Team required elements # 6, 7, 8, 9 and 10.

OD 4.6.2.7.2 In **Novice and Intermediate Free Routines with Technical Required Elements**, a **Half-Point Penalty** shall be deducted from the **Elements** score if an element (# 1-5) is not performed parallel to the sides of the pool where the panels of judges have been placed.

OD 4.6.2.7.3 **Two Point Penalty:** If 1 or more competitor(s) omits all or part of a Technical Required Element, or performs an incorrect action in a Technical Required Element, the Difficulty Technical Controllers (“DTC”) shall make a note that the declared movement was not performed and shall inform the Event Referee. If the video review confirms the error (review performed by the Event Referee and 2 unaffiliated individuals, if possible), a 2 point penalty shall be deducted from the Elements score.

OD 4.6.2.7.4 **Two Point Penalty:** Any change in the order of the Technical Required Elements performed as declared on the Coach card or as stated in Appendix L.

Example: Element # 1, 2, 4, 3, 5 (incorrect order).

The Difficulty Technical Controllers (“DTC”) shall inform the Event Referee and a 2 point penalty shall be deducted from the **Elements** score.

OD 4.6.2.8 Disqualification:

OD 4.6.2.8.1 Failure to notify the Scoring Chair and/or the Event Referee, in writing, before swimming, of all changes or scratches will result in disqualification of the routine.

OD 4.6.2.8.2 A **Team and Acrobatic Routine** shall consist of 4, but no more than 8 competitors. A **Free Combination** shall consist of 4, but no more than 10 competitors. The number of **Team**, **Acrobatic Routine** and **Free**

Combination competitors may not increase between the Preliminary and Final event, or between Technical and Free routines.

1. If the lack of a reserve reduces the Team, **Acrobatic Routine** or Free Combination size to less than that defined in rule OD 4.6.2.8.2, the routine shall be disqualified.

OD 4.6.2.8.3 If 1 or more competitor(s) stops swimming or makes clear support use of the pool wall before the routine is completed, the routine will be disqualified. The Event Referee shall assess if the cessation is caused by circumstances beyond the control of the competitor(s). The Event Referee may allow the routine to be re-swum during the session.

OD 4.6.3 Swimwear: In routines, the swimwear must conform to World Aquatics Rule GR 5 and USAAS Rules OD 4.6.3-4.6.5. In the event that the Event Referee thinks the competitor(s) swimwear does not conform, the competitor(s) shall not be permitted to compete until changing into appropriate swimwear. Swimwear may however represent character or theme of the music being used. The swimwear must not give the effect of excessive nudity inappropriate for the discipline. Artistic Swimming swimwear must be dignified and appropriate for athlete competition.

OD 4.6.4 Accessory Equipment: With the exception of the U.S. Masters Championship, the use of accessory equipment, goggles or additional clothing is not permitted at National competitions, unless required for medical reasons. Nose clips or plugs may be worn.

OD 4.6.4.1 For safety reasons, only small stud jewelry is permitted. Competitors must remove any dangling jewelry, or dangling items from headpieces or swimwear prior to the start of the event.

Exception: For U.S. Masters Championship exception, see Rule MS 2.6.2.1.

OD 4.6.4.2 In the event that the Event Referee observes or is informed by the Event Vice Referee that the competitor(s) does not conform, the competitor will not be permitted to compete until in conformance.

OD 4.6.5 Make-up: Theatrical make-up shall not be worn. Natural makeup that represents the competitor's unique personality and/or theme of the routine may be used.

OD 5 SCORING STAFF

OD 5.1 Scorers:

OD 5.1.1 Duties:

OD 5.1.1.1 Check the Official Club Entry Form for any irregularities prior to the competition and inform the competitors of the necessary corrections to be made.

OD 5.1.1.2 Conduct a double blind lot public draw to determine the order of appearance for the competitors in the events and inform the competitors. In competitions where a computer will be used, the order of appearance may be computer generated.

OD 5.1.1.3 In Figure competition, announce the order of performance and the sequence of figures to be performed.

OD 5.1.1.4 Individually record the scores (on paper, or electronically, or via computer) and make the necessary computations as directed in Rule OD 5.1.2. The score shall be final once verified and displayed or announced.

OD 5.1.1.5 There shall be a multiple check of all scores.

OD 5.1.1.6 The Scoring Chair (or appointed representative) at that competition shall be responsible for the release of official scores to the press except at all National Championships, where the appropriate USAAS National Office Staff member shall be responsible for the release of official scores to the press.

OD 5.1.2 Methods of Scoring:

OD 5.1.2.1 Rounding Rule: Use for all computations.

OD 5.1.2.1.1 Determine the last digit to keep by referring to Rule OD 5.1.2.

OD 5.1.2.1.2 Increase that digit by 1 if the next digit is 5 or more (this is called rounding up).

OD 5.1.2.1.3 Leave that digit the same if the next digit is 4 or less (this is called rounding down).

OD 5.1.2.1.4 Examples:

1. Round to the 4th decimal place: If the value of the 5th decimal place is 7, round the 4th decimal place up.
2. Round to the 3rd decimal place: If the value of the 4th decimal place is 4, round 3rd decimal place down.

OD 5.1.2.2 Figure Competition:

OD 5.1.2.2.1 Record the individual scores, each time in the same consecutive order on a score sheet.

OD 5.1.2.2.2 If 1 or more judge(s), **by reason of illness or other unforeseen circumstances**, has given no score for any one figure, the average of the scores of the other remaining judges shall be computed and shall be considered as the missing score. This shall be calculated to the nearest 0.1 point.

OD 5.1.2.2.3 If 7, 6 or 5 judges are used, cancel only the highest and lowest scores (one each). If 4 judges are used, determine a fifth score by taking the average of the 4 scores and round to the nearest 0.1 point. Cancel the highest and lowest scores (one each) and proceed using OD 5.1.2.2.4.4. If 3 judges are used, there shall be no cancellation.

OD 5.1.2.2.4 Add the remaining scores and calculate score points as follows:

1. **7 judges:** Add the 5 remaining scores. Then divide the sum by 5 and multiply the result by the degree of difficulty. The result shall be rounded to 4 decimal places using the Rounding Rule. See Rule OD 5.1.2.1.
2. **6 judges:** Add the 4 remaining scores. Then divide the sum by 4 and multiply the result by the degree of difficulty. The result shall be rounded to 4 decimal places using the Rounding Rule. See Rule OD 5.1.2.1.
3. **5 judges:** Add the 3 remaining scores. Then divide the sum by 3 and multiply the result by the degree of difficulty. The result shall be rounded to 4 decimal places using the Rounding Rule. See Rule OD 5.1.2.1.
4. **4 judges:** Add the 3 remaining scores. Then divide the sum by 3 and multiply the result by the degree of difficulty. The result shall be rounded to 4 decimal places using the Rounding Rule. See Rule OD 5.1.2.1.
5. **3 judges:** Add the 3 scores. Then divide the sum by 3 and multiply the result by the degree of difficulty. The result shall be rounded to 4 decimal places using the Rounding Rule. See Rule OD 5.1.2.1.

OD 5.1.2.2.5 Add the scores for the individual figures for each competitor.

OD 5.1.2.2.6 The sum of the **2 or 4** figures shall be divided by the total of the degree of difficulty of the group and multiplied by 10, then the penalties shall be deducted. This sum is the Total Figure Score for the competitor.

OD 5.1.2.2.7 In Duet, Mixed Duet, Trio and Team competition, add the Total Figure Score for each competitor who actually swam in the routine and divide by the number of competitors in the routine. The result of the division shall

be rounded to 4 decimal places using the Rounding Rule. See Rule OD 5.1.2.1 and Rule CP 6.1.3.1.

OD 5.1.2.3 Routine Competition:

OD 5.1.2.3.1 For each panel (Elements and Artistic Impression) for **all** routines, the score shall be calculated as follows for each category:

1. If 1 or more judge(s), by reason of illness or other unforeseen circumstances, has given no score for a routine, the average of the scores of the other remaining judges shall be computed and shall be considered as the missing score. This shall be calculated to the **nearest 0.25 point**.
2. If a panel consists 5 judges, the highest and the lowest scores **of each score component or Element** for each panel are cancelled (one high, one low). If a panel consists of 4 judges, determine a fifth score by taking the average of the 4 scores and round to the nearest **0.25 point**. Cancel the highest and lowest scores (one each). If a panel consists of 3 judges, no scores are cancelled.
3. The **Elements** score is the sum of the **3** remaining scores **for each Element**, divided by 3 to obtain the average score **for each Element**, which is then multiplied by the **corresponding DD**.
4. The Artistic Impression score is the sum of the **3** remaining scores in each score component (Choreography and Musicality, Performance and Transitions).
5. The Final routine score shall be the sum of the **Elements** score and the Artistic Impression **scores**, less any penalty deductions from Rule OD 4.6.2.

- **Note: Factoring may be applied. World Aquatics reserves the right to adjust, if necessary.**

FREE ROUTINE SCORING EXAMPLE WITH FIVE JUDGES

Panel 1	1	2	3	4	5	TOT-HILO	AVER	DD	CALC
EL1	7.5	6.75	8.25	7.25	7.0	21.75	7.2500	2.4	17.4000
EL2	7.25	6.75	6.25	6.5	7.5	20.50	6.8333	2.0	13.6667
EL3	6.5	5.25	5.75	6.0	6.25	18.00	6.0000	1.8	10.8000
EL4	8.5	8.25	7.75	8.0	7.25	24.00	8.0000	1.2	9.6000
EL5	6.0	5.5	6.0	5.75	6.25	17.75	5.9167	2.2	13.0167
EL6	6.75	7.75	7.25	8.0	7.5	22.50	7.5000	1.5	11.2500
EL7	8.0	7.75	8.75	7.0	7.5	23.25	7.7500	1.1	8.5250
								Sync Errors	21.6000
								TOTAL	62.6584

Panel 2	1	2	3	4	5	TOT-HILO
C&M	8.00	8.25	8.50	8.75	9.00	25.50
PERF	7.75	7.00	8.75	6.75	8.50	23.25
TRAN	7.50	7.25	9.00	6.25	6.00	21.00
					TOTAL	69.75

Elements	62.6584
Artistic Impression	69.7500
Penalties	2.0000
Routine Total	130.4084

OD 5.1.2.4 Calculation of Final Results:

1. The Final result is determined by adding the final score of each performed session. If both Preliminary and Final routine sessions are held, the routine score from the Final session shall replace that of the Preliminary session to determine the Final result.
2. In events that include 1 session – **Figures OR Technical routine OR Free routine OR Acrobatic Routine OR Free Combination** – the result shall be the score of that session. The result shall be rounded to 3 decimal places using the Rounding Rule and the result placed in the Total Box. For Rounding Rule, see Rule OD 5.1.2.1.
3. In events that include 2 sessions – **Figures and Free routine OR Technical routine and Free routine** – the results shall be the sum of each session. The result shall be rounded to 3 decimal places using the Rounding Rule and the result placed in the Total Box. For Rounding Rule, see Rule OD 5.1.2.1.
4. In events that include 3 sessions - **Technical routine, Free routine and Acrobatic Routine** - the result shall be the sum of each session. The result shall be rounded to 3 decimal places using the Rounding Rule and the result placed in the Total Box. For Rounding Rule, see Rule OD 5.1.2.1.

OD 5.1.2.5 Ties:

OD 5.1.2.5.1 In the case of the same Final result (calculate to 4 decimals) in Solo, **Male Solo**, Duet, Mixed Duet, Trio, Team, **Acrobatic Routine** and Free Combination, a tie shall be declared for the particular place(s). If a decision has to be made to go to Finals **or draws**, to be qualified, to be promoted/demoted, the following procedure will be used:

1. **For all routines:**
 - The **highest** Elements Panel score shall decide.
 - **If there is still a tie, the highest Choreography and Musicality score** in the Artistic Impression **Panel** determines the position.
 - If there is still a tie, the highest verified total declared degree of difficulty in the Elements Panel will decide.
2. **For events with combined results (Technical, Free and Acrobatic Routines):**
 - The **highest Free Routine score of the Final result** shall decide.
 - **If there is still a tie, the Elements Panel score of the Free Routine** determines the position.
 - **If there is still a tie, the highest Choreography and Musicality score** in the Artistic Impression **Panel** of the Free routine determines the position.
 - **If there is still a tie, the highest Elements Panel score from the Technical Routine** shall decide.

OD 5.2 Timing Procedures and Timers: The Organizing Committee and Sound Center Manager may time routines in 2 different ways. It will be clearly stated on the Meet

Announcement which method will be used in that competition. For Routine Competition Penalties, see Rule OD 4.6.2.

Exception: For Collegiate Dual, Invitational, Regional and other routine competition exceptions, see Rule CO 2.4.5.1. For U.S. Masters Championship exception, see Rules MS 2.7.2 and 2.8.2.

OD 5.2.1 Method 1 - Pre-timed Music:

OD 5.2.1.1 The Sound Center Manager shall pre-time all routines before the event begins and prepare a report indicating the overall time for each routine. If the overall time of a routine does not fall within the specified time limits, the Sound Center Manager shall so inform the Event Referee.

OD 5.2.2 Method 2 - Use of Timers:

OD 5.2.2.1 In all routine events, there shall be 3 Timers when the Sound Center Manager has not pre-timed the music selections.

OD 5.2.2.2 The 3 Timers shall check and record the overall time of the routine as well as that of the deck movements.

OD 5.2.2.3 The official deck and total routine times shall be recorded on the computation sheet. **See Rule OD 4.4.3.**

1. If the time of 2 watches agree, that time shall be the official time.
2. Should the times of all 3 watches differ, the intermediate time shall be the official time.
3. If the time of the overall routine or the deck movements does not fall within the specified time limits, a Timer shall so inform the Event Referee. For Routine Competition Penalties, see Rule OD 4.6.2.

Exception: For Collegiate Dual, Invitational, Regional and other routine competition exceptions, see Rule CO 2.4.5.1. For U.S. Masters Championship exception, see Rules MS 2.7.2 and 2.8.2.

OD 5.3 Clerk-of-Course or Vice Referee: The Clerk-of-Course or Vice Referee shall obtain the order of draw and ascertain that all competitors are present. Failure of a competitor to report to the Clerk-of-Course or Vice Referee at the starting time shall be reported immediately to the Event Referee.

OD 6 OTHER COMPETITION PERSONNEL

OD 6.1 Meet Manager: The Meet Manager shall be responsible for those duties as outlined in the bid application, the Meet Management Guide and as directed by the Vice President Competitive **Programs** of USAAS.

OD 6.2 Sound Center Manager:

OD 6.2.1 The Sound Center Manager shall **be responsible for the securing and properly presenting the accompaniment for each routine.**

OD 6.2.1.1 When pre-timing music, **the Sound Center Manager shall** be responsible for the timing of the overall routine and for preparing a report indicating the overall time for each routine. **The Sound Center Manager shall** notify the Event Referee in the event the time does not comply with **Rule CP 4.2.2.** See Rule OD 5.2.

OD 6.2.1.2 **The Sound Center Manager shall** play back the recorded music using the settings requested by the competitor (or their appointed representative) for the accompaniment of each routine during the assigned practices and in the competition.

OD 6.2.1.3 A decibel (sound level) meter **shall be used to monitor the sound level and ensure that** no listener is **exposed to** sound levels that exceed **the sound level safety tolerances as published by OSHA.**

OD 6.3 Announcer(s):

OD 6.3.1 The Announcer(s) shall make only such announcements as are authorized by the Meet Referee and/or Meet Manager.

OD 6.3.1.1 In Figure competition, the Announcer shall announce the number of the competitor and the name of the figure to be performed.

OD 6.3.1.2 In Figure competition, the Announcer shall announce the judges' scores in sequence.

OD 6.3.1.3 In routine competition in all events, the Announcer shall:

1. State the number of the competitor(s), and may state their name(s) and club affiliation, including location of the club, prior to the competitor(s) performance.
2. After scores have been given, may announce the name(s) and affiliation of the competitor(s).

OD 6.4 Deck Marshall(s): The Deck Marshall(s) shall monitor order in the competitive area as directed by the Event Referee.

RULE V

NATIONAL TEAM PROGRAM (NT)

Refer to USAAS, Appendix E for National Team Program rules.

RULE VI

JUNIOR AND SENIOR HIGH SCHOOL PROGRAMS (HS)

Each Junior and Senior High School program may set its own rules.

RULE VII

COLLEGIATE PROGRAM (CO)

CO 1 COLLEGIATE GOVERNANCE

The Collegiate competition is dedicated to the educational value of athletics as part of a larger educational program. Note: Student-Athletes who are not enrolled in an institution with an artistic swimming program may enter U.S. Collegiate competition by meeting the below listed eligibility requirements.

CO 1.1 Collegiate competition occurs when a student-athlete:

- CO 1.1.1 Represents an institution in any event against outside competition, regardless of how the competition is classified.
- CO 1.1.2 Participates in any athletic event (including on the club team of an institution that conducts a varsity program in the sport or on an outside Team) that is open only to Collegiate student-athletes or involves individuals or Teams from Collegiate institutions participating in competition to score points for their respective institutions, even when the student-athlete's performance is not included in the scoring of the event, or is considered an "exhibition" or occurs in an "open" event involving non-collegiate competitors that is conducted in conjunction with Collegiate competition.
- CO 1.1.3 Competes in the uniform of the institution or, during the academic year, utilizes any apparel (excluding apparel no longer utilized by the institution) or equipment received from the institution that includes institutional identification.
- CO 1.1.4 Competes and receives expenses (i.e., transportation, meals, room or entry fees) from the institution for the competition.

CO 1.2 Collegiate Season:

- CO 1.2.1 The playing season (i.e., practice and competition) is the period between the date of an institution's first officially recognized practice session, and the conclusion of the National Governing Body Championship. An institution is permitted to conduct officially recognized practice and competition each academic year only during the playing season.
- CO 1.2.2 The length of a program's playing season in artistic swimming shall be limited to a 132-day season, which may consist of 2 segments (each consisting of consecutive days) and which may exclude only required days off and official vacation, holiday and final examination periods.
- CO 1.2.3 Each institution is expected to follow current playing and practice season regulations set forth in the Division I NCAA Manual – Bylaw 17 (Playing and Practice Seasons).

CO 1.3 Eligibility:

A program shall not permit a student-athlete to represent it in intercollegiate athletics competition unless the student-athlete meets all applicable eligibility requirements and USAAS has certified the student-athlete's eligibility. Each institution is expected to follow eligibility and amateurism regulations set forth in the Division I NCAA Manual – Bylaw 12 (Amateurism) and Bylaw 14 (Eligibility).

Exception to Bylaw 12.8.3.2.1.1: Student-Athletes representing the National Team of their Federation shall have a maximum of 3 years after their high school graduation date to enroll full time in a collegiate institution.

- CO 1.3.1 Undergraduate student-athletes who meet the one-time transfer rule who are officially enrolled on a full-time basis and who meet their respective institution's NCAA eligibility standards shall be eligible to compete.

- CO 1.3.2** All student-athletes shall complete the Student-Athlete Technical Affidavit 2 times per year. The Technical Affidavit can be found on the USAAS website. In the spring semester, the affidavit must be completed even though there may be no changes.
- CO 1.3.3** Each competing program is required to submit a declaration of playing season, team roster and proof of student-athlete and club registration to the Collegiate Technical Chair no later than January 1st of each year.
- CO 1.3.4** Transfer student-athletes must abide by their institution's governing rules.
- CO 1.3.5** A student-athlete may not represent both a club/organization and a college/university in the same competition.
- CO 1.3.6 Graduate Student-Athlete/Post Baccalaureate Participation:** A student-athlete may participate in intercollegiate athletics, provided the student-athlete:
1. Has eligibility remaining and such participation occurs within the applicable 5 year period set forth in Division I NCAA Manual Bylaws 12.8 and 14.2.2.1.5.
 2. Is enrolled in a graduate or professional school of the same institution from which they previously received a baccalaureate degree, or;
 3. Is enrolled and seeking a second baccalaureate or equivalent degree at the same institution, or;
 4. Has graduated and is continuing as a full-time student-athlete at the same institution while taking course work that would lead to the equivalent of another major or degree as defined and documented by the institution.
- CO 1.3.6.1 One-Time Transfer Exception:** A graduate student-athlete who is enrolled in a graduate or professional school of an institution other than the institution from which they previously received a baccalaureate degree may participate in intercollegiate athletics if the student-athlete fulfills the conditions of the one-time transfer exception set forth in Division I NCAA Manual Bylaw 14.5.5.2.10 and has eligibility remaining per Division I NCAA Manual Bylaw 12.8.
1. A graduate student-athlete who does not meet the one-time transfer exception due to the restrictions of Division I NCAA Manual Bylaw 14.5.5.2.10-(a) shall qualify for this exception, provided:
 - The student-athlete fulfills the remaining conditions of Division I NCAA Manual Bylaw 14.5.5.2.10;
 - The student-athlete has at least 1 season of competition remaining; and,
 - The student-athlete's previous institution did not renew their athletically related financial aid for the following academic year.
- CO 1.3.7** A Collegiate student-athlete must hold a USAAS membership. To compete outside the Collegiate program the institution must petition the NCAA, or its governing body, for each exception and the student-athlete must hold a USAAS Competitive Athlete membership.
- CO 1.3.8** A student-athlete shall be an amateur, as defined by USAAS, **World Aquatics** and NCAA.
- CO 1.3.9** Any student-athlete desiring to compete for an institution must be granted permission by the institution to use the school's name.
- CO 1.3.10** In the year in which the World University Games occurs, any Collegiate student-athlete who is within 1 year of eligibility to compete may participate at the U.S. Collegiate Championship and be allowed to enter Solo and the Technical Category A competition without replacing a current Collegiate student-athlete.
- CO 1.3.11 International Student-Athlete:** The eligibility of an International Student-Athlete shall be certified through a letter from the athlete's Federation granting the International Student-Athlete permission to participate in U.S. Collegiate artistic

swimming. The letter must be maintained in a file at the institution and must be submitted to the Collegiate Technical Chair prior to the International Student-Athlete's first date of competition.

CO 1.4 Institutional Membership: The institution shall hold a USAAS membership.

CO 1.5 Individual Membership:

CO 1.5.1 Collegiate student-athletes must hold 1 of 2 types of individual memberships:

1. Athlete: A student-athlete who competes in local activities, non-qualifying competitions and Collegiate competitions, not including the U.S. Collegiate Championship. **Refer to** Appendix C.
2. Competitive Athlete: A student-athlete who competes in qualifying competitions and National Championships. **Refer to** Appendix C.

CO 1.6 Recruiting: A member of an institution's athletics staff (or a representative of its athletics interests) shall not contact a prospective student-athlete until July 1 following completion of the student-athlete's sophomore year of high school. Each institution is expected to follow current recruiting regulations set forth in the Division I NCAA Manual – Bylaw 13 (Recruiting).

CO 1.6.1 Each institution may provide a maximum of 8 full scholarships per year.

CO 1.7 Coaching Limitation: Each institution may have a maximum of 1 head coach, 1 assistant coach, 1 volunteer and 1 graduate assistant/volunteer on deck at the same time. Only the head coach and assistant coach may be paid.

CO 2 COLLEGIATE COMPETITION

CO 2.1 Types of Competition:

CO 2.1.1 Collegiate competitions consist of dual and invitational meets, regional championships and National Championships.

CO 2.1.2 The Collegiate Regions are the same as the Senior Zones. See Rule CP 1.1.3.

CO 2.2 Categories for Technical Competition:

CO 2.2.1 Student-Athletes shall move into 1 of the 4 Technical Categories on the basis of their qualifying average Figure, Solo, Duet or Team Technical routine score from their most recent competitive season.

- If a Figure score is not available, then a Solo Technical routine score shall be used.
- If a Solo Technical routine score is not available, then a Duet Technical routine score shall be used.
- If a Duet Technical routine score is not available, then a Team Technical routine score shall be used.

The Student-Athlete Technical Affidavit shall provide the qualifying average score for placement in a Technical Category.

Exception: For International Student-Athlete exception, see Rule CO 1.3.11.

1. Category A: 71.000 or higher or National Team student-athlete.
 - For the purpose of this rule, a National Team student-athlete shall be any student-athlete who has competed for their home country's National Team within the last 2 calendar years.
 - International Student-Athletes who have competed for their Federation's Junior or Senior National Teams within the last 2 calendar years and have achieved an average figure score below the Technical Category A minimum (71.000) may swim in the Technical Category of the

corresponding average in the most recent year. In addition, a foreign National Team student-athlete who does not have available figure scores from the past 2 calendar years may only compete in Technical Category B after submitting a video to be reviewed by a panel of judges. This panel must approve the request by a majority vote prior to the athlete's entry into the Technical Category B.

2. Category B: 64.000 to 70.999.
3. Category C: 52.000 to 63.999.
4. Category D: 51.999 or lower.

CO 2.2.2 Movement Between Technical Categories:

1. The student-athlete's average Technical score from the previous season shall be used to determine the Technical Category (Figure or Technical Element routine) for the student-athlete's first season of Collegiate competition.
2. The student-athlete's average Technical score from the first season of Collegiate competition will determine the Technical Category for the remaining seasons of Collegiate competition and the remainder of the student-athlete's Collegiate career. After each competitive season, the student-athlete shall be permitted to move up to a higher Technical Category between seasons. Once the student-athlete moves up, they shall remain in the Technical Category (or higher) for the remainder of the student-athlete's Collegiate career.
3. The student-athlete shall compete in the Technical Category designated by the average Technical score of the Technical Affidavit for every Collegiate competition within the season.

CO 2.3 Technical Competition:

- CO 2.3.1 Category A** shall be a compulsory routine with 4 of the **Team Technical Required Elements A**. This routine shall be used for all Collegiate competitions that year. Refer to Appendix L.
- CO 2.3.2 Category B** shall be a compulsory routine with 4 of the **Team Technical Required Elements B**. This routine shall be used for all Collegiate competitions that year. Refer to Appendix L.
- CO 2.3.3 Category C** shall be the **Collegiate Technical Category C** Figures as listed in Figure Rule II.B and shall rotate through the figure selection groups per the Collegiate chart in Figure Rule II.H. This group shall be used for all Collegiate competitions that year.
- CO 2.3.4 Category D** shall be the 12 & under Age Division Figures as listed in Figure Rule II.C and shall rotate through the figure selection groups per the Collegiate chart in Figure Rule II.H. This group shall be used for all Collegiate competitions that year.
- CO 2.3.5** For each Dual, Invitational and Regional competition, each institution may count a maximum of 4 Technical Categories but must count a minimum of 1 category.
- CO 2.3.6** All student-athletes must enter 1 of the Technical Categories in each competition. Institutions who provide false or misleading information are subject to having all entries in the Technical Category in question disqualified or allowed only as Exhibition. For Resolution of Protests, see Rule TR 3.
- CO 2.3.7 Application of Penalties:** Refer to Appendix L, **Section 3.03** for procedures for Technical Category A and B and **Rule OD 4.6.1** for application of penalties for all Technical Categories.

CO 2.4 Routine Competition:

- CO 2.4.1** The competition shall consist of Solo, **Male Solo (Honorary only)**, Duet, Mixed Duet (Honorary only), Trio and Team events.

CO 2.4.2 For each Dual, Invitational and Regional competition, an institution may select a maximum of 7 events to receive placement points. Those 7 events must include at least 1 of the Technical Categories A, B, C or D.

1. No more than 2 routines in each event.
2. Additional routines as Exhibition.

CO 2.4.3 Number of Events: Each student-athlete may compete in no more than 3 different routine events, including Exhibition routines, in each competition.

Exception: In the Regional Championships, a student-athlete may enter a maximum of 4 events, one of which shall be an Exhibition routine.

CO 2.4.4 Reserves: One reserve may be listed for a Duet and Trio and 2 reserves for a Team. If the reserve swims, the event shall be counted as 1 of the 3 permitted for that student-athlete.

CO 2.4.5 Time requirements for routines shall comply with USAAS Rules:

1. For Dual, Invitational, Regional and other routine competitions, there shall be an allowance of 5 seconds plus the allotted time limit. There shall be no minimum time limit.
2. For the U.S. Collegiate Championship, time limits shall comply with those used at the U.S. National Championship:

Events	Minutes
Solo/Male Solo	2:15
Duet/Mixed Duet/Trio	2:45
Team	3:30

3. For the U.S. Collegiate Championship, there shall be an allowance of 5 seconds plus or minus the allotted time limit.

CO 2.4.6 Timing procedures shall comply with USAAS Rules.

CO 3 COLLEGIATE SCORING

CO 3.1 Methods of Scoring:

CO 3.1.1 Technical Competition: Scores shall be computed according to USAAS Rules.

1. **Participation:**

- Each student-athlete shall swim the Technical competition.
- Each student-athlete in the Technical competition shall be eligible for awards regardless if the institution has declared the Technical competition for Overall Institution Awards. See Rule CO 5.1.1.

2. **Institution Averaging:**

- The average of the student-athlete's Technical scores from each institution shall determine which place the institution receives in each declared Technical Category for Overall institution Awards.

CO 3.1.2 Routine Competition:

CO 3.1.2.1 Routines shall be computed according to USAAS Rules.

CO 3.1.2.2 Technical scores shall not be added to routine scores.

CO 3.2 Scoring Systems:

CO 3.2.1 Collegiate Competition and Overall Institution Awards: The following scoring system is used for any Collegiate competition as well as determining the Overall Institution Awards at the U.S. Collegiate Championship.

Place	1	2	3	4	5	6	7	8	9	10	11	12
Event												
Cat. A	12	11	10	9	8.5	8	7.5	7	6.5	6	5.5	5
Cat. B	10	9	8	7	6.5	6	5.5	5	4.5	4	3.5	3
Cat. C	8	7	6	5	4.5	4	3.5	3	2.5	2	1.5	1
Cat. D	6.5	6	5.5	4.5	4	3.5	3	2.5	2	1.5	1	0.5
Trio	16	14	12	11	10	9	8	7	6	5	4	3
Duet	15	13	11	10	9	8	7	6	5	4	3	2
Solo	14	12	10	9	8	7	6	5	4	3	2	1
Team	18	16	14	13	12	11	10	9	8	7	6	5

CO 3.2.2 USAAS Collegiate All-America Team Awards and Individual High Point Trophy:

The following scoring system is used for the Technical Category A competition for the USAAS Collegiate All-America Team Awards and the Individual High Point Trophy at the U.S. Collegiate Championship. Routine scoring will follow CO 3.2.1.

Place	1	2	3	4	5	6	7	8	9	10
Points	25	22	20	18	16	15	14	13	12	11
Place	11	12	13	14	15	16	17	18	19	20
Points	10	9	8	7	6	5	4	3	2	1

CO 3.2.3 USAAS All-Collegiate Awards: The following scoring system is used for the Technical Category B competition for the USAAS All-Collegiate Awards at the U.S. Collegiate Championship. Routine scoring will follow CO 3.2.1.

Place	1	2	3	4	5	6	7	8	9	10
Points	15	12	10	8	6	5	4	3	2	1

CO 4 THE U.S. COLLEGIATE CHAMPIONSHIP

CO 4.1 Institution Qualification:

CO 4.1.1 To attend the U.S. Collegiate Championship, a Collegiate club shall have competed in a minimum of 3 separate dates of competitions, 2 of which shall be Collegiate competitions. One must be the Regional Championship.

CO 4.1.2 To attend the U.S. Collegiate Championship, a Varsity program shall have competed in a minimum of 6 separate dates of competitions, 2 of which shall be Collegiate competitions. One must be the Regional Championship.

CO 4.1.3 Placement in the most recent U.S. Collegiate Championship:

1. Student-Athletes placing in Finals (places 1-12) shall qualify for the next U.S. Collegiate Championship. A routine already qualified through this method shall be excluded from the Region's top 12 qualifiers.

2. The USAAS 50% rule shall apply.

CO 4.1.4 Placement attained in the Collegiate Regional Championships:

1. Student-Athletes placing in the top 12 in each routine event shall qualify.
2. Exhibition routines shall qualify by earning a routine score equal to or higher than the 12th place official routine score in that event.

CO 4.2 Squad Size: An institution may bring no more than 20 student-athletes to the U.S. Collegiate Championship.

CO 4.3 Event Declaration for the U.S. Collegiate Championship:

- CO 4.3.1** A coach may enter student-athletes into any number of events by submitting the required entry forms.
- CO 4.3.2** No less than 2 hours prior to the first coaches meeting (the day before the first event), the coach must scratch the student-athlete from events which are beyond the maximum number of events for that student-athlete.
- CO 4.3.3** These changes must be presented in writing to the designated Scoring Chair.

CO 4.4 Entry Rules: An institution may select a maximum of 7 events to receive placement points for the Overall Institution Awards. See Rule CO 5.1.3. Those 7 events must include at least 1 of the Technical Categories A, B, C or D.

CO 4.5 Eligibility: Student-Athletes must have participated in a majority of their institution's Collegiate season and have their eligibility certified by an affidavit signed by their institution and athletic department.

CO 4.5.1 Definition of participation in majority of the season: Student-Athletes actively taking part in the majority of the squad practices and competing in the majority of competitions.

CO 4.6 Rule Changes:

- CO 4.6.1** All proposed amendments to these rules shall be discussed at the U.S. Collegiate Championship.
- CO 4.6.2** Any rule changes approved by the Collegiate coaches present shall be submitted to the USAAS Collegiate Committee for adoption in the subsequent year.
- CO 4.6.3** No rules voted upon for change at the U.S. Collegiate Championship shall be in effect for that competition. Rules will be added and finalized at the Annual Meeting of the Corporation in that same year.

CO 5 AWARDS FOR THE U.S. COLLEGIATE CHAMPIONSHIP

CO 5.1 Competition Awards:

CO 5.1.1 Technical Awards: Medals shall be awarded to places 1-3 and ribbons shall be awarded to places 4-12 in Technical Categories A, B, C and D, regardless of the Overall Institution Awards Technical Competition declaration made by any institution. See Rule CO 4.4.

CO 5.1.2 Routine Awards:

1. Medals shall be awarded to places 1-3 for each event.
2. Ribbons shall be awarded to places 4-12 for each event.

CO 5.1.3 Overall Institution Awards: Places shall be awarded by total points accumulated using the Overall Institution Awards Scoring System. See Rule CO 3.2.1. It is suggested that trophies be awarded to places 1 to 3 and plaques be awarded to places 4 through 6.

CO 5.1.4 In the U.S. Collegiate Championship, placement points for places 1-12 shall be determined by places from Finals.

CO 5.2 Other:

CO 5.2.1 Individual High Point Trophy: The award will be presented to the student-athlete who accumulates the highest point total, regardless of U.S. Citizenship, using the USAAS Collegiate All-America Team Scoring System from the results of the U.S. Collegiate Championship. For the USAAS Collegiate All-America Team Scoring System, see Rule CO 3.2.2.

CO 5.2.2 USAAS Collegiate All-America Team Awards: Using the USAAS Collegiate All-America Team Scoring System, student-athletes shall receive points based upon the rank order of finish in all routine entries counting toward the Overall Institution Award at the U.S. Collegiate Championship. Exhibition routine entries are excluded. For the USAAS Collegiate All-America Team Scoring System, see Rule CO 3.2.2. Only those student-athletes entered in the Technical Category A competition are eligible to be considered for the USAAS Collegiate All-America Team Awards.

1. Only Technical Category A shall count for placement points. Exhibition Technical entries will be eligible but are excluded from points in that category.
2. The top 14 student-athletes (excluding non-U.S. Citizens) shall receive USAAS Collegiate All-America Team Awards. Non-U.S. Citizens shall be listed as honorary and given honorary USAAS Collegiate All-America Team Awards for their placement in the top 14.
3. The USAAS Collegiate All-America Team Awards shall be announced on the USAAS website within a week of completion of the U.S. Collegiate Championship.

CO 5.2.3 USAAS All-Collegiate Awards: Using the USAAS All-Collegiate Scoring System, student-athletes shall receive points based upon rank order of finish in all routine entries counting toward the Overall Institution Award at the U.S. Collegiate Championship. Exhibition routine entries are excluded. For the USAAS All-Collegiate Scoring System, see Rule CO 3.2.3.

1. Only Technical Categories A and B shall count for placement points. Exhibition Technical entries are excluded.
2. The top 3 student-athletes, regardless of U.S. Citizenship, will be named in each of the following categories:
 - Varsity Division I
 - Varsity Division II and NAIA
 - Varsity Division III
 - Club

3. The USAAS All-Collegiate Awards shall be announced on the USAAS website within a week of completion of the U.S. Collegiate Championship.

CO 5.2.4 Collegiate Outstanding Swimmer of the Year: To be based equally on athletics, academics and community service. Awarded following the U.S. Collegiate Championship by a vote of 1 coach from each institution and 1 Athletes Representative from each Region. This award shall be administered by the U.S. Collegiate Championship Meet Manager.

CO 5.2.5 USAAS Collegiate Academic Award: A certificate of recognition shall be awarded to all student-athletes who have a cumulative grade point average of 3.25 or higher (on a 4-point scale) and who participate in the U.S. Collegiate Championship. A certificate will be given to each student-athlete earning an award but only the name of the student-athlete who achieves a 4.0 GPA will be announced.

CO 6 SANCTIONS

CO 6.1 All Collegiate competitions, including developmental competitions, shall be sanctioned by USAAS.

DRAFT

RULE VIII

MASTERS PROGRAM (MS)

The Technical Rules shall apply to all Masters competitions except as noted in this section.

MS 1 MASTERS

MS 1.1 Masters Artistic Swimming is open to all competitors 20 years of age or older. Those competitors registered for Masters Artistic Swimming competitions may participate in non-USAAS aquatic activities, competitions, exhibitions, demonstrations, etc., without jeopardy to their eligibility to participate in Masters Artistic Swimming competitions.

Exception: For Duet, Trio, Team and Free Combination average age exception, see Rule MS 2.11.3.2.

MS 2 EVENTS

MS 2.1 Figure competition

MS 2.2 Solo, **Male Solo**, Duet, Trio and Team Technical routines.

MS 2.3 Solo, **Male Solo**, Duet, Trio and Team Free routines.

MS 2.4 Free Combination.

MS 2.4.1 A Free Combination may consist of registered competitors from 2 or more U.S. clubs. The name of a multiple club entry must not reflect a particular club.

1. In addition to the standard entry forms required for the competition, the coach of a multiple club entry must submit a Release Form(s) for each competitor in the event to the USAAS National Office, the Meet Manager and the Scoring Chair. The Release Form(s) must be signed by the club coach of each competitor.

MS 2.5 Number of Events: Each competitor may compete in no more than 3 different Free routine events (Solo, **Male Solo**, Duet, Trio or Team) in each U.S. Masters Championship. The Free Combination event does not count as one of the 3 events.

MS 2.6 General Requirements for Competitions:

MS 2.6.1 In Figure competition, all competitors shall wear a plain, one-piece black suit and plain white swim cap, devoid of club and National Team emblems. Goggles and nose clips may be worn.

MS 2.6.1.1 Jewelry is allowed, with the exception of dangling jewelry. Competitors must remove any dangling jewelry prior to the start of the event.

MS 2.6.2 The use of accessory equipment, goggles or additional clothing is permitted at competitions. Nose clips or plugs may be worn.

MS 2.6.2.1 Jewelry is allowed, with the exception of dangling jewelry. Competitors must remove any dangling jewelry, or dangling items from headpieces or swimwear prior to the start of the event.

MS 2.6.2.2 In the event that the Event Referee observes or is informed by the Event Vice Referee that the competitor(s) does not conform, the competitor will not be permitted to compete until in conformance.

MS 2.7 Competitors may swim a Technical routine and/or a Free routine in Solo, **Male Solo**, Duet, Trio or Team. Competitors who compete in both the Technical and Free routine in a given event (Solo, **Male Solo**, Duet, Trio or Team) will be eligible for an award.

Competitors who compete in only a Technical or Free routine will be listed in the results and will not be eligible for an award.

MS 2.7.1 Technical Routine Time Limits:

Events	Minutes
Solo/ Male Solo	1:30
Duet/Trio	1:40
Team	1:50

MS 2.7.2 There shall be an allowance of 15 seconds plus the allotted time limit, but there shall be no minimum time limit. For Time Allowances for Walk-On and Deck Movements, see Rules CP 4.2.2.6.2 and 4.2.2.6.3.

MS 2.8 Free routine competition shall consist of Solo, **Male Solo**, Duet, Trio, Team and Free Combination routines.

MS 2.8.1 Free Routine Time Limits:

Events	Minutes
Solo/ Male Solo	2:30
Duet/Trio	3:00
Team	4:00
Free Combination	4:00

MS 2.8.2 There shall be an allowance of 15 seconds plus the allotted time limit, but there shall be no minimum time limit. For Time Allowances for Walk-On and Deck Movements, see Rules CP 4.2.2.6.2 and 4.2.2.6.3.

MS 2.9 General Requirements for Technical Routines:

MS 2.9.1 Supplementary elements may be added.

MS 2.9.2 Unless otherwise specified in the description of an element:

1. All figures or components thereof shall be executed according to the requirements described in Appendix L, Section 3.04.
2. All elements shall be executed high and controlled, in uniform motion with each section clearly defined.
3. Time limits as specified in MS 2.7.1.
4. Swimwear shall be black and the competitor shall wear a white cap. Goggles may be worn.

MS 2.10 The Technical Routine Requirements for Solo, **Male Solo**, Duet, Trio and Team shall be found in Appendix L.

MS 2.11 Routine Age Divisions:

MS 2.11.1 Solo, Duet, Trio:

1. Master: 20-29, 30-39, 40-49, 50-59, 60-69, 70-79, 80-89, etc. (as high as necessary to accommodate all age entries).

MS 2.11.2 Male Solo, Team, Free Combination:

1. Master: 20-34, 35-49, 50-64, 65-79, 80 & older.

MS 2.11.3 The Routine Age Division for each routine entry is determined by averaging the ages of the competitors. The average age of the competitors in a routine shall be determined by adding the ages of the actual competitors (not including the reserves), dividing by the number of competitors (not including the reserves) and dropping any resulting fraction or decimal. (For example, if the average age of the Team is 49.833, the Team would compete in the 35-49 age division).

MS 2.11.3.1 If a reserve is used in a routine, the average age of the competitors actually swimming must remain in the same age division, as originally entered.

MS 2.11.3.2 Competitors who are 18 or 19 years of age may compete in a Duet, Trio, Team or Free Combination routine event as long as the average age of the routine is not less than 20.

MS 3 FIGURE COMPETITION

MS 3.1 Figure Competition Divisions: Competitors shall participate together in the following Figure Competition Divisions: A, B or C.

MS 3.2 The Figure Groups for each Figure Competition Division shall be found in Figure Rule II.G.

MS 4 JUDGING AND SCORING

MS 4.1 Routine events shall be judged and scored according to OD 2.6.2 and OD 5.1.2, respectively.

MS 4.2 Figures and Free Combination shall be scored as separate events.

MS 4.3 Deduction points shall be calculated according to Rule OD 4.6.2.1.

MS 5 AWARDS

MS 5.1 Figure Awards: Medals shall be awarded to places 1-3 and ribbons shall be awarded to places 4-8 in all Figure Competition Divisions listed in Rule MS 3.1.

MS 5.2 Routine Awards: Medals shall be awarded to places 1-3 and ribbons shall be awarded to places 4-8 in all Routine Age Divisions listed in Rule MS 2.11.

MS 5.3 High Point Team Awards for the U.S. Masters Championship shall be awarded by total points accumulated as per scoring system for Team trophies. See Rule CP 7.4. A trophy shall be awarded to first place and plaques to second and third place.

MS 6 U.S. MASTERS CHAMPIONSHIP

MS 6.1 The starting age divisions for events at the U.S. Masters Championship will be noted in the Meet Announcement and will be rotated annually.

MS 7 INTERNATIONAL COMPETITIONS:

MS 7.1 Participation in international Masters competitions is provided through the Club Option Program. Refer to the following policies for further information:

MS 7.1.1 Administrative Rules, Article 25, Section 25.05 for Travel Permits.

MS 7.1.2 Appendix F, Club Option Policies.

RULE IX

ATHLETES WITH DISABILITIES (AD)

The Technical Rules shall apply to all Athletes with Disabilities competitions except as noted in this section.

AD 1 ATHLETES WITH DISABILITIES ELIGIBILITY

AD 1.1 Artistic Swimming is open to any athlete who has a physical and/or cognitive disability that prevents the athlete from engaging in meaningful competitions against able-bodied athletes.

AD 1.2 USAAS shall define an athlete with a disability as an individual who has a physical or cognitive impairment that substantially limits **1** or more major life activities; has a record of such an impairment; or is regarded as having such an impairment. A physical or cognitive impairment is defined as any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting **1** or more body systems, such as neurological, musculoskeletal, special sense organs, respiratory (including speech organs), cardiovascular, reproductive, digestive, genitourinary, immune, circulatory, hemic, lymphatic, skin, and endocrine.

AD 1.3 Athletes shall be eligible to compete in either the physical or cognitive category in USAAS competitions, when held in pool environments that offer the necessary accommodations for athletes with disabilities.

AD 2 COMPETITION REGULATIONS

AD 2.1 Competitions shall consist of Figures and Free routines for the physical and cognitive categories, respectively. All competitors shall perform Figures.

AD 2.2 Competitions for competitors with physical or cognitive disabilities are based on Tier level only.

AD 2.2.1 Competitors from different disability categories may compete together in Duet, Mixed Duet, Trio and Team routines. Routines that include both competitors with a cognitive disability and competitors with a physical disability shall compete in the physical disability category.

AD 2.3 The coach is responsible for declaring the competitor's physical or cognitive category and the Tier level on the Official Club Entry Form.

AD 2.3.1 In order to determine the Tier level for a Duet, Mixed Duet, Trio and/or Team, the Tier levels shall be averaged, and if necessary, rounded up to the next highest Tier.

AD 2.4 Competitors participating in the physical and cognitive categories will be exempt from TR 4.2, allowing a coach to instruct the competitor during the Figure and Free routine competitions.

AD 3 FIGURE COMPETITION

AD 3.1 The Figure Tiers for both physical and cognitive disability categories are listed in Figure Rule II.F.

AD 4 ROUTINE COMPETITION

AD 4.1 Free Routines:

AD 4.1.1 The competition shall consist of Solo, **Male Solo**, Duet, Mixed Duet, Trio and Team events in each competition.

AD 4.1.2 Maximum time requirements for routines shall be as follows:

Tier	Solo/Male Solo	Duet/Mixed Duet/Trio	Team
Tier 1	1:00	1:00	1:00
Tier 2	1:00	1:00	1:00
Tier 3	1:45	2:15	2:30
Tier 4	2:00	2:30	3:00
Tier 5	2:15	2:45	3:15
Tier 6	2:15	2:45	3:30

AD 4.1.3 There shall be an allowance of **5** seconds plus the allotted time limit, but there shall be no minimum time limit.

AD 4.1.4 Walk-On: In routine events, the walk-on of the competitors from the designated starting point to the achievement of a stationary starting position(s) on deck and/or in the water may exceed 30 seconds. (Exemption from CP 4.2.2.6.2).

1. Competitors with disabilities are allowed to have assistance or be guided to the correct starting point on deck or in the water.

AD 4.1.5 Deck movements are suggested to be 10 seconds as the competitors are exempt from the maximum allotment of CP 4.2.2.6.3.

AD 5 APPLICATION OF PENALTIES

AD 5.1 Figure Competition: Penalties shall not apply.

AD 5.2 Routine Competition:

AD 5.2.1 A **One Point Penalty** shall be deducted from the routine score if:

1. There is a deviation from the specified routine time limit allowed (more than) for the routine in accordance with Rule AD 4.1.2.
2. Rules OD 4.6.2.3.2.1-2 do not apply.

AD 5.2.2 A **Two Point Penalty** shall be deducted from the routine score if:

1. A competitor has made deliberate use of the bottom of the pool during a routine **to propel themselves or assist another competitor. No penalty will be applied when the contact with the bottom of the pool results from the competitor's self-protection from injuries by impact.**
2. During deck movements in routines, competitors are executing stacks, towers or human pyramids.
3. In Free Team routines, if the number of Acrobatic Movements exceeds the required number. Regardless of the number of additional Acrobatic Movements, the maximum penalty shall be 2 points.
4. Rule OD 4.6.2.3.3.1 **does** not apply.

AD 5.3 Disqualification:

AD 5.3.1 If 1 or more competitor(s) stops swimming **or makes clear support use of the pool wall** before the routine is completed, the routine **may** be disqualified. **The Event Referee shall assess if the cessation is caused by circumstances beyond the control of the competitor(s). The Event Referee may allow the routine to be re-swum during the session.**

1. If the Event Referee stops the swim of the routine a second time because of a competitor who is in distress, the routine **shall** be disqualified.

AD 6 JUDGING AND SCORING

AD 6.1 Routine events shall be judged and scored according to OD 2.6.2 and OD **5.1.2**, respectively.

AD 6.2 The routine figure average shall be computed using the figure score of the competitors who actually swam in the routine.

AD 6.3 The average Figure score shall be added to the Free routine score to determine the Final score for placement in the category.

RULE X

STATE GAMES (SG)

Each state may set its own rules for State Games.

PART FOUR

FIGURE RULES

RULE I

A. ALPHABETICAL INDEX OF FIGURES

Figure Group Number		Difficulty	Figure Group Number		Difficulty
413	Alba	2.7	306d	..., spinning 180°	1.9
240	Albatross	2.2	306e	..., spinning 360°	2.0
240a	..., half twist	2.2	380	Barracuda, Front Pike	
240b	..., full twist	2.3		Somersault	2.2
240c	..., swirl	2.3	380c	..., swirl	2.8
240d	..., spinning 180°	1.9	380d	..., spinning 180°	2.3
240e	..., spinning 360°	1.9	380e	..., spinning 360°	2.4
240h	..., spin up 180°	2.3	380f	..., continuous spin (720°)	2.9
240i	..., spin up 360°	2.4	380h	..., spin up 180°	2.7
240j	..., combined spin (360°+360°)	2.3	380i	..., spin up 360°	2.8
340	Angelfish	2.5	380j	..., combined spin (360°+360°)	3.0
423	Ariana	2.2	349	Beluga	2.1
330	Aurora	2.3	100	<u>Bent Knee, Alternate</u>	<u>1.0</u>
330a	..., half twist	2.7	302	Blossom	1.4
330c	..., swirl	2.8	343	Butterfly	2.5
330d	..., spinning 180°	2.4	116	Catalarc	2.9
330e	..., spinning 360°	2.4	117	Catalarc, Open 180°	3.0
330f	..., continuous spin (720°)	2.6	115	Catalina	2.3
330g	..., twist spin	2.9	115a	..., half twist	2.7
331	Aurora, Open 180°	3.0	115b	..., full twist	2.9
332	Aurora, Open 360°	3.2	115c	..., swirl	2.8
327	Ballerina	1.8	115d	..., spinning 180°	2.4
110	Ballet Leg, Double	1.7	115e	..., spinning 360°	2.4
101	Ballet Leg, Single	1.6	115f	..., continuous spin (720°)	2.6
106	Ballet Leg, Straight	1.6	115g	..., twist spin	2.9
111	Ballet Leg Submarine, Double	2.2	115h	..., spin up 180°	2.9
103	Ballet Leg Submarine, Single	2.1	115i	..., spin up 360°	2.9
102	Ballet Legs, Alternate	2.4	115j	..., combined spin (360°+360°)	3.0
301	Barracuda	1.9	113	Crane	3.8
301c	..., swirl	2.5	436	Cyclone	2.4
301d	..., spinning 180°	2.1	436c	..., swirl	2.8
301e	..., spinning 360°	2.2	436d	..., spinning 180°	2.4
301f	..., continuous spin (720°)	2.5	436e	..., spinning 360°	2.4
301h	..., spin up 180°	2.5	436f	..., continuous spin (720°)	2.7
301i	..., spin up 360°	2.5	350	Dalecarlia	2.6
308	Barracuda Airborne Split	2.7	201	Dolphin	1.4
308i	..., spin up 360°	3.3	125	Eiffel Tower	2.6
305	Barracuda, Back Pike		125a	..., half twist	3.0
	Somersault	2.3	125b	..., full twist	3.2
305c	..., swirl	2.9	125c	..., swirl	3.1
305d	..., spinning 180°	2.4	125d	..., spinning 180°	2.7
305e	..., spinning 360°	2.5	125e	..., spinning 360°	2.7
305f	..., continuous spin (720°)	3.1	125f	..., continuous spin (720°)	2.9
305h	..., spin up 180°	2.6	125g	..., twist spin	3.3
305i	..., spin up 360°	2.7	125h	..., spin up 180°	3.2
305j	..., combined spin (360°+360°)	3.1	125i	..., spin up 360°	3.2
306	Barracuda, Bent Knee	1.8	128	Eiffel Walk	2.7

322	Elevator	2.5	311g, twist spin	2.2
130	Flamingo	2.5	311h, spin up 180°	2.2
130a, half twist	2.9	311i, spin up 360°	2.2
130b, full twist	3.1	311j, combined spin (360°+360°)	2.3
130c, swirl	3.0	318	Kip, Bent Knee	1.8
130d, spinning 180°	2.6	312	Kip, Split	2.3
130e, spinning 360°	2.6	313	Kip, Split, Closing 180°	2.3
130f, continuous spin (720°)	2.8	314	Kip, Split, Open 360°	3.0
130g, twist spin	3.1	316	Kipnus	1.4
130h, spin up 180°	3.1	317	Kipnus, Variant	1.9
130i, spin up 360°	3.1	319	Kipswirl	1.7
130j, combined spin (360°+360°)	3.2	319c, swirl	2.1
140	Flamingo, Bent Knee	2.4	319d, spinning 180°	1.7
140a, half twist	2.8	319e, spinning 360°	1.8
140b, full twist	3.0	319f, continuous spin (720°)	2.0
140c, swirl	2.9	320	Kipswirl, Split, Closing 180°	2.3
140d, spinning 180°	2.5	321	Kipswirl, Split, Closing 360°	2.5
140e, spinning 360°	2.5	150	Knight	3.1
140f, continuous spin (720°)	2.7	328	Lagoon	2.4
140g, twist spin	3.0	154	London	1.9
140h, spin up 180°	3.0	154j-1, combined spin 360° ^(360°+360°)	2.7
140i, spin up 360°	3.0	154j-2, combined spin 720° ^(720°+720°)	2.9
140j, combined spin (360°+360°)	3.1	142	Manta Ray	3.0
307	Flying Fish	2.7	347	Minerva	2.0
307d, spinning 180°	2.9	344	Neptunus	1.7
307e, spinning 360°	3.0	435	Nova	2.2
335	Gaviata	2.3	435c, swirl	2.7
336	Gaviata, Open 180°	2.4	435d, spinning 180°	2.3
241	Goeland	1.9	435e, spinning 360°	2.3
118	Helicopter	2.1	435f, continuous spin (720°)	2.5
342	Heron	1.9	435g, twist spin	2.8
342c, swirl	2.3	437	Oceanea	2.1
342d, spinning 180°	2.1	439	Oceanita	1.8
342e, spinning 360°	2.2	460	Oyster	1.2
342f, continuous spin (720°)	2.7	355	Porpoise	1.8
342h, spin up 180°	2.4	355a, half twist	2.2
342i, spin up 360°	2.4	355b, full twist	2.4
410	Hightower	3.4	355c, swirl	2.3
112	Ibis	2.5	355d, spinning 180°	1.9
112a, half twist	2.9	355e, spinning 360°	1.9
112b, full twist	3.1	355f, continuous spin (720°)	2.1
112c, swirl	3.0	355g, twist spin	2.5
112d, spinning 180°	2.6	355h, spin up 180°	2.4
112e, spinning 360°	2.6	355i, spin up 360°	2.4
112f, continuous spin (720°)	2.8	355j, combined spin (360°+360°)	2.5
112g, twist spin	3.1	361	Prawn	1.5
112h, spin up 180°	3.1	345	Reverse Catalina	2.1
112i, spin up 360°	3.1	143	Rio	3.1
112j, combined spin (360°+360°)	3.2	315	Seagull	2.1
440	Ipanema	3.0	346	Side Fishtail Split	2.0
351	Jupiter	2.8	303	Somersault, Back Pike	1.5
311	Kip	1.6	310	Somersault, Back Tuck	1.1
311a, half twist	2.0	323	Somersault, Front Pike	1.4
311b, full twist	2.2	324	Somersub	1.9
311c, swirl	2.1	141	Stingray	3.2
311d, spinning 180°	1.7	325	Subalina	2.2
311e, spinning 360°	1.7	326	Subilarc	2.8
311f, continuous spin (720°)	1.9	341	Sunfish	2.4

362	Surface Prawn	1.3	348f	..., continuous spin (720°)	2.3
226	Swan	2.1	348g	..., twist spin	2.7
405	Swordalina	2.4	348h	..., spin up 180°	2.3
402	Swordasub	2.3	348i	..., spin up 360°	2.4
401	Swordfish	2.0	348j	..., combined spin (360°+360°)	2.6
406	Swordfish, Straight Leg	2.0	475	Tub	1.1
403	Swordtail	2.3	420	Walkover, Back	1.9
348	Tower	1.9	421	Walkover, Back, Closing 360°	2.2
348a	..., half twist	2.2	360	Walkover, Front	1.9
348b	..., full twist	2.4	363	Water Drop	1.5
348c	..., swirl	2.3	364	Whirlwind	2.7
348d	..., spinning 180°	1.9			
348e	..., spinning 360°	2.0			

FIGURE RULE I
B. THE FOUR CATEGORIES OF FIGURES

CATEGORY I
BALLET LEG CATEGORY

100	<u>Bent Knee, Alternate</u>	1.0	125d, spinning 180°	2.7
101	Ballet Leg, Single	1.6	125e, spinning 360°	2.7
102	Ballet Legs, Alternate	2.4	125f, continuous spin (720°)	2.9
103	Ballet Leg Submarine, Single	2.1	125g, twist spin	3.3
106	Ballet Leg, Straight	1.6	125h, spin up 180°	3.2
110	Ballet Leg, Double	1.7	125i, spin up 360°	3.2
111	Ballet Leg Submarine, Double	2.2	128	Eiffel Walk	2.7
112	Ibis	2.5	130	Flamingo	2.5
112a, half twist	2.9	130a, half twist	2.9
112b, full twist	3.1	130b, full twist	3.1
112c, twirl	3.0	130c, twirl	3.0
112d, spinning 180°	2.6	130d, spinning 180°	2.6
112e, spinning 360°	2.6	130e, spinning 360°	2.6
112f, continuous spin (720°)	2.8	130f, continuous spin (720°)	2.8
112g, twist spin	3.1	130g, twist spin	3.1
112h, spin up 180°	3.1	130h, spin up 180°	3.1
112i, spin up 360°	3.1	130i, spin up 360°	3.1
112j, combined spin (360°+360°)	3.2	130j, combined spin (360°+360°)	3.2
113	Crane	3.8	140	Flamingo, Bent Knee	2.4
115	Catalina	2.3	140a, half twist	2.8
115a, half twist	2.7	140b, full twist	3.0
115b, full twist	2.9	140c, twirl	2.9
115c, twirl	2.8	140d, spinning 180°	2.5
115d, spinning 180°	2.4	140e, spinning 360°	2.5
115e, spinning 360°	2.4	140f, continuous spin (720°)	2.7
115f, continuous spin (720°)	2.6	140g, twist spin	3.0
115g, twist spin	2.9	140h, spin up 180°	3.0
115h, spin up 180°	2.9	140i, spin up 360°	3.0
115i, spin up 360°	2.9	140j, combined spin (360°+360°)	3.1
115j, combined spin (360°+360°)	3.0	141	Stingray	3.2
116	Catalarc	2.9	142	Manta Ray	3.0
117	Catalarc, Open 180°	3.0	143	Rio	3.1
118	Helicopter	2.1	150	Knight	3.1
125	Eiffel Tower	2.6	154	London	1.9
125a, half twist	3.0	154j-1, combined spin 360° (360°+360°)	2.7
125b, full twist	3.2	154j-2, combined spin 720° (720°+720°)	2.9
125c, twirl	3.1			

CATEGORY II
DOLPHIN CATEGORY

201	Dolphin	1.4	240d, spinning 180°	1.9
226	Swan	2.1	240e, spinning 360°	1.9
240	Albatross	2.2	240h, spin up 180°	2.3
240a, half twist	2.2	240i, spin up 360°	2.4
240b, full twist	2.3	240j, combined spin (360°+360°)	2.3
240c, twirl	2.3	241	Goeland	1.9

CATEGORY III SOMERSAULT CATEGORY

301	Barracuda	1.9	325	Subalina	2.2
301c, twirl	2.5	326	Subilarc	2.8
301d, spinning 180°	2.1	327	Ballerina	1.8
301e, spinning 360°	2.2	328	Lagoon	2.4
301f, continuous spin (720°)	2.5	330	Aurora	2.3
301h, spin up 180°	2.5	330a, half twist	2.7
301i, spin up 360°	2.5	330c, twirl	2.8
302	Blossom	1.4	330d, spinning 180°	2.4
303	Somersault, Back Pike	1.5	330e, spinning 360°	2.4
305	Barracuda, Back Pike		330f, continuous spin (720°)	2.6
	Somersault	2.3	330g, twist spin	2.9
305c, twirl	2.9	331	Aurora, Open 180°	3.0
305d, spinning 180°	2.4	332	Aurora, Open 360°	3.2
305e, spinning 360°	2.5	335	Gaviata	2.3
305f, continuous spin (720°)	3.1	336	Gaviata, Open 180°	2.4
305h, spin up 180°	2.6	340	Angelfish	2.5
305i, spin up 360°	2.7	341	Sunfish	2.4
305j, combined spin (360°+360°)	3.1	342	Heron	1.9
306	Barracuda, Bent Knee	1.8	342c, twirl	2.3
306d, spinning 180°	1.9	342d, spinning 180°	2.1
306e, spinning 360°	2.0	142e, spinning 360°	2.2
307	Flying Fish	2.7	342f, continuous spin (720°)	2.7
307d, spinning 180°	2.9	342h, spin up 180°	2.4
307e, spinning 360°	3.0	342i, spin up 360°	2.4
308	Barracuda Airborne Split	2.7	343	Butterfly	2.5
308i, spin up 360°	3.3	344	Neptunus	1.7
310	Somersault, Back Tuck	1.1	345	Reverse Catalina	2.1
311	Kip	1.6	346	Side Fishtail Split	2.0
311a, half twist	2.0	347	Minerva	2.0
311b, full twist	2.2	348	Tower	1.9
311c, twirl	2.1	348a, half twist	2.2
311d, spinning 180°	1.7	348b, full twist	2.4
311e, spinning 360°	1.7	348c, twirl	2.3
311f, continuous spin (720°)	1.9	348d, spinning 180°	1.9
311g, twist spin	2.2	348e, spinning 360°	2.0
311h, spin up 180°	2.2	348f, continuous spin (720°)	2.3
311i, spin up 360°	2.2	348g, twist spin	2.7
311j, combined spin (360°+360°)	2.3	348h, spin up 180°	2.3
312	Kip, Split	2.3	348i, spin up 360°	2.4
313	Kip, Split, Closing 180°	2.3	348j, combined spin (360°+360°)	2.6
314	Kip, Split, Open 360°	3.0	349	Beluga	2.1
315	Seagull	2.1	350	Dalecarlia	2.6
316	Kipnus	1.4	351	Jupiter	2.8
317	Kipnus, Variant	1.9	355	Porpoise	1.8
318	Kip, Bent Knee	1.8	355a, half twist	2.2
319	Kipswirl	1.7	355b, full twist	2.4
319c, twirl	2.1	355c, twirl	2.3
319d, spinning 180°	1.7	355d, spinning 180°	1.9
319e, spinning 360°	1.8	355e, spinning 360°	1.9
319f, continuous spin (720°)	2.0	355f, continuous spin (720°)	2.1
320	Kipswirl, Split, Closing 180°	2.3	355g, twist spin	2.5
321	Kipswirl, Split, Closing 360°	2.5	355h, spin up 180°	2.4
322	Elevator	2.5	355i, spin up 360°	2.4
323	Somersault, Front Pike	1.4	355j, combined spin (360°+360°)	2.5
324	Somersub	1.9	360	Walkover, Front	1.9

CATEGORY III (CONTINUED)
SOMERSAULT CATEGORY

361	Prawn	1.5	380d, spinning 180°	2.3
362	Surface Prawn	1.3	380e, spinning 360°	2.4
363	Water Drop	1.5	380f, continuous spin (720°)	2.9
364	Whirlwind	2.7	380h, spin up 180°	2.7
380	Barracuda, Front Pike		380i, spin up 360°	2.8
	Somersault	2.2	380j, combined spin (360°+360°)	3.0
380c, twirl	2.8			

CATEGORY IV
DIVERSE CATEGORY

401	Swordfish	2.0	435f, continuous spin (720°)	2.5
402	Swordasub	2.3	435g, twist spin	2.8
403	Swordtail	2.3	436	Cyclone	2.4
405	Swordalina	2.4	436c, twirl	2.8
406	Swordfish, Straight Leg	2.0	436d, spinning 180°	2.4
410	Hightower	3.4	436e, spinning 360°	2.4
413	Alba	2.7	436f, continuous spin (720°)	2.7
420	Walkover, Back	1.9	437	Oceanea	2.1
421	Walkover, Back, Closing 360°	2.2	439	Oceanita	1.8
423	Ariana	2.2	440	Ipanema	3.0
435	Nova	2.2	460	Oyster	1.2
435c, twirl	2.7	475	Tub	1.1
435d, spinning 180°	2.3			
435e, spinning 360°	2.3			

FIGURE RULE II

COMPULSORY FIGURES AND FIGURE SELECTION GROUPS FOR COMPETITIONS

A. SENIOR AND JUNIOR FIGURES:

COMPULSORY FIGURES:

308i	Barracuda Airborne Split, Spin Up 360°	3.3
355g	Porpoise, Twist Spin	2.5

SELECTION GROUPS:

Group 1

154j-2	London, Combined Spin (720°)	2.9
330c	Aurora, Twirl	2.8

Group 2

364	Whirlwind	2.7
343	Butterfly	2.5

Group 3

320	Kipswirl, Split, Closing 180°	2.3
440	Ipanema	3.0

Note: These figures need not be performed in the order listed. The Selection group shall be drawn 18-72 hours before the start of the Figure competition.

B. COLLEGIATE TECHNICAL CATEGORY C AND 13-15 AGE DIVISION FIGURES:

COMPULSORY FIGURES:

423	Ariana	2.2
143	Rio	3.1

SELECTION GROUPS:

Group 1

351	Jupiter	2.8
437	Oceanea	2.1

Group 2

240a	Albatross, Half Twist	2.2
403	Swordtail	2.3

Group 3

355f	Porpoise, Continuous Spin 720°	2.1
315	Seagull	2.1

Note: These figures need not be performed in the order listed. For Junior Olympic Championships, the Selection group shall be drawn 18-72 hours before the start of the Figure competition. For Collegiate Championships, see Collegiate Selection Group Rotation Chart.

C. **COLLEGIATE TECHNICAL CATEGORY D AND 12 & UNDER AGE DIVISION FIGURES:**

COMPULSORY FIGURES:

106	Ballet Leg, Straight	1.6
301	Barracuda	1.9

SELECTION GROUPS:

Group 1

420	Walkover, Back	1.9
327	Ballerina	1.8

Group 2

311	Kip	1.6
401	Swordfish	2.0

Group 3

226	Swan	2.1
363	Water Drop	1.5

Note: These figures need not be performed in the order listed. For Junior Olympic Championships, the Selection group shall be drawn 18-72 hours before the start of the Figure competition. For Collegiate Championships, see Collegiate Selection Group Rotation Chart.

D. **INTERMEDIATE FIGURES:**

COMPULSORY FIGURES:

101	Ballet Leg, Single	1.6
301	Barracuda	1.9

SELECTION GROUPS:

Group 1

360	Walkover, Front	1.9
311	Kip	1.6

Group 2

348	Tower	1.9
420	Walkover, Back	1.9

Note: These figures need not be performed in the order listed. The Selection group shall be drawn 18-72 hours before the start of the Figure competition.

E. **NOVICE FIGURES:**

COMPULSORY FIGURES:

101	Ballet Leg, Single	1.6
302	Blossom	1.4

SELECTION GROUPS:

Group 1

316	Kipnus	1.4
323	Somersault, Front Pike	1.4

Group 2

361	Prawn	1.5
201	Dolphin	1.4

Note: These figures need not be performed in the order listed. The Selection group shall be drawn 18-72 hours before the start of the Figure competition.

E. ATHLETES WITH DISABILITIES - PHYSICAL AND COGNITIVE FIGURES:
(All new)

TIER 1 COMPULSORY FIGURES:

100	Bent Knee, Alternate	1.0
302	Blossom	1.4

TIER 1 SELECTION GROUPS:

Group 1 (Odd year)

361	Prawn	1.5
310	Somersault, Back Tuck	1.1

Group 2 (Even year)

323	Somersault, Front Pike	1.4
362	Surface Prawn	1.3

TIER 2 COMPULSORY FIGURES:

101	Ballet Leg, Single	1.6
306	Barracuda, Bent Knee	1.8

TIER 2 SELECTION GROUPS:

Group 1 (Odd year)

360	Walkover, Front	1.9
316	Kipnus	1.4

Group 2 (Even year)

348	Tower	1.9
201	Dolphin	1.4

TIER 3 COMPULSORY FIGURES:

106	Ballet Leg, Straight	1.6
301	Barracuda	1.9

TIER 3 SELECTION GROUPS:

Group 1 (Odd year)

420	Walkover, Back	1.9
327	Ballerina	1.8

Group 2 (Even year)

311	Kip	1.6
355	Porpoise	1.8

TIER 4 COMPULSORY FIGURES:

423	Ariana	2.2
301d	Barracuda, Spinning 180°	2.1

TIER 4 SELECTION GROUPS:

Group 1 (Odd year)

140	Flamingo, Bent Knee	2.4
240	Albatross	2.2

Group 2 (Even year)

312	Kip, Split	2.3
355a	Porpoise, Half Twist	2.2

Note: These figures need not be performed in the order listed.

G. MASTERS DIVISION A, B AND C FIGURES:

MASTERS A COMPULSORY FIGURES:

301e	Barracuda, Spinning 360°	2.2
142	Manta Ray	3.0

MASTERS A SELECTION GROUPS:

Group 1 (2018, 2020)

154j-1	London, Combined Spin 360°	2.7
112f	Ibis, Continuous Spin 720°	2.8

Group 2 (2019, 2021)

320	Kipswirl, Split, Closing 180°	2.3
343	Butterfly	2.5

MASTERS B COMPULSORY FIGURES:

301d	Barracuda, Spinning 180°	2.1
140	Flamingo, Bent Knee	2.4

MASTERS B SELECTION GROUPS:

Group 1 (2018, 2020)

315	Seagull	2.1
240	Albatross	2.2

Group 2 (2019, 2021)

319	Kipswirl	1.7
345	Reverse Catalina	2.1

MASTERS C COMPULSORY FIGURES:

101	Ballet Leg, Single	1.6
301	Barracuda	1.9

MASTERS C SELECTION GROUPS:

Group 1 (2018, 2020)

363	Water Drop	1.5
324	Somersub	1.9

Group 2 (2019, 2021)

348	Tower	1.9
316	Kipnus	1.4

H. COLLEGIATE SELECTION GROUP ROTATION CHART:

Year	For Categories C and D in All Collegiate Competitions
2018	Group 1
2019	Group 2
2020	Group 3
2021	Group 1

FIGURE RULE III
GENERAL REGULATIONS, GUIDELINES AND
CRITERIA FOR FIGURE EXECUTION

A. Figure, Transition and Position Description Conventions, Standards and Practices:

1. In all descriptions, the written text is the primary authority. Illustrations serve only as guides to the intent of the text.
2. The figure, transition and position descriptions are written from the standpoint of perfection.
3. Figures are defined in terms of their component parts: body positions and transitions.
4. A ***Transition*** is defined by italic type and is a continuous movement from one **Defined Body Position** to another.
5. “**And**” connecting two described actions within a description means one follows the other. “**As**” connecting described actions means they are executed simultaneously, starting at the same time and finishing at the same time. “**While**” and “**During**” may substitute for “**As**”.
6. A **Body Position** is defined by bold type and the figure/transition descriptions should be clearly defined during execution. A “pause” may be made at such positions where a continuous action is not specified.
7. Except for *Spins* and *Twists*, each *Transition* is fully described within each figure description where the transition occurs. *Spins* and *Twists*, as well as all commonly used *Transitions*, are fully described in Figure Rule V. In some figure descriptions, a sequence of transitions may be replaced by reference to a prior numbered figure description having the same sequence.
8. Unless otherwise specified in the figure description, figures are executed in a stationary position. An arrow at an illustration indicates some travel, in the direction of the arrow, is permitted or desirable within that part of the transition.
9. Except where an arm position is specified within a description, arm positions are optional. Illustrated arm positions suggest common practice.
10. A horizontal line in the illustrations indicates the approximate water level or water line.
11. When “rapid” or “rapidly” is used in a description, it shall apply specifically to the tempo of the transition in which it is included, and not to the entire figure.

B. Fundamental Criteria of Figure Execution:

1. Figures should be executed with each section (transition) clearly defined in pattern and body position (Design) and high, controlled and in uniform motion and tempo (Control), unless otherwise specified in the descriptions. Only the transition(s), or portions thereof, for which exceptional tempos are defined shall be performed at the specified tempos, all others continuing at the “normal” uniform tempo.
2. **Design:** 5 points.
Consider the accuracy of positions and transitions as specified in the figure description.

3. **Control:** 5 points.
Consider extension, height, stability, clarity and uniform motion, unless otherwise specified in the figure description.
4. **Extension:** Legs, feet, torso, and neck should be fully extended, unless otherwise specified.
5. **Traveling:** Figures shall be performed in a relatively stationary position, except for movement specified in the descriptions.
6. **Water Level and Lines:** Water levels should remain constant during a transition, except where otherwise specified.
7. **Simultaneous and Concurrent Action within Transitions:** All movements specified within a transition should begin simultaneously from the specified starting position and be completed simultaneously with the achievement of the specified final position and water level.
8. **Maximum Height:** Maximum height is desirable at all times, unless otherwise specified. Height is evaluated based on the water level of the body part(s).
9. **Minimal Extraneous Movement:** Movements beyond those prescribed in the descriptions should be minimal.

C. **Definitions of Terms as Used in Descriptions:**

Arc: A curved path, usually a sector of a circle.

Arch: To bend the body backward so that back and hips are hyperextended.

Axis: An imaginary straight line forming the center of rotation or approximate symmetry of the body in a given position or action.

Horizontal Axis: An axis parallel to the water surface.

Lateral Axis: An axis extending sideways from the body, either through a cross section of the body or outside the body.

Longitudinal Axis: The lengthwise center of the body.

Vertical Axis: An axis extending vertically and perpendicular to the water surface.

Back: Toward the back, or dorsal (spine) side of the body.

Backward: Extending from the back side; moving with the back leading.

Ballet Leg: (1) The ballet leg position, as defined (see Figure Rule IV). (2) An action sequence, as in Figure Rule VI.101. (3) The vertical leg of the ballet leg position, or, in action following a ballet leg position, the leg which was originally held vertically.

Body: Used to indicate complete body, including limbs.

Compact: Occupying the smallest space; brought close together.

Extend: To stretch to the fullest length; place in straight alignment, or unbend.

Forward: Toward the front of the body. Extending from the front of the body.

Front: The abdominal and chest side of the body.

Horizontal: Parallel to the water surface. May be used to specify close to horizontal.

Hyperextend: To bend a joint past the normal, fully extended position or bend it opposite to the normal direction of bending (flexing).

Lateral: Toward the sides; sideways.

Non-Ballet Leg: In action following a ballet leg position, the leg which was held horizontally in the ballet leg position.

Parallel: To be the same distance apart at all points, i.e., a leg would be parallel to the water if the upper surface of the foot, the knee and the thigh are all the same distance from the surface.

Pause: A short stop or hesitation at a point of execution, normally at the start or end of a transition.

Perpendicular: Forming a 90° angle or right angle.

Pike: Body bent at the hips to form an angle between legs and trunk.

Surface: Surface, when used alone, always refers to the water surface.

Trunk: The body, not including the head or limbs.

Vertical: To form a 90° angle with (be perpendicular to) the water surface.

Water Line/Level: The position or level of the water surface with respect to the body.

FIGURE RULE IV

BASIC POSITIONS FOR FIGURES

A. **Back Layout Position:**

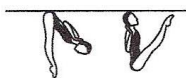
The body is extended, on the back, with the face, chest, thighs and feet at the surface. The ears, hips and ankles are in line.



B. **Back Pike Position:**

Body bent at hips to form an acute angle of 45° or less.

Legs extended and together. Trunk extended with the back straight and head in line.



C. **Ballet Leg Positions:**

Surface:

The body is extended with the face, chest and one thigh and foot at the surface. One leg is extended vertically with the thigh perpendicular to the surface.



Submerged:

The head, trunk and horizontal leg are parallel to the surface. One leg is perpendicular to the surface, with the water line between the knee and the ankle of that leg.



D. **Ballet Leg, Double, Positions:**

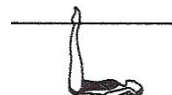
Surface:

Both legs are fully extended, together, with the thighs perpendicular to the surface. Head in line with the trunk. The face is at the surface and horizontal.



Submerged:

The trunk and head are parallel to the surface. Both legs are fully extended, at a 90° angle to the trunk and to the surface. The water line is between the knees and the ankles.

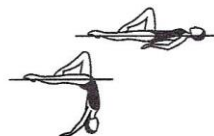


E. **Bent Knee Positions:**

Bent Knee Back Layout Position and

Bent Knee Surface Arch Position:

In **Back Layout** or **Surface Arch** positions, with the thigh of the bent leg perpendicular to the surface, the toe of that leg remaining in contact with the inside of the extended leg.

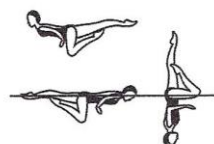


Bent Knee Dolphin Arch Position,

Bent Knee Front Layout Position and

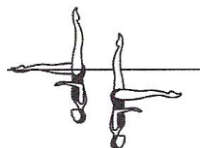
Bent Knee Vertical Position:

In **Dolphin Arch**, **Front Layout** or **Vertical** positions, with the toe of the bent leg in contact with the inside of the knee or thigh of the extended leg.



F. Crane Position:

The body is extended perpendicular to the surface, with the head downward, ears, hips and one ankle in line. The other leg is extended forward, parallel to the surface and perpendicular to the trunk.



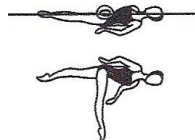
G. Dolphin Arch Position:

The body is arched so the head, hips and feet conform to the circle arc being followed. Legs together and fully extended.



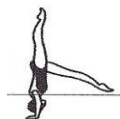
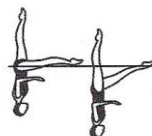
H. Eiffel Position:

The body is lying on one side, with the face, upper shoulder and upper hip at the surface. The leg at the surface is extended perpendicular to the trunk, the other leg is extended in line with the trunk, with its foot at the surface.



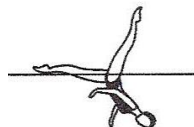
I. Fishtail Position:

The body is extended perpendicular to the surface, with the head downward, ears, hips and one ankle in line. The other leg is extended forward with the foot at the surface, regardless of the height of the hips.



Arched Fishtail Position:

Head downward. One leg is near horizontal, extended forward, with the foot at the surface regardless of the height of the hips. The other leg is extended above the surface at a backward angle with the back arched so that the foot of that leg is on a vertical line above the head.



J. Flamingo Positions:

Surface:

One leg is extended perpendicular to the surface. The other leg is drawn toward the chest, with its mid-calf opposite the vertical leg, and its foot and knee at and parallel to the surface. The face is at the surface.



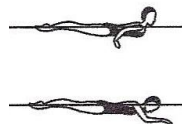
Submerged:

The trunk, head and shin of the bent leg are parallel to the surface. The extended leg is perpendicular to the surface and to the trunk. The mid-calf of the bent leg is opposite the vertical leg. The water line is between the knee and ankle of the vertical leg.



K. Front Layout Position:

The body is extended horizontally, on the stomach, with head, upper back, buttocks and heels at the surface. Unless otherwise specified, the face may be in or out of the water.



L. Front Pike Position:

The hips are bent to form a 90° angle between the legs and trunk. The head is extended in line with the trunk, back straight. The legs are together and fully extended.



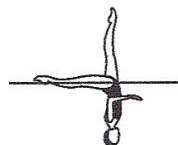
Surface Front Pike Position:

Heels and back of the thighs are at the surface.



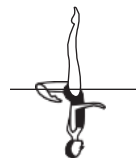
M. Knight Position:

The lower back is arched with the hips, shoulders and head on a vertical line. One leg is vertical. The other leg is extended backward, with its foot at the surface and as close to horizontal as possible.



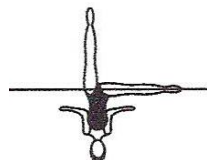
Knight Variant Position:

The lower back is arched with the hips, shoulders and head on a vertical line. One leg is vertical. The other leg is behind the body with the knee bent at an angle of 90° or less. The thigh and shin are parallel to the surface of the water.



N. Side Fishtail Position:

Body extended perpendicular to the surface, head downward. One leg is extended sideways (laterally) with its foot at the surface regardless of the height of the hips.



O. Split Position:

Legs evenly split forward and back. The legs are parallel to the surface. Lower back arched, with hips, shoulders and head on a vertical line. A 180° angle between the extended legs (flat split), with inside of each leg aligned on opposite sides of a horizontal line, regardless of the height of the hips.



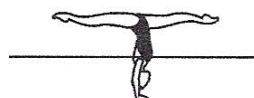
Split Position:

Legs are "dry" at the surface.



Airborne Split Position:

Legs are above the surface.



P. **Surface Arch Position:**

The lower back is arched so the hips, shoulders and head are on a vertical line. The legs are together and at the surface.



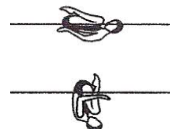
Q. **Tub Position:**

The legs are bent at the knees and together. The feet and knees are at and parallel to the surface, with the thighs perpendicular. Head in line with the trunk. The face is at the surface.



R. **Tuck Position:**

The body is as compact as possible, with the back rounded, heels close to buttocks, face close to the knees, with the legs together.



S. **Vertical Position:**

The body is extended, perpendicular to the surface, legs together, head downward. The ears, hips and ankles are in line.

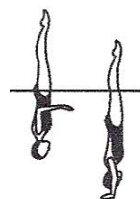
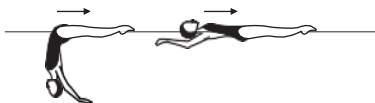


FIGURE RULE V BASIC TRANSITIONS AND MOVEMENTS

All the Fundamental Criteria of Figure Execution, listed in Figure Rule III.B, apply for the following figures, unless otherwise specified in a particular description.

A. Archup to Back Layout:

From the **Surface Arch Position**, with continuous foot first movement, the hips, chest and face surface sequentially at the same point, assuming a **Back Layout Position** as the head occupies the position of the hips at the beginning of this action.



B. Ballet Leg, to assume:

From a **Back Layout Position**, with one leg remaining extended at the surface, the toe of the other leg is drawn along the inside of the extended leg until the thigh is vertical to assume a **Bent Knee Back Layout Position**. The knee is straightened, without movement of the thigh, to assume the **Ballet Leg Position**.



C. Ballet Leg, to lower:

From a **Ballet Leg Position**, the ballet leg is bent, without movement of the thigh, to a **Bent Knee Back Layout Position**. The toe moves along the inside of the extended leg until a **Back Layout Position** is assumed.



D. Bent Knee Surface Arch close to Surface Arch Position:

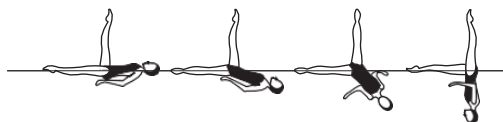
From the **Bent Knee Surface Arch Position**, the toe of the bent leg slides along the inside of the extended leg as the bent knee straightens to assume a **Surface Arch Position**.



E. Catalina Rotation:

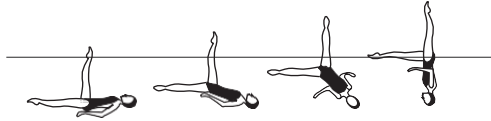
Surface

From a **Ballet Leg Position**, a rotation of the body is initiated. The head, shoulders and trunk begin the rotation at the surface while descending, without lateral movement, to a **Fishtail Position**. The vertical leg remains perpendicular to the surface while the foot of the horizontal leg remains at the surface, throughout the rotation. Unless otherwise specified, *Catalina Rotation* starts from a **Ballet Leg Position**.



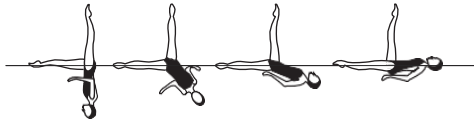
Rising

From a **Submerged Ballet Leg Position**, while maintaining the 90° angle between the legs, the hips rise during a 180° rotation of the trunk, shoulders and head, without lateral movement of the trunk and head, to assume a **Fishtail Position**. The final water line is established as the rotation is completed and the foot of the horizontal leg is at the surface regardless of the height of the hips.



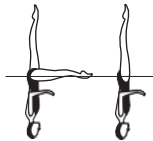
F. *Catalina, Reverse, Rotation:*

From a **Fishtail Position**, the hips rotate as the trunk rises, without lateral movement, to assume a **Surface Ballet Leg Position**. The vertical leg remains perpendicular to the surface while the foot of the horizontal leg remains at the surface, throughout the rotation.

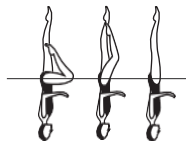


G. *Close to Vertical Position:*

From **Crane** or **Fishtail Position**, without movement of the vertical leg or trunk, the horizontal leg is lifted to meet the vertical leg to assume a **Vertical Position**.

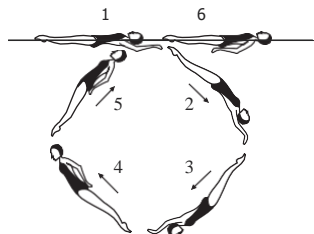


From the **Bent Knee Vertical Position**, without movement of the vertical leg or trunk, the toe of the bent leg slides along the inside of the vertical leg to assume a **Vertical Position**.



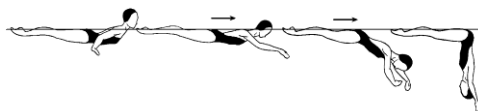
H. *Dolphin Circle:*

A Dolphin (and all its modifications) starts from a **Back Layout Position**. The head, hips and feet leave the surface sequentially at the same point to assume a **Dolphin Arch** as the body starts to follow the circumference of a circle, which has a diameter of approximately 2.5 meters (8 feet) depending on the height of the competitor. Movement continues, with the head, hips and feet following the imaginary line of the circumference until, with head, hips and feet sequentially breaking the surface at the same point, the body straightens as it surfaces to a **Back Layout Position**.



I. *Front Pike Position, to assume:*

From a **Front Layout Position**, with the face in the water, as the head and trunk descend to a **Front Pike Position**, the buttocks, legs and feet travel along the surface until the hips occupy the position of the head at the beginning of this action.



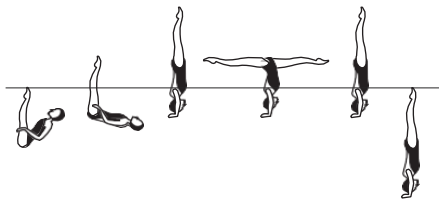
J. *Front Pike Position to Submerged Ballet Leg Double Position:*

From a **Front Pike Position**, maintaining this position, the body somersaults forward around a lateral axis so that the hips replace the head at the one quarter point to assume a **Submerged Ballet Leg Double Position**. The buttocks, legs and feet travel (move) downward until the hips occupy the position of the head at the beginning of this action.



K. *Rocket Split*:

A *Thrust* is executed to a **Vertical Position**, maintaining maximum height the legs are split rapidly to assume an **Airborne Split Position** and rejoin to a **Vertical Position**, followed by a *Vertical Descent*. The *Vertical Descent* is executed at the same tempo as a *Thrust*.



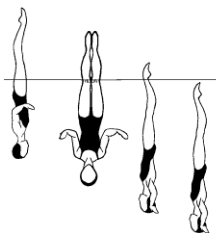
L. *Spins*:

A *Spin* is a rotation in a **Vertical Position**. The body remains on the same vertical line. *Spins* are executed in one uniform motion, unless otherwise specified. A *Spin* is normally followed by a *Vertical Descent* to complete a figure.

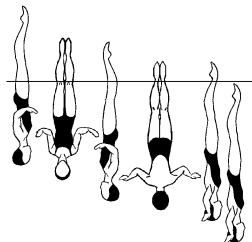
Descending Spins must start at the height of the vertical. The specified rotation must be completed as the ankle(s) reach(es) the surface. Unless otherwise specified, a *Descending Spin* is finished with a *Vertical Descent* which is executed at the same tempo as the *Spin*.

Ascending Spins begin when the water level is at the ankles, unless otherwise specified. A vertically rising spin is executed until the water level is between the knees and hips. An *Ascending Spin* is finished with a *Vertical Descent*.

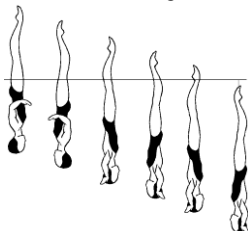
Spinning 180° is a *Descending Spin* with a rotation of 180°.



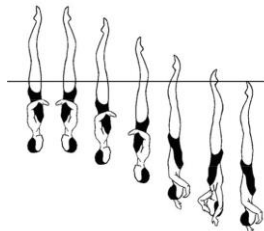
Spinning 360° is a *Descending Spin* with a rotation of 360°.



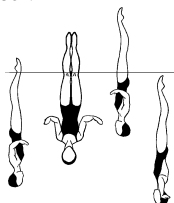
Continuous Spin is a *Descending Spin* with a rapid rotation of: 720° (2), 1080° (3), or 1440° (4) which is completed as the ankles reach the surface and continues through submergence.



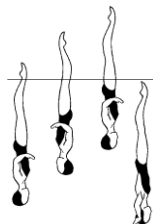
Twist Spin is a *Half Twist* (see Figure Rule V.P), executed at the height of the vertical, followed, without a pause, by a *Continuous Spin* of 720° (2).



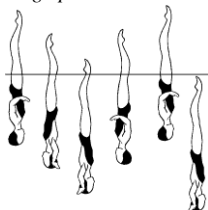
Spin Up 180° is an *Ascending Spin* with a rotation of 180°.



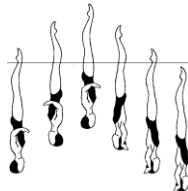
Spin Up 360° is an *Ascending Spin* with a rotation of 360°.



Combined Spin is a *Descending Spin* of at least 360° followed, without a pause, by an equal *Ascending Spin* in the same direction. The *Ascending Spin* reaches the same height where the *Descending Spin* started.



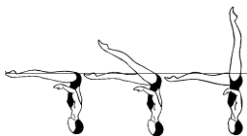
Reverse Combined Spin is an *Ascending Spin* of at least 360° followed, without a pause, by an equal *Descending Spin* in the same direction.



A *Spin* may be added to any figure following a final **Vertical Position**. A figure with a *Spin* added to its normal sequence shall have a letter added to its number and difficulty added. *Spins* designated "d" through "g" and "j" must start from the height of the vertical; those designated "h", "i", or "k" will be preceded with a *Vertical Descent* to the ankles.

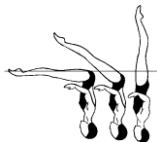
M. *Surface Front Pike Position to Crane Position:*

From a **Surface Front Pike Position**, without movement of the trunk and with minimal change in level, one leg is lifted to a **Crane Position**.



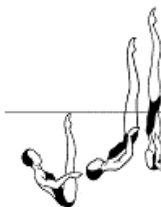
N. *Surface Front Pike Position to Vertical Position:*

From a **Surface Front Pike Position**, without movement of the trunk, the legs are lifted to a **Vertical Position**.



O. *Thrust*

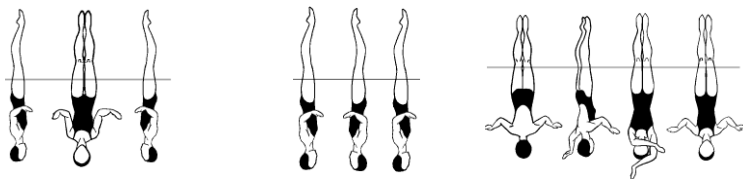
From a submerged **Back Pike Position**, with legs remaining perpendicular to the surface, a vertical upward movement of the legs and hips is rapidly executed as the body unrolls to assume a **Vertical Position**. In the **Back Pike Position** the toes should be just under the surface prior to the *Thrust*. Maximum height is desirable.



P. *Twist:*

A *Twist* is a rotation at a sustained height. The body remains on its longitudinal axis throughout the rotation. Unless otherwise stated, when performed in a **Vertical Position**, a *Twist* is followed by a *Vertical Descent*.

Half Twist is a *Twist* of 180° . *Full Twist* is a *Twist* of 360° . *Twirl* is a rapid *Twist* of 180° .



A *Twist* or *Twirl* may be added to any figure following a final **Vertical Position**. Exception: Figure 240c, Albatross, Twirl. A figure with a *Twist* or *Twirl* added to its normal sequence shall have a letter added to its number and difficulty added.

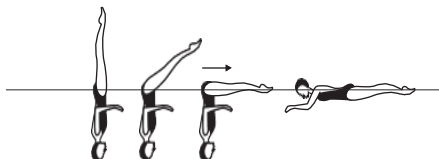
Q. *Vertical Descent:*

Maintaining a **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged, or to the point specified in the description.



R. *Vertical Position to Front Layout Position:*

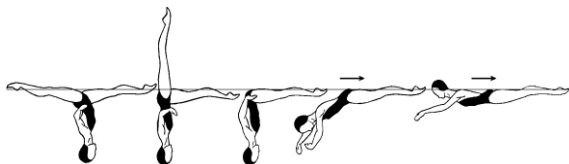
From the **Vertical Position**, without movement of the trunk, the legs are lowered to a **Surface Front Pike Position**. The feet and hips move along the surface until the body straightens to a **Front Layout Position** as the head surfaces at the position occupied by the hips at the beginning of this action.



S. *Walkout:*

Back Walkout: Split to Front Pike to Front Layout:

From the **Split Position**, the hips remain stationary as the back leg is lifted in a 180° arc over the surface to meet the opposite leg in a **Surface Front Pike Position**. The feet and hips move along the surface until the body straightens to a **Front Layout Position** as the head surfaces at the position occupied by the hips at the beginning of this action.



Front Walkout: Split to Surface Arch to Back Layout:

From the **Split Position**, the hips remain stationary as the front leg is lifted in a 180° arc over the surface to meet the opposite leg in a **Surface Arch Position**. An *Archup* (see Figure Rule V.A.) is executed to a **Back Layout Position**.

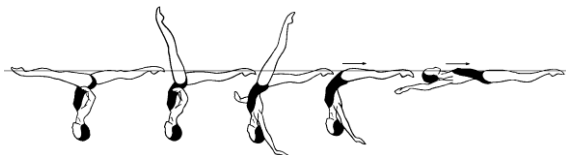


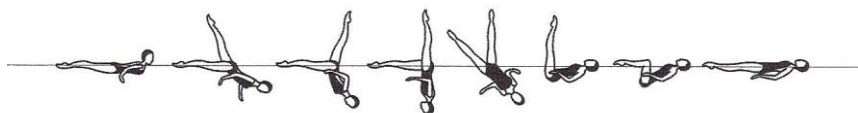
FIGURE RULE VI
DESCRIPTION OF FIGURES FOR
ARTISTIC SWIMMING

All the Fundamental Criteria of Figure Execution, listed in Figure Rule III.B, apply for the following figures, unless otherwise specified in a particular description.

413. **Alba**

Difficulty 2.7

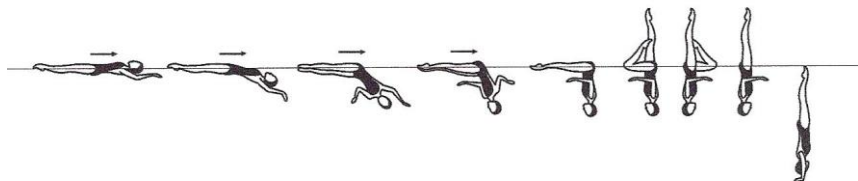
From a **Front Layout Position**, a Hightower (410) is executed to a **Fishtail Position**. The hips rotate 180° as the trunk rises and the horizontal leg is lifted, without lateral movement, to assume a **Surface Double Ballet Leg Position**. The knees are bent, without movement of the thighs, to assume a **Tub Position**. The shins remain at the surface as the knees are straightened to a **Back Layout Position**.



240. **Albatross**

Difficulty 2.2

From a **Back Layout Position**, a Dolphin (201) is initiated until the hips are about to submerge. The hips, legs and feet continue to move along the surface as the body is rolled sideways while the trunk descends to a **Surface Front Pike Position**. Without movement of the trunk, the legs are lifted simultaneously to a **Bent Knee Vertical Position**. A *Half Twist* is executed. Without movement of the vertical leg or trunk, the toe of the bent leg slides along the inside of the vertical leg to assume a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



240a to 240e and 240h to 240 j, see Twists and Spins, Figure Rule V.

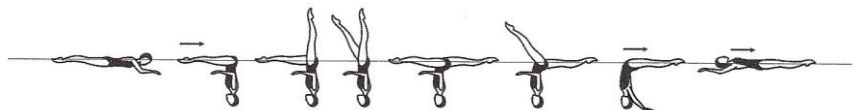
Difficulty, see I.A

240a to 240e. An Albatross is executed until the *Half Twist* is completed. Following the *Half Twist*, the bent knee is straightened during the designated *Twist* or *Spin*.

240h and 240i. An Albatross is executed until the *Half Twist* is completed. Following the *Half Twist*, a *Vertical Descent* is executed to the ankle while maintaining the **Bent Knee Vertical Position** and the bent knee is straightened to **Vertical Position** during the designated *Spin Up*, remaining straight for the final *Vertical Descent*.

240j. An Albatross is executed until the *Half Twist* is completed. Following the *Half Twist*, a *Combined Spin* is executed. The bent knee is straightened during the *Descending Spin* and bent again during the *Ascending Spin* to resume a **Bent Knee Vertical Position**, which is maintained during the final *Vertical Descent*.

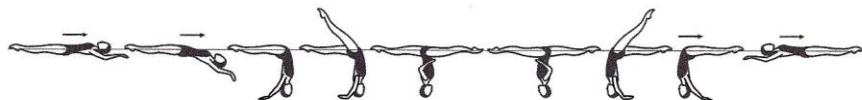
From a **Front Layout Position**, as the trunk moves downward to assume a **Surface Front Pike Position**, the buttocks, legs and feet travel along the surface until the hips occupy the position of the head at the beginning of this action. Without movement of the trunk, and with minimal change in water level, one leg is lifted to a **Fishtail Position**. With head and shoulders remaining vertically aligned with the hips, and with minimal change in water level, the horizontal leg is lifted in a 180° arc over the surface, passing the vertical leg, which moves symmetrically in the opposite direction, until a **Split Position** is assumed. The hips remain stationary as the front leg is lifted in a 180° arc over the surface to meet the opposite leg in a **Surface Arch Position**. With continuous foot first movement, the hips, chest and face surface sequentially at the same point, assuming a **Back Layout Position** as the head occupies the position of the hips at the beginning of this action.



423. Ariana

Difficulty 2.2

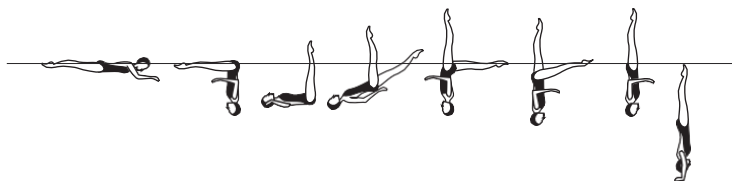
From a **Back Layout Position**, a Back Walkover (420) is executed to a **Split Position**. Maintaining the relative position of the legs to the surface, the trunk rotates 180° . The hips remain stationary as the front leg is lifted in a 180° arc over the surface to meet the opposite leg in a **Surface Arch Position**. With continuous foot first movement, the hips, chest and face surface sequentially at the same point, assuming a **Back Layout Position** as the head occupies the position of the hips at the beginning of this action.



330. Aurora

Difficulty 2.3

From a **Front Layout Position**, a partial Front Pike Somersault (323) is executed to a **Submerged Double Ballet Leg Position**. One leg rises vertically as the other moves along the surface, while the trunk moves under the hips to a **Knight Position**. Maintaining the legs in their positions, the trunk rotates 180° to assume a **Fishtail Position**. Without movement of the vertical leg or trunk, the horizontal leg is lifted to meet the vertical leg to assume a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.

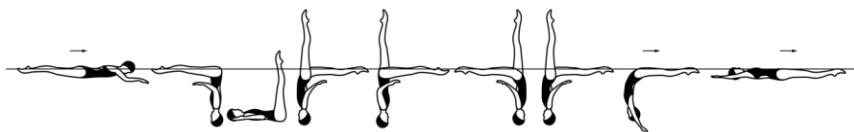


330a and 330c to 330g, see Twists and Spins, Figure Rule V.

Difficulties, see I.A

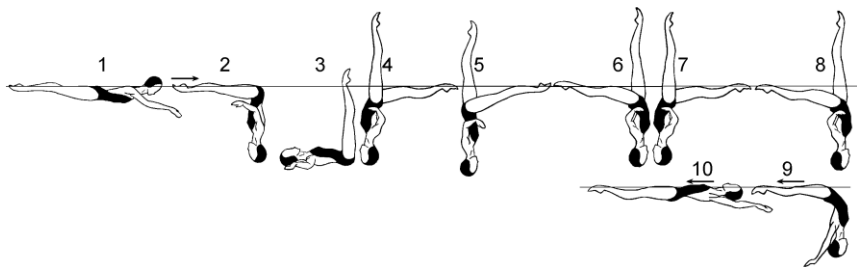
An Aurora is executed to a **Vertical Position**. From the **Vertical Position**, the designated *Twist* or *Spin* is executed.

From a **Front Layout Position**, an Aurora (330) is executed to a **Fishtail Position**. Maintaining the vertical alignment of the body, the foot of the horizontal leg is moved, with accelerating speed, in a horizontal arc of 180° at the surface, to a **Knight Position**. The body maintains this position as, with continuous motion and accelerating speed, an additional 180° rotation is executed in the same direction. The hips remain stationary as the vertical leg is lowered to meet the opposite leg in a **Surface Arch Position**. With continuous foot first movement, the hips, chest and face surface sequentially at the same point, assuming a **Back Layout Position** as the head occupies the position of the hips at the beginning of this action.



332. Aurora, Open 360°

From a **Front Layout Position**, an Aurora (330) is executed to a **Fishtail Position**. Maintaining the vertical alignment of the body, the foot of the horizontal leg is moved, with accelerating speed, in a horizontal arc of 180° at the surface, to a **Knight Position**. The body maintains this position as, with continuous motion and accelerating speed, an additional 360° rotation is executed in the same direction. The hips remain stationary as the vertical leg is lowered to meet the opposite leg in a **Surface Arch Position**. With continuous foot first movement, the hips, chest and face surface sequentially at the same point, assuming a **Back Layout Position** as the head occupies the position of the hips at the beginning of this action.



327. Ballerina

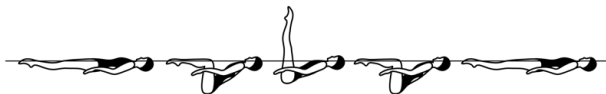
From a **Front Layout Position**, a partial Front Pike Somersault (323) is executed to a **Submerged Double Ballet Leg Position**. One knee is bent to assume a **Submerged Flamingo Position**. Maintaining this position, the body rises to a **Surface Flamingo Position**. The ballet leg is lowered in a 90° arc to the surface as the other leg moves to assume a **Bent Knee Back Layout Position**. The toe moves along the inside of the extended leg until a **Back Layout Position** is assumed.



110. Ballet Leg, Double

Difficulty 1.7

From a **Back Layout Position**, the knees are drawn toward the chest, with the toes at the surface, to assume a **Tub Position**. The knees are straightened, without movement of the thighs, to a **Double Ballet Leg Position**. The knees are bent, without movement of the thighs, to return to a **Tub Position**. The shins remain at the surface as the knees are straightened to resume a **Back Layout Position**.



101. Ballet Leg, Single

Difficulty 1.6

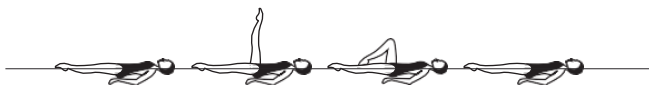
From a **Back Layout Position**, with one leg remaining extended at the surface, the toe of the other leg is drawn along the inside of the extended leg until the thigh is vertical, to assume a **Bent Knee Back Layout Position**. The knee is straightened, without movement of the thigh, to assume a **Ballet Leg Position**. The ballet leg is bent, without movement of the thigh, to a **Bent Knee Back Layout Position**. The toe moves along the inside of the extended leg until a **Back Layout Position** is assumed.



106. Ballet Leg, Straight

Difficulty 1.6

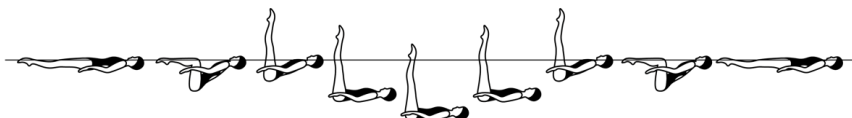
From a **Back Layout Position**, with one leg remaining extended at the surface, the other leg is raised straight to a **Ballet Leg Position**. The ballet leg is bent, without movement of the thigh, to a **Bent Knee Back Layout Position**. The toe moves along the inside of the extended leg until a **Back Layout Position** is assumed.



111. Ballet Leg Submarine, Double

Difficulty 2.2

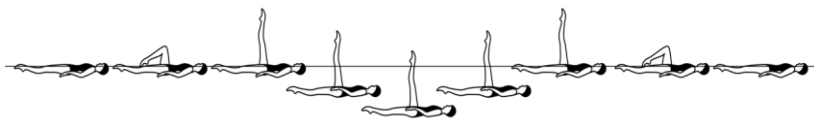
From a **Back Layout Position**, a Ballet Leg, Double (110) is executed to a **Double Ballet Leg Position**. The body submerges vertically to a **Submerged Double Ballet Leg Position**. The body rises vertically to a **Surface Double Ballet Leg Position**. The knees are bent, without movement of the thighs, to return to a **Tub Position**. The shins remain at the surface as the knees are straightened to resume a **Back Layout Position**.



103. Ballet Leg Submarine, Single

Difficulty 2.1

From a **Back Layout Position**, a Ballet Leg, Single (101) is executed to a **Ballet Leg Position**. The body is lowered to a **Submerged Ballet Leg Position**. Maintaining this position, parallel to the surface, the body rises vertically to a **Surface Ballet Leg Position**. The ballet leg is bent, without movement of the thigh, to a **Bent Knee Back Layout Position**. The toe moves along the inside of the extended leg until a **Back Layout Position** is assumed.



102. Ballet Legs, Alternate

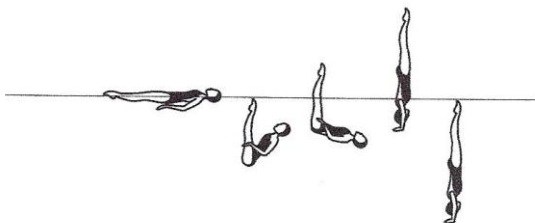
Difficulty 2.4

From a **Back Layout Position**, a Ballet Leg, Single (101) is executed with each leg alternately.

301. Barracuda

Difficulty 1.9

From a **Back Layout Position**, the legs are raised to the vertical as the body is submerged to a **Back Pike Position** with the toes just under the surface. From that position with the legs remaining perpendicular to the surface, a vertical upward *Thrust* of the legs and hips is rapidly executed as the body unrolls to assume a **Vertical Position**. Maximum height is desirable. Maintaining the **Vertical Position**, the body descends along its longitudinal axis, at the same tempo as the *Thrust*, until the toes are submerged.



301c to 301f and 301h to 301i, see Twists and Spins, Figure Rule V.

Difficulties, see I.A

301c. A Barracuda is executed to a **Vertical Position**. From the **Vertical Position**, a *Twirl* is executed. A *Vertical Descent* is executed at the same tempo as the *Thrust*.

301d and 301e. A Barracuda is executed to a **Vertical Position**. From the **Vertical Position**, the designated *Spins* are executed at the same tempo as the *Thrust*.

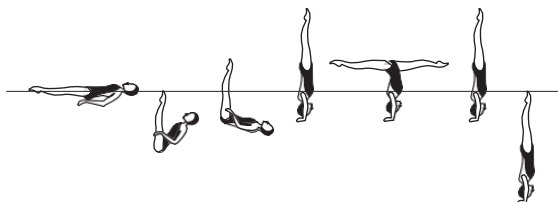
301f. A Barracuda is executed to a **Vertical Position**. From the **Vertical Position**, a *Continuous Spin* is executed to complete the figure.

301h and 301i. A Barracuda is executed to a **Vertical Position**. From the **Vertical Position**, a rapid *Vertical Descent*, pausing at the ankles, precedes the designated *Spins*, with a rapid *Vertical Descent* following, to complete the figure.

308. Barracuda Airborne Split

Difficulty 2.7

From a **Back Layout Position**, the legs are raised to the vertical as the body is submerged to a **Back Pike Position** with the toes just under the surface. From that position with the legs remaining perpendicular to the surface, a vertical upward *Thrust* of the legs and hips is rapidly executed as the body unrolls to assume a **Vertical Position**. Maximum height is desirable. Maintaining maximum height, the legs are split rapidly to assume an **Airborne Split Position** and rejoin to a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis, at the same tempo as the *Thrust*, until the toes are submerged.



308i, see Twists and Spins, Figure Rule V.

Difficulties, see I.A

A Barracuda Airborne Split is executed to a rejoined **Vertical Position**. From the rejoined **Vertical Position**, a *Vertical Descent* is executed at the same tempo as the *Thrust* to ankle level. The designated *Ascending Spin* is executed. A *Vertical Descent* is executed at the same tempo as the *Thrust*.

305. Barracuda, Back Pike Somersault

Difficulty 2.3

From a **Back Layout Position**, a Back Pike Somersault (303) is executed until the legs are vertical, with the toes just under the surface. From the **Back Pike Position**, with the legs remaining perpendicular to the surface, a vertical upward *Thrust* of the legs and hips is rapidly executed as the body unrolls to assume a **Vertical Position**. Maximum height is desirable. Maintaining the **Vertical Position**, the body descends along its longitudinal axis, at the same tempo as the *Thrust*, until the toes are submerged.



305c to 305f and 305h to 305j, see Twists and Spins, Figure Rule V.

Difficulties, see I.A

305c. A Barracuda, Back Pike Somersault is executed to a **Vertical Position**. From the **Vertical Position**, a *Twirl* is executed. A *Vertical Descent* is executed at the same tempo as the *Thrust*.

305d, 305e and 305j. A Barracuda, Back Pike Somersault is executed to a **Vertical Position**. From the **Vertical Position**, the designated *Spins* are executed at the same tempo as the *Thrust*.

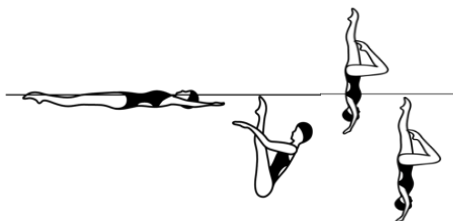
305f. A Barracuda, Back Pike Somersault is executed to a **Vertical Position**. From the **Vertical Position**, a *Continuous Spin* is executed to complete the figure.

305h and 305i. A Barracuda, Back Pike Somersault is executed to a **Vertical Position**. From the **Vertical Position**, a rapid *Vertical Descent*, pausing at the ankles, precedes the designated *Spins*, with a rapid *Vertical Descent* following, to complete the figure.

306. Barracuda, Bent Knee

Difficulty 1.8

From a **Back Layout Position**, the legs are raised to the vertical as the body is submerged to a **Back Pike Position** with the toes just under the surface. From that position with the legs remaining perpendicular to the surface, a vertical upward *Thrust* of the legs and hips is rapidly executed as the body unrolls to assume a **Bent Knee Vertical Position**. Maximum height is desirable. Maintaining the **Bent Knee Vertical Position**, the body descends along its longitudinal axis, at the same tempo as the *Thrust*, until the toes are submerged.



306d to 306e, see Twists and Spins, Figure Rule V.

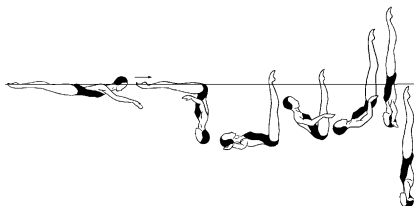
Difficulties, see I.A

A Barracuda, Bent Knee is executed to a **Bent Knee Vertical Position**. From the **Bent Knee Vertical Position**, the designated *Spin* is executed as the bent knee is extended to meet the vertical leg. The designated *Spin* is executed at the same tempo as the *Thrust*.

380. Barracuda, Front Pike Somersault

Difficulty 2.2

From a **Front Layout Position**, a partial Front Pike Somersault (323) is executed to a **Submerged Double Ballet Leg Position**. The trunk moves toward the legs to a **Back Pike Position** and, with the legs remaining perpendicular to the surface, a vertical upward *Thrust* of the legs and hips is rapidly executed as the body unrolls to assume a **Vertical Position**. Maximum height is desirable. Maintaining the **Vertical Position**, the body descends along its longitudinal axis, at the same tempo as the *Thrust*, until the toes are submerged.



380c to 380f and 380h to 380j, see Twists and Spins, Figure Rule V.

Difficulties, see I.A

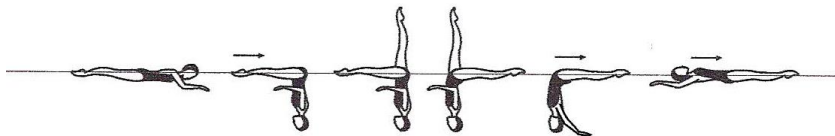
380c. A Barracuda, Front Pike Somersault is executed to a **Vertical Position**. From the **Vertical Position**, a *Twirl* is executed. A *Vertical Descent* is executed at the same tempo as the *Thrust*.

380d, 380e and 380j. A Barracuda, Front Pike Somersault is executed to a **Vertical Position**. From the **Vertical Position**, the designated *Spins* are executed at the same tempo as the *Thrust*.

380f. A Barracuda, Front Pike Somersault is executed to a **Vertical Position**. From the **Vertical Position**, a *Continuous Spin* is executed to complete the figure.

380h and 380i. A Barracuda, Front Pike Somersault is executed to a **Vertical Position**. From the **Vertical Position**, a rapid *Vertical Descent*, pausing at the ankles, precedes the designated *Spins*, with a rapid *Vertical Descent* following, to complete the figure.

From a **Front Layout Position**, as the trunk moves downward to assume a **Surface Front Pike Position**, the buttocks, legs and feet travel along the surface until the hips occupy the position of the head at the beginning of this action. Without movement of the trunk, and minimal change in water level, one leg is lifted to a **Fishtail Position**. Maintaining the vertical alignment of the body, the foot of the horizontal leg is moved with accelerating speed in a horizontal arc of 180° at the surface to a **Knight Position**. The hips remain stationary as the vertical leg is lowered to meet the opposite leg in a **Surface Arch Position**. With continuous foot first movement, the hips, chest and face surface sequentially at the same point, assuming a **Back Layout Position** as the head occupies the position of the hips at the beginning of this action.



100. Bent Knee, Alternate

Difficulty 1.0

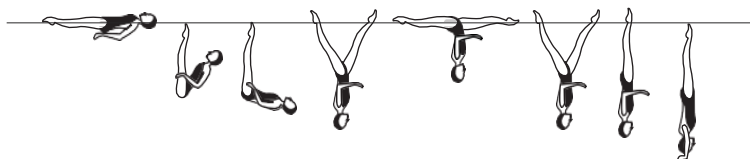
From a **Back Layout Position**, with one leg remaining extended at the surface, the toe of the other leg is drawn along the inside of the extended leg until the thigh is vertical to assume a **Bent Knee Back Layout Position**. The toe moves along the inside of the extended leg until a **Back Layout Position** is assumed. From a **Back Layout Position**, with one leg remaining extended at the surface, the toe of the opposite leg is drawn along the inside of the extended leg until the thigh is vertical to assume a **Bent Knee Back Layout Position**. The toe moves along the inside of the extended leg until a **Back Layout Position** is assumed.



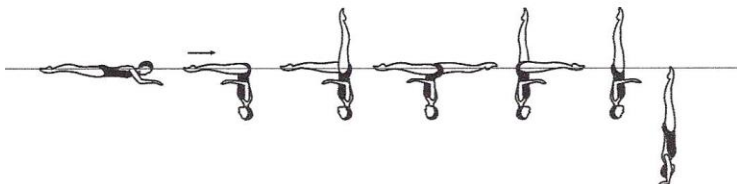
302. Blossom

Difficulty 1.4

From a **Back Layout Position**, the legs are raised to the vertical as the body is submerged to a **Back Pike Position** with the toes just under the surface. The feet separate along the surface as a vertical upward movement of the legs and hips is executed as the body unrolls to assume a **Split Position**. The legs join to assume a **Vertical Position** at ankle level. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.

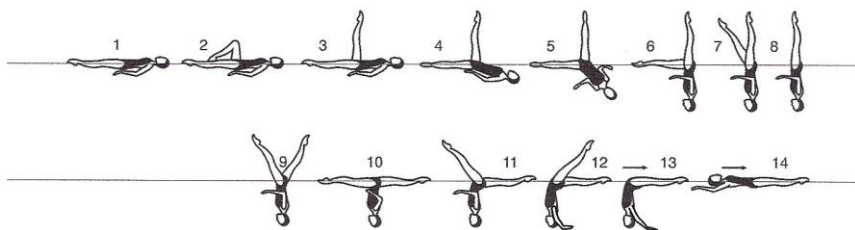


From a **Front Layout Position**, as the trunk moves downward to assume a **Surface Front Pike Position**, the buttocks, legs and feet travel along the surface until the hips occupy the position of the head at the beginning of this action. Without movement of the trunk, and with minimal change in water level, one leg is lifted to a **Fishtail Position**. The horizontal leg is rapidly lifted through an arc of 180° as the vertical leg is simultaneously lowered to assume a **Split Position**, without hesitating, a hip rotation of 180° is executed as the front leg is raised to assume a **Fishtail Position**. Without movement of the vertical leg or trunk, the horizontal leg is lifted to meet the vertical leg to assume a **Vertical Position** at the same tempo as the initial actions of the figure. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.

116. **Catalarc**

Difficulty 2.9

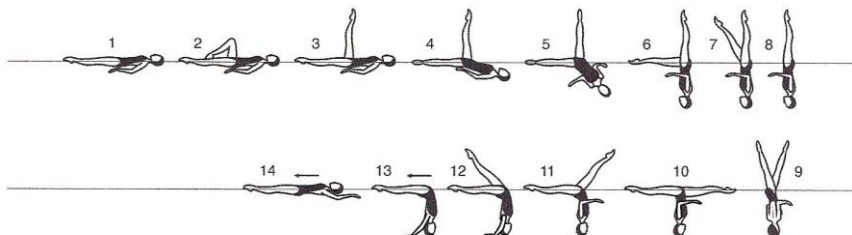
From a **Back Layout Position**, a Catalina (115) is executed to a **Fishtail Position**. With head and shoulders remaining vertically aligned with the hips, and with minimal change in water level, the horizontal leg is lifted in a 180° arc over the surface, passing the vertical leg, which moves symmetrically in the opposite direction, until a **Split Position** is assumed. The hips remain stationary as the front leg is lifted in a 180° arc over the surface to meet the opposite leg in a **Surface Arch Position**. With continuous foot first movement, the hips, chest and face surface sequentially at the same point, assuming a **Back Layout Position** as the head occupies the position of the hips at the beginning of this action.



117. Catalarc, Open 180°

Difficulty 3.0

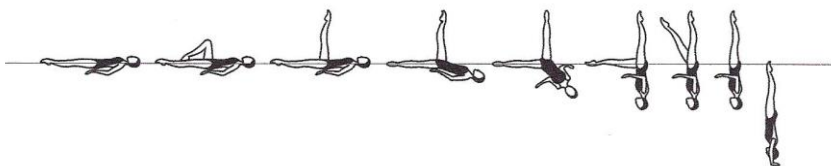
From a **Back Layout Position**, a Catalina (115) is executed to a **Fishtail Position**. With head and shoulders remaining vertically aligned with the hips, and with minimal change in water level, the horizontal leg is lifted toward the vertical leg. As the legs meet, a 180° rotation of the body is started and continued while the legs open symmetrically to a **Split Position**. The hips remain stationary as the front leg is lifted in a 180° arc over the surface to meet the opposite leg in a **Surface Arch Position**. With continuous foot first movement, the hips, chest and face surface sequentially at the same point, assuming a **Back Layout Position** as the head occupies the position of the hips at the beginning of this action.



115. Catalina

Difficulty 2.3

From a **Back Layout Position**, a Ballet Leg, Single (101) is executed to a **Ballet Leg Position**. Maintaining the ballet leg perpendicular to the surface, the head, shoulders and trunk begin the rotation at the surface while descending, without lateral movement, to a **Fishtail Position**. The vertical leg remains perpendicular to the surface while the foot of the horizontal leg remains at the surface, throughout the rotation. Without movement of the vertical leg or trunk, the horizontal leg is lifted to meet the vertical leg to assume a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



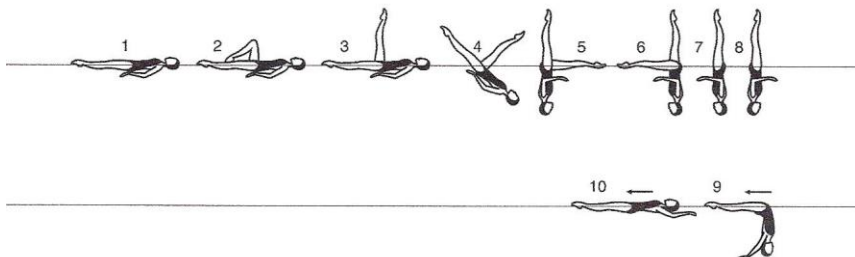
115a to 115j, see Twists and Spins, Figure Rule V.

Difficulties, see I.A

115a to 115g plus 115j. A Catalina is executed to a **Vertical Position**. From the **Vertical Position**, the designated *Twist* or *Spin* is executed.

115h and 115i. A Catalina is executed to a **Vertical Position**. From the **Vertical Position**, a *Vertical Descent* is executed to the ankle level. The designated *Ascending Spin* is executed.

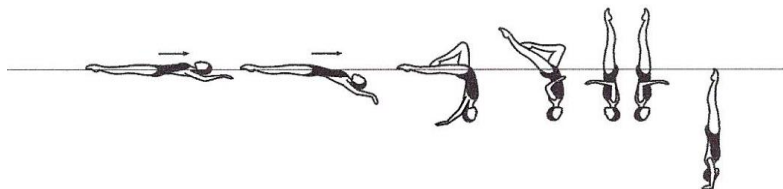
From a **Back Layout Position**, an Ibis (112) is executed to a **Fishtail Position**. A *Half Twist* is executed. Without movement of the vertical leg or trunk, the horizontal leg is lifted to meet the vertical leg, to assume a **Vertical Position**. Another *Half Twist* is executed in the same direction and at the same height. The legs are lowered backward to a **Surface Arch Position** and, with continuous foot first movement, the hips, chest and face surface sequentially at the same point, assuming a **Back Layout Position** as the head occupies the position of the hips at the beginning of this action.



436. Cyclone

Difficulty 2.4

From a **Back Layout Position**, the head leads downward as a Dolphin (201) is initiated. The hips and legs move along the surface until the hips reach the point occupied by the head at the beginning of this action and the hips are about to submerge. The hips, legs and feet continue to move along the surface as the back is arched more while one knee is bent to assume a **Bent Knee Surface Arch Position**. The legs are simultaneously lifted to a **Vertical Position** as a *Twirl* is executed. A *Half Twist* is executed in the opposite direction. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



436c to 436f, see Twists and Spins, Figure Rule V.

Difficulties, see I.A

A Cyclone is executed until the *Half Twist* in the opposite direction. Following the *Half Twist* in the opposite direction, the designated *Twist* or *Spin* is executed.

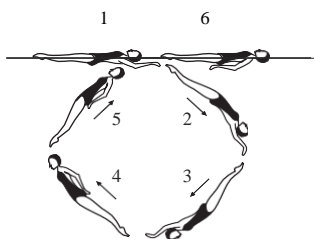
From a **Front Layout Position**, as the trunk moves downward to assume a **Surface Front Pike Position**, the buttocks, legs and feet travel along the surface until the hips occupy the position of the head at the beginning of this action. Without movement of the trunk, and with minimal change in water level, one leg is lifted to a **Fishtail Position**. Maintaining the 90° angle between the legs, the horizontal leg moves to a vertical, as the vertical leg simultaneously continues its arc to the surface to assume a **Knight Position**. Without moving the legs, the trunk straightens as it rises to a **Surface Ballet Leg Position**. The ballet leg is bent, without movement of the thigh, to a **Bent Knee Back Layout Position**. The toe moves along the inside of the extended leg until a **Back Layout Position** is assumed.



201. Dolphin

Difficulty 1.4

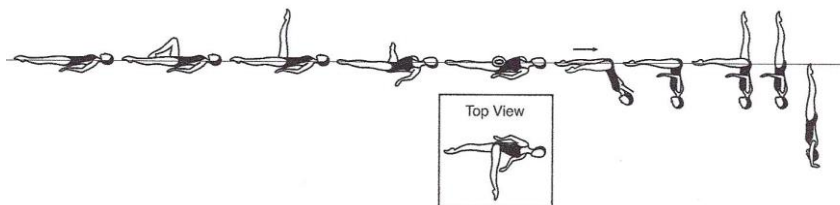
From a **Back Layout Position**, with head leading, the head, hips and feet leave the surface sequentially at the same point to assume a **Dolphin Arch** as the body begins to move around a circle which has a diameter of approximately 2.5 meters (8 feet), depending upon the height of the competitor. Movement continues, as the head, hips and feet follow the imaginary line of the circumference until, with the head, hips and feet breaking the surface sequentially at the same point, the body straightens as it surfaces to a **Back Layout Position**.



125. Eiffel Tower

Difficulty 2.6

From a **Back Layout Position**, a Ballet Leg, Single (101) is executed to a **Ballet Leg Position**. Maintaining this position, the body rolls sideways toward the horizontal leg, carrying the ballet leg to the surface, in an **Eiffel Position**. With the lower shoulder leading, the trunk moves downward, turning to assume a **Surface Front Pike Position**, while the ballet leg moves across the surface to meet the non-ballet leg. Simultaneously, the buttocks, non-ballet leg and foot travel along the surface until the hips occupy the position of the head at the beginning of this action. Without movement of the trunk, and with minimal change in water level, the non-ballet leg is lifted to a **Fishtail Position**. Without movement of the vertical leg or trunk, the horizontal leg is lifted to meet the vertical leg to assume a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



125a to 125i, see Twists and Spins, Figure Rule V.

Difficulties, see I.A

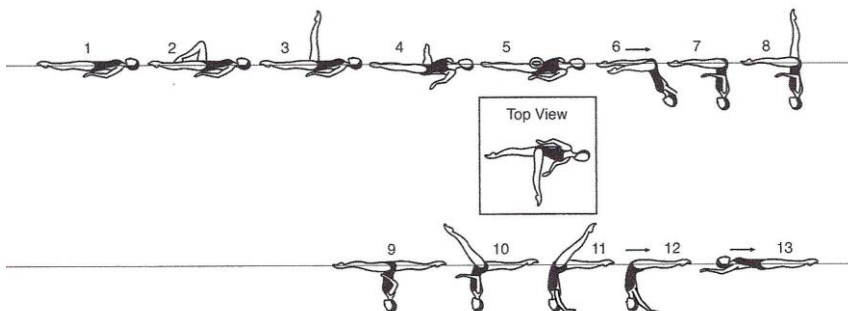
125a to 125g. An Eiffel Tower is executed to a **Vertical Position**. From the **Vertical Position**, the designated *Twist* or *Spin* is executed.

125h to 125i. An Eiffel Tower is executed to a **Vertical Position**. From the **Vertical Position**, a *Vertical Descent* is executed to the ankle level. The designated *Ascending Spin* is executed.

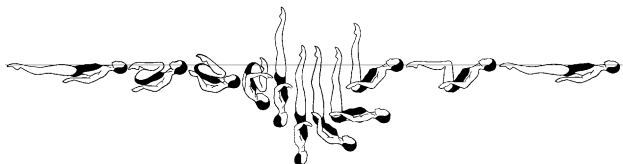
128. Eiffel Walk

Difficulty 2.7

From a **Back Layout Position**, an Eiffel Tower (125) is executed to a **Surface Front Pike Position**. With head and shoulders remaining vertically aligned with the hips, and with minimal change in water level, the non-ballet leg is lifted in a 180° arc over the surface to a **Split Position**. The hips remain stationary as the front leg is lifted in a 180° arc over the surface to meet the opposite leg in a **Surface Arch Position**. With continuous foot first movement, the hips, chest and face surface sequentially at the same point, assuming a **Back Layout Position** as the head occupies the position of the hips at the beginning of this action.



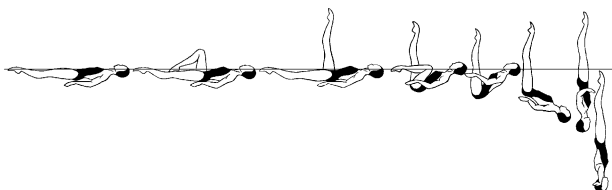
From a **Back Layout Position**, a Kip (311) is executed to a **Vertical Position**. A water level is established between the knees and ankles. The hips are piked as the trunk rises to assume a **Submerged Double Ballet Leg Position**. Maintaining this position, the body rises to a **Surface Double Ballet Leg Position**. The knees are bent, without movement of the thighs, to assume a **Tub Position**. The shins remain at the surface as the knees are straightened to resume a **Back Layout Position**.



130. Flamingo

Difficulty 2.5

From a **Back Layout Position**, a Ballet Leg, Single (101) is executed to a **Ballet Leg Position**. The shin of the horizontal leg is drawn along the surface to assume a **Surface Flamingo Position**. The bent leg is straightened to a **Surface Double Ballet Leg Position**. Maintaining the vertical position of the legs, the hips are lifted as the trunk is unrolled to a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



130a to 130j, see Twists and Spins, Figure Rule V.

Difficulties, see I.A

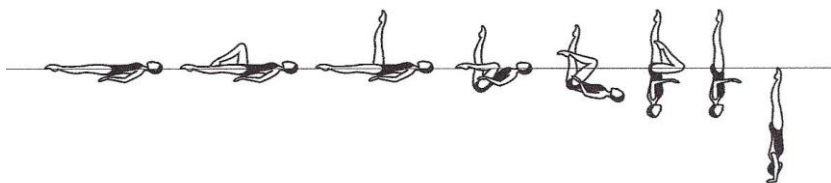
130a to 130g plus 130j. A Flamingo is executed to a **Vertical Position**. From the **Vertical Position**, the designated *Twist* or *Spin* is executed.

130h and 130i. A Flamingo is executed to a **Vertical Position**. From the **Vertical Position**, a *Vertical Descent* is executed to the ankle level. The designated *Ascending Spin* is executed.

140. Flamingo, Bent Knee

Difficulty 2.4

From a **Back Layout Position**, a Flamingo (130) is executed to a **Surface Flamingo Position**. With the ballet leg maintaining its vertical position, the hips are lifted as the trunk unrolls while the bent leg moves to a **Bent Knee Vertical Position**. Without movement of the vertical leg or trunk, the toe of the bent leg slides along the inside of the vertical leg to assume a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



140a to 140j, see Twists and Spins, Figure Rule V.

Difficulties see I.A

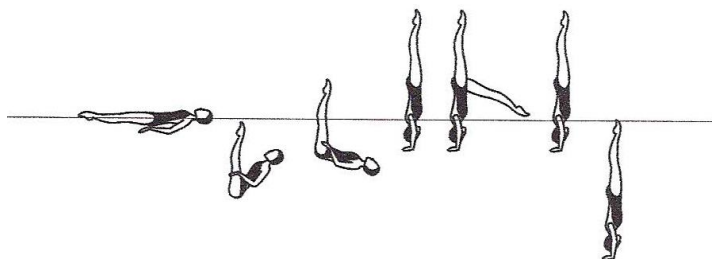
140a to 140g plus 140j. A Flamingo, Bent Knee is executed to a **Vertical Position**. From the **Vertical Position**, the designated *Twist* or *Spin* is executed.

140h and 140i. A Flamingo, Bent Knee is executed to a **Vertical Position**. From the **Vertical Position**, a *Vertical Descent* is executed to the ankle level. The designated *Ascending Spin* is executed.

307. Flying Fish

Difficulty 2.7

From a **Back Layout Position**, the legs are raised to the vertical as the body is submerged to a **Back Pike Position** with the toes just under the surface. From that position with the legs remaining perpendicular to the surface, a vertical upward *Thrust* of the legs and hips is rapidly executed as the body unrolls to assume a **Vertical Position**. Maximum height is desirable. Without movement of the trunk, and no change in water level, one leg is rapidly lowered to a **Fishtail Position** and without a pause, the horizontal leg is rapidly lifted to a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis, at the same tempo as the *Thrust*, until the toes are submerged.

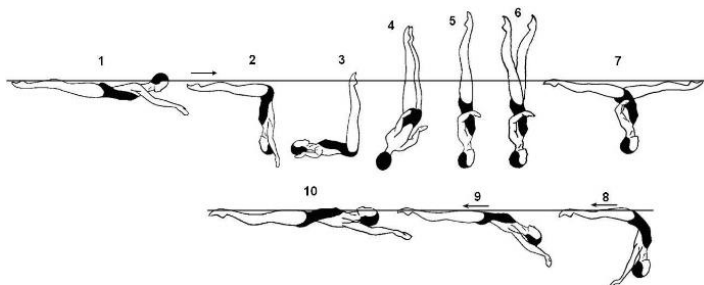


307d and 307e, see Twists and Spins, Figure Rule V.

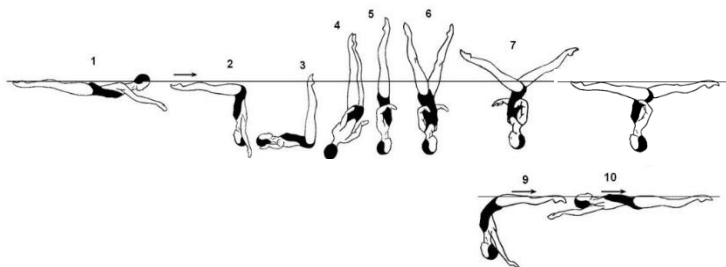
Difficulties see I.A

A Flying Fish is executed to a **Vertical Position**. From the **Vertical Position**, the designated *Spin* is executed at the same tempo as the *Thrust*.

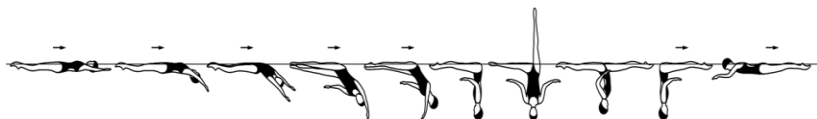
From a **Front Layout Position**, a partial Front Pike Somersault (323) is executed to a **Submerged Double Ballet Leg Position**. The hips rise during a 180° rotation of the trunk, shoulders and head, as the trunk moves toward the vertical line, without lateral movement, to assume a **Vertical Position**. The legs open symmetrically to a **Split Position**. The hips remain stationary as the front leg is lifted in a 180° arc over the surface to meet the opposite leg in a **Surface Arch Position**. With continuous foot first movement, the hips, chest and face surface sequentially at the same point, assuming a **Back Layout Position** as the head occupies the position of the hips at the beginning of this action.

336. Gaviata, Open 180°

From a **Front Layout Position**, a partial Front Pike Somersault (323) is executed to a **Submerged Double Ballet Leg Position**. The hips rise during a 180° rotation of the trunk, shoulders and head, as the trunk moves toward the vertical line, without lateral movement, to assume a **Vertical Position**. Continuing in the same direction, the legs open symmetrically during a 180° rotation to a **Split Position**. The hips remain stationary as the front leg is lifted in a 180° arc over the surface to meet the opposite leg in a **Surface Arch Position**. With continuous foot first movement, the hips, chest and face surface sequentially at the same point, assuming a **Back Layout Position** as the head occupies the position of the hips at the beginning of this action.

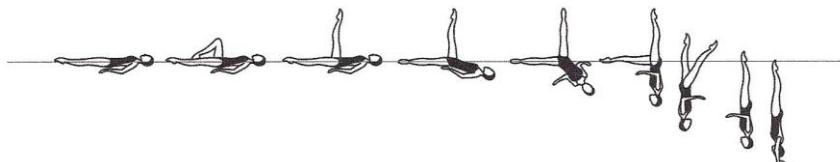


From a **Back Layout Position**, an Albatross (240) is executed to the **Surface Front Pike Position**. With the shoulders and head remaining vertically aligned with the hips, and with minimal change in water level, one leg is lifted to vertical as the trunk rotates 90° on its longitudinal axis to assume a **Side Fishtail Position** and, with continuous motion, another 90° rotation is executed in the same direction as the vertical leg is lowered to assume a **Split Position**. The hips remain stationary as the back leg is lifted in a 180° arc over the surface to meet the opposite leg in a **Surface Front Pike Position**. The feet and hips move along the surface until the body straightens to a **Front Layout Position** as the head surfaces at the position occupied by the hips at the beginning of this action.

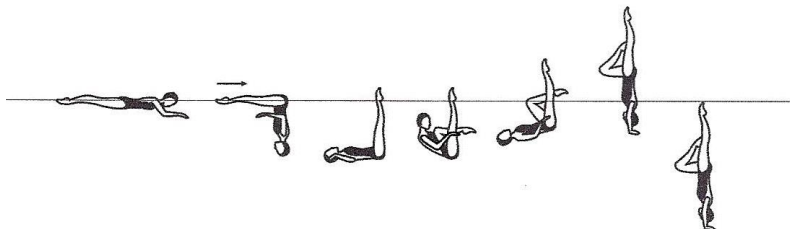
118. **Helicopter**

Difficulty 2.1

From a **Back Layout Position**, a Ballet Leg, Single (101) is executed to a **Ballet Leg Position**. A *Catalina Rotation* is executed. Continuing in the same direction, as a descending *Spinning 360°* is executed, the horizontal leg is lifted to meet the vertical leg to assume a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



From a **Front Layout Position**, a partial Front Pike Somersault (323) is executed to a **Submerged Double Ballet Leg Position**. One leg is bent with the shin parallel to the surface and the mid-calf opposite the vertical leg, as the trunk moves toward the legs. From that position, with the vertical leg remaining perpendicular to the surface, a vertical upward *Thrust* of the legs and hips is rapidly executed as the body unrolls to assume a **Bent Knee Vertical Position**, with the foot of the bent leg moving simultaneously to the inside of the vertical leg during the rise. Maximum height is desirable. Maintaining the **Bent Knee Vertical Position**, the body descends along its longitudinal axis, at the same tempo as the *Thrust*, until the toes are submerged.



342c to 342f and 342h to 342i, see Twists and Spins, Figure Rule V.

Difficulties, see I.A

342c. A Heron is executed to a **Bent Knee Vertical Position**. From the **Bent Knee Vertical Position**, a *Twirl* is performed in a **Bent Knee Vertical Position**. A *Vertical Descent* is executed at the same tempo as the *Thrust*.

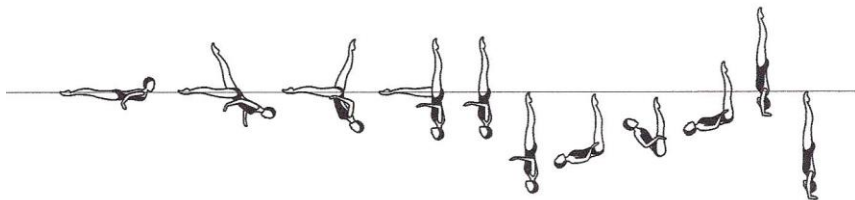
342d to 342f. A Heron is executed to a **Bent Knee Vertical Position**. From the **Bent Knee Vertical Position**, the designated *Spin* is performed in a **Bent Knee Vertical Position** to complete the figure, at the same tempo as the *Thrust*.

342h and 342i. A Heron is executed to a **Bent Knee Vertical Position**. From the **Bent Knee Vertical Position**, a *Vertical Descent* in a **Bent Knee Vertical Position** is executed to ankle level, at the same tempo as the *Thrust*. The designated *Ascending Spin* is performed in a **Bent Knee Vertical Position** at the same tempo as prior to the *Thrust*. A *Vertical Descent* is executed in a **Bent Knee Vertical Position** at the same tempo as the *Thrust*.

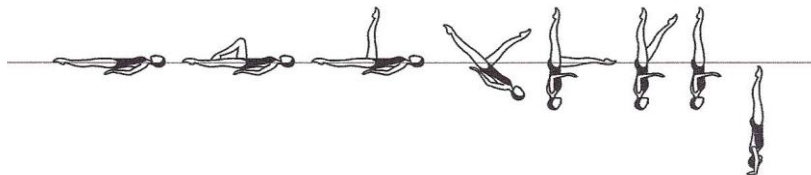
410. Hightower

Difficulty 3.4

From a **Front Layout Position**, a Straight Leg Swordfish (406) is executed to an **Arched Fishtail Position**. The body is straightened to a **Fishtail Position**, assuming vertical midway between the former position of the hips and the former vertical line through the foot and head. Without movement of the vertical leg or trunk, the horizontal leg is lifted to meet the vertical leg to assume a **Vertical Position**. A *Vertical Descent* is executed until the toes are submerged. Maintaining the vertical line of the legs, the hips are piked as the trunk rises to assume a submerged **Back Pike Position**. With the legs remaining perpendicular to the surface, a vertical upward *Thrust* of the legs and hips is rapidly executed as the body unrolls to assume a **Vertical Position**. Maximum height is desirable. Maintaining the **Vertical Position**, the body descends along its longitudinal axis at the same tempo as the *Thrust* until the toes are submerged.



From a **Back Layout Position**, a Ballet Leg, Single (101) is executed to a **Ballet Leg Position**. Maintaining this position, the body is rotated backward around a lateral axis through the hips, to assume a **Fishtail Position**. Without movement of the vertical leg or trunk, the horizontal leg is lifted to meet the vertical leg, to assume a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



112a to 112j, see Twists and Spins, Figure Rule V.

Difficulties, see I.A

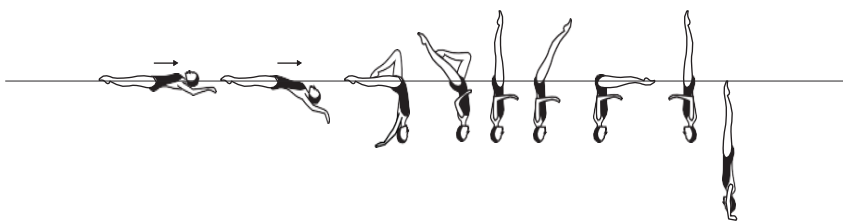
112a to 112g plus 112j. An Ibis is executed to a **Vertical Position**. From the **Vertical Position**, the designated *Twist* or *Spin* is executed.

112h and 112i. An Ibis is executed to a **Vertical Position**. From the **Vertical Position**, a *Vertical Descent* is executed to the ankle level. The designated *Ascending Spin* is executed.

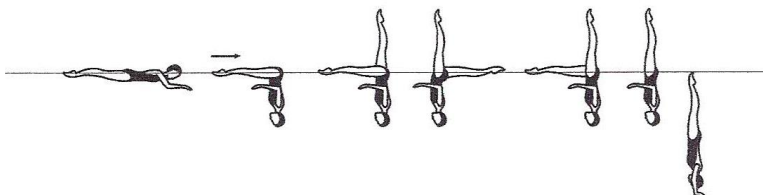
440. Ipanema

Difficulty 3.0

From a **Back Layout Position**, the head leads downward as a Dolphin (201) is initiated. The hips and legs move along the surface until the hips reach the point occupied by the head at the beginning of this action and the hips are about to submerge. The hips, legs and feet continue to move along the surface as the back is arched more while one knee is bent to assume a **Bent Knee Surface Arch Position**. The horizontal leg is lifted as the bent knee is straightened without movement of the thigh to assume a **Vertical Position**. The legs are lowered to assume a **Surface Front Pike Position**. A rapid 180° rotation is executed as the legs lift to a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis, at the same tempo as the rest of the figure, until the toes are submerged.



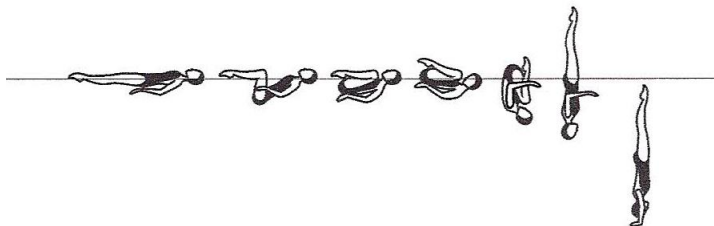
From a **Front Layout Position**, as the trunk moves downward to assume a **Surface Front Pike Position**, the buttocks, legs and feet travel along the surface until the hips occupy the position of the head at the beginning of this action. Without movement of the trunk, and minimal change in water level, one leg is lifted to a **Fishtail Position**. Maintaining the 90° angle between the legs, the legs are rotated backwards around a lateral axis through the hips to assume a **Knight Position**. Maintaining the vertical alignment of the body, the foot of the horizontal leg is moved in a horizontal arc of 180° at the surface of the water to a **Fishtail Position**. Without movement of the vertical leg or trunk, the horizontal leg is lifted to meet the vertical leg to assume a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



311. Kip

Difficulty 1.6

From a **Back Layout Position**, the knees and toes are drawn along the surface to the chest. With continuous motion, a **Tuck Position** is assumed as the body somersaults backward around a lateral axis until the shins are perpendicular to the surface. With shins remaining perpendicular to the surface, the trunk unrolls as the legs are straightened to assume a **Vertical Position** midway between the former vertical line through the hips and former vertical line through the head and shins. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



311a to 311j, see Twists and Spins, Figure Rule V.

Difficulties, see I.A

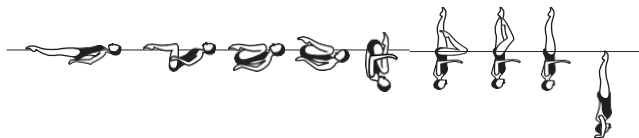
311a to 311g plus 311j. A Kip is executed to a **Vertical Position**. From the **Vertical Position**, the designated *Twist* or *Spin* is executed.

311h and 311i. A Kip is executed to a **Vertical Position**. From the **Vertical Position**, a *Vertical Descent* is executed to the ankle level. The designated *Ascending Spin* is executed.

318. Kip, Bent Knee

Difficulty 1.8

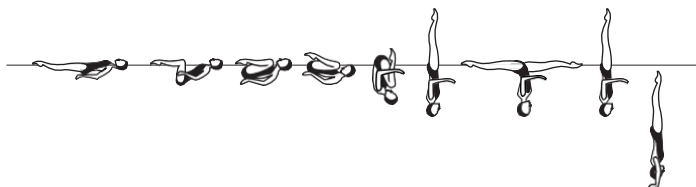
From a **Back Layout Position**, a Kipnus (316) is executed to the **Bent Knee Vertical Position**. Without movement of the vertical leg or trunk, the toe of the bent leg slides along the inside of the vertical leg to assume a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



312. Kip, Split

Difficulty 2.3

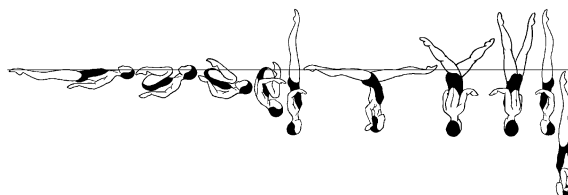
From a **Back Layout Position**, a Kip (311) is executed to a **Vertical Position**. The legs are lowered symmetrically to a **Split Position**. The legs are joined to resume a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



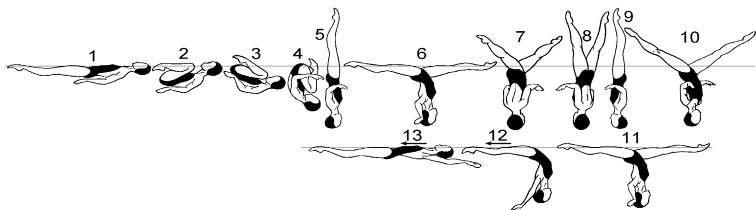
313. Kip, Split, Closing 180°

Difficulty 2.3

From a **Back Layout Position**, a Kip, Split (312) is executed to a **Split Position**. During a 180° rotation of the trunk, the legs are closed symmetrically to a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.

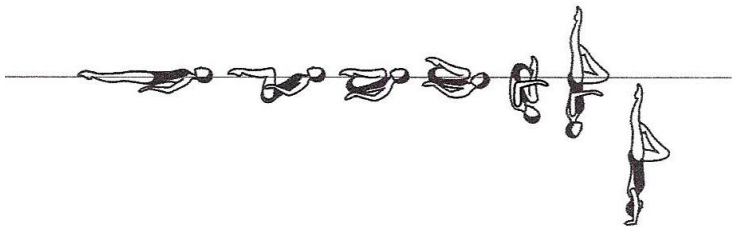


From a **Back Layout Position**, a Kip, Split (312) is executed to a **Split Position**. A 360° rotation is executed, with the legs symmetrically closing to pass through a **Vertical Position** at 180° before separating symmetrically to resume a **Split Position**. The hips remain stationary as the front leg is lifted in a 180° arc over the surface to meet the opposite leg in a **Surface Arch Position**. With continuous foot first movement, the hips, chest and face surface sequentially at the same point, assuming a **Back Layout Position** as the head occupies the position of the hips at the beginning of this action.



316. Kipnus

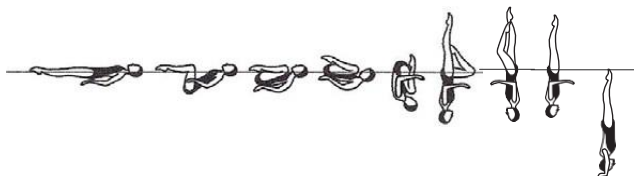
From a **Back Layout Position**, a Kip (311) is executed until the shins are perpendicular to the surface of the water. With shins remaining perpendicular to the surface, the trunk unrolls as the legs assume a **Bent Knee Vertical Position** midway between the former vertical line through the hips and the former vertical line through the head and the shins. Maintaining the **Bent Knee Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



317. Kipnus, Variant

Difficulty 1.9

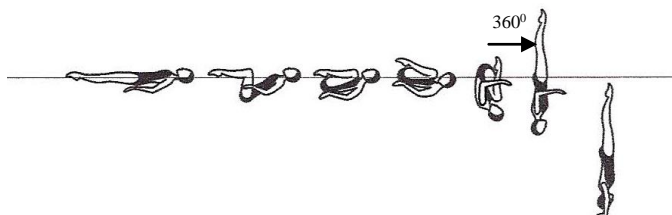
From a **Back Layout Position**, a Kipnus (316) is executed to the **Bent Knee Vertical Position**. Without movement of the vertical leg or trunk, a *Full Twist* is executed as the toe of the bent leg slides along the inside of the vertical leg to assume a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



319. Kipswirl

Difficulty 1.7

From a **Back Layout Position**, a Kip (311) is executed until the shins are perpendicular to the surface of the water. With shins remaining perpendicular to the surface, the trunk unrolls, as the legs are straightened, a rotation of 360° is executed to assume a **Vertical Position** midway between the vertical line through the hips and the former vertical line through the head and the shins. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



319c to 319f, see Twists and Spins, Figure Rule V.

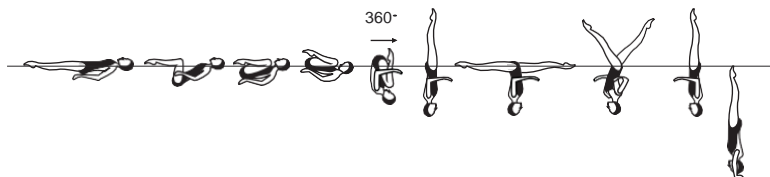
Difficulties, see I.A

A Kipswirl is executed to a **Vertical Position**. From the **Vertical Position**, the designated *Twist* or *Spin* is executed.

320. Kipswirl, Split, Closing 180°

Difficulty 2.3

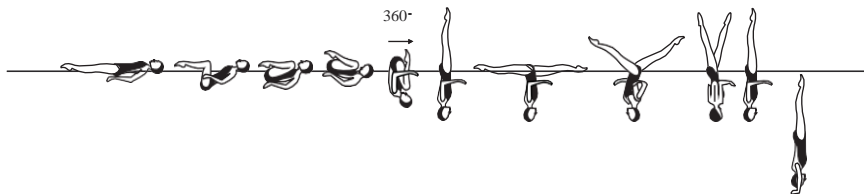
From a **Back Layout Position**, a Kipswirl (319) is executed to a **Vertical Position**. The legs are lowered symmetrically to a **Split Position**. During a 180° rapid rotation of the trunk, the legs are closed symmetrically to a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



321. **Kipswirl, Split, Closing 360°**

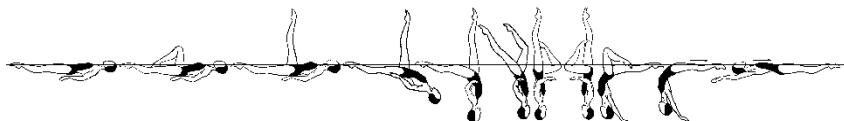
Difficulty 2.5

From a **Back Layout Position**, a Kipswirl (319) is executed to a **Vertical Position**. The legs are lowered symmetrically to a **Split Position**. During a 360° rapid rotation of the trunk, the legs are closed symmetrically to a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.

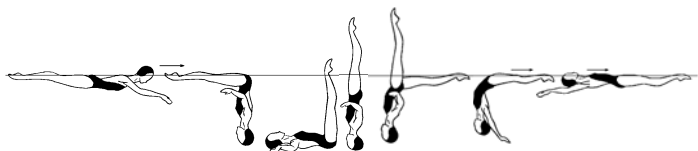
150. **Knight**

Difficulty 3.1

From a **Back Layout Position**, a Ballet Leg, Single (101) is executed to a **Ballet Leg Position**. Maintaining the positions of the legs, the head moves downward as the lower back arches to a **Knight Position**. With head and shoulders remaining vertically aligned with the hips, the body straightens as the non-ballet leg is lifted to vertical while the ballet leg bends, the foot following a vertical line through the hips, to assume a **Bent Knee Vertical Position**. A *Half Twist* is executed. The back arches as the extended leg lowers to the surface to assume a **Bent Knee Surface Arch Position**. The hips remain stationary as the toe of the bent leg slides along the inside of the extended leg as the bent knee straightens to assume a **Surface Arch Position**. With continuous foot first movement, the hips, chest and face surface sequentially at the same point, assuming a **Back Layout Position** as the head occupies the position of the hips at the beginning of this action.



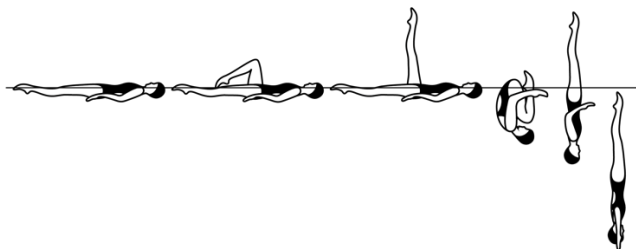
From a **Front Layout Position**, a partial Front Pike Somersault (323) is executed to a **Submerged Double Ballet Leg Position**. Maintaining the vertical position of the legs, the hips are lifted as the trunk is unrolled to assume a **Vertical Position**. With the head and shoulders remaining vertically aligned with the hips, one leg is lowered to a **Knight Position**. The hips remain stationary as the vertical leg is lowered to meet the opposite leg in a **Surface Arch Position**. With continuous foot first movement, the hips, chest and face surface sequentially at the same point, assuming a **Back Layout Position** as the head occupies the position of the hips at the beginning of this action.



154. London

Difficulty 1.9

From a **Back Layout Position**, a Ballet Leg, Single (101) is executed followed by a partial Back Tuck Somersault (310), as both legs are simultaneously drawn into a **Tuck Position**, until the shins are perpendicular to the surface. With shins remaining perpendicular to the surface, the trunk unrolls rapidly as the legs are rapidly straightened to assume a **Vertical Position** midway between the former vertical line through the hips and the former vertical line through the head and shins. Maintaining the **Vertical Position**, the body descends rapidly along its longitudinal axis until the toes are submerged.

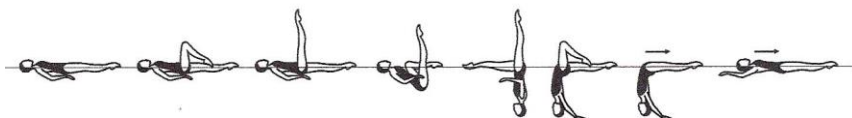


154j-1 and 154j-2, see Twists and Spins, Figure Rule V.

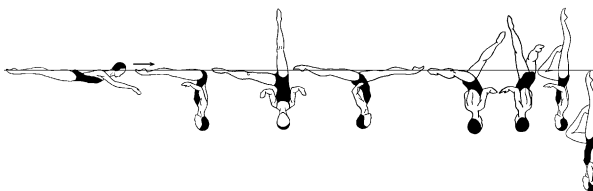
Difficulties, see I.A

A London is executed to a **Vertical Position**. From the **Vertical Position**, a rapid designated *Combined Spin* is executed. A *Vertical Descent* is executed at the same tempo as the designated *Combined Spin*.

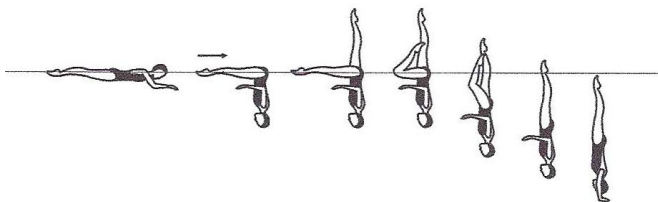
From a **Back Layout Position**, a Flamingo (130) is executed to a **Surface Flamingo Position**. With the ballet leg maintaining its vertical position, the hips are lifted as the trunk unrolls while the bent leg is extended horizontally with the knee at the surface to assume a **Fishtail Position**. The horizontal leg is lifted rapidly in a 180° arc over the surface of the water. As it passes the vertical leg, the vertical leg is bent, the toe of which remains at the inside of the other leg, to assume a **Bent Knee Surface Arch Position**. The hips remain stationary as the toe of the bent leg slides along the inside of the extended leg as the bent knee straightens to assume a **Surface Arch Position**. With continuous foot first movement, the hips, chest and face surface sequentially at the same point, assuming a **Back Layout Position** as the head occupies the position of the hips at the beginning of this action.



From a **Front Layout Position**, as the trunk moves downward to assume a **Surface Front Pike Position**, the buttocks, legs and feet travel along the surface until the hips occupy the position of the head at the beginning of this action. With the shoulders and head remaining vertically aligned with the hips, and with minimal change in water level, one leg is lifted to vertical as the trunk rotates 90° on its longitudinal axis to assume a **Side Fishtail Position** and, with continuous motion, another 90° rotation is executed in the same direction as the vertical leg is lowered to assume a **Split Position**. During an additional rotation of 180° in the same direction, with the shoulders and head remaining vertically aligned with the hips, and with minimal change in level, the front leg lifts to vertical as the back leg bends to an angle of 90° or less, with the thigh and shin remaining at the surface, as it moves through to a **Bent Knee Vertical Position**. Maintaining the **Bent Knee Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



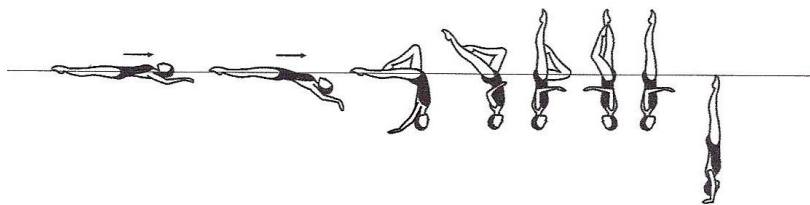
From a **Front Layout Position**, as the trunk moves downward to assume a **Surface Front Pike Position**, the buttocks, legs and feet travel along the surface until the hips occupy the position of the head at the beginning of this action. Without movement of the trunk, and with minimal change in water level, one leg is lifted to a **Fishtail Position**. The horizontal leg is bent to assume a **Bent Knee Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis while the toe of the bent leg slides along the inside of the vertical leg as the knee is extended to meet the vertical leg as the ankles submerge, continuing the descent until the toes are submerged.



435. Nova

Difficulty 2.2

From a **Back Layout Position**, the head leads downward as a Dolphin (201) is initiated. The hips and legs move along the surface until the hips reach the point occupied by the head at the beginning of this action and the hips are about to submerge. The hips, legs and feet continue to move along the surface as the back is arched more while one knee is bent to assume a **Bent Knee Surface Arch Position**. The legs are lifted to a **Bent Knee Vertical Position**. Without movement of the vertical leg or trunk, a **Full Twist** is executed as the toe of the bent leg slides along the inside of the vertical leg to assume a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.

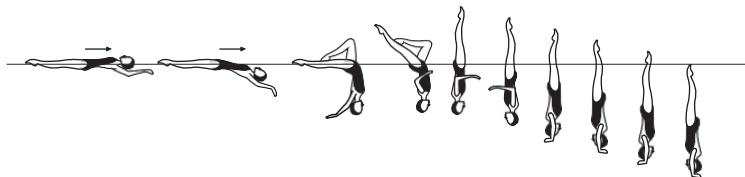


435c to 435g, see Twists and Spins, Figure Rule V.

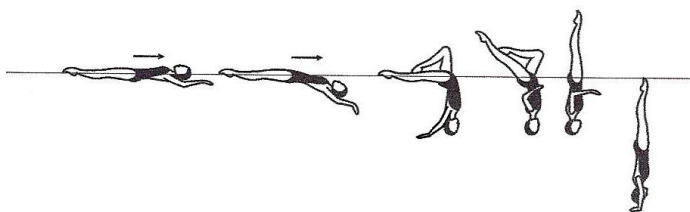
Difficulties, see I.A

A Nova is executed to the completion of the *Full Twist*. After the completion of the *Full Twist*, the designated *Twist* or *Spin* is executed.

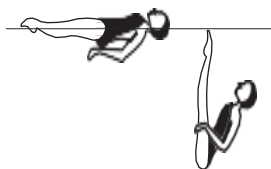
From a **Back Layout Position**, a Nova (435) is executed to a **Bent Knee Surface Arch Position**. The legs are simultaneously lifted as the toe of the bent leg slides along the inside of the vertical leg to assume a **Vertical Position**. Maintaining the **Vertical Position**, a *Continuous Spin* of 720° is executed until the ankles reach the surface and continues through submergence.



From a **Back Layout Position**, a Nova (435) is executed to a **Bent Knee Surface Arch Position**. The legs are simultaneously lifted as the toe of the bent leg slides along the inside of the vertical leg to assume a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



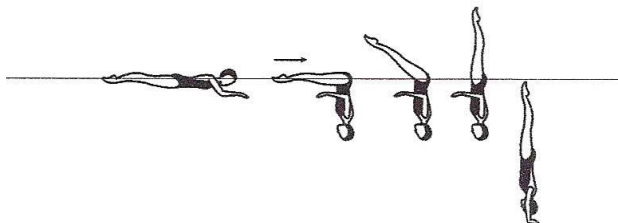
From a **Back Layout Position**, the legs are raised to the vertical as the body is submerged to a **Back Pike Position** with the toes just under the surface.



355. Porpoise

Difficulty 1.8

From a **Front Layout Position**, as the trunk moves downward to assume a **Surface Front Pike Position**, the buttocks, legs and feet travel along the surface until the hips occupy the position of the head at the beginning of this action. Without movement of the trunk, the legs are raised to a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



355a to 355j, see Twists and Spins, Figure Rule V.

Difficulties, see I.A

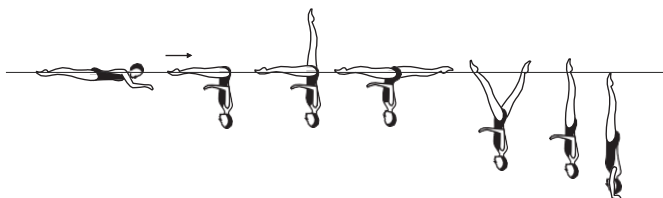
355a to 355g plus 355j. A Porpoise is executed to a **Vertical Position**. From the **Vertical Position**, the designated *Twist* or *Spin* is executed.

355h and 355i. A Porpoise is executed to a **Vertical Position**. From the **Vertical Position**, a *Vertical Descent* is executed to the ankle level. The designated *Ascending Spin* is executed.

361. Prawn

Difficulty 1.5

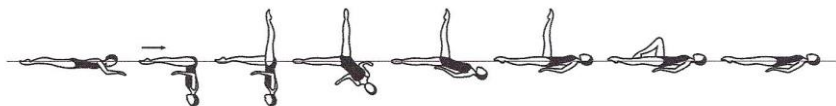
From a **Front Layout Position**, a Front Walkover (360) is executed to a **Split Position**. The legs join symmetrically to assume a **Vertical Position** at ankle level. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



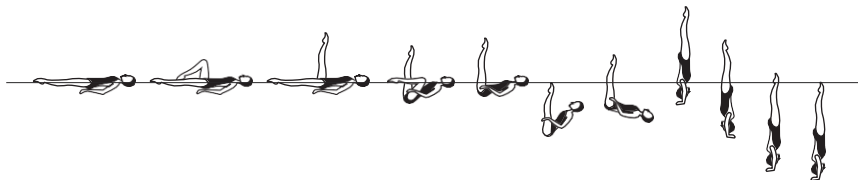
345. Reverse Catalina

Difficulty 2.1

From a **Front Layout Position**, as the trunk moves downward to assume a **Surface Front Pike Position**, the buttocks, legs and feet travel along the surface until the hips occupy the position of the head at the beginning of this action. Without movement of the trunk, and with minimal change in water level, one leg is lifted to a **Fishtail Position**. From the **Fishtail Position**, the hips rotate as the trunk rises, without lateral movement, to assume a **Surface Ballet Leg Position**. The vertical leg remains perpendicular to the surface while the foot of the horizontal leg remains at the surface, throughout the rotation. The ballet leg is bent, without movement of the thigh, to a **Bent Knee Back Layout Position**. The toe moves along the inside of the extended leg until a **Back Layout Position** is assumed.



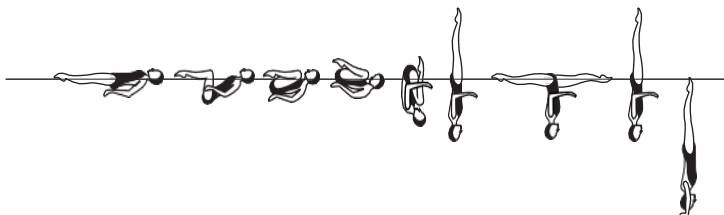
From a **Back Layout Position**, a Flamingo (130) is executed to a **Surface Double Ballet Leg Position**. The body submerges vertically to a **Back Pike Position** with the toes just under the surface. From that position with the legs remaining perpendicular to the surface, a vertical upward *Thrust* of the legs and hips is rapidly executed as the body unrolls to assume a **Vertical Position**. Maximum height is desirable. Maintaining the **Vertical Position**, a descending *Spinning 360°* is executed at the same tempo as the *Thrust* to complete the figure.



315. Seagull

Difficulty 2.1

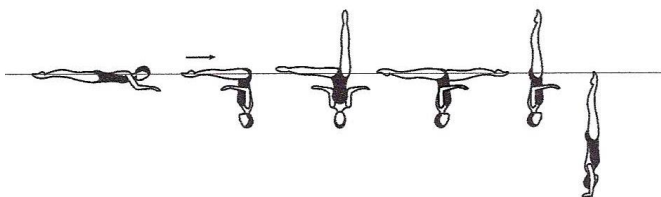
From a **Back Layout Position**, a Kip (311) is executed to a **Tuck Position** as the body somersaults backward around a lateral axis until the shins are perpendicular to the surface. With shins remaining perpendicular to the surface, the trunk unrolls rapidly as the legs are straightened to assume a **Vertical Position** midway between the former vertical line through the hips and former vertical line through the head and shins. The legs are lowered rapidly, symmetrically to a **Split Position**. The legs are joined rapidly to resume the **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis at the same tempo as the initial actions of the figure until the toes are submerged.



346. Side Fishtail Split

Difficulty 2.0

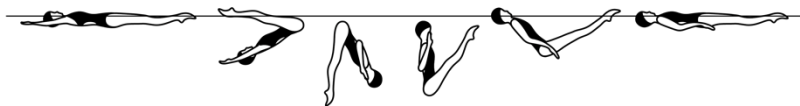
From a **Front Layout Position**, as the trunk moves downward to assume a **Surface Front Pike Position**, the buttocks, legs and feet travel along the surface until the hips occupy the position of the head at the beginning of this action. With the shoulders and head remaining vertically aligned with the hips, and with minimal change in water level, one leg is lifted to vertical as the trunk rotates 90° on its longitudinal axis to assume a **Side Fishtail Position** and, with continuous motion another 90° rotation is executed in the same direction as the vertical leg is lowered to assume a **Split Position**. The legs are lifted symmetrically to a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



303. Somersault, Back Pike

Difficulty 1.5

From a **Back Layout Position**, with the body remaining parallel and close to the surface, the legs are lifted rapidly to assume a **Back Pike Position**. With continuous movement, the body somersaults backward around a lateral axis until the feet and head simultaneously reach the surface. A **Back Layout Position** is assumed.



310. Somersault, Back Tuck

Difficulty 1.1

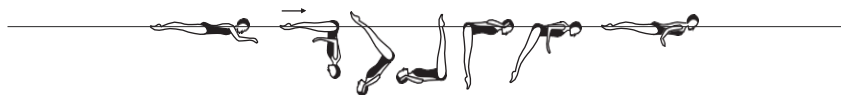
From a **Back Layout Position**, the knees and toes are drawn along the surface to the chest. With continuous motion, a **Tuck Position** is assumed as the body somersaults backward around a lateral axis for one complete revolution, while remaining close to the surface. A **Back Layout Position** is resumed.



323. Somersault, Front Pike

Difficulty 1.4

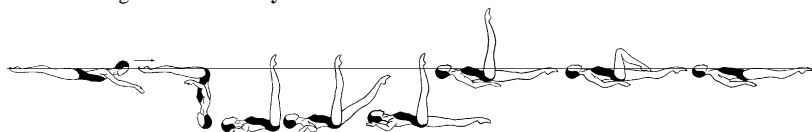
From the **Front Layout Position**, as the trunk moves downward to assume a **Surface Front Pike Position**, the buttocks, legs and feet travel along the surface until the hips occupy the position of the head at the beginning of this action. Maintaining this position, the body somersaults forward around a lateral axis so that the hips replace the head at each quarter point of revolution. The rotation continues until the head and buttocks return to the surface. As the legs move upward to assume a **Front Layout Position**, the head, shoulders and buttocks travel along the surface until the hips occupy the same position as the head at the beginning of this action.



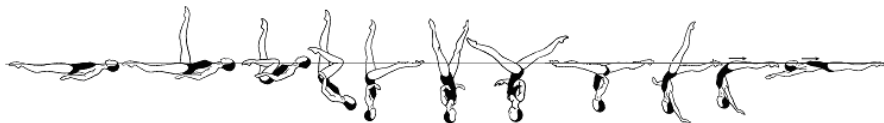
324. Somersub

Difficulty 1.9

From a **Front Layout Position**, a partial Front Pike Somersault (323) is executed to a **Submerged Double Ballet Leg Position**. One leg is lowered to a **Submerged Ballet Leg Position**. Maintaining this position, the body rises to a **Surface Ballet Leg Position**. The ballet leg is bent, without movement of the thigh, to a **Bent Knee Back Layout Position**. The toe moves along the inside of the extended leg until a **Back Layout Position** is assumed.



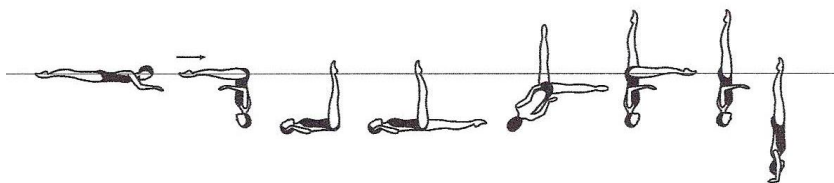
From a **Back Layout Position**, a Flamingo (130) is executed to a **Surface Flamingo Position**. With the ballet leg maintaining its vertical position, the hips are lifted as the trunk unrolls while the bent leg is extended horizontally with the knee at the surface to assume a **Fishtail Position**. With head and shoulders remaining vertically aligned with the hips, and with minimal change in water level, the horizontal leg is lifted towards the vertical leg. As it passes the vertical leg, which moves symmetrically in the opposite direction, a 180° rotation is started and is completed as a **Split Position** is assumed. The hips remain stationary as the front leg is lifted in a 180° arc over the surface to meet the opposite leg in a **Surface Arch Position**. With continuous foot first movement, the hips, chest and face surface sequentially at the same point, assuming a **Back Layout Position** as the head occupies the position of the hips at the beginning of this action.



325. Subalina

Difficulty 2.2

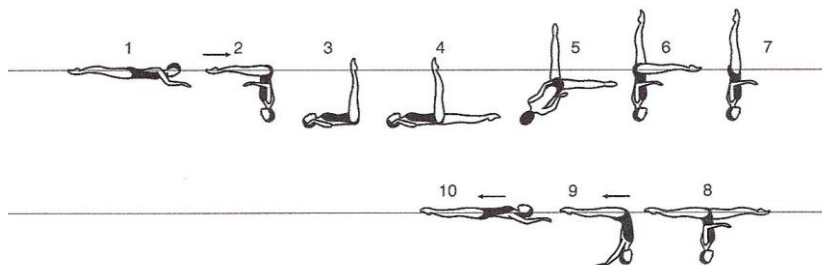
From a **Front Layout Position**, a Somersub (324) is executed to a **Submerged Ballet Leg Position**. While maintaining the 90° angle between the legs, the hips rise during a 180° rotation of the trunk, shoulders and head, as the trunk moves toward the vertical line, without lateral movement, to assume a **Fishtail Position**. The final water line is established as the rotation is completed. Without movement of the vertical leg or trunk, the horizontal leg is lifted to meet the vertical leg to assume a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



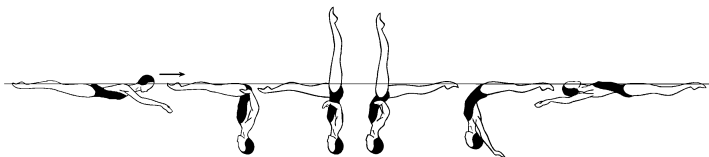
326. Subilarc

Difficulty 2.8

From a **Front Layout Position**, a Subalina (325) is executed to a **Fishtail Position**. With head and shoulders remaining vertically aligned with the hips, and with minimal change in water level, the horizontal leg is lifted in a 180° arc over the surface, passing the vertical leg, which moves symmetrically in the opposite direction, until a **Split Position** is assumed. The hips remain stationary as the front leg is lifted in a 180° arc over the surface to meet the opposite leg in a **Surface Arch Position**. With continuous foot first movement, the hips, chest and face surface sequentially at the same point, assuming a **Back Layout Position** as the head occupies the position of the hips at the beginning of this action.



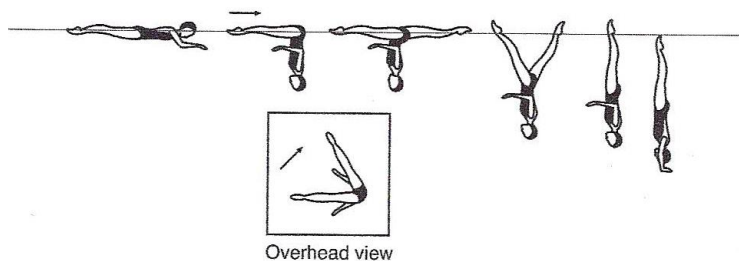
From a **Front Layout Position**, as the trunk moves downward to assume a **Surface Front Pike Position**, the buttocks, legs and feet travel along the surface until the hips occupy the position of the head at the beginning of this action. Without movement of the trunk, and with minimal change in water level, one leg is lifted to a **Fishtail Position**. With head and shoulders remaining vertically aligned with the hips, and with minimal change in water level, the horizontal leg is lifted in a 180° arc over the surface, passing the vertical leg, until a **Knight Position** is assumed. The hips remain stationary as the vertical leg is lowered to meet the opposite leg in a **Surface Arch Position**. With continuous foot first movement, the hips, chest and face surface sequentially at the same point, assuming a **Back Layout Position** as the head occupies the position of the hips at the beginning of this action.



362. Surface Prawn

Difficulty 1.3

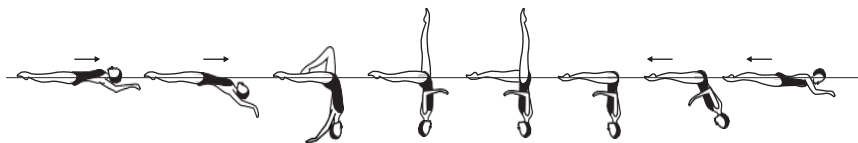
From a **Front Layout Position**, as the trunk moves downward to assume a **Surface Front Pike Position**, the buttocks, legs and feet travel along the surface until the hips occupy the position of the head at the beginning of this action. Without movement of the trunk, one foot is moved in a horizontal arc of 180° at the surface to a **Split Position**. The legs join to assume a **Vertical Position** at ankle level. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



226. Swan

Difficulty 2.1

From a **Back Layout Position**, a Nova (435) is executed to the **Bent Knee Surface Arch Position**. Without movement of the trunk, and with minimal change in water level, the knee is straightened without movement of the thigh to assume a **Knight Position**. Maintaining the legs in their positions, the trunk rotates 180° to assume a **Fishtail Position**. The hips remain stationary as the vertical leg is lowered to meet the opposite leg in a **Surface Front Pike Position**. With continuous movement, the feet and hips move along the surface until the body straightens to a **Front Layout Position** as the head surfaces at the position occupied by the hips at the beginning of this action.



From a **Front Layout Position**, a **Bent Knee Front Layout Position** is assumed. The back arches as the extended leg describes an arc over the surface until its foot is directly over the head. The hips rotate 180° as the trunk rises, with minimal lateral movement and without initial descent of head and shoulders, to a **Submerged Flamingo Position**. As the body rises, the bent leg is straightened horizontally to a **Surface Ballet Leg Position**. The ballet leg is bent, without movement of the thigh, to a **Bent Knee Back Layout Position**. The toe moves along the inside of the extended leg until a **Back Layout Position** is assumed.



402. Swordsab

Difficulty 2.3

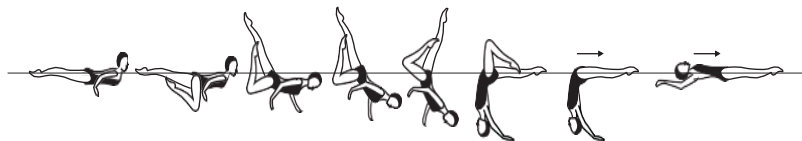
From a **Front Layout Position**, a **Bent Knee Front Layout Position** is assumed. The back arches as the extended leg is lifted in a 180° arc over the surface. As the extended leg passes vertical, the bent leg straightens, with the foot following a vertical line through the hips, as the body rises to assume a **Surface Ballet Leg Position**. The foot of the extended leg and the face reach the surface simultaneously. The ballet leg is bent, without movement of the thigh, to a **Bent Knee Back Layout Position**. The toe moves along the inside of the extended leg until a **Back Layout Position** is assumed.



401. Swordfish

Difficulty 2.0

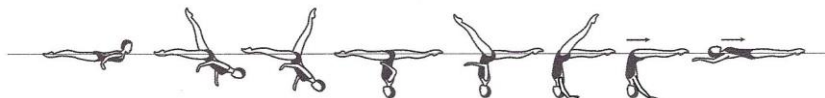
From a **Front Layout Position**, a **Bent Knee Front Layout Position** is assumed. The back arches as the extended leg is lifted in a 180° arc over the surface to assume a **Bent Knee Surface Arch Position**. The hips remain stationary as the toe of the bent leg slides along the inside of the extended leg as the bent knee straightens to assume a **Surface Arch Position**. With continuous foot first movement, the hips, chest and face surface sequentially at the same point, assuming a **Back Layout Position** as the head occupies the position of the hips at the beginning of this action.



406. Swordfish, Straight Leg

Difficulty 2.0

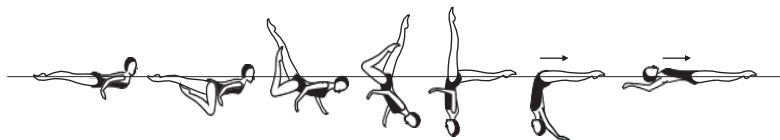
From a **Front Layout Position**, the back arches as one leg is lifted in a 180° arc over the surface to a **Split Position**. The hips remain stationary as the front leg is lifted in a 180° arc over the surface to meet the opposite leg in a **Surface Arch Position**. With continuous foot first movement, the hips, chest and face surface sequentially at the same point, assuming a **Back Layout Position** as the head occupies the position of the hips at the beginning of this action.



403. Swordtail

Difficulty 2.3

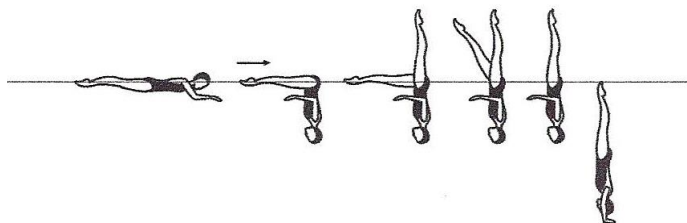
From a **Front Layout Position**, a **Bent Knee Front Layout Position** is assumed. The back arches as the extended leg is lifted in an arc of 180° over the surface of the water. As the extended leg passes the vertical, the bent leg straightens with the foot following a vertical line to assume a **Knight Position**. The hips remain stationary as the vertical leg is lowered to meet the opposite leg in a **Surface Arch Position**. With continuous foot first movement, the hips, chest and face surface sequentially at the same point, assuming a **Back Layout Position** as the head occupies the position of the hips at the beginning of this action.



348. Tower

Difficulty 1.9

From a **Front Layout Position**, as the trunk moves downward to assume a **Surface Front Pike Position**, the buttocks, legs and feet travel along the surface until the hips occupy the position of the head at the beginning of this action. Without movement of the trunk, and with minimal change in water level, one leg is lifted to a **Fishtail Position**. Without movement of the vertical leg or trunk, the horizontal leg is lifted to meet the vertical leg to assume a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



348a to 348j, see Twists and Spins, Figure Rule V.

Difficulties, see I.A

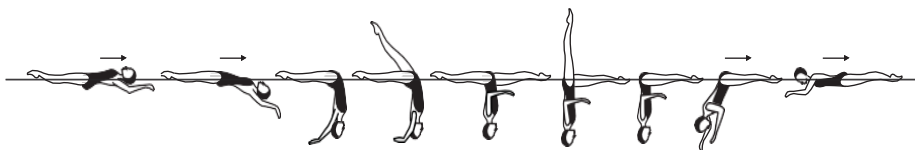
348a to 348g plus 348j. A Tower is executed to a **Vertical Position**. From the **Vertical Position**, the designated *Twist* or *Spin* is executed.

348h and 348i. A Tower is executed to a **Vertical Position**. From the **Vertical Position**, a *Vertical Descent* is executed to the ankle level. The designated *Ascending Spin* is executed.

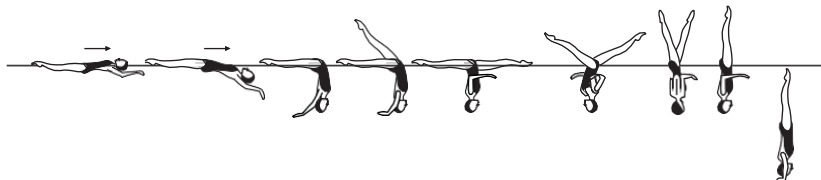
From a **Back Layout Position**, the knees are drawn toward the chest, with toes at the surface, to assume a **Tub Position**. In this position, with the face above the surface, one horizontal revolution of the body is executed around the vertical axis between the knees. With shins moving along the surface, the legs are extended to finish in a **Back Layout Position**.

420. **Walkover, Back**

From a **Back Layout Position**, the head leads downward as a Dolphin (201) is initiated. The hips move along the surface to the point occupied by the head at the beginning of this action. The hips, legs and feet continue moving along the surface as the back is arched more to assume a **Surface Arch Position**. One leg is lifted in a 180° arc over the surface to a **Split Position**. The hips remain stationary as the back leg is lifted in a 180° arc over the surface to meet the opposite leg in a **Surface Front Pike Position**. The feet and hips move along the surface until the body straightens to a **Front Layout Position** as the head surfaces at the position occupied by the hips at the beginning of this action.

421. **Walkover, Back, Closing 360°**

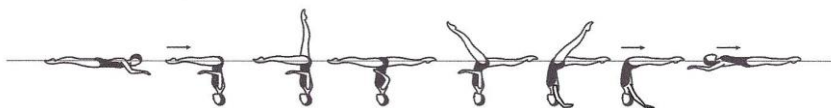
From a **Back Layout Position**, a Back Walkover (420) is executed to a **Split Position**. With continuous motion, a rotation of 360° is executed as the legs are symmetrically lifted and closed to a **Vertical Position**. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



360. Walkover, Front

Difficulty 1.9

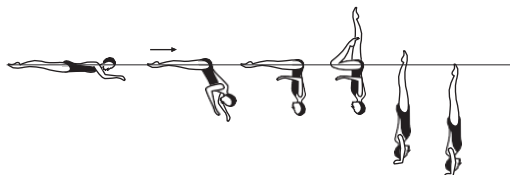
From a **Front Layout Position**, as the trunk moves downward to assume a **Surface Front Pike Position**, the buttocks, legs and feet travel along the surface until the hips occupy the position of the head at the beginning of this action. With the head and shoulders remaining vertically aligned with the hips, one leg is lifted in a 180° arc over the surface to a **Split Position**. The hips remain stationary as the front leg is lifted in a 180° arc over the surface to meet the opposite leg in a **Surface Arch Position**. With continuous foot first movement, the hips, chest and face surface sequentially at the same point, assuming a **Back Layout Position** as the head occupies the position of the hips at the beginning of this action.



363. Water Drop

Difficulty 1.5

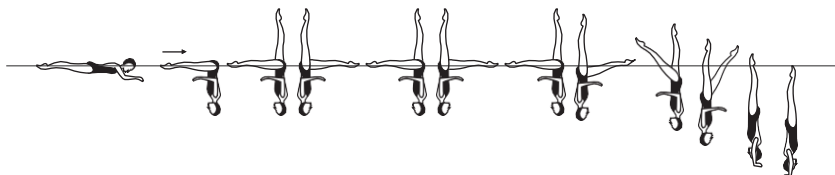
From a **Front Layout Position**, as the trunk moves downward to assume a **Surface Front Pike Position**, the buttocks, legs and feet travel along the surface until the hips occupy the position of the head at the beginning of this action. Without movement of the trunk, the legs are lifted simultaneously to a **Bent Knee Vertical Position**. A descending *Spinning 180°* is executed as the bent knee is extended to assume a **Vertical Position** as the ankles reach the surface of the water. Maintaining the **Vertical Position**, the body descends along its longitudinal axis until the toes are submerged.



364. Whirlwind

Difficulty 2.7

From a **Front Layout Position**, as the trunk moves downward to assume a **Surface Front Pike Position**, the buttocks, legs and feet travel along the surface until the hips occupy the position of the head at the beginning of this action. Without movement of the trunk, and with minimal change in water level, one leg is lifted to a **Fishtail Position**. Maintaining a **Fishtail Position** at maximum height, with the horizontal leg leading toward the vertical leg, two rapid rotations (720°) are executed. Continuing in the same direction, the horizontal leg is lifted to a **Vertical Position** as a *Continuous Spin* of 720° is executed until the ankles reach the surface and continues through submergence.



Illustrations: Avilee Goodwin, Jill Ranucci, and Jennifer Hatt

PART FIVE

APPENDIX A

BY-LAWS OF THE LOCAL ARTISTIC SWIMMING COMMITTEE

The following By-Laws must be adopted by every Local Artistic Swimming Committee (“LASC”) which desires to be affiliated with the Corporation. Additional provisions may be added to the By-Laws, but they may not contradict the basic document set forth below. There are a few instances wherein the flexibility is indicated in what is set forth below.

ARTICLE 1

OBJECTIVES, TERRITORY AND JURISDICTION

- 1.01 Objectives:** The objectives shall be to promote and develop artistic swimming, including the education and teaching of athletes of all ages to improve their capabilities, all in accordance with the standards and under the rules prescribed by World Aquatics (“AQUA”, formerly known as the Federation Internationale de Natation “FINA”), USA Artistic Swimming, Inc. (“USAAS”), and the following rules. The LASC shall be operated exclusively within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1954, as amended (or corresponding provisions of any future United States Internal Revenue Law).
- 1.02 Territory:** The territory of the LASC shall be the geographical boundaries determined by USAAS and set forth in Section 6.03 of the USAAS Code.
- 1.03 Jurisdiction:** The LASC has jurisdiction over the sport of artistic swimming in its territory in accordance with USAAS Rules.
- 1.04 Conditions of Competition:**
- A. **General:** The conditions of competition of any artistic swimming event, and rules governing it, shall be those established by USAAS or by the LASC where its rules and regulations are not contrary to USAAS Rules.
 - B. **Championships:** Artistic Swimming Championships shall be held in accordance with the USAAS Rules for conduct of Championships as described in the USAAS Rules. Other events may be held within the program of the LASC for the development of the sport.

ARTICLE 2

MEMBERSHIP

- 2.01 Membership** in the LASC shall be open to groups, athletes and individuals who are not athletes, as set forth in Article 1 of the USAAS Code.
- 2.02 Fees:** The cost of each category of membership shall be determined by USAAS. The LASC Board of Governors may add a surcharge to all membership fees.

ARTICLE 3

LASC BOARD OF GOVERNORS

- 3.01 Composition:** The LASC Board of Governors shall consist of one (1) representative from each group member of the LASC, the elected Officers of the LASC, a representative of the coaches in the LASC, and representatives of the athletes which shall equal at least thirty-three and three tenths percent (33.3%) of the total number of members of the LASC Board of Governors (including athletes), and such other individuals that the LASC may desire.
- 3.02 Authority:** In addition to the duties and powers prescribed in the USAAS Code or in these By-Laws, the LASC Board of Governors shall have power:
- A. To elect the Officers of the LASC;
 - B. To establish program and policy and to lend direction thereto;
 - C. To establish the LASC Review Board;
 - D. To review and adopt the annual budget of the LASC;
 - E. To appoint alternate delegates to the USAAS Board of Governors, in accordance with Article 2 of the USAAS Code;
 - F. To amend the By-Laws of the LASC (within limits prescribed by this Appendix A).
- 3.03 Meetings:** The Annual Meeting of the LASC shall be held no later than November 1st of each year. Additional meetings may be called by the Administrative Chair or upon request of any three (3) LASC group members.
- 3.04 Notice:** The Secretary/Treasurer shall give not less than fifteen (15) days' notice for any LASC Board of Governors meeting. The notice shall contain the time, date and site of the meeting and, except at the Annual Meeting of the LASC, its purpose. The notice shall be sent to the address last given to the Secretary/Treasurer by each group member of the LASC.
- 3.05 Quorum:** A quorum at all meetings shall consist of those present and eligible to vote.
- 3.06 Rules of Order:** At all meetings, the current *Robert's Rules of Order* are the procedural rules.

ARTICLE 4

LASC BOARD OF DIRECTORS

- 4.01 Composition:** The LASC Board of Directors shall consist of the elected Officers and representatives of the athletes which shall equal at least thirty-three and three tenths percent (33.3%) of the total number of members of the LASC Board of Directors (including athletes), and such other individuals that the LASC may desire. Directors shall hold office for two (2) years, or until their successors are elected.
- 4.02 Duties and Powers:** The LASC Board of Directors shall have the authority to act for the LASC between meetings of the LASC Board of Governors.
- 4.03 Meetings:** Meetings may be called by the Chair or any three (3) LASC Directors.
- 4.04 Notice:** At least fifteen (15) days' notice shall be given by the Secretary/Treasurer for any meeting of the LASC Board of Directors. Such notice shall contain the time, date and site of the meeting, and shall be sent to the address last given to the Secretary/Treasurer of each member of the LASC Board of Directors.

4.05 Quorum: A quorum at all meetings shall consist of those present and eligible to vote.

ARTICLE 5

OFFICERS

5.01 Titles: The LASC Board of Governors shall elect the following Officers at the Annual Meeting of the LASC in even numbered years: Administrative Chair and Secretary/Treasurer. The Athletes Representative Chair shall be elected by the athletes in accordance with Section 7.01 A of the USAAS Code. The Administrative Chair shall chair the LASC Board of Governors and the LASC Board of Directors.

5.02 Eligibility: Only current individual members of USAAS are eligible to hold office.

5.03 Term of Office: The term of each office shall be two (2) years or until the successor is chosen, and shall begin immediately following the Annual Meeting of the LASC, in the year of their election. Officers may be reelected to a second term, but may serve no more than four (4) consecutive years in any one (1) office.

- An Officer who is replaced or who has reached their maximum term limit must wait as many consecutive years as have been served consecutively, with a maximum of two (2) years off the LASC Board of Directors before being eligible for reelection to the same office. In the event an Officer is elected to fulfill a remainder of a term of office, which has been vacated, this election shall not count towards the two (2) years of eligibility. This Officer shall have two (2) full terms of eligibility remaining.

5.04 Vacancies: Any vacancies that may occur in the LASC Board of Directors caused by death, resignation, or otherwise, shall be filled for the duration of the term by the group responsible for electing the position initially. In the case of the elected Officers, the LASC Board of Directors may fill a vacancy until the next meeting of the LASC Board of Governors, at which time an election shall be held.

5.05 Nominating Committee: The slate of Officers to stand for election by the LASC Board of Governors shall be prepared by a Nominating Committee, with a minimum of three (3) serving. The Nominating Committee shall be selected by the LASC Board of Governors at the Annual Meeting of the LASC in the year prior to the elections for Officers. Nominations shall be published fifteen (15) days in advance of the election, and additional nominations may come from the floor.

5.06 Elections: Candidates for office should be consenting and need not be present to be elected.

5.07 Duties: The duties of the Officers are as hereafter set forth, and such others as may be designated by the LASC Board of Governors or LASC Board of Directors:

A. Administrative Chair:

1. To represent the LASC on the USAAS and Zone Artistic Swimming Committee ("Zone") Board of Governors.
2. To oversee the administrative needs of the LASC.
3. To supervise sanctions, and financial and annual reports.

B. Secretary/Treasurer:

1. To represent the LASC on the Zone Board of Governors.
2. To record the minutes of all meetings of the LASC and the LASC Board of Directors.

3. To be the custodian of the funds of the LASC.
4. To receive and disburse funds in accordance with the directions of the LASC.
5. To maintain the membership list of the LASC.
6. To maintain records of athlete eligibility.
7. To send notice of meetings as mandated by the By-Laws or other mailings as instructed by the LASC.
8. To prepare the financial records and reports as required by the LASC and USAAS.
9. To forward to the USAAS Executive Director ("Executive Director") such reports as required by USAAS.
 - **Exception:** An LASC may choose to separate the Secretary/Treasurer duties as appropriate.

C. Athletes Representative Chair:

1. To represent the LASC on the USAAS Athletes Committee and the Zone Board of Governors.
2. To serve as Chair of all LASC Athlete meetings.
3. To assure communication among athletes both within the LASC and within USAAS.

5.08 Additional LASC Chairs: If the LASC so desires, additional Chairs may be appointed/elected/combined to accomplish the following duties and such others as may be designated by the LASC Board of Governors or LASC Board of Directors.

A. Diversity, Equity and Inclusion Chair:

1. To coordinate the programs of the LASC aimed at increasing diversity, equity and inclusion at all levels of the LASC.
2. To assist the National Office staff in implementing programs to increase membership of the underrepresented populations in the LASC.

B. Education Chair:

1. To oversee the development of all artistic swimming programs (Senior, Junior, Junior Olympic, Collegiate, and Masters) in the LASC.
2. To oversee the development and training of athletes, including organizing training camps for athletes and coaches.
3. To maintain records of coaches' certification.
4. To provide information to assist in the formation of new clubs.

C. Officials Chair:

1. To train, test and evaluate judges at the local level.
2. To determine the panels for judging at the LASC competitions.
3. To maintain records of judges' certification and ratings.
4. Where possible, the LASC Officials Chair shall hold a judges' rating of Retaining Level 2, Association and Junior Olympic Regional Judge or higher.

D. Technical Chair:

1. To oversee the technical conduct of all association competitions, including scoring, sound, and equipment.
2. To interpret rules, waive rules and act as the Meet Referee in association competitions until the Event Referees are selected.

ARTICLE 6

REPORTS AND REMITTANCES

- 6.01 Minutes:** The Secretary/Treasurer of the LASC shall, within ten (10) days after each meeting of the LASC, forward to the Executive Director and the applicable Zone Chair a copy of the minutes of said meeting.
- 6.02 Notices:** The Secretary/Treasurer shall forward to the Executive Director and the applicable Zone Chair copies of all official notices issued by the LASC, at the time of such issue, including all those sent to the members of the LASC Board of Governors and to the LASC Board of Directors, as well as to members of the LASC.
- 6.03 Annual Reports:** The Secretary/Treasurer shall, within one hundred and twenty (120) days of the end of the fiscal year, forward to the Executive Director and the applicable Zone Chair a copy of the audit of the accounts of the LASC. The audit of accounts is to be signed by either a certified public accountant, or at least three (3) members of the LASC Board of Directors. The Secretary/Treasurer shall forward to the Executive Director a copy of the Form 990 when filed.
- 6.04 General:** The LASC shall make such other reports and remittances to USAAS as specified in its Code or by the USAAS Board of Directors. The Administrative Chair and Secretary/Treasurer are responsible for seeing that all required reports and remittances are made.
- 6.05 Income:** Any income derived from the promotion of artistic swimming by members of USAAS must be used for the further promotion of artistic swimming for the general welfare of the LASC as a whole.

ARTICLE 7

DISCIPLINE, LASC REVIEW BOARD, HEARINGS AND APPEALS

- 7.01 Discipline:** The LASC Review Board may censure, suspend for a definite or indefinite period of time, or expel from participating in the activities of the LASC, or impose other appropriate sanctions upon any member of the LASC, including any athlete, coach, trainer, manager, administrator, official, member of any committee, or person participating in any capacity whatsoever in the affairs of the LASC, subject to a hearing before a panel of a LASC Review Board, who has acted contrary to any of the Rules of USAAS or the LASC, or who has acted in a manner which brings disrepute upon USAAS, the LASC, or upon the sport of artistic swimming.
- A. A group member may be held responsible for infractions of rules and regulations committed by an athlete who is representing the group member.
 - B. The LASC Review Board may recommend to the USAAS Ethics Committee that a person's membership in USAAS be suspended or revoked, but the LASC Review Board shall have no authority to suspend or revoke such membership.
 - 1. A recommendation to the USAAS Ethics Committee regarding suspension or revocation of membership in the USAAS Corporation must be filed with the Executive Director within five (5) business days following the final decision of the LASC Review Board. Refer to USAAS Grievance Procedures (Appendix K).
- 7.02 LASC Review Board:** The LASC Board of Governors shall annually elect an LASC Review Board comprised of no less than five (5) members, including that number of Athlete Representatives necessary to assure that at least thirty-three and three tenths percent (33.3%) of the LASC Review Board are athletes. Its hearings may be conducted by an attorney-at-law

retained by the LASC Review Board for that purpose but who shall have no vote. The Chair of the LASC Review Board shall be appointed by the Administrative Chair and have one (1) vote. A quorum for any hearing conducted by the LASC Review Board shall be fifty percent (50%) of its membership, but in any event no less than three (3), one of whom shall be an Athlete Representative.

7.03 Jurisdiction of the LASC Review Board: The LASC Review Board may conduct hearings on any matter affecting, with the exception of violations of USAAS's Code of Ethics (Appendix P) or Whistleblower and Anti-Retaliation Policy (Appendix S), the LASC and involving only a member or members of the LASC. Refer to USAAS Administrative Rules, Article 24, Section 24.02.

7.04 Procedures of the LASC Review Board:

- A. The filing and resolution of any grievance shall follow the procedures in Appendix K.
 - 1. Any grievance may be filed with the Executive Director and USAAS President. When the LASC Administrative Chair and Executive Director determine that a grievance cannot be fairly adjudicated at the LASC level, it shall be forwarded to the Zone Review Board or Executive Director for resolution.

7.05 Appeals: The decision of the LASC Review Board shall be final in all cases, subject only to appeal by a real party in interest to the National Board of Review, except where the LASC Review Board recommends to the USAAS Ethics Committee suspension or revocation of a person's membership in USAAS. Refer to USAAS Administrative Rules, Article 24, Sections 24.02 A and B.

ARTICLE 8

MISCELLANEOUS

8.01 Amendments: Any provisions of these LASC By-Laws not required by USAAS pursuant to Section 6.02 of the USAAS Code may be amended at any meeting of the LASC Board of Governors by a two-thirds (2/3) vote of the members voting. At least thirty (30) days' notice must be given to every member of the LASC Board of Governors of this proposed amendment.

8.02 Fiscal Period: The fiscal period of the LASC shall begin on the first day of October in each year.

8.03 Mailing Address: The LASC must submit a permanent mailing address to the Executive Director.

8.04 Dissolution: Upon dissolution, the net assets of the LASC shall not inure to benefit any private individual or corporation, but shall be distributed to USAAS, to be used exclusively for charitable purposes, or if USAAS is not then in existence, or is not then a corporation which is exempt under 501(c)(3) of the Internal Revenue Code and to which contributions, bequests and gifts are deductible under Sections 170(c)(2), 2055(a)(2), and 2522(a)(2), thereof, or any successor law, such assets shall be distributed to such a corporation, to be used exclusively for charitable purposes.

APPENDIX B

BY-LAWS OF THE ZONE ARTISTIC SWIMMING COMMITTEE

The following By-Laws must be adopted by every Zone Artistic Swimming Committee (“Zone”) which desires to be affiliated with the Corporation. Additional provisions may be added to the By-Laws, but they may not contradict the basic document set forth below. There are a few instances wherein the flexibility is indicated in what is set forth below.

ARTICLE 1

OBJECTIVES, TERRITORY AND JURISDICTION

- 1.01 Objectives:** The objectives shall be to promote and develop artistic swimming, including the education and teaching of athletes of all ages to improve their capabilities, all in accordance with the standards and under the rules prescribed by World Aquatics (“AQUA”, formerly known as the Federation Internationale de Natation “FINA”), USA Artistic Swimming, Inc. (“USAAS”), and the following rules. The Zone shall be operated exclusively within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1954, as amended (or corresponding provisions of any future United States Internal Revenue Law).
- 1.02 Territory:** The territory of the Zone shall be the geographical boundaries determined by USAAS and set forth in Section 6.05 of the USAAS Code.
- 1.03 Jurisdiction:** The Zone has jurisdiction over the sport of artistic swimming in its territory in accordance with USAAS Rules.
- 1.04 Conditions of Competition:**
- A. **General:** The conditions of competition of any artistic swimming event, and rules governing it, shall be those established by USAAS or by the Zone where its rules and regulations are not contrary to USAAS Rules.
 - B. **Championships:** Artistic Swimming Championships shall be held in accordance with the USAAS Rules for conduct of Championships as described in the USAAS Rules. Other events may be held within the program of the Zone for the development of the sport.

ARTICLE 2

MEMBERSHIP

- 2.01 Membership** in the Zone shall be open to groups, athletes and individuals who are not athletes, as set forth in Article 1 of the USAAS Code.
- 2.02 Fees:** The cost of each category of membership shall be determined by USAAS. The Zone Board of Governors may add a surcharge to all membership fees.

ARTICLE 3

ZONE BOARD OF GOVERNORS

- 3.01 Composition:** The Zone Board of Governors shall consist of one (1) representative from each group member within the Zone, the Administrative Chair, Secretary/Treasurer and Athletes Representative Chair from each Local Artistic Swimming Committee ("LASC") member of the Zone, the elected and appointed Officers of the Zone, and representatives of the athletes which shall equal at least thirty-three and three tenths percent (33.3%) of the total number of members of the Zone Board of Governors (including athletes), and such other individuals that the Zone may desire.
- 3.02 Authority:** In addition to the duties and powers prescribed in the USAAS Code or in these By-Laws, the Zone Board of Governors shall have power:
- A. To elect the Officers of the Zone;
 - B. To establish program and policy and to lend direction thereto;
 - C. To establish the Zone Review Board;
 - D. To review and adopt the annual budget of the Zone;
 - E. To appoint alternate delegates to the USAAS Board of Governors, in accordance with Article 2 of the USAAS Code;
 - F. To amend the By-Laws of the Zone (within limits prescribed by this Appendix B).
- 3.03 Meetings:** Two (2) meetings shall be held each year: the Annual Meeting at the Zone Championship and the Annual Meeting of the USAAS Corporation. Additional meetings may be called by the Zone Chair or upon request of any three (3) Zone Board of Governors members.
- 3.04 Notice:** The Secretary shall give not less than fifteen (15) days' notice for any Zone Board of Governors meeting. The notice shall contain the time, date and site of the meeting and, except at the Annual Meeting of the Zone, its purpose. The notice shall be sent to the address last given to the Secretary by each LASC member of the Zone.
- 3.05 Quorum:** A quorum at all meetings shall consist of those present and eligible to vote.
- 3.06 Rules of Order:** At all meetings, the current *Robert's Rules of Order* are the procedural rules.

ARTICLE 4

ZONE BOARD OF DIRECTORS

- 4.01 Composition:** The Zone Board of Directors shall consist of the elected Officers, a coach representative and representatives of the athletes which shall equal at least thirty-three and three tenths percent (33.3%) of the total number of members of the Zone Board of Directors (including athletes), and such other individuals that the Zone may desire. Directors shall hold office for two (2) years, or until their successors are elected.
- 4.02 Duties and Powers:** The Zone Board of Directors shall have the authority to act for the Zone between meetings of the Zone Board of Governors.
- 4.03 Meetings:** Meetings may be called by the Chair or any three (3) Zone Directors.
- 4.04 Notice:** At least fifteen (15) days' notice shall be given by the Secretary for any meeting of the Zone Board of Directors. Such notice shall contain the time, date and site of the meeting,

and shall be sent to the address last given to the Secretary of each member of the Zone Board of Directors.

4.05 Quorum: A quorum at all meetings shall consist of those present and eligible to vote.

ARTICLE 5

OFFICERS

5.01 Titles: The Zone Board of Governors shall elect the following Officers at the Annual Meeting of the Zone: Zone Chair, Zone Diversity, Equity and Inclusion Chair, Zone Education Chair, Zone Officials Chair, Zone Technical Chair, Secretary and Treasurer. The Athletes Representative Chair shall be elected by the athletes in accordance with Section 7.01 B of the USAAS Code. The Zone Chair shall chair the Zone Board of Governors and the Zone Board of Directors.

5.02 Eligibility:

- A. Only current individual members of USAAS are eligible to hold office.
- B. The Zone Officials Chair shall hold a judges' rating of Retaining Level 3, Zone and Collegiate Regional Judge or higher.

5.03 Term of Office: The term of each office shall be two (2) years, and shall begin immediately following the Annual Meeting of the USAAS Corporation, in the year of their election. Officers may be reelected to a second term, but may serve no more than four (4) consecutive years in any one (1) office.

- An Officer who is replaced or who has reached their maximum term limit must wait as many consecutive years as have been served consecutively, with a maximum of two (2) years off the Zone Board of Directors before being eligible for reelection to the same office. In the event an Officer is elected to fulfill a remainder of a term of office, which has been vacated, this election shall not count towards the two (2) years of eligibility. This Officer shall have two (2) full terms of eligibility remaining.

5.04 Vacancies: Any vacancies that may occur in the Zone Board of Directors caused by death, resignation, or otherwise, shall be filled for the duration of the term by the group responsible for electing the position initially. In the case of the elected Officers, the Zone Board of Directors may fill a vacancy until the next meeting of the Zone Board of Governors, at which time an election shall be held.

5.05 Nominating Committee: The slate of Officers to stand for election by the Zone Board of Governors shall be prepared by a Nominating Committee, with a minimum of three (3) serving. The Nominating Committee shall be selected by the Zone Board of Governors at the Annual Meeting of the Zone in the year prior to the elections for Officers. Nominations shall be published fifteen (15) days in advance of the election, and additional nominations may come from the floor.

5.06 Elections: Candidates for office should be consenting and need not be present to be elected.

5.07 Duties: The duties of the Officers are as hereafter set forth, and such others as may be designated by the Zone Board of Governors or Zone Board of Directors:

A. Zone Chair:

1. To represent the Zone on the USAAS Board of Governors.
2. To oversee the administrative needs of the Zone.
3. To supervise sanctions, and financial and annual reports.

B. Zone Diversity, Equity and Inclusion Chair:

1. To represent the Zone on the USAAS Board of Governors.
2. To serve as the Diversity, Equity and Inclusion committee member from his or her respective Zone.
3. To coordinate the programs of the Zone aimed at increasing diversity, equity and inclusion at all levels of the Zone.
4. To assist the National Office staff in implementing programs to increase membership of the underrepresented populations in the Zone.

C. Zone Education Chair:

1. To represent the Zone on the USAAS Board of Governors.
2. To serve as the Coaches' Education Committee member from his or her respective Zone.
3. To oversee the development of all artistic swimming programs (Senior, Junior, Junior Olympic, Collegiate, and Masters) in the Zone.
4. To oversee the development and training of athletes, including organizing training camps for athletes and coaches.

D. Zone Officials Chair:

1. To represent the Zone on the USAAS Board of Governors.
2. To serve as the Judges' Committee member from his or her respective Zone.
3. To train, test and evaluate judges within the Zone.
4. To determine the panels for judging at the Zone competitions.
5. To maintain records of judges' certification and ratings.

E. Zone Technical Chair:

1. To represent the Zone on the USAAS Board of Governors.
2. To appoint the Zone Scoring Chair.
3. To oversee the technical conduct of all Zone Championships, including sound, equipment and assisting the Zone Scoring Chair with scoring.
4. To interpret rules, waive rules and act as the Meet Referee at all Zone Championships until the Event Referees are selected.
5. To provide support, training, guidance, and leadership to Association Technical Chairs in all technical aspects of the sport, including meet management.
6. To coordinate the conduct of Zone Championships with the Zone Officials Chair, Zone Scoring Chair, and the Meet Manager at all Zone Championships.
7. To serve as the information connection from/to the Association Technical Chairs and the Vice President Competitive Programs.
8. To assist the Vice President Competitive Programs in preparing legislative proposals.
9. To provide assistance to the Vice President Competitive Programs for any National Championships held within that Zone.

F. Secretary:

1. To record the minutes of all meetings of the Zone and the Zone Board of Directors.
2. To maintain the membership list of the Zone.
3. To maintain records of athlete eligibility.
4. To send notice of meetings as mandated by the By-Laws or other mailings as instructed by the Zone.
5. To forward to the USAAS Executive Director ("Executive Director") such reports as required by USAAS.

G. Treasurer:

1. To be the custodian of the funds of the Zone.
2. To receive and disburse funds in accordance with the directions of the Zone.
3. To prepare the financial records and reports as required by the Zone and USAAS.

H. Athletes Representative Chair:

1. To represent the Zone on the USAAS Athletes Committee and USAAS Board of Governors.
2. To serve as Chair of all Zone Athlete meetings.
3. To assure communication among athletes both within the Zone and within USAAS.

I. Zone Scoring Chair:

1. To oversee the scoring conduct of all competitions within the Zone.
2. To oversee the scoring conduct of all National Championships held within the Zone.

ARTICLE 6

REPORTS AND REMITTANCES

6.01 Minutes: The Secretary of the Zone shall, within ten (10) days after each meeting of the Zone, forward to the Executive Director a copy of the minutes of said meeting.

6.02 Notices: The Secretary shall forward to the Executive Director copies of all official notices issued by the Zone, at the time of such issue, including all those sent to the members of the Zone Board of Governors and to the Zone Board of Directors, as well as to members of the Zone.

6.03 Annual Reports: The Secretary shall, within one hundred and twenty (120) days of the end of the fiscal year, forward to the Executive Director a copy of the audit of the accounts of the Zone. The audit of accounts is to be signed by either a certified public accountant, or at least three (3) members of the Zone Board of Directors. The Secretary shall forward to the Executive Director a copy of the Form 990 when filed.

6.04 General: The Zone shall make such other reports and remittances to USAAS as specified in its Code or by the USAAS Board of Directors. The Zone Chair, Secretary, and Treasurer are responsible for seeing that all required reports and remittances are made.

6.05 Income: Any income derived from the promotion of artistic swimming by members of USAAS must be used for the further promotion of artistic swimming for the general welfare of the Zone as a whole.

ARTICLE 7

DISCIPLINE, ZONE REVIEW BOARD, HEARINGS AND APPEALS

7.01 Discipline: The Zone Review Board may censure, suspend for a definite or indefinite period of time, or expel from participating in the activities of the Zone, or impose other appropriate sanctions upon any member of the Zone, including any athlete, coach, trainer, manager, administrator, official, member of any committee, or person participating in any capacity whatsoever in the affairs of the Zone, subject to a hearing before a panel of a Zone Review Board, who has acted contrary to any of the Rules of USAAS or the Zone, or who has acted in

a manner which brings disrepute upon USAAS, the Zone, or upon the sport of artistic swimming.

- A. A group member may be held responsible for infractions of rules and regulations committed by an athlete who is representing the group member.
- B. The Zone Review Board may recommend to the USAAS Ethics Committee that a person's membership in USAAS be suspended or revoked, but the Zone Review Board shall have no authority to suspend or revoke such membership.
 - 1. A recommendation to the USAAS Ethics Committee regarding suspension or revocation of membership in the USAAS Corporation must be filed with the Executive Director within five (5) business days following the final decision of the Zone Review Board. Refer to USAAS Grievance Procedures (Appendix K).

7.02 Zone Review Board: The Zone Board of Governors shall annually elect a Zone Review Board comprised of no less than five (5) members, including that number of Athlete Representatives necessary to assure that at least thirty-three and three tenths percent (33.3%) of the Zone Review Board are athletes. Its hearings may be conducted by an attorney-at-law retained by the Zone Review Board for that purpose but who shall have no vote. The Chair of the Zone Review Board shall be appointed by the Zone Chair and have one (1) vote. A quorum for any hearing conducted by the Zone Review Board shall be fifty percent (50%) of its membership, but in any event no less than three (3), one of whom shall be an Athlete Representative.

7.03 Jurisdiction of the Zone Review Board: The Zone Review Board may conduct hearings on any matter affecting, with the exception of violations of USAAS's Code of Ethics (Appendix P) or Whistleblower and Anti-Retaliation Policy (Appendix S), the Zone and involving only a member or members of the Zone. Refer to USAAS Administrative Rules, Article 24, Section 24.03.

7.04 Procedures of the Zone Review Board:

- A. The filing and resolution of any grievance shall follow the procedures in Appendix K.
 - 1. Any grievance may be filed with the Executive Director and USAAS President. When the LASC Administrative Chair and Executive Director determine that a grievance cannot be fairly adjudicated at the LASC level, it shall be forwarded to the Zone Review Board or Executive Director for resolution

7.05 Appeals: The decision of the Zone Review Board shall be final in all cases, subject only to appeal by a real party in interest to the National Board of Review, except where the Zone Review Board recommends to the USAAS Ethics Committee suspension or revocation of a person's membership in USAAS. Refer to USAAS Administrative Rules, Article 24, Sections 24.03 A and B.

ARTICLE 8

MISCELLANEOUS

8.01 Amendments: Any provisions of these Zone By-Laws not required by USAAS pursuant to Section 6.04 of the USAAS Code may be amended at any meeting of the Zone Board of Governors by a two-thirds (2/3) vote of the members voting. At least thirty (30) days' notice must be given to every member of the Zone Board of Governors of this proposed amendment.

8.02 Fiscal Period: The fiscal period of the Zone shall begin on the first day of October in each year.

8.03 Mailing Address: The Zone must submit a permanent mailing address to the Executive Director.

8.04 Dissolution: Upon dissolution, the net assets of the Zone shall not inure to benefit any private individual or corporation, but shall be distributed to USAAS, to be used exclusively for charitable purposes, or if USAAS is not then in existence, or is not then a corporation which is exempt under 501(c)(3) of the Internal Revenue Code and to which contributions, bequests and gifts are deductible under Sections 170(c)(2), 2055(a)(2), and 2522(a)(2), thereof, or any successor law, such assets shall be distributed to such a corporation, to be used exclusively for charitable purposes.

APPENDIX C

MEMBERSHIP AND FEE SCHEDULE

(Subject to Change)

Amendments to this Appendix C are the responsibility of the Membership Committee. The Membership Committee can modify this Appendix by recommending changes to the USAAS Board of Directors for approval.

A membership is required at the highest level of participation. SafeSport certification and National Center for Safety Initiatives (“NCSI”) Background Checks (parental consent required for minors under 18 years of age) are a requirement of membership as determined by the USAAS Board of Directors. Refer to Appendix Q. Refer to Appendix G for additional official requirements and Appendix W for coaching certification levels and requirements. For additional information, see the USA Artistic Swimming (“USAAS”) website.

MEMBERSHIP FEES

MEMBERSHIP CATEGORY	NATIONAL FEE	LASC FEE ^o	SEND TO USAAS
Competitive Athlete (see 1 & 2)	\$100.00	+LASC fee	\$100.00
Athlete (see 3 & 4)	\$50.00	+LASC fee	\$50.00
Trial Athlete (see 5 & 6)	\$15.00		\$15.00
Individual:			
A. Professional (see 7 & 8)	\$100.00	+LASC fee	\$100.00
B. Official Levels 1 & 2 (see 9)	\$50.00	+LASC fee	\$50.00
C. Instructor (see 10 & 11)	\$50.00	+LASC fee	\$50.00
D. Skills Specialist (see 12)	\$50.00	+LASC fee	\$50.00
E. Life (see 13 & 14)	\$2,000.00	+LASC fee	\$2,000.00
F. Friends of Artistic Swimming (see 15)	\$35.00		\$35.00
G. Athlete Safety Membership (see 16)	\$40.00		\$40.00
H. Olympian (see 17)	\$0.00		\$0.00
Club (see 18)	\$75.00	+LASC fee	\$75.00

^o Local Artistic Swimming Committee (“LASC”) fees are set by the LASC and sent directly to the LASC Administrative Chair.

Note: Membership fees listed above do not include processing or transaction fees.

MEMBERSHIP INFORMATION

- (1) **Youth Competitive Athlete** is an individual 17 years of age or younger who participates and competes in:
 - Competitions including those that qualify for advancement to another competition, USAAS camp or Trials.
 - National Championships and international programs and events.
- (2) **Adult Competitive Athlete** is an individual 18 years of age or older who participates and competes in:
 - Competitions including those that qualify for advancement to another competition, USAAS camp or Trials.
 - National Championships and international programs and events.
 - Membership Requirement: SafeSport Training.

- (3) **Youth Athlete** is an individual 17 years of age or younger who participates and competes in:
 - Local activities including, but not limited to, shows, clinics and camps. The athlete may compete in non-qualifying competitions such as an invitational.
 - Collegiate competitions, not including the U.S. Collegiate Championship.
 - If an athlete in this category competes in any competition or program outlined in the Youth Competitive Athlete category, including the U.S. Collegiate Championship, then an additional fee shall be assessed and an upgrade to the Youth Competitive Athlete category will be required for participation.
- (4) **Adult Athlete** is an individual 18 years of age or older who participates and competes in:
 - Local activities including, but not limited to, shows, clinics and camps. The athlete may compete in non-qualifying competitions such as an invitational.
 - Collegiate competitions, not including the U.S. Collegiate Championship.
 - If an athlete in this category competes in any competition or program outlined in the Adult Competitive Athlete category, including the U.S. Collegiate Championship, then an additional fee shall be assessed and an upgrade to the Adult Competitive Athlete category will be required for participation.
 - Membership Requirement: SafeSport Training.
- (5) **Youth Trial Athlete**: Individuals 17 years of age or younger who only participate in club activities for a maximum period of 30 days.
 - The Youth Trial Athlete membership can be renewed as many times as desired.
 - Should the Youth Trial Athlete upgrade their membership to the Youth Athlete or Youth Competitive Athlete category, then an additional fee shall be assessed for the upgrade. The upgrade will also receive a maximum of one \$15.00 credit to be applied from the Youth Trial Athlete category fee.
- (6) **Adult Trial Athlete**: Individuals 18 years of age or older who only participate in club activities for a maximum period of 30 days.
 - The Adult Trial Athlete membership can be renewed as many times as desired.
 - Should the Adult Trial Athlete upgrade their membership to the Adult Athlete or Adult Competitive Athlete category, then an additional fee shall be assessed for the upgrade. The upgrade will also receive a maximum of one \$15.00 credit to be applied from the Adult Trial Athlete category fee.
 - Membership Requirement: SafeSport Training.
- (7) **Youth Professional** is for individuals 17 years of age or younger who are:
 - Coaches. **Minimum CCP 2.**
 - Officials or Judges Level 3 and above.
 - Club Representatives to include Club Board of Directors, Zone Artistic Swimming Committee ("Zone") Officers, LASC Officers, USAAS Committee Chairs, USAAS committee members and all members of the USAAS Board of Governors ("Board of Governors").
 - Contractors to USAAS.
 - Youth Professional category includes a complimentary Youth Competitive Athlete category membership.
 - Membership Requirements: SafeSport Training and NCSI Background Checks.

- (8) **Adult Professional** is for individuals 18 years of age or older who are:
- Coaches. **Minimum CCP 2.**
 - Officials or Judges Level 3 and above.
 - Club Representatives to include Club Board of Directors, Zone Officers, LASC Officers, USAAS Committee Chairs, USAAS committee members and all members of the Board of Governors.
 - Contractors to USAAS.
 - Adult Professional category includes a complimentary Adult Competitive Athlete category membership.
 - Membership Requirements: SafeSport Training and NCSI Background Checks.
- (9) **Official Levels 1 & 2**: Officials or Judges who are Level 1 or Level 2 (Association and Junior Olympic Regional Judges).
- Membership Requirements: SafeSport Training and NCSI Background Checks.
- (10) **Youth Instructor**: This category is for individuals 17 years of age or younger who are:
- Coaches who provide instruction for lessons, recreational programs and summer clubs. **Minimum CCP 1.**
 - Individuals who participate in local activities including, but not limited to, shows, clinics and camps.
 - The individual may participate in non-qualifying competitions such as an invitational.
- (11) **Adult Instructor**: This category is for individuals 18 years of age or older who are:
- Coaches who provide instruction for lessons, recreational programs and summer clubs. **Minimum CCP 1.**
 - Individuals who participate in local activities including, but not limited to, shows, clinics and camps.
 - The individual may participate in non-qualifying competitions such as an invitational.
 - Membership Requirements: SafeSport Training and NCSI Background Checks.
- (12) **Skills Specialist**: This category is for individuals who provide instruction in a specific area of expertise such as dance, flexibility, athletic training, massage therapy, acrobatics, etc. Individuals may participate in local activities including, but not limited to, shows, clinics and camps, but may not be in the competitive area at any competition.
- Membership Requirement: SafeSport Training and NCSI Background Checks.
- (13) **Youth Life Members**: This membership is for individuals 17 years of age or younger and who are:
- Athletes, coaches, officials, judges, Club Representatives to include Club Board of Directors, Zone Officers, LASC Officers, USAAS Committee Chairs, USAAS committee members and all members of the Board of Governors.
 - One-time payment that covers all membership categories for the life of the individual.
 - Membership Requirements: SafeSport Training and NCSI Background Checks.
- Exemption**: Any Youth Life Member who is only an athlete is exempt from the SafeSport Training and NCSI Background Check membership requirements.

- (14) **Adult Life Members:** This membership is for individuals 18 years of age or older and who are:
- Athletes, coaches, officials, judges, Club Representatives to include Club Board of Directors, Zone Officers, LASC Officers, USAAS Committee Chairs, USAAS committee members and all members of the Board of Governors.
 - One-time payment that covers all membership categories for the life of the individual.
 - Membership Requirements: SafeSport Training and NCSI Background Checks.
- Exemption:** Adult Life Members who are not athletes and have no regular contact with, and/or authority over, minor age athletes are exempt from the NCSI Background Check membership requirement.
- (15) **Friends of Artistic Swimming:** Individuals who wish to support artistic swimming and USAAS programs. This category is for individuals who are, but not limited to, alumni, family and friends. Membership in this category will receive communications from USAAS and is ideal for individuals who want to maintain some level of involvement in the sport.
- (16) **Athlete Safety Membership** is for individuals who are:
- Club Board of Directors.
 - Managers, chaperones and adults who have regular contact with, and/or authority over, athletes while traveling with athletes to national, regional and local events or for the Club Option or Private Invitation Programs. Excludes adults traveling only as fans.
 - Membership Requirements: SafeSport Training and NCSI Background Checks.
 - Background screening cost of \$30.00 will be covered by USAAS (background screening coverage does not include international screenings).
- (17) **Olympian** is for individuals who have represented the United States of America in the sport of synchronized/artistic swimming in the Olympic Games. Contact the USAAS National Office for a discount code for a Professional, Instructor or Athlete membership.
- Membership Requirements: May vary depending on the Olympian's level of involvement within USAAS.
- (18) **Club:** Must register at least two athletes.

SANCTION FEES

EVENT	SEND TO USAAS
Local & Association Non-Championship Events, including Grade Level Testing	\$25.00
All Events acting as qualifying competitions; e.g., Association, Regional, Zone, Junior and Senior Championships, etc. (no fee for National Championships)	\$110.00

SANCTION INFORMATION

- (1) Request for Sanction forms must be completed online at www.teamusa.org/USA-Artistic-Swimming. The Request for Sanction form and the fee must be received by USAAS **at least 30 days prior to the event** in order to validate the sanction and related insurance prior to the event. USAAS will notify the LASC to confirm issuance of the sanction.

(2) The following additional charges may also apply:

- \$30.00, if the Request for Sanction form is received less than 30 days prior to the event;
- \$60.00, if the Request for Sanction form is received less than 7 days prior to the event; and,
- Additional \$15.00 fee for the overnight return of the sanction.

CHAMPIONSHIP ENTRY FEES^{oo}

Note: Beginning with the 2024 season, Championship Entry Fees and Late Fees will be set by the National Office and announced no later than June 1, 2023.

EVENT	SPONSOR FEE (PER PERSON)	EVENT ENTRY FEE (PER EVENT, PER PERSON)	SURCHARGE (PER PERSON)	SEND TO USAAS
U.S. Collegiates	\$30.00	\$30.00	\$13.48**	Event Entry Fee+surcharge
U.S. Youth	\$30.00	\$30.00	\$8.48*	same as above
U.S. Nationals/Juniors	\$30.00 (Payable once)	\$30.00	\$8.48*	same as above
U.S. Junior Olympics	\$25.00	\$30.00	\$13.48***	same as above
U.S. Senior/Junior Open	\$30.00 (Payable once)	\$30.00	\$8.48*	same as above
U.S. Masters	\$30.00	\$30.00	\$12.48****	same as above
All Other Championships	Sponsor Fee	+ Event Entry Fee		\$0

^{oo} Any competitor who is listed as a reserve for a routine and who is not swimming any other routine event shall pay the entry fee (i.e., a competitor who is entered in a Solo and listed as a reserve for Duet shall pay one entry fee).

Late Fees: Per USAAS Technical Rules CP 5.5, Athlete registration, Sport entries, Coach, chaperone and other staff registration and certification for National Championships must be received via electronic registration 28 days prior to the first day of the respective competition and will be subject to late fees as indicated below. Music submission and Coach cards for National Championships must be received via electronic registration 14 days prior to the first day of the respective competition and will be subject to late fees as indicated below. For all National Championships, no Sport entries, staff registration, Coach cards or music submission shall be accepted between 7 and 0 days prior to the first day of the competition and no staff certifications shall be accepted 13 days or less prior to the first day of the competition.

Late Fees for National Championships will be as follows:

- Athlete registration and Sport entries received between 27 and 7 days prior to the first day of the respective competition - \$25.00 per each athlete and \$10.00 per routine.
- Coach, chaperone or other staff registrations received between 27 and 14 days prior to the first day of the respective competition - \$25.00 charged per person.
- Coach, chaperone or other staff certifications received between 27 and 14 days prior to the first day of the respective competition - \$25.00 per certificate. This includes SafeSport, NCSI Background Check, CCP Levels and First Aid/CPR.
- Music submitted between 13 and 7 days prior to an event - \$25.00 per routine.
- Music changes made between 13 and 7 days prior to an event - \$25.00 fee charged per routine/per change.
- Coach cards received between 13 and 7 days prior to the first day of the respective competition - \$ 25.00 per routine.

- * **Note:** \$8.48 surcharge to cover a live streaming fee (not including foreign federations).
- ** **Note:** \$5.00 surcharge to cover travel expenses for Scoring personnel at U.S. Collegiate Championship and an \$8.48 surcharge to cover a live streaming fee.
- *** **Note:** \$5.00 surcharge to cover expenses for Officials and an \$8.48 surcharge to cover a live streaming fee.
- **** **Note:** \$2.00 surcharge to cover U.S. World Aquatic Judges' travel expenses for Club Options, a \$2.00 surcharge to help defray Masters Athlete Representatives' expenses to attend the Annual Meeting of the Corporation and an \$8.48 surcharge to cover a live streaming fee (not including foreign federations).

LOGO USE

The Logo may be used without a rights fee per the USAAS Logo Style Guide which can be found at www.teamusa.org/USA-Artistic-Swimming.

ANNUAL MEETING OF THE CORPORATION

Registration Fee (Send to USAAS)

TBD

AWARDS

Contact USAAS at memcoord@usaartisticswim.org on how to order awards through USAAS's award partner.

APPENDIX D

LASC NAME, ZONE AND REGION

Amendments to this Appendix D are the responsibility of the Rules and Governance Committees. The Rules Committee can modify the Region assignments and the Governance Committee can modify the Association and Zone assignments within this Appendix by recommending changes to the Board of Directors for approval.

<u>Association</u>	<u>Region</u>	<u>Association</u>	<u>Region</u>
EAST		WEST	
Adirondack	A	Alaska	A
Allegheny Mountain	C	Arizona	D
Connecticut	A	Hawaii	C
Lake Erie	C	Inland Empire	A
Maryland	B	Montana	A
Metropolitan	B	New Mexico	D
Middle Atlantic	B	Oregon	A
New England North	D	Pacific	B
New England South	D	Pacific Northwest	A
New Jersey	B	San Diego/Imperial	C
Niagara	C	Snake River	B
		Southern California	C
NORTH		Southern Nevada	D
Dakota	C	Utah	B
Illinois	B	Wyoming	B
Indiana	B		
Iowa	C		
Michigan	A		
Midsouth	A		
Minnesota East	C		
Minnesota West	C		
Missouri Valley	D		
Ohio	A		
Ozark	B		
Rocky Mountain	D		
Wisconsin	B		
SOUTH			
Carolina	A		
Gulf	C		
Northeast Florida	D		
Northwest Florida	B		
Potomac Valley	A		
South Texas	C		
Southeast Florida	D		
Southwest Florida	B		
Southwestern	C		
Virginia	A		

APPENDIX E

NATIONAL TEAM, OLYMPIC DEVELOPMENT PROGRAM AND NATIONAL ELITE CAMP SELECTION PROCEDURES

Amendments to this Appendix E are the responsibility of the High Performance Manager (or Designee). The High Performance Manager (or Designee), in consultation with the National Team Program Committee, can modify this Appendix by recommending changes to the USAAS Board of Directors for approval.

The High Performance Manager (or Designee), with notification to the USA Artistic Swimming (“USAAS”) Vice President Olympic International and the International Relations Committee Chair, selects appropriate international events for each of the National Teams. Participation in the designated competitions shall be limited to the National Team(s), unless otherwise approved by the International Relations Review Subcommittee. Clubs must petition the International Relations Review Subcommittee for a Club Option. Refer to Appendix F. Private invitations are the only exception to the Club Option procedure and require notification to the International Relations Committee Chair.

PREREQUISITES FOR NATIONAL TEAMS, OLYMPIC DEVELOPMENT PROGRAM AND NATIONAL ELITE CAMP

Below are the minimum eligibility requirements for an athlete to be considered for selection to a National Team, Olympic Development Program or National Elite Camp.

A. **Nationality/Passport Requirements:**

1. An Athlete must be a national of the United States at the time of the final selection of the Squad/Team.
 - **Exception:** An Athlete who is not a citizen of the United States, but reasonably expects to be one no later than 30 days prior to the final selection of the Squad/Team for which the Trials are being conducted, is eligible to compete in the Trials for the USAAS National Teams, Olympic Development Program and/or the National Elite Camp.
 - An Athlete who fails to become a citizen 30 days prior to the final selection of the Squad/Team shall be replaced with the next highest ranked athlete.
 - An Athlete who is not a citizen of the United States who qualifies through the Trials process for the National Elite Camp may participate in the National Elite Camp, at the discretion of the Education Director.
2. An Athlete must hold a valid U.S. passport that will not expire for 6 months after the competition/event.

NOTE: Refer to the USAAS website (www.teamusa.org/USA-Artistic-Swimming) to find the most recent information concerning ongoing Trials procedures and/or the National Teams, Olympic Development Program and National Elite Camp.

B. **Other Requirements:**

1. Athletes must be a member in good standing with USAAS.
2. Athletes must meet the requirements of the USAAS National Team/Squad Agreement.

ARTICLE 1

NATIONAL ELITE CAMP PROCEDURES FOR 12 & UNDER FEMALE AND MALE ATHLETES

1.01 ELIGIBILITY FOR THE 2023 12 & UNDER NATIONAL ELITE CAMP FEMALE ATHLETES

To be eligible for the 2023 National Elite Camp, a registered USAAS female athlete must:

- A. Have been born in the years 2011 or later.
- B. Have passed Grade Levels 1 & 2.
- C. Have placed in the top 10 in the Figure competition at the 2023 12 & under U.S. Invitational. If any of the top 10 athletes decline their selection, the next eligible athlete(s), in rank order, will be invited to the National Elite Camp for a maximum of 10 female athletes qualified through the 2023 12 & under U.S. Invitational.
- D. Have placed in the top 6 in the 12 & under Figure competition at the 2023 U.S. Junior Olympic Championship. If any of the top 6 athletes are already qualified through Section 1.01 C above, or decline their selection, the next eligible athlete(s), in rank order, will be invited to the National Elite Camp for a maximum of 6 female athletes qualified through the 2023 U.S. Junior Olympic Championship.

1.02 ELIGIBILITY FOR THE 2023 NATIONAL ELITE CAMP MALE ATHLETES

To be eligible for the 2023 National Elite Camp, a registered USAAS male athlete must:

- A. Have been born in the years 2008 or later.
- B. Have passed Grade Levels 1 & 2.
- C. Have participated in the 2023 Youth National Team Trials, or the Figure competition at the 2023 12 & under U.S. Invitational, or the 2023 U.S. Youth Championship, or the 2023 12 & under or Youth U.S. Junior Olympic Championship.

1.03 NAMING THE 12 & UNDER FEMALE AND MALE ATHLETES FOR THE NATIONAL ELITE CAMP

A. **Number of Athletes:** The 2023 National Elite Camp will be comprised of up to:

- 16 12 & under female athletes based on the results from Article 1, Section 1.01 C and D.
- 4 12 & under and up to 4 Youth male athletes selected by the High Performance Manager (or Designee) and the Education Director based on the results from Article 1, Section 1.02 C.

1. The exact number of athletes will be determined by the Education Director. The Education Director will make the final decision based on the results.

B. **National Elite Camp Requirements:** All selected athletes must attend the National Elite Camp, unless otherwise agreed in writing with the Education Director.

1. If a selected athlete decides to decline their National Elite Camp selection, this athlete must notify the Education Director, in writing no later than May 10, 2023 if selected from the Youth National Team Trials, the 12 & under U.S. Invitational or the U.S. Youth Championship, or no later than July 17, 2023 if selected from the 2023 U.S. Junior Olympic Championship.
2. If a selected athlete is not present at the start of the National Elite Camp (unless otherwise agreed upon by the Education Director), this athlete may no longer be considered a member of the National Elite Camp, and a replacement athlete will be selected instead.

3. If an insufficient number of athletes accept their selection to the National Elite Camp, the Education Director, has the right to revise the overall plan for the 2023 National Elite Camp.

ARTICLE 2

2023 YOUTH NATIONAL TEAM AND ADDITIONAL NATIONAL ELITE CAMP ATHLETE SELECTION PROCEDURES

2.01 ELIGIBILITY

To be eligible for Phase 1 of the 2023 Youth National Team and National Elite Camp Trials, a registered USAAS athlete must:

- A. Be eligible to compete in the selected competition/camp(s).
- B. Have been born in the years 2008 to 2010 (females) and 2007 to 2010 (males).
- C. Have passed Grade Levels 1, 2, 3 and 4.

2.02 2023 YOUTH NATIONAL TEAM AND NATIONAL ELITE CAMP SELECTION PROCEDURES

Number of Phases, Components and Officials:

- A. Phases 1 and 2 shall be held on January 13-16, 2023, in Denton, Texas.
- B. Phase 3 shall be held during the U.S. Youth Championship, April 26-30, 2023, in Buffalo, NY, at a time to be announced.
- C. Figures in Phase 1A and 2A and routines in Phase 2C and 3B will be judged by a panel of 3-5 World Aquatics ("AQUA") Judges, PAQ Judges and/or AQUA Evaluators, selected by the High Performance Manager (or Designee).
- D. Figures in Phase 3A will be judged by a panel of AQUA Judges, PAQ Judges, AQUA Evaluators and/or National Judges at the U.S. Youth Championship.
- E. In addition, all routines in Phases 2C and 3B will also include members of the National Team Coaching Staff to evaluate synchronization. National Skills Testing will be evaluated by a group of Assessors. All Assessors are selected by the High Performance Manager (or Designee). A list of the current National Skill Assessors is posted on the USAAS website.
- F. For Phase 3, the Vice President Olympic International (or Designee) and the United States Olympic and Paralympic Committee Athletes Advisory Council ("USOPC-AAC") Representative (or Designee) will be present at the Trials to ensure compliance, though will not serve as official evaluators.

The 2023 Youth National Team and National Elite Camp shall be selected as follows:

A. Phase 1A – Figure Competition:

1. Eligible athletes will compete in a Figure competition, which will consist of 4 figures, selected by the High Performance Manager (or Designee), from the Youth age division figure list. The figures will be announced at least 72 hours prior to the Trials and posted on the USAAS website.
2. Scores from Phase 1A will be calculated according to AQUA rules.
3. All athletes from Phase 1A shall advance to Phase 1B.

B. Phase 1B – National Skills Testing Competition:

1. Eligible athletes will compete in a National Skills Testing competition, which will consist of a total of 2 land tests and 1 water test. A full description of the tests and scoring criteria can be found in the National Skills Testing Protocols which is posted on the USAAS website.

C. Phase 1 – Final Score:

1. The Final score for Phase 1 will be calculated using the following percentages:
 - Phase 1A – Figure Competition 65%
 - Phase 1B – National Skills Testing Competition 35%
 2. Number of athletes to advance to Phase 2A:
 - Up to a maximum of 50 athletes, in rank order, shall advance to Phase 2A.
- TIED ATHLETES:** If one or more athlete(s) attain a score of 0.1 or less below the score of the last qualified athlete for Phase 2A, it will be considered a tie. All tied athletes will advance to Phase 2A.

D. Phase 2A – Figure Competition:

1. Eligible athletes will compete in a Figure competition, which will consist of 2 figures, selected by the High Performance Manager (or Designee), from the Youth age division figure list. The figures will be announced at least 72 hours prior to the Trials and posted on the USAAS website.
2. Scores from Phase 2A will be calculated according to AQUA rules.
3. All athletes from Phase 2A shall advance to Phase 2B and 2C.

E. Phase 2B – National Skills Testing Competition:

1. Eligible athletes will compete in a National Skills Testing competition, which will consist of a total of 2 land tests. A full description of the tests and scoring criteria can be found in the National Skills Testing Protocols which is posted on the USAAS website.

F. Phase 2C – Individual Routine Swim:

1. Eligible athletes will compete in a Routine competition, which will consist of 1 individual routine swim. The draw for the individual routine swim will be a random draw. The routine will be selected by the High Performance Manager (or Designee), in consultation with the National Team Coaching Staff.

G. Phase 2 – Final Score:

1. The Final score for Phase 2 will be calculated using the following percentages:
 - Phase 2A – Figure Competition 35%
 - Phase 2B – National Skills Testing Competition 20%
 - Phase 2C – Individual Routine Swim 45%

H. Phases 1 and 2 - Final Score:

1. The Final score for Phases 1 and 2 will be calculated using the following percentages:
 - Phase 1 100%
(65% Figure Competition from Phase 1A, 35% National Skills Testing Competition from Phase 1B)
 - Phase 2 100%
(35% Figure Competition from Phase 2A, 20% National Skills Testing Competition from Phase 2B, 45% Individual Routine Swim from Phase 2C)
2. Number of athletes to advance to Phase 3A:
 - Up to a maximum of 30 athletes, in rank order, shall advance to Phase 3A.
3. All scores from Phases 1 and 2 will be dropped prior to Phase 3.

TIED ATHLETES: If one or more athlete(s) attain a score of 0.1 or less below the score of the last qualified athlete for Phase 3A, it will be considered a tie. All tied athletes will advance to Phase 3A.

I. Phase 3A – Figure Competition:

1. Eligible athletes will compete in the Figure competition during the U.S. Youth Championships, to be held April 26-30, 2023, in Buffalo, NY.
2. Scores from Phase 3A will be calculated according to AQUA rules.
3. All athletes from Phase 3A shall advance to Phase 3B.

J. Phase 3B – Routine Competition:

Phase 3B shall be held in Buffalo, NY, at a date and time to be announced.

1. Eligible athletes will compete in a Routine competition, which will consist of 1 individual routine swim and 1 group routine swim. The draw for the individual routine swim will be a random draw and the draw for the group routine swim will be decided by the High Performance Manager (or Designee), in consultation with the National Team Coaching Staff. The scores of the 2 routine swims (1 individual and 1 group swim) will be averaged to calculate the Final routine score. The routine will be selected by the High Performance Manager (or Designee), in consultation with the National Team Coaching Staff.

K. Phase 3 – Final Score:

1. The Final score for Phase 3 will be calculated using the following percentages:
 - Phase 3 100%
(35% Figure Competition from Phase 3A, 65% Routine Competition from Phase 3B)
2. The Phase 3 Final Score will be used to select, up to 16 athletes for the Youth National Team and up to 16 athletes for the National Elite Camp.

TIED ATHLETES: If one or more athlete(s) attain a score of 0.1 or less below the score of the last athlete being considered for the Youth National Team, it will be considered a tie. A tiebreaker shall be used to rank the tied athletes.

TIEBREAKER: To separate the scores in the preceding paragraph, the results of the Figure Competition from Phase 3A will be used to break the tie.

2.03 NAMING THE 2023 YOUTH NATIONAL TEAM AND ADDITIONAL ATHLETES FOR THE NATIONAL ELITE CAMP

All members of the Youth National Team will be eligible to compete in the 2023 AQUA Youth World Championship.

A. Number of Athletes: The 2023 Youth National Team and National Elite Camp will be comprised of up to:

- 16 athletes* (not including petitioners) for the Youth National Team.
- 16 athletes (not including petitioners) for the National Elite Camp.

*** NOTE:** To ensure that the Youth National Team has a minimum of 1 male and not more than 2 males, the High Performance Manager (or Designee) may go below the last athlete being considered for the Youth National Team.

1. The exact number of athletes will be determined by the High Performance Manager (or Designee). The High Performance Manager (or Designee) will make the final decision based on the results from Phase 3 and in consultation with the National Team Coaching Staff and select AQUA Judges.

B. Training and Competition Requirements: All selected athletes after Phase 3 must attend the National Team training camps and National Team competition(s) or the National Elite Camp per their selection, unless otherwise agreed in writing with the High Performance Manager (or Designee).

1. If a selected athlete decides to decline their National Team or National Elite Camp selection, this athlete must notify the High Performance Manager (or Designee), in writing no later than May 10, 2023.
2. If a selected athlete is not present at the start of National Team training or the National Elite Camp (unless otherwise agreed upon by the High Performance

Manager or Designee), this athlete may no longer be considered a member of the National Team or National Elite Camp, and a replacement athlete will be selected instead.

3. If an insufficient number of athletes accept their selection to the National Team or National Elite Camp, the High Performance Manager (or Designee), has the right to revise the overall plan for the National Team or National Elite Camp.
- C. **Routine Assignments:** Solo, Male Solo, Duet, Mixed Duet, Team and Free Combination assignments for each competition will be determined at a later date by the National Team Coaching Staff for final approval by the High Performance Manager (or Designee). All athletes named to the 2023 Youth National Team will be considered for each routine.
- D. **Replacements:** Replacement athletes for the National Team and National Elite Camp shall be selected in rank order from Phase 3, then Phase 2, then Phase 1 of the 2023 National Team and National Elite Camp Trials. Replacement athletes must be able to demonstrate competitive readiness as determined by the High Performance Manager (or Designee), and the National Team Coaching Staff.

2.04 PETITIONS

- A. Any Youth athlete who has successfully petitioned the National Team Review Subcommittee, pursuant to the Exception noted below, may also be considered for placement on the 2023 Youth National Team, or the National Elite Camp or advancement to the next Phase of Trials. Consideration is regardless of their prior participation or ranking in any of the Selection Process that has taken place.
- B. Petitions must be submitted prior to the end of the Trials event and any successful petitioner must be present at the start of National Team training or the National Elite Camp.
- C. The National Team Review Subcommittee approves or denies the petition. However, the High Performance Manager (or Designee), in consultation with the National Team Coaching Staff, may replace the last ranked athlete(s), with one or more petitioners added from Section 2.04 A. above to finalize the 2023 Youth National Team or the National Elite Camp or advancement to the next Phase of Trials.

EXCEPTION: In the event of an athlete injury or illness as certified by a Physician approved by USAAS, or an extreme personal or family emergency or any other extenuating circumstances, prior to or during the National Team and National Elite Camp Trials, which precludes the athlete from participating in the Trials, the athlete may petition the National Team Review Subcommittee. If the petition is approved, the successful petitioner shall be reinserted into the Selection Process at the appropriate Phase as an additional athlete.

ARTICLE 3

2023 JUNIOR NATIONAL TRAINING SQUAD/TEAM AND ADDITIONAL NATIONAL ELITE CAMP ATHLETE SELECTION PROCEDURES

The following athletes are the current members of the Junior National Training Squad.

Elisa Brunel
Megumi Field
Kenneth Gaudet
Keana Hunter
Calista Liu
Audrey Kwon

Additional athletes will be selected to join the current Junior National Training Squad at the Junior National Team Trials held in April, 2023 at a date, time and location to be announced. All members of the Junior National Training Squad will be eligible to be named to the Junior National Team and be part of the Olympic Development Program – Junior Camp.

3.01 ELIGIBILITY

To be eligible for the 2023 Junior National Team, a registered USAAS athlete must:

- A. Be eligible to compete in the selected competition/camp(s).
- B. Have been born in the years 2004 to 2008 (females) and 2003 to 2008 (males).
- C. Have passed Grade Levels 1, 2, 3, 4 and 5.

3.02 2023 JUNIOR NATIONAL TEAM AND ADDITIONAL NATIONAL ELITE CAMP SELECTION PROCEDURES

Number of Phases, Components and Officials:

- A. Phases 1 and 2 shall be held in April, 2023 at a date, time and location to be announced.
- B. The Evaluators will consist of up to 3 National Team Coaches and 2 AQUA/PAQ Judges and/or AQUA Evaluators, selected by the High Performance Manager (or Designee).
- C. All land, water and routine testing will be judged/evaluated by a combination of AQUA/PAQ Judges and/or AQUA Evaluators and National Team Coaches.
- D. All land and water testing will be judged/evaluated by up to 3 National Team Coaches.
- E. In addition, the athletes will be evaluated based on observations by the National Team Coaching Staff during the Trials.
- F. For Phase 2, the Vice President Olympic International (or Designee) and the USOPC-AAC Representative (or Designee) will be present at the Trials to ensure compliance, though will not be serve as official evaluators.

The 2023 Junior National Team and National Elite Camp shall be selected as follows:

A. Phase 1A – National Skills Testing Competition:

- 1. Eligible athletes will compete in a National Skills Testing competition, which will consist of a total of 2 land tests and 1 water test. A full description of the tests and scoring criteria can be found in the National Skills Testing Protocols which is posted on the USAAS website.
- 2. All athletes from Phase 1A shall advance to Phase 1B.

B. Phase 1B – Individual Routine Swim:

1. Eligible athletes will compete in a Routine competition, which will consist of 1 individual technical routine swim. The draw for the individual routine swim will be a random draw. The routine will be selected by the High Performance Manager (or Designee), in consultation with the National Team Coaching Staff.

C. Phase 1C – Observation:

1. Eligible athletes will be evaluated throughout the Trials process by the National Team Coaching Staff. Evaluation will consist of preparedness, attitude, coachability, teamwork and competitiveness.

D. Phase 1 – Final Score:

1. The Final score for Phase 1 will be calculated using the following percentages:
 - Phase 1A – National Skills Testing Competition – 2 Land Tests 10%
 - Phase 1A – National Skills Testing Competition – 1 Water Test 10%
 - Phase 1B – Individual Routine Swim 60%
 - Phase 1C – Observation 20%
2. Number of athletes to advance to Phase 2A:
 - Up to a maximum of 16 athletes, in rank order, shall advance to Phase 2A.

TIED ATHLETES: If one or more athlete(s) attain a score of 0.1 or less below the score of the last qualified athlete for Phase 2A, it will be considered a tie. All tied athletes shall advance to Phase 2A.

E. Phase 2A – Group Swim:

1. Eligible athletes will compete in a Routine competition, which will consist of 1 group technical routine swim. The draw and the number of athletes in each group for the group routine swim will be decided by the High Performance Manager (or Designee). The routine will be selected by the High Performance Manager (or Designee), in consultation with the National Team Coaching Staff.
2. All athletes from Phase 2A shall advance to Phase 2B.

F. Phase 2B – Trials Interview:

1. Eligible athletes will participate in an interview conducted by the National Team Coaching Staff.

G. Final Score:

1. The final score will be calculated using the following percentages:
 - Phase 1 – Final Score 60%
 - Phase 2A – Group Swim 30%
 - Phase 2B – Trials Interview 10%

TIED ATHLETES: If one or more athlete(s) attain a score of 0.1 or less below the score of the last athlete being considered for the Junior National Training Squad, it will be considered a tie. A tiebreaker shall be used to rank the tied athletes.

TIEBREAKER: To separate the scores in the preceding paragraph, the overall Routine Artistic Impression score from the Individual routine swim will be used. If there is another tie, the overall score for the Technical Required Element # 4 from the Individual routine swim will be used to break the tie.

3.03 NAMING ADDITIONAL ATHLETES TO THE 2023 JUNIOR NATIONAL TRAINING SQUAD

- A. Number of Athletes:** Up to 16 athletes (not including petitioners) will be named as additional athletes to the Junior National Training Squad. The exact number of female and male* athletes will be determined by the High Performance Manager (or Designee). The High Performance Manager (or Designee) will make the final decision based on the

results from the 2023 April Trials and in consultation with the National Team Coaching Staff and select AQUA Judges.

* **NOTE:** To ensure that the Junior National Training Squad has a minimum of 1 male and not more than 2 males, the High Performance Manager (or Designee) may go below the last athlete being considered for the Junior National Training Squad.

B. Training and Competition Requirements:

1. All selected athletes must commit to the Junior National Team Training Squad by May 29, 2023 to be eligible to participate at the Olympic Development Program – Junior Camp (unless otherwise agreed in writing with the High Performance Manager or Designee).
2. If a selected athlete decides to decline their National Team Training Squad selection, this athlete must notify the High Performance Manager (or Designee), in writing no later than May 29, 2023.
3. A current Senior National Team athlete, who is age eligible for the Junior National Team, will have the opportunity to participate in the Olympic Development Program – Junior Camp, if it does not interfere with their ability to compete on the Senior National Team, and is agreed upon by the High Performance Manager (or Designee), Junior and Senior Team Coaching Staffs and the athlete. Age eligible Senior National Team athletes must commit to participating on the Junior National Team by April 1, 2023.
4. If an insufficient number of athletes accept their selection to the 2023 Junior National Training Squad, the High Performance Manager (or Designee) has the right to revise the overall plan for the 2023 Junior National Team.

3.04 NAMING THE 2023 JUNIOR NATIONAL TEAM AND ADDITIONAL ATHLETES FOR THE NATIONAL ELITE CAMP

- A. **Number of Athletes:** The 2023 Junior National Team and National Elite Camp will be comprised of up to:
- 16 athletes (not including petitioners) for the Junior National Team.
 - 10 athletes (not including petitioners) for the National Elite Camp.
1. The exact number of athletes will be determined by the High Performance Manager (or Designee). The High Performance Manager (or Designee) will make the final decision based on the observations and evaluations during full-time training and in consultation with the National Team Coaching Staffs.
 2. If a selected athlete decides to decline their National Team or National Elite Camp selection, this athlete must notify the High Performance Manager (or Designee) in writing by a date to be determined.
 3. If a selected athlete does not continue with full-time training (unless otherwise agreed upon by the High Performance Manager or Designee) or is not present at the start of the National Elite Camp (unless otherwise agreed upon by the High Performance Manager or Designee), this athlete may no longer be considered a member of the National Team or National Elite Camp, and a replacement athlete will be selected instead.
 4. If an insufficient number of athletes accept their selection to the National Team or National Elite Camp, the High Performance Manager (or Designee), has the right to revise the overall plan for the National Elite Camp.
- B. **Routine Assignments:** Solo, Male Solo, Duet, Mixed Duet, Team and Acrobatic Routine assignments for each competition, if applicable, will be determined at a later date by the National Team Coaching Staff for final approval by the High Performance Manager (or Designee). All athletes named to the 2023 Junior National Team will be considered for each routine.
- C. **Replacements:** Replacement athletes for the National Team and National Elite Camp shall be selected in rank order from the 2023 April Trials. Replacement athletes must be

able to demonstrate competitive readiness as determined by the High Performance Manager (or Designee), and the National Team Coaching Staff.

3.05 PETITIONS

- A. Any Junior athlete who has successfully petitioned the National Team Review Subcommittee, pursuant to the Exception noted below, may also be considered for placement on the 2023 Junior National Team or the National Elite Camp. Consideration is regardless of their prior participation or ranking in any of the Selection Process that has taken place.
- B. Petitions must be submitted prior to the end of the Trials event and any successful petitioner must be present at the start of National Team training or the National Elite Camp.
- C. The National Team Review Subcommittee approves or denies the petition. However, the High Performance Manager (or Designee), in consultation with the National Team Coaching Staff, may replace the last ranked athlete(s), with one or more petitioners added from Section 3.05 A. above to finalize the 2023 Junior National Team.

EXCEPTION: In the event of an athlete injury or illness as certified by a Physician approved by USAAS, or an extreme personal or family emergency or any other extenuating circumstances prior to or during the Junior National Team and National Elite Camp Trials, which precludes the athlete from participating in the Trials, the athlete may petition the National Team Review Subcommittee. If the petition is approved, the successful petitioner shall be reinserted into the Selection Process at the appropriate Phase as an additional athlete.

ARTICLE 4

2023-2024 SENIOR NATIONAL TRAINING SQUAD ATHLETE SELECTION PROCEDURES

The following athletes are the current members of the 2023 Senior National Training Squad:

LA Based Training Athletes

Anita Alvarez

Elisa Brunel

Claudia Coletti

Jaime Czarkowski

Elizabeth Davidson

Megumi Field

Kenneth Gaudet

Keana Hunter

Audrey Kwon

Claire Kim

Calista Liu

Jacklyn Luu

Anna Daniella Ramirez

Natalia Vega

Remote Training Athletes

Paige Areizaga

Yujin Chang

Ivy Davis

Emily Ding

Nicole Dzurko

Nicole Goot

Hannah Heffernan

Atira O'Neil

Ruby Remati

Abbygayle Remmers

Lindi Schroeder

The 2023-2024 Senior National Training Squad Selection will be held in May, 2023 at a date, time and location to be announced. All Senior National Team athletes in full-time training as of April, 2023, will automatically be named to the 2023-2024 Senior National Training Squad. All athletes named to the 2023-2024 Senior National Training Squad must enter full-time training by Spring of 2023, or be actively participating in an artistic swimming collegiate program. Full details of the 2023-2024 Senior National Team Selection process can be found here: <https://www.teamusa.org/usa-artistic-swimming/team-usa/national-team-trials>

ARTICLE 5

2023 SENIOR NATIONAL MIXED DUET SELECTION PROCEDURES

5.01 2023 SENIOR NATIONAL MIXED DUET SELECTION PROCEDURES

- A. Phase 4 will be held in November, 2022, in Los Angeles, CA, at a date, time and location to be announced. All routine, land and water testing will be judged/evaluated by up to 2 Senior National Team Coaches, the High Performance Manager (or Designee) and 2 AQUA judges and/or AQUA Evaluators, selected by the High Performance Manager (or Designee).
- B. Phase 5 will be held in June 2023, in Los Angeles, CA, at a date, time and location to be announced. All routine testing will be judged/evaluated by up to 2 Senior National Team Coaches and the High Performance Manager (or Designee).
- C. For all phases, the Vice President Olympic International (or Designee) and the USOPC-AAC Representative (or Designee) will be present to ensure compliance, but will not be serve as official evaluators.

5.02 ELIGIBILITY FOR PHASE 4 AND PHASE 5

To be eligible for Phase 4 and Phase 5 of the 2023 Senior National Mixed Duet Trials, a registered USAAS male athlete must:

- A. Be a member of the Senior National Training Squad training full-time at the National Training Center.

5.03 SENIOR NATIONAL MIXED DUET SELECTION PROCEDURES PHASES 4 AND 5

A. Phase 4:

- 1. Phase 4 will be held in November 2022, in Los Angeles, CA, at a date, time and location to be announced on the website, <https://www.teamusa.org/USA-Artistic-Swimming>, at least 45 days prior to the commencement of the tryout.
- 2. The 2022 Senior National Team Nominated Mixed Duet and reserve are pre-selected onto the 2023 Senior National Mixed Duet Training Squad. They will not be required to compete in Phase 4 if their Senior National Team agreement is signed immediately following the 2022 season.
- 3. Eligible athletes will compete in a Technical and Physical Skills Testing competition as determined by the High Performance Manager (or Designee) and the Senior Head Coach. This may include speed swimming, artistic swimming specific land training, flexibility, gymnastics, acrobatics, strength & conditioning, and artistic and technical skills.
- 4. The Mixed Duet Technical Routine may be evaluated, as determined by the High Performance Manager (or Designee) and the Senior Head Coach. This may include any parts or run-throughs of the routine individually, or in pairs. Athletes must learn the routine prior to the start of the tryout event.
- 5. Eligible athletes advance to Phase 5.

B. Phase 5:

- 1. Phase 5 will be held in June 2023, Los Angeles, CA, at a date, time and location to be announced on the website, <https://www.teamusa.org/USA-Artistic-Swimming>, at least 30 days prior to the commencement of the tryout.
- 2. Eligible athletes from Phase 4 will participate in Phase 5.
- 3. Eligible athletes will compete in a Technical and Free Mixed Duet routine evaluation as determined by the High Performance Manager (or Designee) and the Senior Head Coach. This may include any parts or run-throughs of the routines individually, or in pairs. Athletes must learn the routine prior to the start of the tryout event.

4. Eligible athletes will be evaluated by the National Team Coaching Staff for the period of full-time training from November 2022 to June 2023.

5.04 NAMING THE 2023 WORLD CHAMPIONSHIP SENIOR NATIONAL MIXED DUET

- A. **Number of Athletes:** The 2023 World Championship Senior National Mixed Duet will be comprised of 1 male and 1 female athlete (not including petitioners).
 1. The High Performance Manager (or Designee) will make the final decision based on the results from Phases 4 and 5 and in consultation with the National Team Coaching Staff.
 2. The Vice President Olympic International (or Designee) and the USOPC-AAC Representative (or Designee) will be present during the final decision-making process which will include a review of the athlete evaluations, results and discussions to ensure compliance.
- B. **Training and Competition Requirements:** All selected athletes must continue full-time training at the National Training Center to be eligible to compete at the 2023 World Aquatic Championship (unless otherwise agreed in writing with the High Performance Manager or Designee).
 1. If a selected athlete does not continue with full-time training (unless otherwise agreed upon by the High Performance Manager or Designee), this athlete may no longer be considered a member of the Senior National Mixed Duet, and a replacement athlete will be selected instead.
 2. If an insufficient number of athletes accept their selection to the 2023 Senior National Mixed Duet, the High Performance Manager (or Designee) has the right to revise the overall plan for the 2023 Senior National Mixed Duet.
- C. **Replacements:** Replacement athletes for the Senior National Mixed Duet shall be selected in rank order from Phase 5, then Phase 4, then Phase 3, then Phase 2, then Phase 1 of the 2023 Senior National Mixed Duet Trials. Replacement athletes must be able to demonstrate competitive readiness as determined by the High Performance Manager (or Designee), and the National Team Coaching Staff.

5.05 PETITIONS

- A. Any Senior athlete who has successfully petitioned the National Team Review Subcommittee, pursuant to the Exception noted below, may also be considered for placement on the 2023 Senior National Mixed Duet. Consideration is regardless of their prior participation or ranking in any of the Selection Process that has taken place.
- B. Petitions must be submitted prior to the end of the Trials event and any successful petitioner must be present at the start of National Team training.
- C. The National Team Review Subcommittee approves or denies the petition. However, the High Performance Manager (or Designee), in consultation with the National Team Coaching Staff, may replace the last ranked athlete(s), with one or more petitioners added from Section 5.05 A. above to finalize the 2023 Senior National Mixed Duet.

EXCEPTION: In the event of an athlete injury or illness as certified by a Physician approved by USAAS, or an extreme personal or family emergency or any other extenuating circumstances prior to or during the Senior National Mixed Duet Trials, which precludes the athlete from participating in the Trials, the athlete may petition the National Team Review Subcommittee. If the petition is approved, the successful petitioner shall be reinserted into the Selection Process at the appropriate Phase as an additional athlete.

ARTICLE 6

US ANTI-DOPING AGENCY, WORLD ANTI-DOPING AGENCY ATHLETE SELECTION CRITERIA AND ATHLETE RETIREMENT NOTIFICATION PROCEDURES

6.01 US Anti-Doping Agency (“USADA”), World Anti-Doping Agency (“WADA”) Athlete Selection Criteria:

This procedure outlines the athlete selection criteria to meet the requirements of USADA, WADA and World Aquatics (“AQUA”, formerly known as the Federation Internationale de Natation Amateur “FINA”) for Out-Of-Competition (“OOC”) testing. USA Artistic Swimming (“USAAS”) will notify USADA, WADA and AQUA of the athletes who meet the criteria. It is the responsibility of the athlete to maintain current documentation with USADA, WADA and FINA once the athlete is participating in the program. Severe sanctions can be imposed on the athlete, as well as the federation, if this requirement is not met. It is the responsibility of the athlete to become acquainted with the responsibilities in regards to compliance with these important requirements.

- A. **United States Anti-Doping Obligations:** It is the duty of members of USAAS to comply with all anti-doping rules of AQUA, USADA, WADA, and the United States Olympic and Paralympic Committee (“USOPC”), including but not limited to the USADA Protocol for Olympic and Paralympic Movement Testing (“USADA Protocol”) and the USOPC National Anti-Doping Policy, and all other policies and rules adopted by AQUA, USADA, and WADA. Members agree to submit to drug testing by AQUA and/or USADA or their designees at any time and understand that the use of methods or substances prohibited by the applicable anti-doping rules make them subject to penalties including, but not limited to, disqualification and suspension. If it is determined that a member may have committed a doping violation, the member agrees to submit to the results management authority and processes of USADA, including arbitration under the USADA Protocol, or to the results management authority of AQUA and/or USAAS, if applicable or referred by USADA.

6.02 Athlete Retirement Notification to USADA, WADA and AQUA:

All athletes on the current OOC list must submit an official Retirement Letter to each of the above agencies once a decision to retire from the sport has been reached. This can only be done by the actual individual retiring from competition. Athletes will remain on the list, and therefore subject to OOC testing and to technical and financial sanctions, if a Retirement Letter is not received by the above organizations.

APPENDIX F

CLUB OPTION AND PRIVATE INVITATION PROCEDURES

Amendments to this Appendix F are the responsibility of the International Relations Committee.

ARTICLE 1

1.01 Purpose:

A. Club Option/Private Invitation program:

1. To provide opportunities for United States athletes and coaches to experience and understand international competition.
2. To establish broad-based representation around the world, demonstrating the depth and strength of the USA Artistic Swimming (“USAAS”) program.
3. To identify and motivate developing U.S. talent through performance experience in the international competitive arena.
4. To contribute to club cohesiveness, community involvement and cultural awareness.
5. To provide opportunities for U.S. World Aquatics (“AQUA”, formerly known as the Federation Internationale de Natation “FINA”) and U.S. PanAm Aquatics (“PAQ”) Judges to gain international experience and to be evaluated for the purposes of promotion.

1.02 Eligibility:

A. Club Option program:

1. Interested clubs and/or individuals shall submit a Club Option Application to the International Relations Committee Chair by January 31st to be considered for the current year.
2. Club Option Applications may also be submitted after the deadline and will be considered under the following circumstances:
 - a. No other club or individual has applied for the same event.
 - b. If multiple clubs have applied for the same event, the Club Option Applications received by the deadline will be considered a higher priority in the selection process.
3. Athletes participating in international programs and events must be registered as a USAAS Youth or Adult Competitive Athlete Member. Refer to Appendix C.
4. Masters Events:
 - a. Qualifications for International Masters competitions with unlimited entries:
 - (1) Must notify the International Relations Committee Chair of intent to enter by completing and returning a Club Option Application.
 - b. Qualifications for International Masters competition with limited entries:
 - (1) Competitors shall be selected by order of finish in the most recent U.S. Masters Championship (results corrected to reflect current AQUA age groups).
 - (2) Athletes who do not meet the eligibility requirements due to extenuating circumstances, may petition the International Relations Review Subcommittee for consideration. The subcommittee’s decision shall be final.

B. Private Invitation program:

1. Open to any U.S. registered club and/or individual by invitation only. Notification to the International Relations Committee Chair is required.

1.03 Procedure for Application and Selection:

A. Club Option program:

1. Identification of international events selected by the National Teams and those open to the Club Option program.
2. Forwarding of application form to interested clubs and/or individuals.
3. Clubs submit application forms to the International Relations Committee Chair and pay the \$500.00 deposit on-line.
 - a. The Club Option deposit will not be waived as it is refundable if the applicant satisfies the Club Option requirements. See section 1.05 below.
4. Receipt and review of applications by the International Relations Review Subcommittee, matching applicants and their selected competitions, where possible and appropriate.
5. Notification of applicants.
6. Where funding is available, appropriate disbursement as recommended by the International Relations Review Subcommittee.
7. Assistance in preparation for international competition will be provided for selected clubs through the programs currently in effect.

B. Private Invitation program:

1. The Private Invitation program follows the Club Option program application and procedure policies and requirements, without the requirement of a \$500.00 deposit.
2. In addition to the Private Invitation application, Clubs or individuals wanting to participate in a private invitation must provide the International Relations Committee Chair with a copy of the invitation from the Federation hosting the event.

1.04 Notification and Requirements:

A. Club Option/Private Invitation program:

1. The International Relations Committee Chair shall forward notification of approval to the selected clubs and/or individuals. The approval will include the requirements for participation, information to provide and forms to complete with appropriate deadlines. Notification will include current requirements for participation to include, but not limited to the following:
 - a. All staff, including but not limited to coaches, managers, chaperones, U.S. AQUA/PAQ Judges and other adults who have regular contact with, and/or authority over, athletes while participating in the Club Option must be members of USAAS and must have a current background check and SafeSport training.
 - **Note:** Masters Athletes who are competing in a Masters club option event do not need a background check while Masters Coaches do need a background check. All Masters Athletes are required to have Safe Sport Training.
 - b. Background checks must be completed by the National Center for Safety Initiatives ("NCSI") and parental consent is required for minors under 18 years of age. Payment for the background check process will be paid for at the time of registration.
2. The International Relations Committee shall select U.S. AQUA/PAQ Judges to accompany Club Option/Private Invitation events. The selection of the U.S. AQUA/PAQ Judges shall be based on evaluation needs for promotion, consideration of the particular club's request and availability.
 - a. Judge selection for Private Invitations may be waived by the International Relations Committee Chair if not a requirement by the Host Federation.

- b. Judge selection for Club Option events may be waived by the International Relations Committee Chair for applications with 2 or less participating athletes.
3. A minimum of one (1) U.S. AQUA/PAQ Judge will be selected per Club Option/Private Invitation event, if available and appropriate. Additional U.S. AQUA/PAQ Judges, if approved, may attend at their own expense or through other sources of funding. Clubs selected to attend Club Option/Private Invitation events shall be responsible for all travel expenses for their selected judge.
 - **Exception:** The International Relations Committee may select multiple U.S. AQUA/PAQ judges where required such as for the PAQ Championships.
4. Multiple clubs or individuals that attend a single competition, like the AQUA Masters World Championships or PAQ Championships, may share the cost of the U.S. AQUA/PAQ Judge selected to attend. In the case of multiple clubs/individuals sharing the expenses of the selected U.S. AQUA/PAQ Judge, the clubs shall forward their proportionate share of the expenses to the National Office for distribution to the appropriate judge.
 - a. Events attended by the National Team and Club Option/Private Invitation applicants may share the cost of the selected U.S. AQUA/PAQ Judge on a prorated basis per event (i.e., \$50.00 per event) or by splitting the expenses in the case of multiple judges required/selected (i.e., PAQ Championship). Payment may be deducted from the Club Option refund, if applicable.
 - b. For Masters events, the Masters Fund will be utilized to assist with U.S. AQUA/PAQ Judges expenses.
5. Within 30 days of the conclusion of the international competition, selected clubs and U.S. AQUA/PAQ Judges shall provide the International Relations Committee Chair with a written report on the International Competition Report Form.

1.05 Deposit Refund Policy:

A. Club Option program:

1. The \$500.00 deposit will be refunded:
 - a. Upon submission of the final written report after the conclusion of the competition.
 - b. If accepted competition is canceled.
 - c. If area of accepted competition is declared unsafe by State Department or United States Olympic and Paralympic Committee (“USOPC”) Advisory.
 - d. If 50% or more of the Club Option athletes have been selected for a National Team and cannot attend the Club Option event.
 - e. If there are extenuating circumstances such as illness or injury of competitors or coaches or the conditions significantly change. These types of extenuating circumstances will require approval by the International Relations Review Subcommittee.
 - f. Minus any contribution for U.S. AQUA/PAQ Judge attendance.
2. The \$500.00 deposit will become non-refundable:
 - a. If the club declines to participate after accepting the competition.
 - b. If the NCSI Background Check (parental consent required for minors under 18 years of age), confirmation of USAAS membership and SafeSport training reports are not provided to the International Relations Committee Chair two weeks prior to attendance at the Club Option competition.
 - c. If the final written report has not been submitted within the 30 day period following the international competition.

3. Clubs entering International competitions with unlimited entries shall not be required to pay the \$500.00 deposit.
- B. **Private Invitation program:**
1. No deposit required.

APPENDIX G

OFFICIALS CERTIFICATION POLICY

Amendments to this Appendix G are the responsibility of the Judges' Committee. The Judges' Committee can modify this Appendix by recommending changes to the Board of Directors for approval.

ARTICLE 1

1.01 All Officials must be a member of USA Artistic Swimming ("USAAS") at the appropriate level. Individuals 18 years of age and older must be current in SafeSport training and must have completed the National Center for Safety Initiatives ("NCSI") Background Check every 2 years. Individuals younger than 18 years of age are not required to complete the SafeSport training or Background Check. SafeSport training for minors is available but is not mandatory until the participant turns 18 years of age. Parent/Guardian consent is required should a minor choose to complete the training. Refer to Appendix C.

CATEGORIES OF JUDGES:

Figure Judge: May judge figures at the competition for which they are certified.

Association, Regional, Zone, National, World Aquatics ("AQUA") and PAQ Judges: May judge routines and figures for which they are certified. Please note that in 2023 all Figure judge levels, except Level 1F, are being discontinued except for those judges who currently hold that rating.

- **Exception:** Should there be a shortage of judges in any category, the Officials Chair in charge or the Judges' Committee Chair may use lower rated judges to fill vacancies.

1.02 Testing Policies: In order to obtain the specified ratings, the following procedures are required. Candidates who fail written or electronic tests may be retested. A judges' rating is good for 2 years from the date of completion of all requirements for the rating. The rating is good until December 31st of the year of expiration. Once the testing process has begun, judge candidates will have 2 years to complete the rating requirements, or they must start that rating's requirements over.

A. **Level 1F: Association Figure Judge Rating Requirements** (Novice, Intermediate and 12 & Under Age Group Figures):

1. Minimum Age: 15 years of age.
2. USAAS Membership: Youth or Adult Instructor, Youth or Adult Professional, Youth or Adult Competitive Athlete, Youth or Adult Athlete, or Youth or Adult Life Membership required.
3. Training Materials: USAAS Rulebook and AQUA Artistic Swimming Manual for Judges, Technical Controllers, Referees & Coaches.
4. Training Courses and Fees: Online course followed by webinar or online course followed by in-person classroom course. Online course, webinar and test are complimentary. In-person classroom fees set by and payable to Association.
5. Written or Electronic Test: Open book, with 2-hour time limit, 90% passing score.
6. Figure Practice Judging: Pass evaluation of all entries on an entire Figure panel in Novice, Intermediate and 12 & under Age Division Figures at an Association competition.

7. Retaining Rating: Not available for a Level 1F judge.
- B. **Level 1: Association Judge Rating Requirements** (Novice Free Routines with Technical Required Elements and Intermediate Free Routines with Technical Required Elements):
1. Minimum Age: 15 years of age.
 2. USAAS Membership: Youth or Adult Instructor, Youth or Adult Professional, Youth or Adult Competitive Athlete, Youth or Adult Athlete, or Youth or Adult Life Membership required.
 3. Level Requirement: Current Level 1F Judge Certification or in active pursuit of Level 1F Certification. Must pass Level 1F before passing Level 1.
 4. Training Materials: USAAS Rulebook and AQUA Artistic Swimming Manual for Judges, Technical Controllers, Referees & Coaches.
 5. Training Courses and Fees: Online course followed by webinar or online course followed by in-person classroom course. Online course, webinar and test are complimentary. In-person classroom fees set by and payable to Association.
 6. Written or Electronic Test: Open book, with 2-hour time limit, 85% passing score.
 7. Routine Practice Judging: Pass an evaluation of an entire routine event in Solo, Duet or Trio, and Team in Novice and Intermediate at an Association or Junior Olympic Regional competition.
 8. Retaining Rating: Not available for a Level 1 judge.
- C. **Level 2: Association and Junior Olympic Regional Judge Rating Requirements** (Youth Age Group Figures, all Technical and Free Routines):
1. Minimum Age: 15 years of age.
 2. USAAS Membership: Youth or Adult Instructor, Youth or Adult Professional, Youth or Adult Competitive Athlete, Youth or Adult Athlete, or Youth or Adult Life Membership required
 3. Level Requirement: Current Level 1 Judge Certification or in active pursuit of Level 1 Certification. Must pass Level 1F and Level 1 before passing Level 2.
 4. Training Materials: USAAS Rulebook and AQUA Artistic Swimming Manual for Judges, Technical Controllers, Referees & Coaches.
 5. Training Courses and Fees: Online course followed by webinar or online course followed by in-person classroom course. Online course, webinar and test are complimentary. In-person classroom fees set by and payable to Association.
 6. Written or Electronic Test: Open book, with 2-hour time limit, 85% passing score.
 7. Figure Practice Judging: Pass evaluation of all entries on an entire Figure panel in Youth Age Division Figures at an Association or Junior Olympic Regional competition. If the candidate has an existing 2F rating, no figure practice judging is required.
 8. Routine Practice Judging: Pass evaluation of an entire routine event at the Junior Olympic Association, Junior Olympic Regional, Junior or Senior Association competitions as follows:
 - 13 & over – Free Solo, Free Duet, Free Team and Free Combination.
 - 15 & over – Technical Solo, Technical Duet, Technical Team and Acrobatic Routine.
 9. Retaining Rating: Obtained by passing the Level 2 test 2 more times, 2 years apart, after receiving the specified rating.
- D. **Level 3: Zone and Collegiate Regional Rating Requirements** (All Figures, all Technical and Free Routines):
1. Minimum Age: 18 years of age.
 2. USAAS Membership: Adult Professional or Adult Life Membership required.
 3. Level Requirement: Current Level 2 Judge Certification.

4. Training Materials: USAAS Rulebook and AQUA Artistic Swimming Manual for Judges, Technical Controllers, Referees & Coaches
 5. Training Courses and Fees: Online course followed by webinar or online course followed by in-person classroom course. Fees set by Zone or USAAS Board of Directors and payable to Zone or USAAS.
 6. Written Test: Open book, with 2-hour time limit, 90% passing score. Written tests may be given with prior approval from the Zone Officials Chair (or appointed representative) and Judges' Committee Chair, at the specified testing time noted in the meet announcement, at any of the events or competitions listed below:
 - USAAS Convention
 - Any Zone Championship
 - U.S. Youth Championship
 - 12 & Under or Youth Age Group Division at the U.S. Junior Olympic Championship
 - Coaches College
 7. Figure Mentorship Session: To be completed before Figure practice judging. May occur at any of the competitions listed below, or held virtually, with permission of, and administered by the Zone Officials Chair (or appointed representative). If the candidate has an existing 3F rating, no mentorship sessions are required.
 - Any Youth Zone Championship
 - U.S. Youth Championship
 - U.S. Junior Olympic Championship
 8. Figure Practice Judging: Pass evaluation of all entries on an entire Figure panel at a Youth Zone Championship. If the candidate has an existing 3F rating, no figure practice judging is required.
 9. Technical and Free Routine Mentorship Session: To be completed before Routine practice judging. May occur at any of the competitions listed below, or held virtually, with permission of, and administered by the Zone Officials Chair (or appointed representative). Mentorship sessions are to cover all categories of judging in Technical and Free Solo, Duet and Team, Acrobatic Routine and Free Combination events. Maximum of 4 virtual events.
 - Any Junior or Senior Zone Championship
 - U.S. Youth Championship
 - U.S. Junior Championship
 - U.S. National Championship
 - 15 & over Age Division at the U.S. Junior Olympic Championship
 10. Routine Practice Judging: Pass evaluation of an entire routine event at the Junior or Senior Zone Championship as follows:
 - Technical Solo, Duet and Team
 - Free Solo, Duet and Team
 - Acrobatic Routine
 - Free Combination
 11. Retaining Rating: Obtained by passing the Level 3 test 2 more times, 2 years apart, after receiving the specified rating.
- E. Level 4: National Judge Rating Requirements:**
1. Minimum Age: 18 years of age.
 2. USAAS Membership: Adult Professional or Adult Life Membership required.
 3. Level Requirement: Current Level 3 Judge Certification.
 4. Training Materials: USAAS Rulebook and AQUA Artistic Swimming Manual for Judges, Technical Controllers, Referees & Coaches.
 5. Training Courses and Fees: Online course followed by webinar or in-person classroom course. Fees set by USAAS Board of Directors and payable to USAAS.

6. Written Test: Open book, with 2-hour time limit, 90% passing score. Written tests may be given with prior approval from the Judges' Committee Chair (or appointed representative), at the specified testing time noted in the meet announcement, at any of the events or competitions listed below:
 - USAAS Convention
 - U.S. Youth Championship
 - U.S. Junior Championship
 - U.S. National Championship
 - U.S. Junior Olympic Championship
 - Coaches College
7. Figure Mentorship Session: To be completed before Figure practice judging. If the candidate has an existing 4F rating, no mentorship sessions are required. May occur at any of the competitions listed below:
 - U.S. Youth Championship
 - U.S. Junior Olympic Championship
8. Figure Practice Judging: Pass evaluation of all entries on an entire Figure panel at any of the competitions listed below:
 - U.S. Youth Championship
 - Youth Age Division at the U.S. Junior Olympic Championship
9. Technical and Free Routine Mentorship Session: To be completed before Routine practice judging. May occur at any of the competitions listed below, or held virtually, with permission of, and administered by the Judges' Committee Chair (or appointed representative). Mentorship sessions are to cover all categories of judging in Technical and Free Solo, Technical and Free Duet and Technical and Free Team, Acrobatic Routine and Free Combination events. Maximum of 4 virtual events.
 - U.S. Youth Championship
 - U.S. Junior Championship
 - U.S. National Championship
 - Youth or 15 & over Age Division at the U.S. Junior Olympic Championship
10. Technical Routine Practice Judging: Pass evaluations in an entire Technical Solo, Duet, and Team routine events at any of the competitions listed below:
 - U.S. Junior Championship
 - U.S. National Championship
 - 15 & over Age Division at the U.S. Junior Olympic Championship
11. Free Routine Practice Judging: Pass evaluations in an entire Free Solo, Duet, Team, and Free Combination routine events at any of the competitions listed below:
 - U.S. Youth Championship
 - U.S. Junior Championship
 - U.S. National Championship
 - 15 & over Age Division at the U.S. Junior Olympic Championship
12. Retaining Rating: Obtained by passing the Level 4 test 2 more times, 2 years apart, after receiving the specified rating.

F. Level 5: AQUA and PAQ Judge Rating Requirements:

1. Age Requirements: Meet AQUA and PAQ age requirements.
2. Citizenship: U.S. Citizen.
3. Level Requirement: Current Level 4 Judge Certification.

4. Candidate Recommendations: Openings shall be filled by the USAAS International Relations Committee with recommendations from the Judges' Committee. Recommendations will be based on evaluations, attendance, cooperation and availability.

G. Evaluator for the U.S. National Championship:

1. Citizenship: U.S. Citizen.
2. Level Requirement: Current Level 4 or Level 5 Judge Certification or AQUA Evaluators.
3. Selection Process: Selected by the Judges' Committee Chair.

1.03 Maintenance of Specific Rating: Judges who fail to meet the minimum requirements to maintain their current level of certification shall hold their judges' rating on a conditional basis. All judges who become conditional or lapsed will be notified in writing 30 days following the USAAS Convention.

A. Required Attendance:

1. **Association Judges** (Existing Levels 1F and Level 1):
 - a. Attend and judge a USAAS Association competition at least 2 times per year.
 - b. If there are no judging positions open, practice judge and submit to the Association Officials Chair (or appointed representative).
 - c. Attend a Judges Update Clinic every 4 years.
2. **Association and Junior Olympic Regional Judges** (Existing Levels 2F and Level 2):
 - a. Attend and judge a USAAS Association Championship, Junior Olympic Regional Championship or Collegiate Regional competition at least 2 times per year.
 - b. Attend a Judges Update Clinic every 4 years.
3. **Zone and Collegiate Regional Judges** (Existing Levels 3F and Level 3):
 - a. Attend and judge any Zone Championship every 2 years.
 - b. Attend and judge a USAAS Association Championship, Junior Olympic Regional Championship or Collegiate Regional competition at least 2 times per year.
 - c. Attend a Judges Update Clinic every 4 years.
4. **National Judges** (Current Level 4F):
 - a. Attend and judge at least 1 National Championship each year. Attend 4 National Championships within an Olympic Quad. These shall include:
 - U.S. Collegiate Championship
 - U.S. 12&U Invitational / U.S. Youth Championship
 - U.S. Junior Olympic Championship (12&U, Youth)
 - U.S. Masters Championship.The number of competitions required will be prorated for any judge not beginning at the start of the Olympic Quad.
 - b. Attend and judge a USAAS Association competition each year.
 - c. Attend and judge a Regional or Zone Championship each year.
 - d. Attend a Judges Update Clinic every 4 years.
5. **National Judges** (Level 4):
 - a. Attend and judge at least 1 National Championship each year. Attend 5 National Championships within an Olympic Quad. These shall include:
 - U.S. Junior Olympic Championship (12&U, Youth)
 - U.S. Junior Olympic Championship (15-17, 18-19/20)
 - U.S. Masters Championship

- U.S. Collegiate Championship
- U.S. 12&U Invitational / U.S. Youth Championship
- U.S. Junior Championship / U.S. National Championship

2 of the first 3 listed Championships must be attended at least 1 time within the Olympic quad; the other 3 may be any of the 6. The number of competitions required will be prorated for any judge not beginning at the start of the Olympic Quad.

- Attend and judge a USAAS Association competition each year.
- Attend and judge a Regional or Zone Championship each year.
- Attend a National Judges Update Clinic every 4 years.

6. **AQUA and PAQ Judges (Level 5):**

- Attend and judge at least 1 National Championship each year. Attend 5 National Championships within an Olympic Quad. These shall include:

- U.S. Junior Olympic Championship (12&U, Youth)
- U.S. Junior Olympic Championship (15-17, 18-19/20)
- U.S. Masters Championship
- U.S. Collegiate Championship
- U.S. 12&U Invitational / U.S. Youth Championship
- U.S. Junior Championship / U.S. National Championship

2 of the first 3 listed Championships must be attended at least 1 time within the Olympic quad; the other 3 may be any of the 6. If a Level 5 Judge is assigned to judge at least 2 International competitions within an Olympic Quad, the judge needs to attend any 4 of the 6 U.S. Championships (1 per year).

- Attend and judge a Regional or Zone Championship each year.
- Take and pass the AQUA Judges annual online test every year.
- Attend an AQUA Judges Certification School and pass the test every 4 years.
- Attend competitions necessary to meet AQUA and PAQ requirements.

B. Definition of Certifiable Attendance:

- The judge must be in attendance, available and willing to judge for a minimum of 2/3 of the events.
- The competitive year begins on January 1st for determining whether the judge meets the requirements of numbers/kinds of Championships attended/judged.
- Exceptions: Current National Team Coaches who hold a Level 4 or higher rating, AQUA/PAQ Judges (Level 5) and National Judges (Level 4) may petition the Judges' Committee for exceptions to the minimum attendance requirements.
 - Judge's work and family obligations shall be considered.
 - A substitution of 1 Championship for another will be required.

C. Judges Update:

- All Levels 1-3 judges must attend an Association update. Level 4 judges must attend the National Judges Update. Level 5 judges who have taken and passed an AQUA Judges Certification School Test are not required to attend a National Judges Update. See Section 1.03 G below.
- All Level 1-3 judges not attending the current Association update will be required to complete the online course and take a written test. National Judges (Level 4) not attending the National Judges Update must attend an Association Update and take a written test.
- The Judges Update written test will be provided by February 1st for a \$50.00 fee. The test is to be taken and returned to the Judges' Committee Chair or Education Director within 30 days of receipt. If the judge does not pass the test (passing scores: 85% for Levels 1 & 2, 90% for Levels 3 & 4), it shall be returned to the judge for correction and must be returned to the Judges' Committee Chair or

Education Director for further correction within 2 weeks of receipt of the test. The judge may not officiate at any level as a judge until the written test is passed and reinstatement requirements are met.

D. Evaluations:

1. National Judges (Level 4) are required to meet minimum evaluation standards for each calendar year. The minimum standard is a passing Lowest Acceptable Rating ("LAR") of 80% of all routine events and 80% of all figure events judged, within a given year, with a minimal bias rating.
2. If the minimum standard is not met for routines, or figures, or both, the judge shall be notified in writing by the Judges' Committee Chair and the judge's rating shall become conditional upon review by the Judges' Committee.
3. Failure to Meet Minimum Evaluation Standard (See Section 1.03 D.1 above):
 - a. Evaluations for Routines:
 - (1) Practice judge and pass 3 Preliminary routine events on deck at a U.S. Youth, U.S. Junior or U.S. National Championship.
 - (2) Mentorship Session: If failed, the rating is lapsed.
 - b. Evaluations for Figures:
 - (1) Practice judge and pass an entire Figure panel on deck at a U.S. Youth or U.S. Junior Olympic Championship (12 & under or Youth Age Divisions).
 - (2) Mentorship Session: If failed, the rating is lapsed.

E. Conditional Rating: The Conditional rating is effective January 1 of the following year for a period of 1 year. Judges failing to meet the reinstatement requirements as listed in Section 1.03 F below shall have a Lapsed rating.

F. Reinstatement of Conditional Rating: To reinstate the original rating during the conditional period, the judge must satisfy the following requirements:

1. Failure to Meet Attendance Requirements:

- a. Existing Level 1F: Practice judge a complete Figure panel at an Association Championship. If failed, the rating is lapsed.
- b. Level 1: Practice judge a complete Figure panel and 3 routine events at an Association competition. If failed, the rating is lapsed.
- c. Existing Level 2F: Practice judge a complete Figure panel at an Association or Junior Olympic Regional Championship. If failed, the rating is lapsed.
- d. Level 2: Complete a Mentorship session on any 3 routine events at an Association or Junior Olympic Regional Championship. If failed, the rating is lapsed.
- e. Existing Level 3F:
 - (1) Complete a Mentorship session at any Youth Zone Championship. If failed, the rating is lapsed.
 - (2) Practice judge a complete Figure panel at any Youth Zone Championship. If failed, the rating is lapsed.
- f. Level 3:
 - (1) Complete a Mentorship session on any 3 routine events (to include Technical and Free routine events) at any Junior or Senior Zone Championship. If failed, the rating is lapsed.
 - (2) Practice judge a complete Figure panel at any Youth Zone Championship. If failed, the rating is lapsed.
 - (3) Practice judge 3 routine events (to include Technical and Free routine events) at any Junior or Senior Zone Championship. If failed, the rating is lapsed.

- g. Existing Level 4F:
 - (1) Complete a Mentorship session at the U.S. Youth Championship or the U.S. Junior Olympic Championship in the Youth Age Group Division. If failed, the rating is lapsed.
 - (2) Practice judge a complete Figure panel at the U.S. Youth Championship or the U.S. Junior Olympic Championship in the Youth Age Division. If failed, the rating is lapsed.
- h. Levels 4 and 5:
 - (1) Complete a Mentorship session in a minimum of 3 routine events (to include Technical and Free routine events, where possible) at any of the following competitions, with a minimum of 2 National Judges on the panel. If failed, the rating is lapsed.
 - U.S. Youth Championship
 - U.S. Junior Championship
 - U.S. National Championship
 - Youth Age Division at the U.S. Junior Olympic Championship
 - (2) Practice judge 3 Preliminary routine events (to include Technical and Free routine events, where possible) on deck at any of the competitions listed below. If failed, the rating is lapsed.
 - U.S. Youth Championship
 - U.S. Junior Championship
 - U.S. National Championship
 - 15 & over Age Division at the U.S. Junior Olympic Championship
 - (3) For not attending a required Regional or Zone Championship in a given year, the judge must take the Level 3 written test.
- G. **Failure to Meet Judges Update Requirement:** All judges are given the opportunity to attend Judges Update Clinics in their Associations. If not completed by the specified date, the rating is lapsed.
- H. **Reinstatement of a Lapsed Rating:** To reinstate a Lapsed rating, Individuals who were current within the past 3 years or less, must retake the appropriate level test. Individuals who have been lapsed for 4 years or more must petition the Judges' Committee Chair for the reinstatement process.

1.04 Judge Emeritus: A judge who wishes to continue contributing to the sport of artistic swimming, but would prefer to retire from active judging, may elect to become a Judge Emeritus.

- A. **Requirements for Active Judge Emeritus:**
 - 1. Level 3, Level 4 or Level 5 Retaining Judge.
 - 2. Must be a member of USAAS at the appropriate level.
 - 3. Must have current SafeSport and Background checks.
 - 4. Must attend a Zone or National Championship each year.
 - 5. Must attend a Judges Update Clinic every 4 years.
- B. **Duties may include:**
 - 1. Referee or Vice Referee.
 - 2. Member of Oral or Mentor Panel.
 - 3. Judge where needed.

1.05 Requirements for Specific Competitions:

A. National Championships:

1. It shall be the duty of the Judges' Committee Chair (or appointed representative), to select judges for all National Championships.
2. To be eligible to judge a Final event, a judge must also have been in attendance and available for the Preliminary events.

B. Zone Championships:

1. It shall be the duty of the Zone Officials Chair (or appointed representative) to select judges for Zone Championships.
2. To be eligible to judge a Final event, a judge must also have been in attendance and available for the Preliminary events.

C. Regional Championships:

1. It shall be the duty of the Zone Officials Chair (or appointed representative) to select judges for Regional Championships.

D. Association Championships:

1. It shall be the duty of the Association Officials Chair (or appointed representative) to select judges for Association Championships.

1.06 Affiliation: A judge is considered affiliated if they:

- A. Are a paid or volunteer coach, staff or administrator of a Team.
- B. Have regularly scheduled attendance at Team practice.
- C. Are a mother, father, sister, or brother of a competitor.
- D. Are within 1 year following separation of activity with a club. Refer to USAAS Rule OD 2.3.3.1.

1.07 Judge Utilization for Figure Competition: Panels for figures shall be balanced by Zone, Association and club, taking into consideration the number of judges to be utilized per club, the number of panels, and the degree of difficulty of the figures. For Selection of Judges, refer to USAAS Rule OD 2.3.4. Panel assignments shall be posted prior to Figure competition.

1.08 Rated Judges from Other Federations:

- A. Must reside in the USA.
- B. Must petition the Judges' Committee.
- C. Present credentials to enter a mentoring program with a USAAS National Judge.
- D. May attain a comparable or higher rating after residing within the jurisdiction of the United States for at least 2 years.
- E. Meet all the requirements of the rating to be attained.

1.09 Judge Complaint and Review Procedure (Refer to USAAS Code, Article 5, Section 5.07 B.1.c):

- A. Upon the Judges' Committee Chair receiving a written request for review of a judge's conduct, the Judges' Committee Chair shall refer the matter to the USAAS Executive Director to be processed according to the USAAS Administrative Rules, Grievance Procedures (Appendix K), Code of Ethics (Appendix P) or Whistleblower and Anti-Retaliation Policy (Appendix S).
- B. Upon the Judges' Committee Chair receiving a written complaint about a judge's judging performance:
 1. The person accused shall be notified in writing:
 - a. That a complaint has been received, listing the allegations in detail, and;
 - b. That a review of the judging performance is in progress.

2. The Judges' Committee shall review, using any or all of the following, as appropriate:
 - a. Conversation with complainant.
 - b. Conversation with individual about whom the complaint was filed to get a response.
 - c. Conversation with others who might have witnessed the event.
 - d. Review of the judges' scores or evaluations for the event(s) in question.
 3. The Judges' Committee shall make a determination regarding the allegations.
 4. The Judges' Committee Chair shall notify all involved in writing about the outcome of the review and any recommendations to follow.
- C. **Procedures:**
1. At all times, the Judges' Committee shall adhere to the USAAS Rulebook.
 2. Deliberations shall be confidential.
 3. If complainants are not willing to be identified, the complaint shall not be considered.
 4. The Judges' Committee shall address all appropriate complaints regarding a judge's judging performance, regardless of the infraction.
 5. In order to maintain a written record for future reference, all complaints shall be in writing. Responses shall be in writing and put in the records of the Judges' Committee.
 6. In the case of complaints regarding biased judging, records of evaluations shall be put in the records of the Judges' Committee.

APPENDIX H

FAIR NOMINATION AND SELECTION POLICY

Amendments to this Appendix H are the responsibility of the USAAS Board of Directors.

ARTICLE 1

1.01 Purpose:

- A. To establish guidelines for fair nomination and selection procedures for all appointed positions at all levels of the USA Artistic Swimming (“USAAS”) organization.
- B. To adhere to the United States Olympic and Paralympic Committee (“USOPC”) and Equal Employment Opportunity Commission (“EEOC”) recommendations for maintaining fair procedures for all members within USAAS without regard to race, ethnicity, culture, religion, sex (including gender identity, sexual orientation or pregnancy), age, family status, socio-economic status, geographical location, nationality, body shape, beliefs, and mental or physical ability or other defining characteristics.

1.02 Definitions:

- A. **Position Announcement:** The manner in which the opportunity is shared with members of the organization.
- B. **Selection:** The process of identifying, attracting, interviewing, selecting, nominating, or appointing members for the position.

1.03 Policy:

- A. USAAS members are prohibited from publishing a position announcement that shows preference for or discourages someone from applying for a position because of their race, ethnicity, culture, religion, sex (including gender identity, sexual orientation or pregnancy), age, family status, socio-economic status, geographical location, nationality, body shape, beliefs and mental or physical ability or other defining characteristics.
- B. USAAS committees or members shall not recruit members in a way that discriminates against them because of their race, ethnicity, culture, religion, sex (including gender identity, sexual orientation or pregnancy), age, family status, socio-economic status, geographical location, nationality, body shape, beliefs and mental or physical ability or other defining characteristics.
- C. The educational background of the candidate shall not be required for a completed application. This will ensure that the skill levels and experience of the applicants are the determining factors for the nominating and selection of that person.

APPENDIX I

UNITED STATES AQUATIC SPORTS, INC. BYLAWS

ARTICLE 1 - Membership and Mission

- 1.01** The member corporations of United States Aquatics Sports, Inc. (“USAS or the Corporation”) are USA Artistic Swimming, Inc.; USA Diving, Inc.; United States Masters Swimming, Inc.; USA Swimming, Inc.; and USA Water Polo, Inc.
- 1.02** USAS satisfies the World Aquatics (“AQUA”, formerly known as the Federation Internationale de Natation “FINA”) requirement that only one member federation from each country may be affiliated to AQUA and recognized by AQUA as the national governing body for aquatics in that country.
- 1.03** The mission of USAS is to serve its member organizations by providing representation and advocacy within the international aquatics federations.

ARTICLE II – USAS Board of Directors

- 2.01** The USAS Board of Directors (“Board of Directors”) shall consist of seventeen (17) persons, comprised as follows:
 - A. Three (3) representatives from each member corporation;
 - B. The US member to the AQUA Bureau; and
 - C. The President.
- 2.02** The representatives from each member corporation and the US member to the AQUA Bureau shall be voting members of the Board of Directors. The President shall be a nonvoting member of the Board of Directors.
- 2.03** The three (3) representatives from each member corporation referenced in Section 2.01.A above shall consist of (1) the Board Chair; (2) the Chief Executive Officer; and (3) an athlete from the member corporation. The member corporation may appoint an alternate member for any of those representatives by providing notice to the President. Such alternate shall become a member of the Board of Directors and their vote shall be considered a vote of a member, not a proxy vote.
- 2.04** For each member corporation that is a member organization of the United States Olympic and Paralympic Committee (“USOPC”), the athlete member of the USAS Board of Directors shall be that corporation’s representative to the United States Olympic and Paralympic Committee (“USOPC”) Athletes’ Advisory Council. The athlete representative from United States Masters Swimming shall be a person selected by the President of United States Masters Swimming.
- 2.05** Each member corporation shall have three (3) votes on each matter submitted to the Board of Directors for its vote, consent, waiver, release, or other action, except as follows:
 - A. For matters that directly affect USA Swimming and do not affect United States Masters Swimming, including but not limited to matters related to the Olympic Games, USA Swimming shall have six (6) votes, and United States Masters Swimming shall have no vote.
 - B. For matters that directly affect United States Masters Swimming and do not affect USA Swimming, United States Masters Swimming shall have six (6) votes and USA Swimming shall have no vote.

Each member corporation shall determine the way in which it wishes to cast its vote or votes, so long as one (1) Board of Directors member from the member corporation is present and voting.

- 2.06** The US member to the AQUA Bureau shall have one (1) vote on each matter submitted to the Board of Directors for its vote, consent, waiver, release, or other action.

ARTICLE III – Meetings

- 3.01** The Board of Directors shall hold an annual meeting, at such date, time and place as may be fixed in the notice of the meeting. Special meetings of the Board of Directors may be held at any time or place, pursuant to a resolution of the Board of Directors, or a call by the President.
- 3.02** The VP Administration shall transmit a written notice of all annual and special meetings of the Board of Directors, stating the time, place, and objectives thereof, to each member of the Board of Directors at such member's known last address or electronic mail address at least a week before any such meeting. Written notice may be accomplished by electronic transmission. Written notice may be waived in writing by any member protesting the lack of notice prior to or at the commencement of the meeting and shall be deemed to be a waiver of notice of such meeting. Any action taken not covered by the objectives of the meeting stated in the written notice shall be deemed a waiver of notice of the objectives of such meeting.
- 3.03** Annual and special meetings may be conducted through the use of any means of communication, including telephone and videoconference, by which all members of the Board of Directors may simultaneously hear each other during the meeting. A member participating in a meeting by this means is deemed to be present in person at the meeting.
- 3.04** Action without a meeting may be taken by the Board of Directors if written notice as described in this section (Board Notice) is transmitted to each director, and each director by the time stated in the Board Notice either votes in writing for or against such action, abstains in writing from voting, fails to respond or vote, or fails to demand in writing that action not be taken without a meeting. The Board Notice shall state the action to be taken, the time by which a director must respond, that failure to respond by the time stated in the Board Notice will have the same effect as abstaining in writing by the time stated in the Board Notice and failing to demand in writing by the time stated in the Board Notice that action not be taken without a meeting. Action is taken under this Section only if, at the end of the time stated in the Board Notice, the affirmative votes in writing for such action received and not revoked, equal or exceed the minimum number of votes that would be necessary to take such action at a meeting at which all of the directors then in office were present and voted, and the Corporation has not received an unrevoked written demand by a director that such action not be taken without a meeting. A director's right to demand that action not be taken without a meeting will be deemed to have been waived, unless the Corporation receives such demand from the director in writing by the time stated in the Board Notice, and such demand has not been revoked. Any director who in writing has voted, abstained, or demanded action not be taken without a meeting pursuant to this Section may revoke such vote, abstention or demand in writing received by the Corporation by the time stated in the Board Notice. All communications under this Section may be transmitted or received by the Corporation by facsimile, email or other form of electronic communication. Action taken pursuant to this Section has the same effect as action taken at a meeting of the Board of Directors and may be described as such in any document.
- 3.05** The presence of voting Board of Directors members representing at least three (3) of the member corporations at any meeting shall constitute a quorum of the Board of Directors.
- 3.06** Recognizing the fiduciary duty of members of the Board of Directors, proxy voting shall not be allowed except in emergency circumstances as declared and allowed by a majority of voting members. A vote by a Board of Directors member who is a representative of a member corporation on behalf of the other representative of that member corporation who is not present shall not constitute proxy voting and may be cast on behalf of the representative who is not present.
- 3.07** At all meetings of the Board of Directors and any committees, Roberts Rules of Order, Revised, shall be the governing procedural rules, except as otherwise modified in these Bylaws.

ARTICLE IV – Officers

- 4.01** The elected officers of the Corporation shall be the President, VP Administration, and Treasurer. No person may concurrently hold more than one (1) of such office, and no member corporation

shall hold more than one (1) officer position.

- 4.02** The President shall preside at meetings of the Board of Directors, shall be the official spokesperson for the Corporation in the United States and abroad, and shall perform such other duties as may be assigned to the President by vote of the Board of Directors or as set forth in these Bylaws.
- 4.03** The Treasurer shall have such duties as set forth in Article VI.
- 4.04** The VP Administration shall be responsible for all records of the Corporation, shall issue all notices of all meetings of the Board of Directors, and shall perform such other duties as may be directed by the Board of Directors.
- 4.05** Any officer, as requested by the President, may represent the Corporation in the President's absence.
- 4.06** All officers of the Corporation shall be elected by the Board of Directors at the annual meetings held in even numbered years. To be considered for election, officer candidates must have the endorsement of the member corporation from which they come. Elected officers shall hold office for two (2) years or until their successors are elected and qualified. The President may not be elected to more than two (2) successive full terms.
- 4.07** Vacancies in any office of the Corporation may be temporarily filled by the remaining officers of the Corporation until the next meeting of the Board of Directors, when the Board will elect a permanent officer to fill the unexpired term.

ARTICLE V - Compliance Committee

- 5.01** There may be a Compliance Committee of four (4) individuals, at least one (1) of whom shall be an athlete, appointed by the President with the advice and consent of the Board of Directors. Members shall serve until their successors are appointed by the President.
- 5.02** It shall be the responsibility of the Compliance Committee to assure that the five (5) members of the Corporation comply with all rules of AQUA.
- 5.03** The Compliance Committee shall respond to all complaints received from any individual or organization regarding compliance by member corporations with the rules of AQUA. The Committee may also act upon its own initiative. Any individual or organization filing a complaint with the Committee shall have first exhausted all administrative remedies within the member corporation to bring it within compliance.
- 5.04** The Committee shall have the power to investigate any allegations against any member corporation but can only recommend to the Board of Directors sanctions against such member corporation. Sanctions may include, but not be limited to, suspension from membership, the impositions of fines, or the removal of the officers of the member.
- 5.05** The Compliance Committee may make no recommendations to the Board of Directors without first affording the member alleged to have violated AQUA rules notice and a hearing.

ARTICLE VI – Financial

- 6.01** The Corporation shall have a fiscal period for tax and accounting purposes commencing on the first day of January in each year.
- 6.02** The Treasurer, with the assistance of any entity or person providing services, shall prepare annual financial reports showing the income and disbursements of the Corporation which shall be similar to those reports required of non-profit organizations by the Internal Revenue Code (or corresponding provision of any subsequent tax laws). Such financial report shall be made available for inspection by members of the general public on request made within one hundred eighty (180) days after notice of its availability.
- 6.03** Each member corporation shall pay dues to the Corporation in an amount to be determined by the Board of Directors, but the member for Swimming shall pay dues in an amount double the dues paid by the members for Diving, Artistic Swimming, Water Polo, and Masters Swimming. The members of the Corporation agree that differences in dues shall never be argued as a basis

for changing the voting rights set forth in section 2.05 above.

- 6.04** The Board of Directors shall approve no budget which will clearly require expenditures beyond a member corporation's ability to pay. Nevertheless, in addition to yearly dues, the Board of Directors may make assessments against the members when necessary; in case of such assessments, each member shall be assessed an equal amount except the member for Swimming, which shall be assessed double that amount assessed each of the other members.
- 6.05** The Board of Directors may also consider whether or not to disburse excess funds in the treasury of the Corporation to the members. Any such disbursements shall be in six (6) equal parts with one (1) part going to each member except the member for Swimming which shall receive two (2) parts.

ARTICLE VII – Indemnification

- 7.01** Each person who is or was a Director, Trustee, Officer, Appointee or Employee of the Corporation (including the heirs, executives, administrators, or estate of such person) shall be indemnified by the Corporation to the full extent permitted by the Non-Profit Corporation Law of the State of Ohio, or the Non-Profit Corporation Law of the state in which the act or omission leading to liability occurred against any liability, cost, or expense incurred by him/her in his/her capacity as Director, Trustee, Officer, Appointee or Employee (including service at the request of the Corporation as director, trustee, officer, appointee, employee or agent of another corporation).
- 7.02** The Corporation may maintain insurance, at its expense, to protect itself and any such person against any such liability, cost or expense. For the purpose of this Article VII, reference to "the Corporation" includes all constituents absorbed in a consolidation or merger as well as the resulting or surviving corporation.
- 7.03** Each person who is a Director, Officer, Appointee or Employee of the Corporation shall maintain the confidentiality of personal data; such as date of birth ("DOB"), home address, home phone number, gender, travel document details, etc.; when granted access to such data. A Confidentiality Policy Form shall be signed by each Director, Officer, Appointee or Employee of the Corporation who is granted access to the personal data of members of the five (5) member corporations or the Directors, Officers, Appointees or Employees of the Corporation.

ARTICLE VIII – Legislation

- 8.01** Changes to these Bylaws or the Articles of Incorporation may be approved by vote of a majority of the Board of Directors.
- 8.02** Proposed legislation submitted by any one (1) or more of the member corporations to amend these Bylaws or the Articles of Incorporation of the Corporation shall be submitted to the VP Administration no later than ninety (90) days prior to the annual meeting of the Corporation. Proposed legislation to amend the governing Constitutions and Rules of either or both AQUA or PanAm Aquatics shall be submitted to the VP Administration of the Corporation no later than ninety (90) days prior to the annual meeting of the Corporation held immediately prior to the Pan American Games, for PanAm Aquatics legislation, and to the World Championships in the year following the Olympic Games, for AQUA legislation.
- 8.03** All proposed legislation shall be in such form as to show the entire section of the rule as it will read if adopted, with any changes in language underlined if new and lined out if deleted.
- 8.04** The VP Administration shall distribute the proposed legislation to the Board of Directors no later than sixty (60) days prior to the annual meeting of the Corporation. The Board of Directors shall then be responsible for distribution to their respective member corporation Boards of Directors.
- 8.05** A proposed amendment may be modified in any manner by the Board of Directors while under consideration but such modification must be germane to the subject matter of the proposed amendment.

- 8.06** All AQUA or PanAm Aquatics legislation approved by the Board of Directors at its annual meeting shall be submitted by the VP Administration to AQUA or to the PanAm Aquatics Secretariat by the time deadline established by each of said organization.
- 8.07** After the deadline has expired for submission of legislation, new and/or additional legislative amendments may be proposed, but they may be adopted only by a unanimous vote of the Board of Directors.

ARTICLE IX – Dissolution

- 9.01** If deemed advisable by the Board of Directors, the Corporation may be dissolved pursuant to the applicable provisions of the Corporation laws of the State of Ohio.
- 9.02** Upon dissolution of the Corporation, the Board of Directors shall, after paying or making provision for the payment of all the liabilities of the Corporation, dispose of all the assets of the Corporation exclusively for the purposes of the Corporation or to such organization or organizations as shall at the time qualify as an exempt organization or organization under Section 501(c)(3) of the Internal Revenue Code (or corresponding provisions of any future United States Internal Revenue Law).

ARTICLE X - AQUA and PanAm Aquatics Membership

- 10.01** The Corporation shall so conduct itself as to be eligible for membership in AQUA and Pan Am Aquatics.
- 10.02** The Corporation shall not interfere in any way with the conduct of the individual sports programs of the five (5) member corporations, except when such members fail to comply with all rules of AQUA and PanAm Aquatics.
- 10.03** The Corporation recognizes AQUA as the only organization in the world which governs swimming, diving, water polo, and artistic swimming internationally.
- 10.04** In the event of inconsistency between these Bylaws and AQUA Rules, the latter shall prevail.
- 10.05** The Corporation, as a member of AQUA, shall recommend a nominee to the AQUA Bureau. A Nominating Committee, consisting of a representative of each member corporation knowledgeable in international sport operations, shall make a recommendation to the Board of Directors for approval. The nominee shall be approved in the year prior to the Pan American Games.
- 10.06** The Corporation recognizes PanAm Aquatics as the organization in the Americas which governs swimming, diving, water polo and artistic swimming as recognized by AQUA.
- 10.07** The Corporation shall not practice discrimination on grounds of race, religion, gender, age, infirmities, or political association.

APPENDIX J

ATHLETE RECRUITMENT/UNDUE INFLUENCE AND TRANSFER POLICY

Amendments to this Appendix J are the responsibility of the Governance Committee. The Governance Committee can modify this Appendix by recommending changes to the USAAS Board of Directors for approval.

PURPOSE

The following policies apply to athlete recruitment, undue influence and the subsequent transfer from one USA Artistic Swimming (“USAAS”) club to another by a:

- A. Youth or Adult Competitive Athlete;
- B. Youth or Adult Athlete;
- C. Youth or Adult Trial Athlete; or
- D. Youth or Adult Life Member.

Any violation of these procedures is subject to disciplinary action and/or fines as set forth in the USAAS Administrative Rules Article 24, Appendix K and this Appendix J. Collegiate programs’ contact with prospective athletes shall follow USAAS Rule CO 1.6.

ARTICLE 1

1.01 Initiating Contact:

- A. Absolutely no recruitment and/or contact regarding recruitment or transfer is allowed during or at any USAAS sanctioned event by any athlete or any registered club.
- B. Only the athlete (or their parents/guardians or custodians, if athlete is a minor) shall make the initial contact for recruitment or transfer between the athlete and the prospective new club.
- C. Any action, other than those allowable actions as defined in 1.01 D below, by a coach, club representative, official or other USAAS member, either through direct contact with an athlete or encouragement of others, to recruit or otherwise encourage an athlete who is already a member of a USAAS club to leave that club, shall be seen as an act of undue influence. Such actions are prohibited and may be subject to discipline.
- D. Allowable actions are defined as:
 - 1. General advertising and/or distribution of educational materials to an unidentifiable population where there is reasonable expectation that the majority of that population are not current USAAS members.
 - 2. Prior written approval to recruit from the athlete’s current club affiliation.
- E. Examples of Undue Influence include, but are not limited to:
 - 1. Personal contact by coaches, club representatives, officials or other USAAS members in an attempt to persuade transfer.
 - 2. Offers of inducements such as free transportation, waived registration fees, reduced club fees, invitations to attend practices or private club functions.
 - 3. Any other material or intentional action, conduct or omission not provided for above, which is detrimental to the image of USAAS, a Local Artistic Swimming Committee (“LASC”) or the sport of artistic swimming.

1.02 Notification of Intent to Transfer and Fee: Within 10 days of decision to transfer, the athlete (or their parents/guardians or custodians, if athlete is a minor) shall complete and submit to the USAAS National Office (“National Office”) a fee and transfer form indicating the date of last competition in an affiliated status. Contact the National Office for information on the fee and transfer form. The Athlete Transfer Request Form and fee are required whether the athlete intends to transfer representation from one (1) club to another, from one (1) club to unaffiliated status, or from unaffiliated status to club representation.

1.03 Waiting Period:

The waiting period before competing for a new club is contained in USAAS Administrative Rules, Article 21, Section 21.01.

1.04 Delinquent Dues and Fees owed to original Club at Time of Transfer:

- A. When transferring between clubs within the same or different LASCs, the athlete (or their parents/guardians or custodians, if athlete is a minor) shall submit a completed Athlete Transfer Request Form in accordance with the procedures outlined in this Appendix J. LASCs may not establish procedures for transfers which effectively deny an athlete the right to transfer from one club to another.
- B. If a club of an LASC has secured a court judgment against an athlete member (or their parents/guardians or custodians, if athlete is a minor) for non-payment of club membership dues and fees which would entitle the athlete to compete affiliated with said club, that athlete shall be ineligible to represent any club until the judgment is paid. However, the athlete may compete as “Unaffiliated” according to USAAS Administrative Rules, Article 21, Section 21.02.
- C. **Delinquent dues and fees.** If any member or the legal representative of any member has secured a court judgment against any other member for non-payment of financial obligations due such member in the normal and usual course of activities or business associated with membership in and of USAAS, that member’s membership rights may be suspended only after a hearing before the National Board of Review until the judgment is satisfied.

APPENDIX K

GRIEVANCE PROCEDURES

Amendments to this Appendix K are the responsibility of the USAAS Board of Directors.

INTRODUCTION

The USA Artistic Swimming (“USAAS”) Grievance Procedures are afforded to our membership to uphold an environment that is fair and equitable, providing for clarity and consistency in the resolution of grievances. These procedures comply with the Ted Stevens Olympic and Amateur Sports Act (“Act”), the Bylaws of the U.S. Olympic & Paralympic Committee (“USOPC”), and the USOPC’s Compliance Standards for National Governing Bodies (“NGB”).

Retaliation, as defined in the USAAS Whistleblower and Anti-Retaliation Policy (Appendix S), against an individual who files a grievance or otherwise participates in good faith in the process outlined in these Grievance Procedures is prohibited. This applies to all Protected Individuals before, during, and after the process of resolving a grievance. Retaliatory activities will be considered a violation of the USAAS Whistleblower and Anti-Retaliation Policy (Appendix S) and may lead to serious consequences, up to and including termination of employment or participation.

ARTICLE 1

1.01 Types of Grievances:

The USAAS Grievance Procedures support the following types of grievances as defined below:

- A. **Administrative Grievance:** USAAS, or any member of USAAS, may file a grievance pertaining to any matter within the cognizance of USAAS including, but not limited to, any alleged violation of or grievance concerning:
 1. Any provision of USAAS’s Administrative Rules;
 2. Any USAAS policy or procedure;
 3. Any USAAS program or service; or
 4. Any provision of the Act or the USOPC Bylaws relating to USAAS’s recognition as an NGB.
- B. **Disciplinary Proceeding:** USAAS, or any member of USAAS, may file a grievance against another member of USAAS, or former member of USAAS, if the action occurred while the individual was a member, regarding any alleged violation of USAAS’s Code of Ethics (Appendix P), Whistleblower and Anti-Retaliation Policy (Appendix S) or any other USAAS rule or policy relating to conduct.
 1. There shall be no time limitation for Disciplinary Proceedings including, but not limited to, allegations of violations of USAAS’s Athlete Safety Policy (Appendix Q) or the U.S. Center SafeSport Code.
 - **Exception:** Reporting allegations of Prohibited Conduct as defined in the Athlete Safety Policy (Appendix Q) should follow the reporting requirements and procedures as outlined in Appendix Q. Allegations of Athlete Safety violations may be reported anonymously and must be reported within twenty-four (24) hours after the participant becomes aware of the facts giving rise to the concern.
- C. **Right to Participate:** Any athlete, coach, trainer, manager, administrator or official may file a grievance pertaining to any alleged denial of, or alleged threat to deny, that

individual's opportunity to participate in a USAAS sanctioned competition, any international competition, if selected by the Corporation or one (1) of its members, or a Protected Competition.

- D. **Field of Play:** An athlete may file a grievance related to a competition only if a field of play decision was:
1. Outside the scope of the officials' authority to make; or
 2. The product of fraud, corruption, partiality, or other misconduct of the official.

1.02 Excluded Grievances:

These Grievance Procedures exclude the following types of grievances:

- A. **Anti-Doping Violations:** A decision concerning a doping violation adjudicated by the independent anti-doping organization designated by the USOPC to serve as the U.S. National Anti-Doping Organization (currently the United States Anti-Doping Agency, "USADA") shall not be reviewable through, or the subject of, these Grievance Procedures.
- B. **U.S. Center for SafeSport Matters:** A matter or decision under the jurisdiction of the independent safe-sport organization designated by Congress and/or the USOPC (currently the U.S. Center for SafeSport) shall not be reviewable through, or the subject of, these Grievance Procedures. Allegations of emotional, physical and sexual misconduct are subject to the policies and protocols of the USAAS Athlete Safety Policy (Appendix Q) and the U.S. Center for SafeSport.
- C. **Nonpayment of Membership Dues:** A membership lapsed for the nonpayment of dues shall not be reviewable through these Grievance Procedures.

ARTICLE 2

2.01 Jurisdiction:

Jurisdiction over grievances shall be as stated in Article 24 of the USAAS Administrative Rules. Grievance procedures for matters under jurisdiction of the Local Artistic Swimming Committee ("LASC") or of the Zone Artistic Swimming Committee ("Zone") are governed by Appendices A and B, respectively.

ARTICLE 3

3.01 Procedure to Report Grievances:

- A. Any grievance filed shall be in writing and signed by the individual or chief executive officer of the group or organization filing the grievance.
- B. **Filing a Grievance:** The written grievance shall be filed via the Notice of Grievance Form (with any supporting evidence and/or documentation attached) with the USAAS Executive Director (ceo@usaartisticswim.org) and USAAS President (president@usaartisticswim.org), by email within five (5) business days after the complaining party becomes aware of the facts giving rise to the grievance. If the allegations are against the USAAS Executive Director ("Executive Director") or USAAS President ("President"), the Notice of Grievance Form (Attachment A) shall be submitted directly to the USAAS Ethics Committee Chair (ethics@usaartisticswim.org). The grievance shall set forth the factual allegations in numbered paragraphs, each paragraph containing a single factual allegation.
- C. **Notice of Grievance Form:** The complainant (or the complainant's parent or legal guardian, if a minor) shall file the grievance, unless otherwise specified in this Grievance Procedures Policy, via the Notice of Grievance Form. The grievance shall set forth the following in clear and concise language, preferably in numbered paragraphs:
- Full names, membership information and addresses of the parties (if known);

- The identity, to the extent known by the complainant, of the individual(s) allegedly responsible for the act or omission that is the subject of the grievance;
- Jurisdictional basis of the grievance or the alleged grounds of violation or noncompliance (i.e., the specific rule, regulation, or policy);
- Supporting evidence or documentation forming the basis of the grievance;
- The relief sought; and
- If the grievance needs to be expedited pursuant to Section 3.01 F below.

Note: USAAS may serve as the 'complainant' in the grievance process.

- D. **Grievances Involving Selection to Participate in a Competition:** Where a grievance is filed involving selection of an individual to participate in a competition, the complainant shall include with the grievance a list of all other individuals, together with their contact information, that may be adversely affected by a decision rendered on the grievance. The appropriate hearing panel shall determine which additional individuals must receive notice of the grievance. The complainant shall then be responsible for providing appropriate notice to these individuals. Any individual so notified then shall have the option to participate in the proceeding as a party. If an individual is notified of the grievance, then that individual shall be bound by the decision of the appropriate hearing panel, even if the individual chose not to participate as a party.
- E. **Deficiency Dismissal:** A grievance not submitted in accordance with these reporting procedures may be dismissed. If the deficiency(ies) can be rectified, USAAS will provide the complainant with notice of the defect(s) and provide a reasonable period of time to resolve such defect(s). If the complainant fails to resolve the defect(s) within the time period provided, USAAS may dismiss the grievance. USAAS shall provide written notification of grievance dismissal. If dismissed for failure to comply with any of the above requirements, the complainant may re-file a new grievance that resolves any such deficiency(ies).
- F. **Expedited Procedures:** Upon the request of a party, and provided that it is necessary to:
- Expedite the proceeding in order to resolve a matter relating to a scheduled competition that compliance with regular procedures would not be likely to produce a sufficiently early decision to do justice to the affected parties; or
 - Protect one or more of USAAS's participants,

the USAAS Ethics Committee is authorized to order that the grievance be decided within forty-eight (48) hours of the filing of the grievance. In such a case, the USAAS Ethics Committee is authorized to decide the grievance pursuant to such procedures as are necessary, but fair to the parties involved. In cases expedited to protect USAAS's participants as mentioned above, such procedures may include, but are not limited to, providing for a preliminary hearing pending a full hearing on the allegations.

1. The rules of evidence shall not be strictly enforced; instead, rules of evidence generally accepted in administrative proceedings shall be applicable in any hearing. The real parties in interest shall be given a reasonable opportunity to present relevant oral or written evidence and to cross-examine witnesses. Witnesses appearing at any hearing shall be identified by the parties prior to the hearing. The proceedings may be recorded and a transcript made available to each interested party upon request and payment therefore.

3.02 Informal Resolution:

- A. In the event both the Executive Director and President believe the grievance may be able to be resolved through an Informal Resolution process, flexibility will be permitted in achieving a satisfactory outcome provided the following conditions are met and can be demonstrated:
1. All parties voluntarily agree to explore an Informal Resolution;

2. All parties agree to the process of the Informal Resolution;
 3. Informal Resolution is resolved within thirty (30) business days from the filing of the Notice of Grievance Form;
 4. All parties receive written documentation of the Informal Resolution; and
 5. All parties acknowledge via email their voluntary agreement to the Informal Resolution.
- B. Flexibility is given to all parties before and during the administration of the grievance process to acknowledge their interest in Informal Resolution.
- **Exception:** Informal Resolution shall not be utilized for matters that must be reported to, and/or are under the jurisdiction of, the U.S. Center for SafeSport, USADA, USOPC, law enforcement or any other relevant oversight body.

3.03 Grievance Process:

- A. A grievance is received by the Executive Director and President with clear documentation of the arrival date.
- B. The Executive Director or President ensures the USAAS Ethics Committee has received the grievance for review within twenty-four (24) hours of receipt. Upon review, the USAAS Ethics Committee may:
 1. Determine that the grievance does not merit further action; or
 2. Inform the Executive Director, President and/or USAAS Board of Directors ("Board of Directors") that the grievance should be referred to another USAAS committee, LASC or Zone Review Board for action; or
 3. Begin an investigation by opening a case file.
- C. When the USAAS Ethics Committee determines that a grievance does not merit further action, the USAAS Ethics Committee advises the Executive Director or President, who is responsible for informing the appropriate parties within five (5) business days.
- D. When the USAAS Ethics Committee refers the grievance to another USAAS committee or a LASC or Zone Review Board, the USAAS Ethics Committee, with the Executive Director, President and/or Board of Directors, will determine which USAAS committee, LASC or Zone will review the grievance. Resolution for such grievances will follow the applicable USAAS committee, LASC or Zone Review Board policies and procedures.
- E. At the time a case file is opened, all involved parties will be notified by email of the grievance allegation(s), any associated documentation or evidence received and potential consequences or remedy requested, if found to be in violation. All involved parties will be given five (5) business days to review and make inquiries.
 1. If an individual chooses to be represented during the grievance process, the name, title and contact information of the representative shall be submitted via email at ethics@usaartisticswim.org. If an involved party is a minor, the parent(s) or legal guardian(s) will be copied on all correspondence.
- F. Within this five (5) business day period, the responding party may submit a motion to dismiss the grievance. Said motion shall be submitted to the USAAS Ethics Committee via email at ethics@usaartisticswim.org and shall include a clear and compelling rationale for this request. Documentation may be submitted to support the motion to dismiss.
- G. Following five (5) business days, the USAAS Ethics Committee will conduct an investigation. Additional parties that are named or closely impacted by the grievance may also be contacted to inform and/or request an interview. The Executive Director, in consultation with the President, reserves the right to temporarily suspend a member if the Executive Director and President perceive there is a threat to another member of the organization.

- H. The USAAS Ethics Committee will conduct interviews and review evidence until the committee is able to make an informed decision. There is no set timeline to complete the investigative process. However, the USAAS Ethics Committee will handle the matter as expeditiously as possible.
- I. Once a complete investigation is conducted, the USAAS Ethics Committee shall submit a formal investigative report and recommendation to the Executive Director, President and Board of Directors.
- J. Upon review of the USAAS Ethics Committee's report and recommendation, the Executive Director, President and Board of Directors shall determine the final outcome and decision of the grievance. The decision shall be final in all cases, subject only to appeal by a real party in interest to the National Board of Review pursuant to Article 4 below.
- K. The notice of decision shall be emailed to all parties involved, including all persons that were interviewed.
 - 1. If a sanction is issued, the details of that sanction shall be included in the decision and the person or persons sanctioned will be required to comply. Compliance will be reviewed by the Executive Director until completed and then the case shall be closed. If the sanction was suspension, ineligibility for participation, or revocation of membership in the Corporation, the:
 - a. Respondent has the right to a hearing before the National Board of Review prior to the Corporation officially declaring the individual ineligible; and/or
 - b. The Board of Directors may reinstate any member's membership eligibility, subject to ratification by no less than two-thirds (2/3) vote of the Board of Directors.
 - 2. If no sanction is issued, the case shall be closed.
 - 3. The same case shall not be reopened for consideration unless new evidence is presented, that the USAAS Ethics Committee believes warrants further investigation.
- L. If the grievance is believed to be fraudulent or dishonest, additional steps will be taken by the USAAS Ethics Committee.

ARTICLE 4

APPEALS TO THE NATIONAL BOARD OF REVIEW

- 4.01 Authority of the National Board of Review:** The National Board of Review shall be responsible for conducting any and all appeals made to the Corporation.
- 4.02 Composition of the National Board of Review:** The National Board of Review shall be comprised of one (1) Athlete Representative from each Zone, elected by the Athletes Committee, who meets the requirements of Section 7.06 A of the USAAS Code, and such other members as may be appointed by the President, to include at least two (2) additional members from each Zone and, if possible, at least one (1) member with legal experience.
- A All members of the National Board of Review shall be disinterested and impartial individuals.
 - B. Each member of the National Board of Review shall acknowledge review of the USAAS Conflict of Interest Policy (Appendix U) and disclose any potential conflicts prior to appointment.
 - C. **National Board of Review Panel:** To hear a particular matter, the President shall designate a National Board of Review panel of three (3) or five (5) disinterested

members, including that number of Athlete Representatives necessary to ensure that at least thirty-three and three tenths percent (33.3%) of the National Board of Review panel are athletes, to hear and decide the case. The General Counsel or other attorney shall advise the review panel, but shall not have a vote on the panel.

4.03 Appeals to the National Board of Review: Any real party in interest who is entitled to appeal a decision of an LASC Review Board, Zone Review Board or Board of Directors, may appeal such action or decision to the National Board of Review by serving a petition for review upon the Executive Director within five (5) business days of the incident or written decision, by email accompanied by a \$50.00 filing fee payable to the Corporation. The fee shall be returned if the petition is upheld, but forfeited if it is rejected or abandoned.

- A. The petition must be in writing, signed by the individual or the chief executive officer of the group or organization making such petition and shall set forth the factual allegations in numbered paragraphs, each paragraph containing a single factual allegation, and shall contain, at a minimum, the following:
- Full names, membership information and addresses of the parties (if known);
 - Jurisdictional basis of the petition;
 - Efforts made to exhaust available remedies, or if such remedies have not been exhausted, the grounds upon which the petitioner alleges that exhaustion would result in unnecessary delay;
 - The alleged grounds of noncompliance;
 - Supporting evidence or documentation forming the basis of the petition; and
 - The relief sought.
- B. The Executive Director shall send a copy of the petition for review to the respondent by email immediately upon receipt. Within five (5) business days following filing of the petition, the respondent shall file a written response to the petition with the Executive Director by email with a copy served at the same time by email on all parties. The petitioner may within five (5) business days following receipt of a copy of the response file a written rebuttal with the Executive Director by email with a copy served at the same time by email on all parties.
- C. The Executive Director shall see that copies of all filings are sent to the designated members of the National Board of Review panel by email within five (5) business days of receipt.
- D. Any party to the appeal shall be entitled, upon written request, to a hearing before the National Board of Review; otherwise, all evidence may be submitted to the National Board of Review in writing. Such a request for a hearing must be received by the Executive Director by email within fifteen (15) days of the filing of the petition. In the event a hearing is held pursuant to this section, the procedures set forth in Section 4.03 E below, shall apply.
- E. The rules of evidence shall not be strictly enforced; instead, rules of evidence generally accepted in administrative proceedings shall be applicable in the hearing. The real parties in interest shall be given a reasonable opportunity to present relevant oral or written evidence and to cross-examine witnesses. Witnesses appearing at the hearing shall be identified by the parties prior to the hearing. The proceedings may be recorded and a transcript made available to each interested party upon request and payment therefore.
1. The hearing date shall not exceed ninety (90) days after the petition filing, without just cause for delay.
 2. The hearing may be conducted in person or by video conference at a time and place (if applicable) selected by the National Board of Review. The National Board of Review will endeavor to select a time and place that is convenient and equitable to the majority of the persons so as to make it practicable for all parties to attend.
- F. A final and binding decision shall be recorded and disseminated to the parties within seventy-five (75) days from the date of filing of the petition by a majority of the National Board of Review panel, based upon the record, as defined in Section 4.03 E above.

Decisions of the National Board of Review panel shall not be reopened for consideration except upon showing of sufficient cause to the Chair of the National Board of Review panel. Any motion for reconsideration must be filed within ten (10) days of the date of decision.

- 4.04 National Board of Review Decision Appeals:** The decision of the National Board of Review shall be final in all cases, subject only to an individual's rights under the USOPC Bylaws and the Act.

ARTICLE 5

5.01 Points of Contact and Resources:

- A. Individuals in need of further information, guidance and/or the enforcement thereof, in relation to this Appendix K, may contact the following:

USAAS Executive Director	Email: ceo@usaartisticswim.org
USAAS President	Email: president@usaartisticswim.org
USAAS Ethics Committee Chair	Email: ethics@usaartisticswim.org

- B. In addition, the USOPC Ethics and Compliance team may serve as a secondary resource for questions or concerns regarding this Appendix K. The USOPC Ethics and Compliance team may be contacted at:

USOPC Integrity Hotline: (877) 404-9935
USOPC Integrity Portal: <https://usopc.ethicspoint.com>

- C. **USOPC Athlete Ombuds Assistance:**

The USOPC Athlete Ombuds ("Athlete Ombuds") provides cost-free, independent and confidential advice regarding athlete rights; resolving disputes or grievances; and any sport rule, policy, or process, including USAAS-athlete agreements, codes of conduct or Team selection procedures. The Athlete Ombuds can also help athletes connect with legal counsel or mental health resources, if needed. The Athlete Ombuds may be contacted at:

Phone: (719) 866-5000
Email: ombudsman@usathlete.org
Website: www.usathlete.org

ATTACHMENT A
USA ARTISTIC SWIMMING, INC
NOTICE OF GRIEVANCE FORM

Pursuant to the Grievance Procedures (Appendix K), this form must be completed in its entirety to file a formal grievance.

Complainant: _____

USAAS Affiliation: _____ Email: _____

Address: _____

Respondent(s): _____

USAAS Affiliation: _____ Email: _____

Address: _____

Basis of the Grievance (i.e., policy violation): _____

Description of allegation(s) of any violation and/or non-compliance (in numbered paragraphs, one (1) allegation per paragraph):

Relief Sought:

No Retaliation: Retaliation, as defined in the USAAS Whistleblower and Anti-Retaliation Policy (Appendix S), against an individual who files a grievance or otherwise participates in good faith in the process outlined in the USAAS Grievance Procedures is prohibited. This applies to all Protected Individuals before, during, and after the process of resolving a grievance. Retaliatory activities will be considered a violation of the USAAS Whistleblower and Anti-Retaliation Policy (Appendix S) and may lead to serious consequences, up to and including termination of employment or participation.

☐ I am open to resolving this grievance through an Informal Resolution process. I understand all parties would have to agree to the terms of the Informal Resolution process.

Signature

Date

Send completed form along with any supporting evidence or documentation
as attachments via email to both:

Executive Director (ceo@usaartisticsswim.org)
and
President (president@usaartisticsswim.org)

APPENDIX L

REQUIREMENTS FOR TECHNICAL ROUTINES, FREE ROUTINES, ACROBATIC ROUTINES AND FREE COMBINATION ROUTINES

Amendments to this Appendix L are the responsibility of the Rules Committee. The Rules Committee can modify this Appendix by recommending changes to the Board of Directors for approval.

ARTICLE 1

GENERAL REQUIREMENTS FOR ALL ROUTINES

1.01 All routines are composed of Elements and Transitions. All routines must perform the Technical Required Elements # 1-5 (technical routines only), a predetermined number of Free Elements (Hybrids and Acrobatic Movements) and a free choice of Transitions as defined in Appendix L and World Aquatics Appendix III.

- **Elements include:**

- **Hybrids** (free content)

- **Acrobatic Movements**

- **Technical Required Elements** (“TRE”), which are precisely described combinations of positions and transitions to be performed by all athletes in Technical routines only.

- **Transitions:** are the linking actions between the Elements, including propulsion techniques, strokes, ballet leg combinations, flexibility surface actions, surface pattern changes, or pair assisted actions.

1.02 Coach Card: For all routines, it is required that the Technical Required Elements # 1-5 (technical routines only), Free Elements (Hybrids and Acrobatic Movements) and Transitions be declared and submitted on the Coach Card. The Coach Card must indicate the degrees of difficulty for each Element selected to be performed, and the order of performance selected. The Coach Card must be submitted prior to the competition.

- Exception: The Coach Card is not required for Novice and Collegiate Technical Category A and B compulsory routines. See Article 3, Section 3.01 and 3.03.

1.03 Acrobatic Movements: A general term for jumps, throws, lifts, stacks, platforms, etc., which are performed as spectacular gymnastic feats and/or risky actions, and are mostly achieved with assistance from other competitor(s).

- **Team Acrobatic Movement** definition as per the World Aquatics Acrobatic Catalogue (page 2): “A Team Acrobatic Movement is considered as an Element, with at least 4 competitors or more (for example: 3 base swimmers + 1 featured swimmer; or 2 base swimmers + 1 support-swimmer who pushes 1 featured-swimmer). Team Acrobatic Movements must start and finish in the water. All other actions are considered as Pair Acrobatics or Pair Assist actions.
- An Acrobatic Movement is considered when it starts and ends once all Team members are in the water.

1.04 Pair Acrobatic Movement definition as per the World Aquatics Acrobatic Catalogue (page 184). “A Pair Acrobatic Movement is only considered as a lift or a throw if the bottom (base) swimmer is underwater and lifts/throws the featured-swimmer up in the air (away from the surface). The base swimmer can lift/throw the featured-swimmer by holding/pushing their legs or shoulders.”

1.05 Cadence Action: Identical movement(s) performed sequentially, one by one, by all Team members. When more than one (1) 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.

1.06 Time Limits and Allowances: Refer to USAAS Rules CP 4.2.2, MS 2.7 and MS 2.8.

1.07 Penalties: Refer to USAAS Rule OD 4.2.6.

ARTICLE 2

GENERAL REQUIREMENTS FOR TECHNICAL ROUTINES

- 2.01** In all Technical routine competitions, Required Elements are used. Required Elements may consist of Technical Required Elements, Free Hybrids and Acrobatic Movements according to Appendix L and World Aquatics Appendix III.
- 2.02** Unless otherwise specified in the description, all Technical Required Elements and any additional required Free Elements must be executed according to the requirements described in the World Aquatics AS Manual for Judges, Technical Controllers, Referees and Coaches, the World Aquatics Difficulty Guide and World Aquatics Acrobatics Catalogue.
- 2.03** Technical Required Elements # 1-5 can be performed any order. It is strongly recommended for clarity of judgment that Technical Required Elements # 1-5 are separated by other content.
- 2.04** With the exception of the Deck Work, Entry, Hybrid Connected Action (Mixed Duet), Acrobatic Movement (Team), Pair Acrobatics (Duet and Mixed Duet), Cadence Action (Team) and Circle Pattern (Team), the Technical Required Elements, Free Elements and Transitions are to be performed simultaneously and facing the same direction by all Duet or Team members.
- Exception: For Masters exception, see Article 3, Section 3.04.
- 2.05** Additional movements can be added immediately before and after (breath to breath) the Technical Required Elements # 1-5. These movements will not add any extra difficulty nor will be considered as additional hybrids.

ARTICLE 3

SPECIFIC REQUIREMENTS FOR NOVICE, INTERMEDIATE, COLLEGIATE AND MASTERS ROUTINES

3.01 Novice Free Routines with Technical Required Elements:

- A. **For Novice Solos, Male Solos, Duets, Mixed Duets and Trios only**, Technical Required Elements # 1-5 shall be performed parallel to the sides of the pool where the panels of judges are seated.
- B. **For Novice Duets, Mixed Duets, Trios and Teams**, all Technical Required Elements # 1-5 must be performed simultaneously and facing the same direction by all competitors. Mirror actions are not permitted during Technical Required Elements.
- C. All Novice routines will only include the Technical Required Elements (no Free Hybrids or Acrobatic Movements permitted).
- D. The Coach Card is not required for Novice routines.
- E. There will be a maximum synchronization error deduction of 10 points for all Novice routines.

3.02 Intermediate Free Routines with Technical Required Elements:

- A. **For Intermediate Solos, Male Solos, Duets, Mixed Duets and Trios only**, Technical Required Elements # 1-5 shall be performed parallel to the sides of the pool where the panels of judges are seated.
- B. **For Intermediate Duets, Mixed Duets, Trios and Teams**, all Technical Required Elements # 1-5 must be performed simultaneously and facing the same direction by all

competitors. Mirror actions are not permitted during Technical Required Elements. Requirements # 7-9 may be placed anywhere in the routine.

3.03 Collegiate Technical Category A and B:

- A. **For Collegiate Technical Category A and B**, a compulsory routine with 4 Team Technical Required Elements shall be determined by the High Performance Manager, the Collegiate Chair and the Collegiate Technical Chair.
 - 1. A preliminary video of the routine segment will be released to the coaches and judges prior to the Annual Meeting of the Corporation. Final changes to the video will be decided by the Collegiate Chair, the Collegiate Technical Chair and the High Performance Manager. If changes are made, an updated video and count sheet will be posted within 30 days following the conclusion of the Annual Meeting of the Corporation.
 - 2. **Time Limits and Allowances:** The time requirement for the compulsory routine will be 1:30 with an allowance of 15 seconds plus or minus the allotted time limit.
 - 3. The routine will be performed individually by each student-athlete.
 - 4. Student-athletes must perform the compulsory routine in accordance with the published video and count sheet. During the Technical Required Elements, performing the incorrect leg or turning the incorrect direction shall result in a zero score for that particular element.
 - 5. **Judging:** Judges shall award scores for the performance of the Technical Required Elements only. Adherence to the published count sheet for the Technical Required Elements shall be taken into consideration as a judging factor.
 - 6. The Figure scoring system shall be utilized to determine the results. For scoring purposes, see Note.
 - 7. **Penalties/Procedures:** Refer to USAAS Rules OD 4.6.1.2 and OD 4.6.1.3 for Figure Competition Penalties.
 - 8. The Coach Card is not required for Collegiate Technical Category A and B routines.

3.04 Masters Technical Routines:

- A. **For Masters Technical Duets and Trios**, with the exception of the Deck Work, Entry and as noted in the Joined Action, all Elements – required and supplementary – must be performed simultaneously and facing the same direction by all competitors. Variations in propulsion and direction facing are permitted during pattern changes.
- B. **For Masters Technical Teams**, with the exception of the Deck Work, Entry, the Cadence Action and as noted in the Joined Action, all Elements – required and supplementary – must be performed simultaneously and facing the same direction by all Team members. Team members need not face the same direction in the Circle Pattern. Variations in propulsion and direction facing are permitted during pattern changes. Mirror actions are not permitted except as specified in the description of the Elements.

NOVICE FREE ROUTINES WITH TECHNICAL REQUIRED ELEMENTS

NOVICE SOLO / MALE SOLO / DUET / MIXED DUET / TRIO AND TEAM (1:30) Technical Required Elements # 1-5 must be performed in the order listed.
1. Figure # 316 Kipnus. [DD 1.4]
2. No-Arm Boost - a rapid, head-first rise, with a maximum amount of the body above the surface of the water. The No-Arm Boost is begun with the body totally underwater or with the back of the head and/or torso flush with the surface. The No-Arm Boost is completed upon total submergence. [DD 1.0]
3. Figure # 360 Walkover, Front. [DD 1.9]
4. Figure # 100 Bent Knee, Alternate. [DD 1.0]
5. Figure # 306 Barracuda. [1.9]
6. Technical Required Elements # 1-5 must be performed simultaneously and facing the same direction by all competitors. Mirror actions are not permitted during the Technical Required Elements. See Article 3, Section 3.01.
7. Acrobatic Movements are not permitted.

INTERMEDIATE FREE ROUTINES WITH TECHNICAL REQUIRED ELEMENTS

INTERMEDIATE SOLO / MALE SOLO (1:45), DUET / MIXED DUET / TRIO (2:05) AND TEAM (2:35) Technical Required Elements # 1-5 must be performed in the order listed. Requirements # 7-9 placement is optional.	
1.	Figure # 344 Neptunus. [DD 1.7]
2.	Boost - a rapid, head-first rise, with a maximum amount of the body above the surface of the water. One arm must be lifted above the surface as the body reaches maximum height. The Boost is begun with the body totally underwater or with the back of the head and/or torso flush with the surface. The Boost is completed upon total submergence. [DD 1.3]
3.	Figure # 101 Ballet Leg, Single. [DD 1.6]
4.	Figure # 318 Kip, Bent Knee. [DD 1.8]
5.	Figure # 301 Barracuda. [DD 1.9]
6.	Technical Required Elements # 1-5 must be performed simultaneously and facing the same direction by all competitors. Mirror actions are not permitted during the Technical Required Elements. See Article 3, Section 3.02.
7.	Solo, Male Solo – maximum of 1 x Free Hybrid required. Placement within the routine is optional.
8.	Duet, Mixed Duet, Trio – maximum of 2 x Free Hybrids OR 1 x Free Hybrid and 1 x Pair Acrobatic*. Placement within the routine is optional. *See Article 1, Section 1.04.
9.	Team – maximum of 2 x Free Hybrids OR 1 x Free Hybrid and 1 x Acrobatic Movement* (with safety limit**). Placement within the routine is optional. *See Article 1, Section 1.03.

Note. For scoring purposes, the Intermediate Technical Required Elements should be listed in the Integrated Sports Systems scoring program as follows:

Element # 1 - Neptunus

Element # 2 - Boost

Element # 3 - Ballet Leg, Single

Element # 4 - Kip, Bent Knee

Element # 5 - Barracuda

INTERMEDIATE FREE COMBINATION ROUTINE REQUIREMENTS

Event	Time (+/-5 sec)	Total Elements	Summary
1. Free Combination	3:00	7	2 Team Acrobatic Movements* (with safety limit**) + Free Transitions + ONLY 1 x Solo Hybrid, 1 x Duet Hybrid, 1 x Trio Hybrid, 2 x Team Hybrids (minimum of 4 competitors required). * See Article 1, Section 1.03.

**** Intermediate Team Acrobatic Movement Safety Limit:** Team Acrobatic Movements cannot have a Degree of Difficulty (“DD”) higher than the following:

Group A: 1.8
Group B: 1.8
Group C: Not allowed
Group P: 1.3

Refer to the World Aquatics Acrobatics Catalogue.

12 & UNDER ROUTINE REQUIREMENTS

12 & UNDER ROUTINE REQUIREMENTS			
Event	Time (+/- 5 sec)	Total Elements	Summary
1. Solo Free Male Solo Free	2:00	5	Total of 5 Free Hybrids.
2. Duet Free	2:30	6	Total of 5 Free Hybrids and 1 Pair Acrobatic*. * See Article 1, Section 1.04.
3. Mixed Duet Free	2:30	6	Total of 5 Free Hybrids (1 which must include a Hybrid connection) and 1 Pair Acrobatic*. PLUS additional required movements for Mixed Duet Free: 2 connected surface movements with travel. * See Article 1, Section 1.04.
4. Team Free	3:00	9	Total of 6 Free Hybrids and 3 Free Team Acrobatic Movements* (with safety limit**). *See Article 1, Section 1.03.
5. Free Combination	3:00	8	3 Team Acrobatic Movements* (with safety limit**) + Free Transitions + ONLY 1 x Solo Hybrid, 1 x Duet Hybrid, 3 x Team Hybrids (minimum of 4 competitors required). *See Article 1, Section 1.03.

**** 12 & under Team Acrobatic Movement Safety Limit:** Team Acrobatic Movements cannot have a Degree of Difficulty (“DD”) higher than the following:

Group A: 2.65

Group B: 2.60

Group C: 2.45

Group P: 2.50

Refer to the World Aquatics Acrobatics Catalogue.

YOUTH ROUTINE REQUIREMENTS

YOUTH ROUTINE REQUIREMENTS			
Event	Time (+/- 5 sec)	Total Elements	Summary
1. Solo Free Male Solo Free	2:00	6	Total of 6 Free Hybrids.
2. Duet Free	2:30	7	Total of 6 Free Hybrids and 1 Pair Acrobatic*. *See Article 1, Section 1.04.
3. Mixed Duet Free	2:30	7	Total of 5 Free Hybrids (1 which must include a Hybrid connection) and 2 Pair Acrobatics*. PLUS additional required movements for Mixed Duet Free: 2 connected surface movements with travel. *See Article 1, Section 1.04.
4. Team Free	3:00	9	Total of 6 Free Hybrids and 3 Free Team Acrobatic Movements* (with safety limit**) PLUS 2 required components in any of the 6 Free Hybrids. 1 Thrust (T1-T9) 1 Spin descending 720° with 1 or 2 legs (R3). <u>Note:</u> The 2 required components must be performed fully synchronized. The 2 required components may be either part of a Free Hybrid or constitute one of the 6 Free Hybrids. * See Article 1, Section 1.03.
5. Free Combination	3:00	9	4 Team Acrobatic Movements* (with safety limit**) + Free Transitions + ONLY 1 x Solo Hybrid, 1 x Duet Hybrid, 3 x Team Hybrids (minimum of 4 competitors required). * See Article 1, Section 1.03.

**** Youth Team Acrobatic Movement Safety Limit:** Team Acrobatic Movements cannot have a Degree of Difficulty (“DD”) higher than the following:

Group A: 2.65
Group B: 2.60
Group C: 2.45
Group P: 2.50

Refer to the World Aquatics Acrobatics Catalogue.

JUNIOR / SENIOR ROUTINE REQUIREMENTS

JUNIOR / SENIOR ROUTINE REQUIREMENTS			
Event	Time (+/- 5 sec)	Total Elements	Summary
1. Solo Technical Male Solo Technical	2:00	7	Total of 5 Technical Required Elements and 2 Free Hybrids.
2. Solo Free Male Solo Free	2:15	7	Total of 7 Free Hybrids.
3. Duet Technical	2:20	8	Total of 5 Technical Required Elements, 2 Free Hybrids and 1 Pair Acrobatic*. *See Article 1, Section 1.04.
4. Duet Free	2:45	9	Total of 7 Free Hybrids and 2 Pair Acrobatics*. *See Article 1, Section 1.04.
5. Mixed Duet Technical	2:20	8	Total of 5 Technical Required Elements, 2 Free Hybrids (1 which must include a Hybrid connection) and 1 Pair Acrobatic*. *See Article 1, Section 1.04.
6. Mixed Duet Free	2:45	9	Total of 6 Free Hybrids (1 which must include a Hybrid connection) and 3 Pair Acrobatics* (1 Lift, 1 Throw/Jump and 1 free choice) PLUS additional required movements for Mixed Duet Free: 2 connected surface movements with travel. *See Article 1, Section 1.04.
7. Team Technical	2:50	9	Total of 5 Technical Required Elements, 3 Free Hybrids (1 which must include a Cadence Action*) and 1 Required Team Acrobatic Movement*. *See Article 1, Sections 1.03 & 1.05.
8. Team Free	3:30	11	Total of 7 Free Hybrids and 4 Free Team Acrobatic Movements*. *See Article 1, Section 1.03.
9. Acrobatic Routine	3:00	7	7 Team Acrobatic Movements* (1 of each group = 4 + 3 of free group choice) + Transitions are free, but <u>no</u> difficulty awarded + Hybrids are free, but <u>no</u> difficulty awarded. *See Article 1, Section 1.03.

JUNIOR / SENIOR TECHNICAL REQUIRED ELEMENTS FOR TECHNICAL ROUTINES

SOLO / MALE SOLO TECHNICAL REQUIRED ELEMENTS (2:00) Technical Required Elements # 1-5 may be performed in any order.	
1A. Thrust Continuous Spin 720° From a Submerged Back Pike Position , with the legs perpendicular to the surface, a <i>Thrust Continuous Spin 720°</i> (2 rotations) is executed. [DD 2.7]	1B. Thrust Spinning 360° From a Submerged Back Pike Position , with the legs perpendicular to the surface, a <i>Thrust Spinning 360°</i> (1 rotation) is executed. [DD 2.1]
2A. Combined Spin 1080° – Continuous Spin 1080° From a Vertical Position , a <i>Combined Spin 1080°</i> is executed (3 rotations + 3 rotations). Continuing in the same direction and without a pause, a <i>Continuous Spin 1080°</i> (3 rotations) is executed. [DD 3.0]	2B. Combined Spin 720° – Continuous Spin 1080° From a Vertical Position , a <i>Combined Spin 720°</i> is executed (2 rotations + 2 rotations). Continuing in the same direction and without a pause, a <i>Continuous Spin 1080°</i> (3 rotations) is executed. [DD 2.7]
3. Swordfish Straight Leg – Knight From a Front Layout Position , the back arches as one leg is lifted in a 180° arc over the surface to a Split Position . A hip rotation of 180° is executed as the front leg is rapidly raised to assume a Fishtail Position . Maintaining the vertical alignment of the body and with accelerating speed, the foot of the horizontal leg is moved in a horizontal arc of 180° at the surface to a Knight Position , and with continuous motion and continuing in the same direction, an additional 180° rotation is executed. The vertical leg is lowered to a Surface Arch Position and with continuous motion an <i>Arch to Back Layout Finish Action</i> is executed. [DD 3.2]	
4A. Fishtail Half Twist – Continuous Spin 720° From a Front Pike Position , a rotation of 360° is executed as one leg is lifted to a Fishtail Position . Continuing in the same direction, a <i>Half Twist</i> in a Fishtail Position is executed. Continuing in the same direction, another rotation of 360° is executed, as the horizontal leg is lifted to a Vertical Position . Continuing in the same direction, a <i>Continuous Spin 720°</i> (2 rotations) is executed. [DD 2.9]	4B. Fishtail – Continuous Spin 720° From a Front Pike Position , a rotation of 360° is executed as one leg is lifted to a Fishtail Position . Continuing in the same direction, another rotation of 360° is executed, as the horizontal leg is lifted to a Vertical Position . Continuing in the same direction, a <i>Continuous Spin 720°</i> (2 rotations) is executed. [DD 2.6]

<p>5A. Rocket Split Bent Knee Joining 360° From a Submerged Back Pike Position, with the legs perpendicular to the surface, a <i>Thrust</i> is executed to a Vertical Position. Maintaining maximum height, the legs are split rapidly to assume an Airborne Split Position. The back leg is rapidly lifted to vertical and the front leg bends to assume a Bent Knee Vertical Position. A rapid <i>360° Spin</i> is executed as the bent knee is extended to a Vertical Position completed as the ankles reach the surface of the water, followed by a <i>Vertical Descent</i> at the same tempo as the <i>Thrust</i>. [DD 2.4]</p>	<p>5B. Rocket Split Bent Knee From a Submerged Back Pike Position, with the legs perpendicular to the surface, a <i>Thrust</i> is executed to a Vertical Position. Maintaining maximum height, the legs are split rapidly to assume an Airborne Split Position. The back leg is rapidly lifted to vertical and the front leg bends to assume a Bent Knee Vertical Position. A <i>Vertical Descent</i> is executed with the bent knee extended to a Vertical Position completed as the ankles reach the surface of the water, followed by a <i>Vertical Descent</i> at the same tempo as the <i>Thrust</i>. [DD 2.1]</p>
<p>6. Two (2) additional Free Hybrids must be performed. These may be placed anywhere in the routine.</p>	

JUNIOR / SENIOR TECHNICAL REQUIRED ELEMENTS FOR TECHNICAL ROUTINES (continued)

DUET TECHNICAL REQUIRED ELEMENTS (2:20) Technical Required Elements # 1-5 may be performed in any order.	
1A. Walkover Back Closing 360°–Continuous Spin 1080° From a Back Layout Position , a <i>Surface Arch Position</i> is assumed. One leg is lifted in a 180° arc over the surface to a Split Position . A rotation of 360° is executed, as the legs symmetrically close to a Vertical Position . Continuing in the same direction, a <i>Continuous Spin 1080°</i> (3 rotations) is executed. [DD 3.0]	1B. Walkover Back Closing 180°–Continuous Spin 720° From a Back Layout Position , a <i>Surface Arch Position</i> is assumed. One leg is lifted in a 180° arc over the surface to a Split Position . A rotation of 180° is executed, as the legs symmetrically close to a Vertical Position . Continuing in the same direction, a <i>Continuous Spin 720°</i> (2 rotations) is executed. [DD 2.5]
2A. Rocket Split Alternating Legs – Spinning 180° From a Submerged Back Pike Position , with the legs perpendicular to the surface, a <i>Thrust</i> is executed to a Vertical Position . Maintaining maximum height, the legs are split rapidly to assume two (2) alternating Airborne Split Positions . The legs rapidly re-join to a Vertical Position . A rapid <i>180° Spin</i> is executed. [DD 2.8]	2B. Rocket Split – Spinning 180° From a Submerged Back Pike Position , with the legs perpendicular to the surface, a <i>Thrust</i> is executed to a Vertical Position . Maintaining maximum height, the legs are split rapidly to assume an Airborne Split Position . The legs rapidly re-join to a Vertical Position . A rapid <i>180° Spin</i> is executed. [DD 2.4]
3A. Flamingo Full Twist Hybrid From a Surface Ballet Leg Double Position , maintaining the vertical position of the legs, the hips are lifted as the trunk is unrolled to a Vertical Position . A <i>Full Twist</i> is executed. Continuing in the same direction and without a pause, an additional rotation of 180° is executed as the legs symmetrically open to a Split Position . A <i>Walkout Front</i> is executed. [DD 2.9]	3B. Flamingo Half Twist Hybrid From a Surface Ballet Leg Double Position , maintaining the vertical position of the legs, the hips are lifted as the trunk is unrolled to a Vertical Position . A <i>Half Twist</i> is executed. Without a pause, the legs symmetrically open to a Split Position . A <i>Walkout Front</i> is executed. [DD 2.6]
4A. Fishtail – Knight – Continuous Spin 1080° From a Front Pike Position , one leg is lifted to a Fishtail Position . The horizontal leg is rapidly lifted through an arc of 180° to assume a Knight Position . A rapid <i>Full Twist</i> is executed as the horizontal leg is lifted to a Vertical Position . Continuing in the same direction, a <i>Continuous Spin 1080°</i> (3 rotations) is executed. [DD 3.2]	4B. Fishtail – Knight – Continuous Spin 720° From a Front Pike Position , one leg is lifted to a Fishtail Position . The horizontal leg is rapidly lifted through an arc of 180° to assume a Knight Position . A rapid <i>Half Twist</i> is executed as the horizontal leg is lifted to a Vertical Position . Continuing in the same direction, a <i>Continuous Spin 720°</i> (2 rotations) is executed. [DD 2.7]

<p>5A. Thrust Bent Knee Twirl Spin 360° From a Submerged Back Pike Position, with the legs perpendicular to the surface, a <i>Thrust</i> is executed to a Vertical Position. One leg is lowered to a Bent Knee Vertical Position as a <i>Twirl</i> is executed. Continuing in the same direction and without a pause, a rapid <i>360° Spin</i> is executed as the bent knee is extended to join the vertical leg in a Vertical Position completed as the ankles reach the surface of the water, followed by a <i>Vertical Descent</i> at the same tempo as the <i>Thrust</i>. [DD 2.3]</p>	<p>5B. Thrust Bent Knee Twirl From a Submerged Back Pike Position, with the legs perpendicular to the surface, a <i>Thrust</i> is executed to a Vertical Position. One leg is lowered to a Bent Knee Vertical Position as a <i>Twirl</i> is executed. Without a pause, a <i>Vertical Descent</i> is executed as the bent knee is extended to join the vertical leg in a Vertical Position completed as the ankles reach the surface of the water, followed by a <i>Vertical Descent</i> at the same tempo as the <i>Thrust</i>. [DD 2.1]</p>
<p>6. Two (2) additional Free Hybrids and one (1) Pair Acrobatic* must be performed. These may be placed anywhere in the routine. *See Article 1, Section 1.04.</p>	

JUNIOR / SENIOR TECHNICAL REQUIRED ELEMENTS FOR TECHNICAL ROUTINES (continued)

MIXED DUET TECHNICAL REQUIRED ELEMENTS (2:20) Technical Required Elements # 1-5 may be performed in any order.	
<p>1A. Rocket Split Twirl Spin 180° From a Submerged Back Pike Position, with the legs perpendicular to the surface, a <i>Thrust</i> is executed to a Vertical Position. Maintaining maximum height, the legs are split rapidly to assume an Airborne Split Position. A <i>Twirl</i> is executed, as the legs symmetrically close to a Vertical Position. Continuing in the same direction, a rapid <i>180° Spin</i> is executed. [DD 2.7]</p>	<p>1B. Rocket Split Twirl From a Submerged Back Pike Position, with the legs perpendicular to the surface, a <i>Thrust</i> is executed to a Vertical Position. Maintaining maximum height, the legs are split rapidly to assume an Airborne Split Position. A <i>Twirl</i> is executed, as the legs symmetrically close to a Vertical Position. A <i>Vertical Descent</i> is executed at the same tempo as the <i>Thrust</i>. [DD 2.5]</p>
<p>2A. Front Pike – Vertical 360° Rotation – Full Twist to Bent Knee – Continuous Spin 720° From a Front Pike Position, the legs are lifted to a Vertical Position as a rotation of 360° is executed. Continuing in the same direction, a <i>Full Twist</i> is executed as one leg is lowered to a Bent Knee Vertical Position. Continuing in the same direction, a <i>Continuous Spin 720°</i> (2 rotations) is executed as the bent knee is extended to join the vertical leg to a Vertical Position completed as the ankles reach the surface of the water and continues through submergence. [DD 2.4]</p>	<p>2B. Front Pike – Vertical 180° Rotation – Half Twist to Bent Knee – Continuous Spin 720° From a Front Pike Position, the legs are lifted to a Vertical Position as a rotation of 180° is executed. Continuing in the same direction, a <i>Half Twist</i> is executed as one leg is lowered to a Bent Knee Vertical Position. Continuing in the same direction, a <i>Continuous Spin 720°</i> (2 rotations) is executed as the bent knee is extended to join the vertical leg to a Vertical Position completed as the ankles reach the surface of the water and continues through submergence. [DD 2.2]</p>
<p>3. London Hybrid A <i>Ballet Leg</i> is assumed followed by a partial Somersault Back Tuck as both legs are drawn into a Tuck Position, until the shins are perpendicular to the surface. The trunk unrolls rapidly as the legs are rapidly straightened to assume a Vertical Position midway between the former vertical line through the hips and former vertical line through the head and shins. The legs are symmetrically lowered to a Split Position, and without a pause a rapid hip rotation of 180° is executed as the front leg is raised to assume a Fishtail Position. The horizontal leg is rapidly lifted through an arc of 180° to assume a Knight Position. The vertical leg is lowered to assume a Surface Arch Position, and with continuous motion <i>an Arch to Back Layout Finish Action</i> is executed. [DD 3.3]</p>	

<p>4A. Nova Hybrid – Half Twist – Continuous Spin 1080° From a Back Layout Position, a <i>Bent Knee Surface Arch Position</i> is assumed. The legs are lifted and join simultaneously to a Vertical Position, as a <i>Full Twist</i> is executed. Continuing in the same direction and without a pause, a <i>Half Twist</i> is executed. Continuing in the same direction and without a pause, a <i>Continuous Spin 1080°</i> (3 rotations) is executed. [DD 3.0]</p>	<p>4B. Nova Hybrid – Continuous Spin 1080° From a Back Layout Position, a <i>Bent Knee Surface Arch Position</i> is assumed. The legs are lifted and join simultaneously to a Vertical Position, as a <i>Full Twist</i> is executed. Continuing in the same direction and without a pause, a <i>Continuous Spin 1080°</i> (3 rotations) is executed. [DD 2.6]</p>
<p>Fishtail Hybrid Airborne Position One leg is rapidly lowered to an airborne position midway between a Side Fishtail Position and a Fishtail Position with the foot of the lowered leg touching the surface of the water. Body is extended in a Vertical Position and hip joints must be on the horizontal line.</p>	
<p>5A. Thrust Fishtail Hybrid Bent Knee to Vertical Spinning 180° From a Submerged Back Pike Position, with the legs perpendicular to the surface, a <i>Thrust</i> is executed to a Vertical Position. With no loss of height, one leg is rapidly lowered to an airborne position midway between a Side Fishtail Position and a Fishtail Position with the foot of the lowered leg touching the surface of the water. The horizontal leg is rapidly lifted as the vertical leg is rapidly lowered to assume a Bent Knee Vertical Position. A rapid <i>180° Spin</i> is executed, as the bent knee is extended to join the vertical leg in a Vertical Position completed as the ankles reach the surface of the water followed by a <i>Vertical Descent</i>. [DD 2.4]</p>	<p>5B. Thrust Fishtail Helicopter Spinning 180° From a Submerged Back Pike Position, with the legs perpendicular to the surface, a <i>Thrust</i> is executed to a Vertical Position. With no loss of height, one leg is rapidly lowered to an airborne Fishtail Position. A rapid <i>Helicopter Rotation Spinning 180°</i> is executed with the horizontal leg lifted to a Vertical Position during the rotation and is completed as the ankles reach the surface of the water followed by a <i>Vertical Descent</i>. [DD 2.1]</p>
<p>6. Two (2) additional Free Hybrids, one of which must include a Hybrid connection, and one (1) Pair Acrobatic* must be performed. These may be placed anywhere in the routine. *See Article 1, Section 1.04.</p>	

JUNIOR / SENIOR TECHNICAL REQUIRED ELEMENTS FOR TECHNICAL ROUTINES *(continued)*

TEAM TECHNICAL REQUIRED ELEMENTS (2:50) Technical Required Elements # 1-5 may be performed in any order.	
1A. Flying Fish Hybrid Spinning 180° From a Submerged Back Pike Position , with the legs perpendicular to the surface, a <i>Thrust</i> is executed to a Vertical Position and with no loss of height, one leg is rapidly lowered to an airborne Fishtail Position . Without a pause, the horizontal leg is rapidly lifted to a Vertical Position , followed by a rapid <i>180° Spin</i> . [DD 2.5]	1B. Flying Fish Hybrid From a Submerged Back Pike Position , with the legs perpendicular to the surface, a <i>Thrust</i> is executed to a Vertical Position and with no loss of height, one leg is rapidly lowered to an airborne Fishtail Position . Without a pause, the horizontal leg is rapidly lifted to a Vertical Position , followed by a <i>Vertical Descent</i> . [DD 2.3]
2A. Vertical – Full Twist to Bent Knee – Full Twist to Vertical – Open 180° – Walkout Starting in a Vertical Position , a <i>Full Twist</i> is executed as one leg is lowered to a Bent Knee Vertical Position . Continuing in the same direction, another <i>Full Twist</i> is executed as the bent knee is extended to a Vertical Position . Continuing in the same direction, a <i>Half Twist</i> is executed as the legs are symmetrically lowered to a Split Position . A <i>Walkout Front</i> is executed. [DD 2.6]	2B. Vertical – Half Twist to Bent Knee – Half Twist to Vertical – Split – Walkout Starting in a Vertical Position , a <i>Half Twist</i> is executed as one leg is lowered to a Bent Knee Vertical Position . Continuing in the same direction, another <i>Half Twist</i> is executed as the bent knee is extended to a Vertical Position . The legs are symmetrically lowered to a Split Position . A <i>Walkout Front</i> is executed. [DD 2.3]
Fouette´ Rotation From a Fishtail Position , with the horizontal leg leading toward the vertical leg, a rapid 180° rotation is executed as the front leg bends to assume a Bent Knee Vertical Position . The bent leg rapidly extends to a Fishtail Position .	
3A. Two Fouette´ Rotations – Vertical – Continuous Spin 720° From a Fishtail Position , 2 <i>Fouette´ rotations</i> (180° + 180°) are executed. The horizontal leg is rapidly lifted to a Vertical Position . Continuing in the same direction, a <i>Continuous Spin 720°</i> (2 rotations) is executed. [DD 2.6]	3B. Two Fouette´ Rotations – Vertical – Spinning 360° From a Fishtail Position , 2 <i>Fouette´ rotations</i> (180° + 180°) are executed. The horizontal leg is rapidly lifted to a Vertical Position . Continuing in the same direction, a rapid <i>Spinning 360°</i> (1 rotation) is executed. [DD 2.3]
4. Butterfly Hybrid The Butterfly Hybrid is performed rapidly. From a Front Pike Position , one leg is lifted to a Fishtail Position . The horizontal leg is lifted through an arc of 180° as the vertical leg is lowered to assume a Split Position . Without a pause, a hip rotation of 180° is executed as the front leg is raised to assume a Fishtail Position . Continuing in the same direction, a 180° rotation is executed as	

<p>the horizontal leg is lifted to a Vertical Position. The legs are lowered simultaneously to a Bent Knee Surface Arch Position. (Note: The Bent Knee Surface Arch Position can be assumed by using either leg.) The bent knee is straightened to a Surface Arch Position and with continuous motion, an <i>Arch to Back Layout Finish Action</i> is executed. [DD 2.9]</p>	
<p>5A. Rocket Split Bent Knee Twirl Hybrid From a Submerged Back Pike Position, with the legs perpendicular to the surface, a <i>Thrust</i> is executed to a Vertical Position. Maintaining maximum height, the legs are split rapidly to assume an Airborne Split Position, followed by a rapid 180° rotation to assume an airborne Bent Knee Vertical Position with the front leg bent. A rapid <i>Vertical Descent</i> is executed as the bent knee is extended to join the vertical leg completed as the ankles reach the surface of the water followed by a <i>Vertical Descent</i>. [DD 2.4]</p>	<p>5B. Rocket Split Bent Knee Hybrid From a Submerged Back Pike Position, with the legs perpendicular to the surface, a <i>Thrust</i> is executed to a Vertical Position. Maintaining maximum height, the legs are split rapidly to assume an Airborne Split Position, followed by the front leg rapidly bending and the back leg rapidly lifting to a vertical to assume an airborne Bent Knee Vertical Position. A rapid <i>Vertical Descent</i> is executed as the bent knee is extended to join the vertical leg completed as the ankles reach the surface of the water followed by a <i>Vertical Descent</i>. [DD 2.1]</p>
<p>6. Three (3) additional Free Hybrids, one of which must include a Cadence Action*, and one (1) Acrobatic Movement* must be performed by all Team members. These may be placed anywhere in the routine. *See Article 1, Sections 1.03 & 1.05.</p> <p>The Degree of Difficulty (“DD”) for the Acrobatic Movement should not be less than 2.0 nor exceed 2.65.</p> <p>Refer to the World Aquatics Acrobatics Catalogue.</p>	
<p>7. The routine may contain a maximum of one (1) Circle Pattern.</p>	
<p>8. The direction of propulsion may vary as long as all competitors are facing the same direction. Variations in propulsion and direction facing are permitted only during underwater pattern changes, underwater actions and making and finishing a Circle.</p>	

COLLEGIATE TECHNICAL CATEGORRY A ELEMENTS

COMPULSORY ROUTINE ELEMENTS (1:30)

Technical Required Elements # 1-4 must be performed in the order listed. See Article 3, Section 3.03.

1. Flying Fish Hybrid Spinning 180°

From a **Submerged Back Pike Position**, with the legs perpendicular to the surface, a *Thrust* is executed to a **Vertical Position** and with no loss of height, one leg is rapidly lowered to an airborne **Fishtail Position**. Without a pause, the horizontal leg is rapidly lifted to a **Vertical Position**, followed by a rapid *180° Spin*. [DD 2.5]

2. Vertical – Full Twist to Bent Knee – Full Twist to Vertical – Open 180° – Walkout

Starting in a **Vertical Position**, a *Full Twist* is executed as one leg is lowered to a **Bent Knee Vertical Position**. Continuing in the same direction, another *Full Twist* is executed as the bent knee is extended to a **Vertical Position**. Continuing in the same direction, a *Half Twist* is executed as the legs are symmetrically lowered to a **Split Position**. A *Walkout Front* is executed. [DD 2.6]

Fouette' Rotation

From a **Fishtail Position**, with the horizontal leg leading toward the vertical leg, a rapid 180° rotation is executed as the front leg bends to assume a **Bent Knee Vertical Position**. The bent leg rapidly extends to a **Fishtail Position**.

3. Two Fouette' Rotations – Vertical – Continuous Spin 720°

From a **Fishtail Position**, 2 *Fouette' rotations* (180° + 180°) are executed. The horizontal leg is rapidly lifted to a **Vertical Position**. Continuing in the same direction, a *Continuous Spin 720°* (2 rotations) is executed. [DD 2.6]

4. Butterfly Hybrid

The Butterfly Hybrid is performed rapidly. From a **Front Pike Position**, one leg is lifted to a **Fishtail Position**. The horizontal leg is lifted through an arc of 180° as the vertical leg is lowered to assume a **Split Position**. Without a pause, a hip rotation of 180° is executed as the front leg is raised to assume a **Fishtail Position**. Continuing in the same direction, a 180° rotation is executed as the horizontal leg is lifted to a **Vertical Position**. The legs are lowered simultaneously to a **Bent Knee Surface Arch Position**. (Note: The **Bent Knee Surface Arch Position** can be assumed by using either leg.) The bent knee is straightened to a **Surface Arch Position** and with continuous motion, an *Arch to Back Layout Finish Action* is executed. [DD 2.9]

Note. For scoring purposes, the Collegiate Technical Category A Elements should be listed in the Integrated Sports Systems scoring program as AE1, AE2, AE3 and AE4.

COLLEGIATE TECHNICAL CATEOGRY B ELEMENTS

COMPULSORY ROUTINE ELEMENTS (1:30)

Technical Required Elements # 1-4 must be performed in the order listed. See Article 3, Section 3.03.

1. Flying Fish Hybrid

From a **Submerged Back Pike Position**, with the legs perpendicular to the surface, a *Thrust* is executed to a **Vertical Position** and with no loss of height, one leg is rapidly lowered to an airborne **Fishtail Position**. Without a pause, the horizontal leg is rapidly lifted to a **Vertical Position**, followed by a *Vertical Descent*. [DD 2.3]

2. Vertical – Half Twist to Bent Knee – Half Twist to Vertical – Split – Walkout

Starting in a **Vertical Position**, a *Half Twist* is executed as one leg is lowered to a **Bent Knee Vertical Position**. Continuing in the same direction, another *Half Twist* is executed as the bent knee is extended to a **Vertical Position**. The legs are symmetrically lowered to a **Split Position**. A *Walkout Front* is executed. [DD 2.3]

Fouette´ Rotation

From a **Fishtail Position**, with the horizontal leg leading toward the vertical leg, a rapid 180° rotation is executed as the front leg bends to assume a **Bent Knee Vertical Position**. The bent leg rapidly extends to a **Fishtail Position**.

3. Two Fouette´ Rotations – Vertical – Spinning 360°

From a **Fishtail Position**, 2 *Fouette´ rotations* (180° + 180°) are executed. The horizontal leg is rapidly lifted to a **Vertical Position**. Continuing in the same direction, a rapid *Spinning 360°* (1 rotation) is executed. [DD 2.3]

4. Butterfly Hybrid

The Butterfly Hybrid is performed rapidly. From a **Front Pike Position**, one leg is lifted to a **Fishtail Position**. The horizontal leg is lifted through an arc of 180° as the vertical leg is lowered to assume a **Split Position**. Without a pause, a hip rotation of 180° is executed as the front leg is raised to assume a **Fishtail Position**. Continuing in the same direction, a 180° rotation is executed as the horizontal leg is lifted to a **Vertical Position**. The legs are lowered simultaneously to a **Bent Knee Surface Arch Position**. (Note: The **Bent Knee Surface Arch Position** can be assumed by using either leg.) The bent knee is straightened to a **Surface Arch Position** and with continuous motion, an *Arch to Back Layout Finish Action* is executed. [DD 2.9]

Note. For scoring purposes, the Collegiate Technical Category B Elements should be listed in the Integrated Sports Systems scoring program as BE1, BE2, BE3 and BE4.

MASTERS TECHNICAL REQUIRED ELEMENTS

MASTERS SOLO / MALE SOLO (1:30) Technical Required Elements # 1-5 must be performed in the order listed. Element # 6 may be performed at any time during the routine.	MASTERS DUET / TRIO (1:40) Technical Required Elements # 1-5 must be performed in the order listed. Elements # 6-7 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 and the second leg is lifted to a Vertical Position (the ending is optional). [DD 1.6]	1. Fishtail – From a Front Layout Position , a Front Pike Position is assumed. One leg is lifted to a Fishtail Position and the second leg is lifted to a Vertical Position (the ending is optional). [DD 1.6]
2. Split Position followed by a <i>Walkout Front</i> or <i>Walkout Back</i> . [DD 1.3]	2. Split Position followed by a <i>Walkout Front</i> or <i>Walkout Back</i> . [DD 1.3]
3. Spinning 180° – From a Bent Knee Vertical Position , a <i>Spin 180°</i> is executed as the legs are joined to a Vertical Position at the ankles followed by submergence. [DD 1.1]	3. Spinning 180° – From a Bent Knee Vertical Position , a <i>Spin 180°</i> is executed as the legs are joined to a Vertical Position at the ankles followed by submergence. [DD 1.1]
4. Traveling Ballet Leg combination – beginning in a Back Layout Position to include any 2 of the following positions: Right Bent Knee Back Layout; Left Bent Knee Back Layout; Right Ballet Leg; Left Ballet Leg; Right Flamingo; Left Flamingo or Double Ballet Leg . [DD 1.3]	4. Traveling Ballet Leg combination – beginning in a Back Layout Position to include any 2 of the following positions: Right Bent Knee Back Layout; Left Bent Knee Back Layout; Right Ballet Leg; Left Ballet Leg; Right Flamingo; Left Flamingo or Double Ballet Leg . [DD 1.3]
5. Barracuda Bent Knee – From the Back Pike Position , with the legs perpendicular and the toes just below the surface, a <i>Thrust</i> is executed as one leg is drawn along the inside of the other extended leg to assume a Bent Knee Vertical Position . A <i>Vertical Descent</i> is executed in the Bent Knee Vertical Position at the same tempo as the <i>Thrust</i> . [DD 1.6]	5. Barracuda Bent Knee – From the Back Pike Position , with the legs perpendicular and the toes just below the surface, a <i>Thrust</i> is executed as one leg is drawn along the inside of the other extended leg to assume a Bent Knee Vertical Position . A <i>Vertical Descent</i> is executed in the Bent Knee Vertical Position at the same tempo as the <i>Thrust</i> . [DD 1.6]
6. Two (2) Forms of Propulsion – must include eggbeater traveling sideways and/or forward (arms are optional).	6. Two (2) Forms of Propulsion – must include eggbeater traveling sideways and/or forward (arms are optional).
	7. Joined Action – where the competitors are connected (touching) in some manner to perform 1 of the following: a connected figure, or a connected float or connected stroking. <ol style="list-style-type: none"> All competitors must perform the Joined Action simultaneously. Mirror action is permitted. Stacks, lifts, platforms or throws are not permitted.

	<p>8. With the exception of the Deck Work, Entry and as noted in the Joined Action, all Elements – required and supplementary – must be performed simultaneously and facing the same direction by all competitors. Variations in propulsion and direction facing are permitted during pattern changes. See Article 3, Section 3.04 A.</p>
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MASTERS TECHNICAL REQUIRED ELEMENTS *(continued)*

MASTERS TEAM (1:50) Technical Required Elements # 1-5 must be performed in the order listed. Elements # 6-9 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 and the second leg is lifted to a Vertical Position (the ending is optional). [DD 1.6]
2.	Split Position followed by a <i>Walkout Front</i> or <i>Walkout Back</i> . [DD 1.3]
3.	Spinning 180° – From a Bent Knee Vertical Position , a <i>Spin 180°</i> is executed as the legs are joined to a Vertical Position at the ankles followed by submergence. [DD 1.1]
4.	Traveling Ballet Leg combination – beginning in a Back Layout Position to include any 2 of the following positions: Right Bent Knee Back Layout; Left Bent Knee Back Layout; Right Ballet Leg; Left Ballet Leg; Right Flamingo; Left Flamingo or Double Ballet Leg . [DD 1.3]
5.	Barracuda Bent Knee – From the Back Pike Position , with the legs perpendicular and the toes just below the surface, a <i>Thrust</i> is executed as one leg is drawn along the inside of the other extended leg to assume a Bent Knee Vertical Position . A <i>Vertical Descent</i> is executed in the Bent Knee Vertical Position at the same tempo as the <i>Thrust</i> . [DD 1.6]
6.	Two (2) Forms of Propulsion – must include eggbeater traveling sideways and/or forward (arms are optional).
7.	Joined Action – where the competitors are connected (touching) in some manner to perform 1 of the following: a connected figure, or a connected float or connected stroking. <ol style="list-style-type: none"> All competitors must perform the Joined Action simultaneously. Mirror action is permitted. Stacks, lifts, platforms or throws are not permitted.
8.	Cadence Action – See Article 1, Section 1.05.
9.	Patterns – must show a Circle and a straight line. Elements may be performed when in the Circle or the straight line patterns.
10.	With the exception of the Deck Work, Entry, the Cadence Action and as noted in the Joined Action, all Elements – required and supplementary – must be performed simultaneously and facing the same direction by all Team members. Team members need not face the same direction in the Circle Pattern. Variations in propulsion and direction facing are permitted during pattern changes. Mirror actions are not permitted except as specified in the description of the Elements. See Article 3, Section 3.04 B.

ACROBATIC ROUTINE REQUIRED ELEMENTS

GENERAL REQUIREMENTS (3:00)	
1.	Time limits as in CP 4.2.2.4.
2.	Required Element # 1 may be performed in any order.
3.	As with all routines, the Coach Card must show the Required Elements and Transitions in the selected order of performance according to the World Aquatics Appendix III.

REQUIRED ELEMENTS	
All Team members must be involved in the performances of the Required Elements.	
1.	Seven (7) Team Acrobatic Movements*: one from each acrobatic group (A, B, C and P) and 3 Team Acrobatic Movements of free group choice (selected from any group). *See Article 1, Section 1.03. Note: Transitions are free, with no difficulty awarded + Hybrids are free, with no difficulty awarded.

FREE COMBINATION REQUIRED ELEMENTS

GENERAL REQUIREMENTS Intermediate (3:00) / 12 & Under (3:00) / Youth (3:00) / 16-19/20 (3:30) / Masters (4:00)	
1.	Time limits as in CP 4.2.2.5 and MS 2.8.1.
2.	Start may be on the deck or in the water, or a combination of both.
3.	All subsequent parts must start in the water.
4.	A new part begins in very close proximity to the previous part.
5.	As with all routines, the Coach Card must show the Required Elements, Free Elements and Free Transitions in the selected order of performance according to the World Aquatics Appendix III.
6.	The Routine must portray a Theme, which must be declared on the Coach Card.

REQUIRED ELEMENTS	
1.	<p>At least 2 parts must have fewer than 3 competitors and at least 2 parts must have all competitors.</p> <p>For the 2 or more parts to be considered as having fewer than 3 competitors, all remaining competitors must be maintaining a pose or doing another movement without disrupting the action of the competitors performing the part. There is no required time length, but a minimum of 3 seconds is a suggested guideline. The term “parts” refers to the various sections with different numbers of competitors that make up a Free Combination routine.</p>
2.	<p>The Free Combination routine must have the following components per Age Division as below in the listed charts.</p> <p>Team Acrobatic Movements* may be from any group and cannot have a declared Degree of Difficulty “DD” higher than listed for each Age Division. *See Article 1, Section 1.03.</p> <p>Refer to the World Aquatic Acrobatics Catalogue.</p>

INTERMEDIATE FREE COMBINATION ROUTINE REQUIREMENTS

Event	Time (+/-5 sec)	Total Elements	Summary
1. Free Combination	3:00	7	<p>2 Team Acrobatic Movements* (with safety limit**) + Free Transitions + ONLY 1 x Solo Hybrid, 1 x Duet Hybrid, 1 x Trio Hybrid, 2 x Team Hybrids (minimum of 4 competitors required). *See Article 1, Section 1.03.</p> <p>** Safety Limit: Team Acrobatic Movements cannot have a Degree of Difficulty (“DD”) higher than the following:</p> <p style="text-align: right;">Group A: 1.8 Group B: 1.8 Group C: Not allowed Group P: 1.3</p>

Refer to the World Aquatics Acrobatics Catalogue.

12 & UNDER FREE COMBINATION ROUTINE REQUIREMENTS

Event	Time (+/- 5 sec)	Total Elements	Summary
1. Free Combination	3:00	8	<p>3 Team Acrobatic Movements* (with safety limit**) + Free Transitions + ONLY 1 x Solo Hybrid, 1 x Duet Hybrid, 3 x Team Hybrids (minimum of 4 competitors required). *See Article 1, Section 1.03.</p> <p>** Safety Limit: Team Acrobatic Movements cannot have a Degree of Difficulty (“DD”) higher than the following:</p> <p>Group A: 2.65 Group B: 2.60 Group C: 2.45 Group P: 2.50</p>

Refer to the World Aquatics Acrobatics Catalogue.

YOUTH FREE COMBINATION ROUTINE REQUIREMENTS

Event	Time (+/- 5 sec)	Total Elements	Summary
1. Free Combination	3:00	9	<p>4 Team Acrobatic Movements* (with safety limit**) + Free Transitions + ONLY 1 x Solo Hybrid, 1 x Duet Hybrid, 3 x Team Hybrids (minimum of 4 competitors required). *See Article 1, Section 1.03.</p> <p>** Safety Limit: Team Acrobatic Movements cannot have a Degree of Difficulty (“DD”) higher than the following:</p> <p style="padding-left: 40px;">Group A: 2.65 Group B: 2.60 Group C: 2.45 Group P: 2.50</p>

Refer to the World Aquatics Acrobatics Catalogue.

16-19/20 FREE COMBINATION ROUTINE REQUIREMENTS

Event	Time (+/- 5 sec)	Total Elements	Summary
1. Free Combination	3:30	10	4 Team Acrobatic Movements* + Free Transitions + ONLY 1 x Solo Hybrid, 1 x Duet Hybrid, 1 x Trio Hybrid, 3 x Team Hybrids (minimum of 4 competitors required). *See Article 1, Section 1.03.

Refer to the World Aquatics Acrobatics Catalogue.

APPENDIX M

ELECTION PROCEDURES

Amendments to this Appendix M are the responsibility of the Governance Committee. The Governance Committee can modify this Appendix by recommending changes to the USAAS Board of Directors for approval.

ARTICLE 1

1.01 General:

- A. Unless otherwise stated in the Code of Regulations of United States Artistic Swimming (“USAAS Code”), all election procedures shall follow *Robert’s Rules of Order*.
- B. The Nominating Committee report must be submitted, in writing, to the membership not less than 30 days prior to the date of the elections.
- C. The elections shall be conducted by the USAAS National Office (“National Office”) staff under the supervision of the USAAS Executive Director (“Executive Director”).
- D. Voting rights and privileges shall be recognized by a voting sticker signed by the delegate, issued at the Annual Meeting of the Corporation (“USAAS Convention”) Registration and attached to the delegate’s USAAS Registration badge.
- E. A time for the elections shall be stated in the USAAS Convention agenda; if not, the elections shall be held during the last session of the USAAS Board of Governors (“Board of Governors”).
- F. Elections for USAAS Officers, USAAS Foundation Representatives, USAAS Board of Governors At-Large delegates and other elected individuals may be conducted electronically.

1.02 Conduct of the Election:

- A. The National Office staff shall validate the number of eligible votes.
- B. The National Office staff shall announce to the Board of Governors the number of eligible votes to be cast.
- C. A designated time shall be announced in which all eligible members attending the USAAS Convention will cast votes. Should an eligible member not have their own electronic device, one will be provided in the registration area or other announced designated area for members to access the ballot and vote.
- D. Candidates receiving the greatest number of votes cast shall be elected. If there is a tie, a run-off election shall be held between the tied candidates.
- E. The election shall be verified by the Executive Director and the USAAS President (“President”) (or their appointed representative).
- F. All election results shall be announced prior to the adjournment of the Board of Governors meeting. The President shall make the announcement at an appropriate time in the agenda. The announcement shall include the number of voting delegates and the number of votes cast for each candidate. (Exception: At-Large delegates to the Board of Governors.)

1.03 Post Election Procedures:

- A. A challenge to any election result must be made in writing to the Executive Director within 30 minutes of the announcement of the final election results. When a challenge has been filed, the Executive Director shall notify the President (or their appointed representative). A

candidate (or their appointed representative) who challenges the results has the right to review the results in the company of the Executive Director and National Office staff who conducted the election.

- B. All ballots shall be held for 60 minutes after the announcement of the final election results. At that time, the ballots shall be destroyed. If contested, ballots shall be kept until the dispute is settled.

APPENDIX N

INTERNATIONAL RELATIONS POLICIES AND PROCEDURES

Amendments to this Appendix N are the responsibility of the International Relations Committee. The International Relations Committee can modify this Appendix by recommending changes to the USAAS Board of Directors for approval.

ARTICLE 1

1.01 Personnel Selection Criteria:

This procedure provides a consistent method to select personnel for international assignments (judges, etc.).

A. Procedure:

1. The following criteria will be discussed in a closed meeting of the International Relations Committee. Those members of the International Relations Committee being considered for international positions or assignments shall excuse themselves from the discussion and vote. See USA Artistic Swimming (“USAAS”) Code, Article 5, Section 5.10.
2. The following criteria will be discussed in a closed meeting of the International Relations Committee. A scale of 1 – 5 (1=Low competency; 5=High competency) will be used to help direct the discussion.
 - a. Public Relations
 - b. Dependability
 - c. International Relations/Exposure
 - d. Cooperativeness (past performance with regard to the USAAS Mission, Goals and Expectations)
 - e. Availability
 - f. Image (Continuity)
 - g. Ethics
 - h. Planning/Leadership
 - i. Adaptability/Flexibility
 - j. Experience:
 - (1) Past Performance (such as competition results, etc.).
 - (2) Evaluations (judge’s evaluations).
 - (3) Credentials (Coaching Certification Program, education, etc.).
3. Constructive feedback will be provided to the applicants.

1.02 Judges Selection Procedures for National/Olympic Team Trials:

This procedure is implemented to provide the most knowledgeable judges with international experience and unaffiliated judges for National/Olympic Team Trials.

A. Procedure:

1. The International Relations Chair, when requested by the High Performance Manager (or Designee), will obtain the interest and availability of the AQUA/PAQ Judges and AQUA Evaluators for any upcoming National Team Trials.
 - AQUA/PAQ Judges and AQUA Evaluators who are affiliated with only 1 competitor in the National Team Trials are eligible to judge at the National Team Trials.

- AQUA/PAQ Judges and AQUA Evaluators who are eligible to judge at the National Championships are eligible to judge at the National Team Trials.
 - USAAS Technical Rule OD 2.3.4.5 shall be considered when possible.
2. The International Relations Chair will provide a list of available AQUA/PAQ Judges and AQUA Evaluators to the High Performance Manager (or Designee).
 3. The High Performance Manager (or Designee) will select the appropriate number of officials and notify the International Relations Chair.
 - The High Performance Manager (or Designee) shall consider international and national experience when selecting officials.
 4. The International Relations Chair will notify the AQUA/PAQ Judges and AQUA Evaluators of their selection. The selected officials will re-confirm their availability and work directly with the High Performance Manager (or Designee) to arrange their participation.
 5. When deemed necessary by the International Relations Committee, a National Team Trials Judge/Evaluator shall be referred to the Judges' Committee.

1.03 Judges Selection Procedures for Nomination to the World Aquatics/PanAm Aquatics ("AQUA/PAQ") Judges List:

This procedure is implemented to provide knowledgeable U.S. Judges to the AQUA/PAQ "G" Judges List.

A. Procedure:

1. Upon successful passing of the USAAS Level 4 judges test for the second time, candidates who are interested in an AQUA/PAQ Judge nomination must submit an application and resume for consideration to the International Relations Committee Chair. A list of judges, as prioritized by the Judges' Committee, shall be provided to the International Relations Committee Chair by the Judge's Committee Chair.
2. The International Relations Committee shall review the applications of the candidates and the recommendations of the Judges' Committee and consider the following when approving applications and prioritizing judges for nomination to the AQUA/PAQ "G" Judges List:
 - a. International experience (judge, coach, manager, etc.) and observations, if any.
 - b. Professionalism.
 - c. Ability to judge internationally a minimum of 10 years prior to the mandatory AQUA/PAQ retirement.
3. The International Relations prioritized list of judges shall be used to fill vacancies in the AQUA/PAQ "G" Judges List when openings on the AQUA/PAQ lists become available. Refer to Appendix G.
 - a. Testing: Once the application has been approved by the International Relations Committee, the judge must take and pass the AQUA Advanced Development School Test. The AQUA Advanced Development School test must be passed before nomination to the AQUA/PAQ Judges List. **Exception:** AQUA Advanced Development School attendance is not a requirement if the International Relations Committee Chair has successfully petitioned AQUA for the judge's inclusion on the AQUA Judges List.
 - b. Evaluations: The judge must have been successfully evaluated at 3 of the 4 National Championships listed below:
 - U.S. National Championship
 - U.S. Junior Championship
 - U.S. Youth Championship
 - U.S. Open Championship

4. AQUA/PAQ Judge candidates may contact the Judge's Committee Chair to learn more about improvements they can make in their judging to be considered as an AQUA/PAQ Judge in the future.
5. The International Relations prioritized list of judges shall be reviewed annually.

1.04 Judges Selection Procedures for International Judging Assignments:

- A. To be considered for an international judging assignment by the International Relations Committee, an AQUA/PAQ judge must be compliant with the U.S. attendance requirements (Appendix G, Section 1.03.A.6) and the U.S. evaluation requirements (Appendix G, Section 1.03.D).
- B. In the event there are no compliant AQUA/PAQ judges available for an international competition, the International Relations Committee may consider an AQUA/PAQ judge who is not compliant with the requirements in 1.06 A above for a judging assignment.

1.05 U.S. AQUA/PAQ Judge Removal policy:

- A. AQUA/PAQ Judges with "Official" Lapsed U.S. National ratings will be removed from the AQUA/PAQ Judges lists.
 - **Definition:** "Official" lapsed rating means no extensions have been granted or after extensions are granted, the judge fails to reinstate their National rating.
- B. AQUA/PAQ Judges with "conditional" U.S. National ratings may request an additional year to reinstate their National rating prior to removal from the AQUA/PAQ Judges lists.
 1. Extensions for additional time must be requested by the AQUA/PAQ judge by October 15th during the conditional period via email to the Judge's Committee Chair and the International Relations Committee Chair.
 2. Extensions may be granted by the Judge's Committee Chair, in consultation with the International Relations Committee Chair and the Vice President Olympic International prior to removal.
 - a. When considering granting an extension, the Judge's Committee Chair will consider the judge's evaluations (national & international), attendance, willingness to cooperate and response time to emails regarding the circumstances when reviewing the requirements to reinstate, etc.
 3. If no request for extension has been requested by October 15th, then the judge will be removed from the AQUA and PAQ list when AQUA/PAQ request reconfirmation of the Judges list (typically by November 1st). Notification will be sent to the AQUA/PAQ Judge and the USAAS Board of Directors prior to removal.
- C. Any further extensions due to special circumstances may be granted by the Judge's Committee Chair, in consultation with the International Relations Committee Chair and the Vice President Olympic International prior to removal.
- D. If reinstated at any time, the AQUA/PAQ judge will remain on the AQUA/PAQ lists.
- E. The International Relations Committee approves all international judging assignments. If selected by AQUA or PAQ to judge at a Championship while holding a conditional or lapsed U.S. National rating, the International Relations Committee will have the authority to approve or deny the selection by AQUA or PAQ.
- F. **Additional ways to remove an AQUA/PAQ Judge:**
 1. The International Relations Committee Chair will automatically remove any AQUA/PAQ judge from the AQUA and PAQ Judges lists who has reached the age of 65 according to the World Aquatics Artistic Swimming Manual for Judges, Technical Controllers, Referees and Coaches. Removal will occur at the end of the year of the 65th birthday.

2. The International Relations Committee Chair will automatically remove any AQUA/PAQ judge from the AQUA and/or PAQ lists if requested by the AQUA/PAQ Judge.
3. The International Relations Committee Chair will remove any AQUA/PAQ judge if no requests for extension have been requested or approved and the rating has lapsed.

APPENDIX O

WEIGHTED VOTE CALCULATIONS FOR ATHLETE REPRESENTATION

Amendments to this Appendix O are the responsibility of the Governance Committee. The Governance Committee can modify this Appendix by recommending changes to the USAAS Board of Directors for approval.

Each member, of all categories, has a responsibility to attend meetings, etc. to protect their voting right. If a member from any category does not attend the USA Artistic Swimming Board of Governors ("Board of Governors") meeting, that individual's voting right is not assigned to someone else unless specifically provided for in the USAAS Code, such as by an officially recognized alternate.

Weighted Vote Calculations for Athlete Representation:

1. Athlete Representatives, as a whole, shall have at least thirty-three and three tenths percent (33.3%) of the voting power of the Board of Governors meeting.
2. If the total number of Athlete Representatives voting when divided by the total number of qualified voting members is less than 33.3%, proceed to the next step; if the number is 33.3% or greater, stop, no calculation is required.
3. The total number of non-athlete members of the Board of Governors is divided by twice the number of Athlete Representatives.
4. The result of # 3 shall be called the weighted factor for each Athlete Representative vote.
5. Voting by proxy is not allowed.

An example of the calculation for the weighted factor is shown below:

For 90 non-athlete representatives ("NAR") and 10 Athlete Representatives ("AR") the weighted factor ("WF") is calculated by:

$$WF = NAR / 2 \times AR$$

$$WF = 90 / 2 \times 10$$

$$WF = 90 / 20$$

$$WF = 4.50$$

APPENDIX P

CODE OF ETHICS

Amendments to this Appendix P are the responsibility of the USAAS Board of Directors.

INTRODUCTION

USA Artistic Swimming (“USAAS”) is recognized by the United States Olympic and Paralympic Committee (“USOPC”) as the National Governing Body (“NGB”) for the sport of artistic swimming and by World Aquatics (“AQUA”, formerly known as the Federation Internationale de Natation “FINA”) as a constituent member of United States Aquatic Sports (“USAS”) for participation in the Olympic Games.

The mission of USAAS is to lead in the advancement of artistic swimming by empowering athletes to achieve competitive success, uniting our community and inspiring our members to pursue lifelong excellence and involvement in the sport.

USAAS is inspired by the following ideals in all sport contexts. Our values guide our behaviors:

- Excellence through consistently high standards and expectations.
- Creativity through imaginative and bold action.
- Integrity through honesty and respect for fair play.
- Teamwork through coordinated effort to utilize individual capabilities.
- Empowerment through personal and institutional responsibility.

USAAS grants the privilege of membership and/or affiliation with USAAS to individuals and organizations committed to its mission. The privilege of membership and/or affiliation with USAAS may, therefore, be withdrawn by USAAS at any time where USAAS determines that a member's conduct is inconsistent with the mission of the organization or the best interest of the sport and those who participate in it.

In order to assist all members to better serve the interests of those who participate in artistic swimming, USAAS has adopted this Code of Ethics (Appendix P). The Code of Ethics is not intended to establish a set of rules that will, by inclusion or exclusion, prescribe the appropriate behavior for USAAS members in every aspect of their participation in the sport. Rather, the Code of Ethics offers general principles to guide the conduct, and the judicious appraisal of conduct, of all USAAS members (including employees and agents of USAAS) in situations that have ethical implications.

The Code of Ethics cannot further ethical conduct in the sport of artistic swimming; that can only come from the personal commitment of the participants in the sport to behave ethically. The Code of Ethics is offered to guide and to affirm the will of all of USAAS members to safeguard the best interests of the sport by acting ethically at all times.

ARTICLE 1

ELEMENTS OF THE CODE OF ETHICS

1.01 Protected Individual(s): This Appendix P applies to the following individuals (“Protected Individual(s)”):

- A. USAAS Employees;
- B. Members of the USAAS Board of Directors (“Board of Directors”);

- C. USAAS Members;
- D. USAAS Committee Members;
- E. Volunteers;
- F. Contractors; and
- G. Associated Individuals.

Note: Applicable to USAAS Athlete Representatives serving in one (or more) of the above-mentioned categories.

1.02 Participant Obligations:

- A. Protected Individuals shall:
 - 1. Comply with the Athlete Safety Policy (Appendix Q).
 - 2. Comply with 36 U.S. Code Section 220524(a)(10) of the Ted Stevens Olympic and Amateur Sports Act (“Act”) that “prohibits any individual who is an employee, member or contractor of USAAS from assisting a member or former member in obtaining a new job (except for the routine transmission of administrative and personnel files) if the individual knows that the member or former member:
 - a. violated the policies or procedures of the U.S. Center for SafeSport related to sexual misconduct and/or;
 - b. was convicted of a crime involving sexual misconduct with a minor in violation of applicable law or the policies or procedures of the U.S. Center for SafeSport.”
 - 3. Comply with all anti-doping rules of the:
 - World Anti-Doping Agency (“WADA”);
 - AQUA;
 - USOPC including, but not limited to, the USOPC National Anti-Doping Policy, the U.S. Anti-Doping Agency (“USADA”), including the USADA Protocol for Olympic and Paralympic Movement Testing (“USADA Protocol”) and all other policies and rules adopted by WADA, AQUA, USOPC and USADA.
 - 4. Submit to drug testing. Athlete Protected Individuals agree to submit to drug testing by AQUA and/or USADA (or their designees) at any time and understand that the use of methods or substances prohibited by the applicable anti-doping rules make the Athlete Protected Individuals subject to penalties including, but not limited to, disqualification and suspension. If it is determined that an Athlete Protected Individual may have committed a doping violation, the Athlete Protected Individual agrees to submit to the results management authority and processes of USADA, including arbitration under the USADA Protocol, or to the results management authority of AQUA, if applicable, or referred by USADA.
- B. Protected Individuals are obligated to support the mission and values of the organization. It is inconsistent with this obligation for any Protected Individual to:
 - 1. Fail to follow the safety guidelines established by USAAS or otherwise knowingly subject a Protected Individual to unreasonable physical or emotional risk.
 - 2. Engage in conduct that is unfair including, in particular, attempting to injure, disable or intentionally interfere with the preparation of an Athlete Protected Individual.
 - 3. Engage in conduct that is abusive toward another Protected Individual. USAAS recognizes that the process for training and motivating Athlete Protected Individuals will vary with each coach and each athlete. It is nevertheless incumbent on everyone involved in the sport to support the development and use of motivational and training methods that avoid conduct that is abusive.

4. Discriminate in the provision of resources or opportunities to any Protected Individual or prospective member on the basis of race, ethnicity, culture, religion, sex (including gender identity, sexual orientation or pregnancy), age, family status, socio-economic status, geographical location, nationality, body shape, beliefs, mental or physical ability or other defining characteristics. Refer to Appendix T.
5. Attempt to intimidate, embarrass or improperly influence any Protected Individual responsible for judging or administering a competition.
6. Engage in business practices directed toward another Protected Individual which are determined by a court or other similar adjudicatory body to be unethical, illegal or a breach of contract.
7. Fail to comply with the following:
 - The Act;
 - USOPC By-Laws, Policies and Procedures;
 - USAAS Code, Policies and Procedures;
 - State and Federal Laws;
 - U.S. Center for SafeSport Policies and Procedures;
 - USADA Policies and Procedures; and
 - The Olympic Movement Code on the Prevention of the Manipulation of Competitions.

1.03 Participation:

Any USAAS activity or event should be open to any Protected Individual properly qualified under the rules of that activity or event, and every Protected Individual participating in a USAAS activity or event has an obligation to participate to the best of their abilities. It is inconsistent with this obligation for any Protected Individual to:

- A. Restrict the ability of a Protected Individual to qualify for or participate in competition because of the Protected Individual's association with a particular organization or individual or because of that Protected Individual's race, ethnicity, culture, religion, sex (including gender identity, sexual orientation or pregnancy), age, family status, socio-economic status, geographical location, nationality, body shape, beliefs, mental or physical ability, or other defining characteristics.
- B. Participate as a judge, coach, athlete or administrator in any activity where that judge, coach or athlete is inadequately prepared, unable to participate or fails to participate to the best of their ability.
- C. Engage in behavior which is so disorderly or inappropriate as to interfere with the orderly conduct of the activity or other Protected Individuals' participation in, or enjoyment of, the activity.
- D. Restrict the ability of a Protected Individual to protest social injustice in a peaceful and respectful manner (that does not bring physical harm to property or others) at an event.

1.04 Responsibility:

Protected Individuals have a responsibility to the sport of artistic swimming and the rules and regulations that govern it. It is inconsistent with this obligation for any Protected Individual to:

- A. Knowingly misrepresent the policies or actions of USAAS or its authorized representatives.
- B. Fail to follow the established procedures for challenging a competitive result, contesting a Team selection decision, complaining about the conduct of another Protected Individual or attempting to reverse a policy adopted by USAAS.
- C. Breach the duty to maintain appropriately established confidences of USAAS or its Protected Individuals.

- D. Misrepresent oneself as someone else when engaging in training or testing, whether in person or on-line.

1.05 Communication:

Protected Individuals have a duty to communicate honestly and openly with the organization and its Protected Individuals. It is inconsistent with this obligation for any Protected Individual to:

- A. Misrepresent competitive achievements, professional qualifications, education, experience, eligibility, criminal record or affiliations.
- B. Knowingly disseminate false or misleading information about another Protected Individual.
- C. Withhold from Athlete Protected Individuals information or resources likely to enhance the Athlete Protected Individuals' enjoyment of the sport or reduce their risk of injury or illness.
- D. Fail to consult with or inform fully the Athlete Protected Individual or the Athlete Protected Individual's parents about opportunities made available to the Athlete Protected Individual involving competitions, commercial activities or recognition.
- E. Misrepresent the nature or extent of an injury in order to decline an invitation to participate in or withdraw from a competition assignment, training camp or other similar activity.
- F. Misrepresent the nature or extent of an injury in order to participate in (or cause an Athlete Protected Individual to participate in) a competition, training camp or other similar activity when such participation is inconsistent with the appropriate medical response to the injury.
- G. Misuse social media and/or digital platforms to the detriment of another Protected Individual.

1.06 Alcohol and Drug Abuse:

Protected Individuals shall ensure that the sport is conducted in an environment free of drug or alcohol abuse. It is inconsistent with this obligation for any Protected Individual to:

- A. Use or provide to a third party any drug proscribed by applicable federal, state or municipal law.
- B. Assist or condone any competing Athlete Protected Individual's use of a drug banned by the:
 - International Olympic Committee ("IOC");
 - WADA;
 - AQUA;
 - USADA;
 - USAAS; or
 - National Collegiate Athletic Association ("NCAA"), or,in the case of Athlete Protected Individuals, to use such drugs or refuse to submit to properly conducted drug tests administered by one of those organizations.
- C. Provide alcohol to, or condone the use of alcohol by, minors, abuse alcohol in the presence of Athlete Protected Individuals or at USAAS activities or, in the case of Athlete Protected Individuals, consume alcoholic beverages while a minor.
 - **Note:** Reporting allegations of Prohibited Conduct as defined in the Athlete Safety Policy (Appendix Q) should follow the reporting requirements and procedures as outlined in Appendix Q. Athlete Safety violations may be reported anonymously and must be reported within twenty-four (24) hours after the participant becomes aware of the facts giving rise to the concern.

1.07 Criminal Conduct:

Protected Individuals are expected to comply with all applicable criminal codes. This obligation is violated by any Protected Individual who has been convicted of or has entered a plea of guilty or no contest to a criminal charge or indictment involving sexual misconduct, child abuse or conduct that is a violation of a law specifically designed to protect minors. Depending on the nature of the crime, this obligation may be violated by any Protected Individual who has been convicted of or has entered a plea of guilty or no contest to any felony charge or indictment involving conduct other than that specifically described above.

- **Note:** Reporting allegations of Prohibited Conduct as defined in the Athlete Safety Policy (Appendix Q) should follow the reporting requirements and procedures as outlined in Appendix Q. Athlete Safety violations may be reported anonymously and must be reported within twenty-four (24) hours after the participant becomes aware of the facts giving rise to the concern.

1.08 Sexual Misconduct:

Non-athlete Protected Individuals must protect the integrity of the sport and the interests of the Athlete Protected Individuals they serve by avoiding sexual relationships with Athlete Protected Individuals.

- **Note:** Reporting allegations of Prohibited Conduct as defined in the Athlete Safety Policy (Appendix Q) should follow the reporting requirements and procedures as outlined in Appendix Q. Athlete Safety violations may be reported anonymously and must be reported within twenty-four (24) hours after the participant becomes aware of the facts giving rise to the concern.

1.09 Conflict of Interest:

Protected Individuals are responsible for disclosing both actual and perceived conflicts of interest in the conduct of business on behalf of the organization.

1.10 Confidentiality:

Protected Individuals are responsible to retain the confidentiality in the conduct of business on behalf of the organization.

ARTICLE 2

ENFORCEMENT OF THE CODE OF ETHICS

2.01 Compliance with the Code of Ethics depends primarily upon understanding and voluntary compliance, secondarily upon reinforcement by peers, and, when necessary, upon enforcement through disciplinary action.

Any individual who believes that a Protected Individual has failed to meet their obligations under the Code of Ethics is, under all but the most egregious circumstances, encouraged to first address that concern directly to that Protected Individual. If that action does not result in a satisfactory resolution, the Protected Individual shall file a grievance with the USAAS Executive Director ("Executive Director") (ceo@usaartisticswim.org), or with the USAAS President ("President") (president@usaartisticswim.org), who shall process the grievance in accordance with the USAAS Grievance Procedures (Appendix K).

- A. When a grievance is determined to be the authority of the USAAS Ethics Committee, the USAAS Ethics Committee may, upon review of the grievance:
 1. Determine that the grievance does not merit further action; or
 2. Inform the Executive Director, President and/or Board of Directors that the grievance should be referred to another USAAS committee, Local Artistic Swimming Committee ("LASC") or Zone Artistic Swimming Committee ("Zone") Review Board for action; or

3. Begin an investigation by opening a case file.
- B. Upon review of the USAAS Ethics Committee's report and recommendation, the Executive Director, President and Board of Directors shall determine the final outcome and decision of the grievance.

2.02 No Retaliation:

- A. USAAS will not encourage, allow, or tolerate attempts from any individual or group of individuals to retaliate, punish, allow or in any way harm any Protected Individual(s) who reports a concern in good faith. This applies to the complainant and other Protected Individuals before, during, and after the process of resolving a grievance. Such actions will be considered a violation of the USAAS Whistleblower and Anti-Retaliation Policy (Appendix S).
- B. Pursuant to Section 220501(b)(11) of the Act, "any adverse or discriminatory action, or the threat of an adverse or discriminatory action, including, but not limited to, removal from a training facility, reduced coaching or training, reduced meals or housing, and removal from competition, carried out against a Protected Individual as a result of any communication including, but not limited to, the filing of a formal complaint by the Protected Individual, or a parent or legal guardian of the Protected Individual, relating to the allegation of physical abuse, sexual harassment and/or sexual misconduct, or emotional abuse, or other reported alleged violation with:
 - the U.S. Center for SafeSport;
 - a coach, trainer, manager, administrator or official associated with USAAS;
 - the U.S. Attorney General;
 - a Federal or State law enforcement authority;
 - the Equal Employment Opportunity Commission; or
 - Congress."
- C. USAAS may not retaliate against an employee or contractor with the intent or effect of adversely affecting the terms or conditions of employment or other contractual rights including, but not limited to, threats of physical harm, loss of job, punitive work assignments, impact on salary or wages, or impact on contractual payments.
- D. No action, or threat of action, shall be taken against an Athlete Protected Individual as a reprisal for disclosing information to, or seeking assistance from, the USOPC Office of the Athlete Ombuds as outlined in Section 220509(b)(5) of the Act.

2.03 Points of Contact and Resources:

- A. Protected Individuals in need of further information, guidance and/or the enforcement thereof, in relation to this Appendix P, may contact the Executive Director at:

Phone: (719) 866-2219

Email: ceo@usaartisticswim.org

- B. In addition, the USOPC Ethics and Compliance team may serve as a secondary resource for questions or concerns regarding this Appendix P. The USOPC Ethics and Compliance team may be contacted at:

USOPC Integrity Hotline: (877) 404-9935

USOPC Integrity Portal: <https://usopc.ethicspoint.com>

- C. **USOPC Athlete Ombuds Assistance:**

The USOPC Athlete Ombuds ("Athlete Ombuds") provides cost-free, independent and confidential advice regarding athlete rights; resolving disputes or grievances; and any

sport rule, policy, or process, including USAAS-athlete agreements, codes of conduct or Team selection procedures. The Athlete Ombuds can also help athletes connect with legal counsel or mental health resources, if needed. The Athlete Ombuds may be contacted at:

Phone: (719) 866-5000

Email: ombudsman@usaathlete.org

Website: www.usathlete.org

APPENDIX Q

ATHLETE SAFETY POLICY

Amendments to this Appendix Q are the responsibility of the USAAS Board of Directors.

INTRODUCTION

USA Artistic Swimming (“USAAS”) is committed to providing a safe environment for its members, athletes, coaches, officials, volunteers and employees. USAAS advocates building strong self-images among youth participants, strives to promote good sportsmanship throughout the organization, and encourages qualities of mutual respect, courtesy, and tolerance. When any member, athlete, coach, official, volunteer or employee is subjected to physical, sexual, emotional or verbal abuse or harassment, it undermines the mission and values of USAAS.

USAAS, as a recognized National Governing Body (“NGB”) by the United States Olympic and Paralympic Committee (“USOPC”), is under the jurisdiction of the U.S. Center for SafeSport and subject to the U.S. Center [SafeSport Code for the Olympic and Paralympic Movement](#). The U.S. Center for SafeSport, the USOPC and federal legislation all promote policies and procedures to safeguard amateur athletes and this policy reinforces those principles by providing specific application for USAAS.

The USAAS Athlete Safety Policy (Appendix Q) and the USAAS Minor Athlete Abuse Prevention Policy (“MAAPP”) work in concert to forward the organization’s commitment to the prevention and education efforts aimed at creating an environment free of emotional, physical and sexual misconduct and abuse, and to ensure effective and prompt resolution upon the allegation of misconduct and/or abuse.

The U.S. Center for SafeSport has the exclusive authority to investigate and resolve conduct involving (a) sexual misconduct and (b) Prohibited Conduct (as defined in Article 4 below) that is reasonably related to the underlying allegation of sexual misconduct. The U.S. Center for SafeSport also has discretionary authority over other alleged violations of any Prohibited Conduct under the U.S. Center SafeSport Code as well as alleged violations of the MAAPP. USAAS and its Participants (as defined in Section 1.01 A below) shall not interfere in, attempt to interfere in, or attempt to influence the outcome of any U.S. Center for SafeSport investigation, USOPC investigation and/or the investigation by law enforcement.

This Appendix Q, in addition to other USAAS policies, are included in the [USA Artistic Swimming Rulebook](#).

Nothing contained in this Appendix Q is intended to supersede, replace, or otherwise invalidate the Ted Stevens Olympic and Amateur Sports Act, or the U.S. Center SafeSport Code for the U.S. Olympic and Paralympic Movement and/or any applicable federal and state laws on the mandatory reporting of child abuse or sexual misconduct.

ARTICLE 1

1.01 Participants:

- A. This Appendix Q applies to those individuals defined as Participants by the U.S. Center SafeSport Code as any individual who is seeking to be, currently is and/or was at the time of an alleged SafeSport Code violation:
 - A member of USAAS;
 - An employee or board member of USAAS;
 - Within the governance or disciplinary jurisdiction of USAAS; and/or

- Authorized, approved or appointed by USAAS to have regular contact with, and/or authority over, Athlete Protected Individuals. Refer to Appendix P.
- B. Specifically, this Appendix Q applies to the following individuals (“Participants”):
1. USAAS Employees;
 2. Members of the USAAS Board of Directors;
 3. Contractors;
 4. All National Team Coaches, contractors, chaperones, and volunteers who have regular contact with, and/or authority over, athletes;
 5. All National Talent, Olympic Development and Elite Camp Coaches, contractors, chaperones, and volunteers who have regular contact with, and/or authority over, athletes;
 6. All National Team athletes currently listed in the U.S. Anti-Doping Agency (“USADA”) Registered Testing Pool;
 7. All Athletes (eighteen [18] years of age and older) who practice and/or compete with minor age athletes;
 8. All members (eighteen [18] years of age and older) serving on all USAAS committees, subcommittees and boards;
 9. All USAAS Member Club board members, employees, contract coaches, chaperones, support staff, and volunteers who have regular contact with, and/or authority over, athletes. This includes, but is not limited to, Dance, Acrobatics, Flexibility, Swimming Staff, etc. at any national or local training facility);
 10. All officials (Levels 1 through World Aquatics “A” & Emeritus);
 11. All staff, including coaches, managers, chaperones and adults who have regular contact with, and/or authority over, athletes while traveling with athletes to national, regional and local events or for the Club Option or Private Invitation Programs. Excludes adults traveling only as fans;
 12. All Life and Professional members who have regular contact with, and/or authority over, athletes or are eighteen (18) years of age or older and train with minor age athletes.
- C. **Exception:** In limited circumstances, USAAS may determine an individual(s) otherwise meeting the definition of Participant (as defined in Section 1.01 A above) will not be deemed to be a Participant(s).

1.02 Dual Jurisdiction: A USAAS Participant may also be identified as a USOPC Participant (at a USOPC Sponsored or Delegation Event) and subject to the USOPC Athlete Safety Policy and other applicable policies of the USOPC.

ARTICLE 2

2.01 Jurisdiction:

- A. **Coverage:** For the purposes of this Appendix Q, USAAS shall have jurisdiction to investigate and resolve allegations of Prohibited Conduct (as defined in Article 4 below) that are not within the U.S. Center for SafeSport’s jurisdiction (exclusive and discretionary) and that are not related to a matter wherein the USOPC asserts jurisdiction.
- B. **Relevant Organizational Policies:** Allegations against USAAS employees may be addressed through the USAAS’s employment policies and procedures and may also be addressed according to Appendix Q. In addition, USAAS may address violations of this Appendix Q by all Participants under other relevant organizational policies (i.e., USAAS Code of Ethics, Appendix P).

ARTICLE 3

3.01 Prevention Policies:

- A. **Minor Athlete Abuse Prevention Policies:** USAAS recognizes additional safeguards are paramount to the wellbeing of minor athletes. As such, USAAS has formally adopted MAAPP and all USAAS Participants are subject to its requirements. The MAAPP policy can be found at <https://www.teamusa.org/usa-artistic-swimming/safesport>.
- B. **Education and Training:** USAAS requires that all Adult Participants remain current with the required training outlined in Part I of the MAAPP. This includes, but is not limited to, the following:
1. **SafeSport Trained Core Course:** Required for all Adult Participants:
 - a. before regular contact with an athlete and within the first forty-five (45) days of either initial membership; or
 - b. upon beginning a new role subjecting the individual to the MAAPP; and
 - c. every fourth (4th) year.
Exception: Adult Participants who are recognized by USAAS as USAAS medical providers may elect to take the Health Professionals Course in lieu of the SafeSport Trained Core Course.
 2. **Refresher Training:** Required for all Adult Participants on an annual basis, beginning the calendar year after completing the SafeSport Trained Core Course as required in 3.01 B.1 above.
 3. **Minor Training:** USAAS will, on an annual basis and subject to parental consent, offer and provide training to Participants who are minors, on the prevention and reporting of child abuse.
 4. **Parent Training:** USAAS will, on an annual basis, offer and provide training to parents of minors, on the prevention and reporting of child abuse. USAAS shall track:
 - a. a description of the training(s);
 - b. the date the training(s) was offered and provided; and
 - c. a description of how the training(s) was offered and provided.
- C. **Exemption for Survivor:** Exemptions from the education and training requirements may be made on a case-by-case basis for victims/survivors. Request may be made directly to the U.S. Center for SafeSport, via email at exemptions@safesport.org, or to USAAS Athlete Safety Manager, via email at USAASsafesport@usaartisticswim.org.
- D. **Modifications:** USAAS will work with individuals with disabilities and individuals with limited English proficiency on a case-by-case basis to satisfy these education and training requirements.
- E. **Tracking Requirements:** USAAS will track all education and training requirements and perform periodic checks to ensure compliance with this Appendix Q.

ARTICLE 4

4.01 Prohibited Conduct:

USAAS will not accept or tolerate misconduct in any form by, or directed toward, any USAAS Participant, parent, spectator or other person while participating in or preparing for activities or events conducted under the protection and support of USAAS. Participants are prohibited from engaging in conduct (or failing to report such conduct and/or abuse) identified in this Section 4.01 as Prohibited Conduct.

- A. **Violations of the U.S. Center SafeSport Code:** USAAS adopts and incorporates herein the definitions of Prohibited Conduct, as defined in the U.S. Center SafeSport Code.
- B. **Violation of MAAPP:** Participants are prohibited from violating MAAPP.

- C. **Violation of the USAAS Process:** Participants are prohibited from engaging in Prohibited Conduct as it relates to USAAS processes such as, but not limited to, failing to make a required report in accordance with this Appendix Q, as well as the Whistleblower and Anti-Retaliation Policy (Appendix S).

ARTICLE 5

5.01 Reporting Allegations of Prohibited Conduct:

USAAS recognizes it may be difficult for an athlete, teammate, co-worker, friend or family member to report an allegation of misconduct and strives to remove as many barriers to reporting as possible. The reporter's critical role is simply to report the allegation to the appropriate entity(ies). It is not the reporter's responsibility to evaluate the credibility of the allegation, gather additional information or investigate the incident. Individuals needing assistance with reporting or having questions about appropriate reporting protocol should contact the USAAS Athlete Safety Manager.

5.02 Mandatory Reporter Designation: Adult Participants are mandatory reporters and must report suspicions or allegations of Prohibited Conduct as directed in Section 5.03 below.

5.03 Reporting Protocol:

- A. **Reporting Sexual Misconduct and Child Abuse:** Allegations of child abuse, including physical or sexual abuse, or neglect, **must be reported to law enforcement and the U.S. Center for SafeSport immediately (within twenty-four [24] hours).** Other allegations of sexual misconduct must be reported to the U.S. Center for SafeSport.

1. **U.S. Center for SafeSport:**

Phone: 833-5US-SAFE (587-7233)

Reporting: <https://uscenterforsafesport.org/report-a-concern/>

2. **Law Enforcement:**

If an Adult Participant, including staff and board members of USAAS, learns of information and reasonably suspects that a minor has suffered an incident of child abuse (to include neglect, physical, emotional, and sexual abuse) they **must report this to law enforcement** (or in some states child protective services) **and the U.S. Center for SafeSport immediately (within twenty-four [24] hours).** Filing a report with the U.S. Center for SafeSport does not satisfy the reporting requirement to law enforcement. Information on reporting to law enforcement/child protective services can be found at: <https://www.childwelfare.gov/topics/responding/reporting/how/>.

Adult Participants shall comply with any applicable state laws on the mandatory reporting of child abuse or sexual misconduct.

- Individuals reporting to law enforcement are encouraged to request, retain and provide to the U.S. Center for SafeSport, the applicable case identification number, investigator name and/or contact information, if available.

B. **Reporting Emotional, Physical, other Prohibited Conduct and MAAPP Violations:**

1. Adult Participants should promptly report allegations of emotional, physical or other Prohibited Conduct and allegations of MAAPP violations by providing as much relevant information as possible (i.e., reporting parties name and contact information, alleged misconduct/concern, date of incident, location of incident, individuals involved and their roles, ages and contact information, if known, including potential bystanders/witnesses) and send any relevant documentation to USAAS:

Phone: (719) 866-2219

Email: USAASsafesport@usaartisticswim.org

In Person: USAAS Athlete Safety Manager

2. If an allegation of sexual misconduct or child abuse is received by the USAAS Athlete Safety Manager, the matter will be referred to the appropriate law enforcement or child protective entity and the U.S. Center for SafeSport immediately (within twenty-four [24] hours).
 3. Nothing precludes an individual from reporting emotional, physical and/or other Prohibited Conduct or violations of MAAPP to the U.S. Center for SafeSport. If the reporter has a specific concern, such as a conflict of interest, the individual is encouraged to note their concern on the incident report form. If the U.S. Center for SafeSport does not assume jurisdiction, it has a process to route the allegation to the appropriate entity for review, response and resolution.
- C. **Survivor Exception:** Nothing in this Appendix Q requires a victim/survivor of child abuse or other misconduct to self-report.
- D. **Anonymous Reporting:** Reports may be made anonymously. However, it does not mean that the underlying information will be protected; reporting anonymously may limit USAAS' ability to investigate and respond to a report.
- E. **Fees:** No direct fees or other costs are involved in making a report.
- F. **Escalation of Reports:** If an individual feels USAAS has failed to act upon the information reported, not managed the matter appropriately or feels there is an inherent conflict of interest in reporting the matter to the USAAS Athlete Safety Manager, the individual may escalate these concerns to the USAAS Executive Director ("Executive Director"). If an individual feels that there is a conflict of interest in reporting the matter to the Executive Director or that the Executive Director has been unresponsive to their inquiry, the individual may escalate the matter to the USAAS President ("President").

5.04 Whistleblower Protection: Regardless of outcome, USAAS will support the reporting party and their right to express concerns in good faith. USAAS will not encourage, allow, or tolerate attempts from any individual or group of individuals to retaliate, punish, allow or in any way harm any Protected Individual(s) who reports a concern in good faith. This applies to the complainant and other Protected Individuals before, during, and after the process of resolving an abuse or misconduct allegation whether led by USAAS, U.S. Center for SafeSport or USOPC. Such actions will be considered a violation of the USAAS Whistleblower and Anti-Retaliation Policy (Appendix S).

ARTICLE 6

6.01 Response and Resolution:

Refer to USAAS Administrative Rule Article 24.

- A. The U.S. Center for SafeSport has the exclusive authority to investigate and resolve conduct involving sexual misconduct, child abuse and Prohibited Conduct under the U.S. Center SafeSport Code that is reasonably related to the underlying allegation under its exclusive authority. Exclusive authority means only the U.S. Center for SafeSport will investigate and manage any related resolution or arbitration involving sexual misconduct or child abuse, and USAAS will not conduct its own investigation or arbitration with respect to possible sexual misconduct or child abuse, except as otherwise provided. These actions will be the responsibility of the USAAS Athlete Safety Manager.
- B. USAAS will promptly inform an identified reporting party of its jurisdictional determination by communicating that the matter is being:
- referred to the U.S. Center for SafeSport;
 - addressed by USAAS;
 - referred to the USOPC, law enforcement; and/or

- referred to a local affiliated organization.
- C. USAAS will promptly and thoroughly investigate any and all allegations of misconduct (except for reports of sexual misconduct or child abuse as outlined in Section 6.01 A above) in matters that are within its jurisdiction. On the written request of USAAS or the USOPC, the U.S. Center for SafeSport may, in its discretion, accept authority over alleged violations of any Prohibited Conduct under the U.S. Center SafeSport Code. If the U.S. Center for SafeSport accepts jurisdiction over a matter, then that matter shall fall under its exclusive authority.
 - D. If USAAS determines that any Participant (as defined in Section 1.01 A above) has engaged in any Prohibited Conduct, the Participant will be subject to appropriate disciplinary action, up to and including immediate termination of any contractual relationship, decertification or expulsion from the membership of the organization.
 - E. USAAS cannot guarantee complete confidentiality of complaints. However, USAAS shall strive to ensure that all complaints are handled in a manner that, to the greatest degree possible, protects the rights of all parties.
 - F. When necessary and appropriate, this information shall be communicated to the appropriate authorities for investigation and should be reviewed by appropriate officials, whose response shall include timely notification of such allegations to the alleged offender.
 - G. Any Participant accused of a violation of the U.S. Center SafeSport Code or this Athlete Safety Policy may be temporarily suspended at any time by the Executive Director, in consultation with the President, until or while the matter is investigated and resolved. A Participant may apply to have a suspension lifted or, if applicable, to be reinstated within the organization, according to USAAS Administrative Rules, Article 24, Section 24.07 B and Section 24.07 C.12. Reinstatement is not a right, and no assurance is made that the Participant will be reinstated to their former position.
 - H. Any Participant or member organization that fails to appropriately report, who makes a false report, or who threatens retaliation or reprisal against an individual for reporting Prohibited Conduct will be subject to discipline or other action as may be within the jurisdiction of USAAS.
 - I. USAAS will reflect and enforce any sanction, whether temporary or permanent, imposed on a Participant by the U.S. Center for SafeSport or the USOPC.

ARTICLE 7

7.01 Background Check Policies and Disqualification from Service:

In an effort to further foster a safe environment, USAAS is subject to, and will fully comply with, the [USOPC's Responsible Sport Organization Background Check Policy](#) ("USOPC RSO Policy"). As such, USAAS requires criminal background screening as follows.

It is the policy of USAAS that it will not authorize or sanction the participation of any individual who has regular contact with, and/or authority over, athletes, if the individual refuses to consent to a background check by USAAS before they are allowed to have access to athletes in USAAS programs that it directly controls. Further, it is the policy of USAAS, that it will require its affiliates to adopt this policy as a condition of their affiliation with USAAS. Background checks listed herein may also be applied to Appendix P.

- A. Background checks are required for all USAAS Participants listed in Section 1.01 A above. Parental consent is required for minors under eighteen (18) years of age.
- B. USAAS requires background checks be completed by the earlier of:
 1. before contact with athlete(s) begins; or
 2. within the first forty-five (45) days of initial membership or upon beginning a new role subjecting the individual to this policy.

Full background checks are valid for two (2) years. A supplemental background check will be conducted in the off years utilizing the supplemental background check search components identified in the USOPC RSO Policy. USAAS recommends reapplying prior to the expiration of the current background check.

- C. Criminal offenses that will trigger a “Red Light” report through the USAAS approved background check company, National Center for Safety Initiatives (“NCSI”), are as follows:
 - 1. National Council of Youth Sports (“NCYS”) Standards
 - 2. USOPC StandardsBoth of these standards can be found in their entirety on the USAAS website at <https://www.teamusa.org/usa-artistic-swimming/safesport>.
- D. Consistent with USAAS Background Red Light Procedure, the USAAS Ethics Committee will review and assess all background check reports flagged as a “Red Light” and will determine the eligibility and right to participate of any individual who has received a “Red Light” background check report. The USAAS Background Red Light policy can be found at: <https://www.teamusa.org/usa-artistic-swimming/safesport>.
 - 1. Any individual with an offense that triggers a “Red Light” report shall receive directions on how to question or challenge the report from NCSI.
 - 2. If the individual fails to contact NCSI, that individual’s background check report will be finalized and the results will be provided to USAAS.
- E. Individuals subject to background checks under this section have an affirmative duty to disclose their criminal history to USAAS. Failing to disclose or intentionally misrepresent an arrest, pending charge, conviction, admission of guilt, a plea to the charge or a lesser included offense, a plea of no contest, any plea analogous to an Alford or Kennedy plea, the disposition of the proceeding through a diversionary program, deferred adjudication, deferred prosecution, disposition of supervision, conditional dismissal, juvenile delinquency adjudication or similar arrangement, is grounds for disciplinary action, regardless of when the offense is discovered or occurred. An individual also has an affirmative duty to disclose a pending outcome, confirmed violation, suspension or other sanction stemming from any SafeSport-related matter. In such an event, the individual must notify USAAS in writing and within twenty-four (24) hours.
- F. In addition to the above, any individual, club or Association who has been party to, or has knowledge of, any degrading, hazing or initiation rite, without reporting it or taking action, shall be subject to suspension from participating, or holding office with any Team, club or Association that is a member of, or affiliated with, USAAS.

ARTICLE 8

8.01 Compliance:

- A. USAAS tracks Participants’ compliance to its Athlete Safety Policy on a periodic basis.
- B. All Participants who are not compliant with education and training and Background Check requirements will hold a suspended membership until all requirements are completed.

8.02 USOPC’s NGB Athlete Safety Policy: Full compliance with the USOPC’s NGB Athlete Safety Policy is required, including but not limited to, the following notification requirements:

- A. **Compliance with the USOPC’s NGB Athlete Safety Policy, Section 3.2:** USAAS will notify the USOPC’s Security and Athlete Safety Office as soon as possible (within twenty-four (24) hours) after learning of an allegation of Prohibited Conduct that occurred at an Olympic and Paralympic Training Center (“OPTC”), a USOPC Sponsored Event, or at any third-party sponsored event to which the USOPC sends a delegation (“USOPC Delegation Event”). Any temporary measure(s) imposed by

USAAS and/or the U.S. Center for SafeSport in response to an allegation must be included in the required notification.

- B. **Compliance with the USOPC's NGB Athlete Safety Policy, Section 3.3:** USAAS will notify the USOPC's Security and Athlete Safety Office as soon as possible (within twenty-four (24) hours) of imposing its own or being notified of a U.S. Center for SafeSport imposed sanction(s) and/or temporary measure(s), affecting Participants who the USAAS knows, or reasonably expects, to:

- be nominated for or selected as a Participant to a USOPC Delegation Event;
- be a Participant at a USOPC Sponsored Event;
- have access to an OPTC; and/or
- receive a benefit and/or service from the USOPC as outlined in the USOPC Athlete Safety Policy.

The USOPC Athlete Safety policy can be found at <https://www.teamusa.org/team-usa-athlete-services/safe-sport>

APPENDIX R

USA ARTISTIC SWIMMING AWARDS

Amendments to this Appendix R are the responsibility of the Awards Committee and the Lillian MacKellar Award Subcommittee. These committees can modify this Appendix by recommending changes to the USAAS Board of Directors for approval.

ARTICLE 1

1.01 Awards Presented by USA Artistic Swimming (“USAAS”) and selected by the Awards Committee:

A. Lillian MacKellar Distinguished Service Award:

Presented to an individual for unselfish service to the sport without thought of personal gain and with particular emphasis on working for the benefit of the athlete.

B. USA Artistic Swimming Award:

Presented to an individual(s) or organization outside the sport of artistic swimming who have made significant contributions to the development of our sport on the national or worldwide level.

C. USAAS Community Service Award:

Presented to any town, city or community especially supportive of artistic swimming and the development of artistic swimming opportunities, and has demonstrated a commitment to the ideals and objectives of the sport.

D. USAAS Athlete of the Year Award:

Presented to an athlete who has made the most significant, positive impact on the sport, nationally and/ or internationally, during the most recent competitive season.

E. USAAS Coach of the Year Award:

Presented to a coach who has made a significant impact on athletes' performances at the highest level of competition in the last 12 months.

F. Developmental Coach of the Year Award:

Presented to a coach at the youth, club, high school or junior level, or a coach who is directly responsible for training athletes to reach the junior and/ or elite level.

G. USAAS Hall of Fame Athlete Category:

Presented to an athlete who has won at least seven domestic titles, and/ or has been a medalist in a top-tier international event, i.e. Olympics, World Championships, Pan American Games, etc., and been retired four years or more.

H. USAAS Hall of Fame Contributor Award:

Presented to an individual for exceptional service to the sport from a local to a national level.

1.02 Achievement Awards Presented based on Points or Voted on by their Respective Groups:

- A. Collegiate Athlete of the Year Award
- B. Collegiate Coach of the Year Award
- C. Collegiate High Point Team Award
- D. Collegiate High Point Athlete Award
- E. USAAS Collegiate All-America Team Award
- F. USAAS All-Collegiate Award
- G. USAAS Collegiate Academic Award
- H. Mary Jo Ruggieri Scholarship

- I. U.S. High Point Team Award
- J. U.S. High Point Individual Award
- K. U.S. National Championship Coach of the Year Award
- L. High Point Junior Team Award
- M. High Point Junior Individual Award
- N. U.S. Junior Championship Coach of the Year Award
- O. High Point 13-15 Team Award
- P. High Point 13-15 Individual Award
- Q. U.S. 13-15 Championship Coach of the Year Award
- R. U.S. Junior Olympic Championship Coach of the Year Awards
Presented to coach(es) of a club whose athletes have reached a Final event at the U.S. Junior Olympic Championships for the first time. This award will be recognized at the U.S. Junior Olympic Championship.
- S. Masters High Point Team Award
- T. May McEwan Award

1.03 Awards USAAS Nominates Recipients to Other Organizations:

- A. International Swimming Hall of Fame (“ISHOF”) – Athlete Award
- B. ISHOF – Contributor Award
- C. ISHOF – Coach Award
- D. ISHOF – Masters Award
- E. ISHOF – Pioneer Award
- F. Paragon Award
- G. Sullivan Award
- H. United States Olympic and Paralympic Committee (“USOPC”) Coach of the Year Award
- I. USOPC Developmental Coach of the Year Award
- J. USOPC Sports Woman/ Team of the Year Award
- K. USOPC Rings of Gold Award
- L. Jack Kelly Fair Play Award (USOPC)
- M. Women’s Sports Foundation (“WSF”) International Women’s Sports Hall of Fame – Contemporary Athlete Award
- N. WSF International Women’s Sports Hall of Fame – Coach Award
- O. WSF International Women’s Sports Hall of Fame – Pioneer Athlete Award
- P. WSF Coaches Advisory Roundtable Honoree
- Q. Masters Swimming Hall of Fame
- R. USOPC George Steinbrenner Award

APPENDIX S

WHISTLEBLOWER AND ANTI-RETALIATION POLICY

Amendments to this Appendix S are the responsibility of the USAAS Board of Directors.

ARTICLE 1

1.01 Purpose:

This Whistleblower and Anti-Retaliation Policy (Appendix S) is intended to support a strong culture of integrity and ethical conduct within the USA Artistic Swimming (“USAAS”) community by encouraging, valuing, and protecting good faith reporting of any alleged violation of any applicable law, policy, or potential ethics issue. The purpose of this policy is threefold:

- A. To clarify that USAAS will not tolerate fraudulent or dishonest conduct and/or compliance violations by its employees, board of director’s members, USAAS members, committee members, volunteers, or contractors.
- B. To set forth the process for handling allegations of such conduct, as defined in Section 1.01 A above.
- C. To affirm that Whistleblowers and Good Faith Reporters will not face retaliation for good faith reporting of such conduct, as defined in Section 1.01 A above.

1.02 Definitions:

- A. **Protected Individual(s):** This Appendix S, as well as the protection it provides, applies to the following individuals (“Protected Individual(s)”):
 - USAAS Employees;
 - Members of the USAAS Board of Directors (“Board of Directors”);
 - USAAS Members;
 - USAAS Committee Members;
 - Volunteers; and
 - Contractors.

Note: Applicable to USAAS Athlete Representatives serving in one (or more) of the above-mentioned categories.
- B. **Whistleblower:** A Protected Individual who informs a manager, supervisor, the USAAS Executive Director (“Executive Director”), or USAAS President (“President”) about an activity which that individual believes to be a violation as defined in Section 1.03 below.
- C. **Good Faith Reporter:** A Good Faith Reporter or other reasonable party (i.e., witness or victim, etc.) not otherwise listed in Section 1.02 A. above are protected under this policy.
- D. **Acting in Good Faith:** Individuals reporting a perceived violation shall have some reasonable basis for believing there may be a violation. Knowingly making a false allegation is a violation of this policy.
- E. **Fraudulent or Dishonest Conduct:** A deliberate act or failure to act with the intention of obtaining an unauthorized benefit. Examples of such conduct include, but are not limited to:
 1. Forgery or alteration of documents related to USAAS business.
 2. Unauthorized alteration or manipulation of USAAS computer files.
 3. Fraudulent financial reporting by USAAS officials or employees.
 4. Pursuit of a benefit or advantage in violation of USAAS Conflict of Interest Policy (Appendix U).
 5. Misappropriation or misuse of USAAS resources, such as funds, supplies, or other assets.

6. Authorizing or receiving compensation from USAAS for goods not received or services not performed.
 7. Authorizing or receiving compensation from USAAS for hours not worked.
- F. General Retaliation:**
1. USAAS has zero tolerance for retaliation against a Whistleblower or Good Faith Reporter who makes good faith reports of potential violations.
 2. USAAS may not retaliate against an employee or contractor with the intent or effect of adversely affecting the terms or conditions of employment or other contractual rights including, but not limited to, threats of physical harm, loss of job, punitive work assignments, impact on salary or wages, or impact on contractual payments.
 3. No action, or threat of action, shall be taken against an Athlete Protected Individual as a reprisal for disclosing information to, or seeking assistance from, the United States Olympic and Paralympic Committee ("USOPC") Office of the Athlete Ombuds as outlined in Section 220509(b)(5) of the Ted Stevens Olympic and Amateur Sports Act ("Act").
- G. Athlete SafeSport Retaliation:** Pursuant to Section 220501(b)(11) of the Act, "any adverse or discriminatory action, or the threat of an adverse or discriminatory action, including, but not limited to, removal from a training facility, reduced coaching or training, reduced meals or housing, and removal from competition, carried out against a Protected Individual as a result of any communication including, but not limited to, the filing of a formal complaint by the Protected Individual, or a parent or legal guardian of the Protected Individual, relating to the allegation of physical abuse, sexual harassment and/or sexual misconduct, or emotional abuse, or other reported alleged violation with:
- the U.S. Center for SafeSport;
 - a coach, trainer, manager, administrator or official associated with USAAS;
 - the U.S. Attorney General;
 - a Federal or State law enforcement authority;
 - the Equal Employment Opportunity Commission; or
 - Congress."

1.03 Violations: This policy is for use where there may be a violation of the following:

- A. Compliance with the Act.
- B. Compliance with USOPC By-Laws, Policies and Procedures.
- C. Compliance with USAAS Code, Policies and Procedures.
- D. Compliance with State and Federal Laws.
- E. Compliance with the U.S. Center for SafeSport Policies and Procedures.
- F. Compliance with the U.S. Anti-Doping Agency ("USADA") Policies and Procedures.
- G. Knowingly making false allegations.

1.04 Reporting an Alleged or Suspected Violation:

- A. **Report:** USAAS encourages reporting of alleged or suspected violations. This policy does not change or replace the mandatory reporting obligations consistent with the USAAS Athlete Safety Policy (Appendix Q). In addition, if criminal activity is suspected against an individual or property, it is a requirement to report violations directly to law enforcement immediately. Refer to Appendix Q.

Any possible violations shall be reported to the Executive Director or President.

Executive Director Phone: (719) 866-2219
Executive Director Email: ceo@usaartisticswim.org
President Email: president@usaartisticswim.org

- B. **Confidentiality:** USAAS has an obligation to investigate alleged violations. Reports will be treated as confidentially as possible. There is no such thing as an “unofficial” or “off the record” report. USAAS will keep the Whistleblower or Good Faith Reporter’s identity confidential, unless:
1. The individual agrees to be identified;
 2. Identification is necessary to allow USAAS or law enforcement officials to investigate or respond effectively to the report;
 3. Identification is required by law; or
 4. The individual accused of policy violations is entitled to the information as a matter of legal right in disciplinary proceedings.
- C. **Reporting by USAAS Managers and Supervisors:**
1. USAAS managers and supervisors (“managers and supervisors”) are required to report suspected violations to the Executive Director or President. In addition, managers and supervisors are responsible for maintaining a system of management controls which detect and deter potential violations. Failure to report a violation within the scope of this policy by a manager or supervisor may result in adverse personnel action against the manager or supervisor, up to and including dismissal.
 2. Reasonable care should be taken in dealing with suspected misconduct to avoid:
 - a. False allegations.
 - b. Premature notice to individuals suspected of misconduct and/or disclosure of suspected misconduct to others not involved with the investigation.
 - c. Violations of an individual’s rights under law. Accordingly, a manager or supervisor faced with suspected misconduct should:
 - Not contact the individual suspected to further investigate the matter or demand restitution.
 - Not discuss the case with anyone other than the Executive Director or President, as appropriate.
 - Direct all inquiries from any attorney retained by the suspected individual to the Executive Director or USAAS General Counsel.
 - Direct any inquiries from the media to the Executive Director.

1.05 Enforcement:

- A. **Investigation:** Pursuant to USAAS Grievance Procedures (Appendix K), the USAAS Ethics Committee will investigate reported alleged violations of this policy.
- B. **Final Determination of Investigation:** Upon review of the USAAS Ethics Committee’s report and recommendation, the Executive Director, President and Board of Directors shall determine the final outcome and decision of the investigation as required by Appendix K.
1. **Employment Suspension/Termination:** If a USAAS employee has retaliated against a Protected Individual, the employee shall be immediately terminated or suspended without pay, as required by Section 220509(c)(2) of the Act.
- C. Enforcement will be executed by disinterested party(ies).

1.06 Whistleblower Protection:

Whistleblowers who believe that they have been retaliated against may file a grievance with the Executive Director or President, pursuant to Appendix K. This protection from retaliation is not intended to prohibit the Executive Director, or managers and supervisors from taking action, including disciplinary action, in the usual scope of their duties and based on valid performance-related factors.

1.07 Points of Contact and Resources:

- A. Protected Individuals in need of further information, guidance and/or the enforcement thereof, in relation to this Appendix S, may contact the Executive Director at:

Phone: (719) 866-2219

Email: ceo@usaartisticsswim.org

- B. In addition, the USOPC Ethics and Compliance team may serve as a secondary resource for questions or concerns regarding this Appendix S. The USOPC Ethics and Compliance team may be contacted at:

USOPC Integrity Hotline: (877) 404-9935

USOPC Integrity Portal: <https://usopc.ethicspoint.com>

- C. **USOPC Athlete Ombuds Assistance:**

The USOPC Athlete Ombuds (“Athlete Ombuds”) provides cost-free, independent and confidential advice regarding athlete rights; resolving disputes or grievances; and any sport rule, policy, or process, including USAAS-athlete agreements, codes of conduct or Team selection procedures. The Athlete Ombuds can also help athletes connect with legal counsel or mental health resources, if needed. The Athlete Ombuds may be contacted at:

Phone: (719) 866-5000

Email: ombudsman@usathlete.org

Website: www.usathlete.org

APPENDIX T

ATHLETE RIGHTS AND RESPONSIBILITIES

Amendments to this Appendix T are the responsibility of the USAAS Board of Directors. The Athletes Executive Council can modify this Appendix by recommending changes to the USAAS Board of Directors for approval.

INTRODUCTION

USA Artistic Swimming (“USAAS”) grants the privilege of athlete membership to individuals committed to its mission. The privilege of membership may, therefore, be withdrawn by USAAS at any time where USAAS determines that an athlete member’s conduct is inconsistent with the mission of the organization or the best interest of the sport and those who participate in it.

In order to assist all athlete members who participate in artistic swimming, USAAS has adopted the Athlete Bill of Rights that follows.

ARTICLE 1

ELEMENTS OF THE ATHLETE BILL OF RIGHTS

1.01 Participation:

Athletes have the right to participate in artistic swimming regardless of race, ethnicity, culture, religion, sex (including gender identity, sexual orientation or pregnancy), age, family status, socio-economic status, geographical location, nationality, body shape, beliefs, mental or physical ability or other defining characteristics. Refer to Appendix P, Code of Ethics.

1.02 Respect and Equity:

Athletes shall be respected by all members of the USAAS organization including, but not limited to, other athletes, parents, coaches, spectators, officials, employees and volunteers.

Athletes shall not be discriminated against based on race, ethnicity, culture, religion, sex (including gender identity, sexual orientation or pregnancy), age, family status, socio-economic status, geographical location, nationality, body shape, beliefs, mental or physical ability or other defining characteristics. Refer to Appendix P, Code of Ethics.

1.03 Training and Competition:

Athletes have the right to:

- Train and compete in an environment that is free from bullying, hazing, harassment, emotional misconduct, physical misconduct, or sexual misconduct in any form. Refer to Appendix Q, Athlete Safety Policy.
- Be instructed by qualified individuals with professional credentials and/or proper organizational training. Qualified individuals are required to comply with Appendix Q, Athlete Safety Policy.
- Make personal health decisions regarding training and competing during global health crises or states of emergency, like earthquake, tornado, hurricane, and similar disasters.
- Request equitable training opportunities, when necessary.
- Train and compete in facilities that are clean and properly maintained.

- Feel comfortable in their swimwear and team apparel. In addition, athletes have the right to train and compete in swimwear that aligns with their gender identity without discrimination, judgement or question.
- Train and compete in routines which use appropriate and non-offensive music and/or theme.
- Train and compete without fear of relinquishing any of the rights listed in this Appendix T.

1.04 Health and Wellness:

Athletes have the right to pursue, and be supported in the pursuit of, a healthy lifestyle that includes proper nutrition, mental health support, adequate rest and recuperation. They have the right to feel comfortable with their body shape or weight, without being pressured to change through unhealthy diets or restrictive means.

In addition, athletes are entitled to practice proper injury prevention, seek qualified care and take adequate healing time for optimal injury recovery and safety.

1.05 Culture and Religion:

Athletes have the right to have their cultural and religious practices respected. Athletes may, respectfully, share their beliefs and values within their athletic environment. Athletes may be excused, without repercussions, from training for religious holidays and/or cultural events. Athletes have the right to have their nutritional choices respected for religious and/or cultural practices.

1.06 Communication:

Athletes shall utilize the lines of communication to share concerns about the USAAS environment, and may do so without jeopardizing their ability to participate and/or negatively impact their success. Violation of Athletes' rights shall be communicated to the appropriate person(s) as follows:

- For concerns about athlete safety, contact the U.S. Center for SafeSport or safesport@usaartisticsswim.org and refer to Appendix Q, Article 4, for instructions on mandatory reporting.
- For questions about any other provision of this Appendix T, contact the USAAS Executive Director (ceo@usaartisticsswim.org), the Vice President Diversity, Equity and Inclusion (dei@usaartisticsswim.org), or the Athletes Executive Council (aec@usaartisticsswim.org).

1.07 Right to Privacy:

Athletes have a reasonable right to privacy and confidentiality regarding their personal lives, health and well-being.

1.08 Compliance:

Failure to comply with the Athlete Bill of Rights is a violation of the USAAS Code of Ethics. Refer to Appendix P, Article 2 for recommended grievance process.

ARTICLE 2

ATHLETE RESPONSIBILITIES DECLARATION

Athlete members have the responsibility to:

- Uphold the values of USAAS and their club organizations.

- Respect the integrity of the sport.
- Respect the rights and well-being of, and not discriminate against, other athletes, coaches, officials, volunteers, employees and others within the artistic swimming organization and/or other sporting environments.
- Act in accordance with the USAAS Code of Ethics (Appendix P). Athletes are encouraged to report unethical behavior, including instances of infringement upon or violation of the rights in this Appendix T.
- Comply with the rules of USAAS, and the communities and venues used for training or competition.
- Participate and vote in athlete representatives' elections.
- Attend USAAS meetings and express athlete opinion.
- Inform themselves and be aware of their rights and responsibilities.

APPENDIX U

CONFLICT OF INTEREST POLICY

Amendments to this Appendix U are the responsibility of the USAAS Board of Directors.

INTRODUCTION

Those who choose to serve USA Artistic Swimming, Inc. (“USAAS”) are held to a high standard of conduct. They must do so without personal gain in order to avoid any institutional loss or embarrassment and to behave in such a way that the organization's trust and public confidence are enhanced. It is important to properly disclose and react to any conflict of interest, actual or perceived.

While no set guidelines can guarantee acceptable behavior, the principles that guide behavior in this area are disclosure, and non-participation in the decision-making process where personal, family or professional gain is a possibility. Any individual accepting the honor of serving USAAS must also accept the burdens of public disclosure and public scrutiny.

In our complex society the intermix of volunteer work, business interests, governmental activity, and family relationships (as defined in 1.01 B below) often creates potentially conflicting interests. It is imperative that individuals recognize and attempt to avoid any activity or investment that constitutes or might appear to constitute a conflict of interest. Although not all conflicts of interest can be anticipated or identified herein, examples of conflicts of interest include, but are not limited to:

- Making decisions that could place personal, family, financial or professional interests ahead of those of USAAS.
- Making decisions that could place the interests of your club or team, your club or team's athletes or your business ahead of those of USAAS.
- Using, or allowing others to use, USAAS properties, services, opportunities, authority and influence for private benefit.
- Failing to exhibit honesty, loyalty, candor and professional competence in relationships with USAAS directors, employees, members and contractors.

ARTICLE 1

1.01 Definitions:

- A. **Interested Party(ies):** This Appendix U applies to the following individuals (“Interested Party(ies)”):
- USAAS Employees;
 - Members of the USAAS Board of Directors (“Board of Directors”);
 - USAAS Committee Members; and
 - Contractors.
- Note:** Applicable to USAAS Athlete Representatives serving in one (or more) of the above-mentioned categories.
- B. **Family relationship(s):** For the purposes of the USAAS disclosure process, “family” is defined as spouse, child, stepchild, parent, sibling, domestic partner, parent of spouse/domestic partner, and sibling or child of domestic partner.
- C. **Conflict of Interest:** USAAS defines a conflict of interest as any situation in which an Interested Party (or the Interested Party's family member or close associate's activities) is in a position to derive, or be perceived to derive, personal benefit from actions or decisions made in their official capacity. Further, it is the existence of a personal or

financial relationship with the Interested Party (and/or a family member or close associate) that could influence, or be perceived to influence, an Interested Party's objectivity when representing or conducting business for, or on behalf of USAAS.

For example:

- An Interested Party benefits financially as part of a contract negotiation on behalf of USAAS.
- A committee member is the former coach of a National Team athlete.
- The Board of Directors is contemplating a conflict of interest disclosure of a sibling of an Athlete Representative.
- An Athlete Representative serves on a committee hearing a Team selection grievance wherein they were selected to be on the Team in question.

1.02 Procedures:

The following procedures govern USAAS Conflict of Interest Policy:

- A. All Interested Parties must complete and file with the USAAS Executive Director ("Executive Director") the Conflict of Interest Disclosure Form (Attachment A) on an annual basis. In the event of a material change in circumstances, an amended form must be completed and filed. Disclosure forms for the Executive Director must be filed with, and reviewed by, the Board of Directors and the Board of Directors disclosure forms must be filed with, and reviewed by, the USAAS Ethics Committee.
- B. Any Interested Party who believes they have a conflict of interest, actual or perceived, must disclose that conflict.
- C. Any Interested Party who becomes aware of a potential or actual conflict of interest, which has not been disclosed and which involves a fellow Interested Party, shall disclose the conflict to the Executive Director on the Conflict of Interest Disclosure Form pursuant to Section 1.02 A above. If the Interested Party believes there is a conflict in disclosing the violation to the Executive Director, they may submit the disclosure form directly to the Board of Directors via email at president@usaartisticswim.org.
- D. In the event of an oral disclosure of any conflict of interest, a Conflict of Interest Disclosure Form shall be completed and filed with the Executive Director as soon as possible thereafter.
- E. The Executive Director shall annually compile all Conflict of Interest Disclosure Forms, and as new Forms are submitted, shall assess any conflict and determine whether the Interested Party with the conflict needs to refrain from participation or decision-making, or if any action is necessary to respond to the conflict of interest.
- F. The Executive Director and/or the USAAS Ethics Committee shall gather information and facts as needed to ensure potential conflicts are adequately assessed.
- G. The Executive Director shall provide relevant forms and associated decisions to the applicable USAAS committee, team or group of members, including the USAAS President ("President") on behalf of the Board of Directors.
- H. The Executive Director (and/or Board of Directors) shall communicate the decision via email and provide direction for managing conflict, if applicable, to the Interested Party with the conflict of interest.
- I. Should the Interested Party with the conflict of interest disagree with said decision, the conflict of interest and the reason for their grievance shall be referred to the Executive Director, President or Board of Directors, pursuant to the USAAS Grievance Procedures (Appendix K), to be reviewed by the USAAS Ethics Committee. The USAAS Ethics Committee, after full consideration, will advise the Executive Director, President or Board of Directors as to the proper response to the conflict of interest. The Executive Director will communicate the USAAS Ethics Committee decision and provide direction for managing conflict, if applicable, to the Interested Party.
- J. At the start of each Board of Directors meeting and each USAAS Committee meeting, members must declare conflicts with any anticipated agenda item. These disclosures

must be recorded in the minutes along with the associated recusal from the applicable agenda item. This requirement does not supersede the annual disclosure requirement outlined in 1.02 A above.

- K. The Conflict of Interest Disclosure Form shall serve as the Interested Party's acknowledgement that all directives for managing conflict will be followed as a condition of USAAS membership and/or affiliation.

1.03 Areas of High Risk: Pursuant to this Conflict of Interest Policy, all conflicts of interest must be disclosed. However, the following areas are deemed high risk and warrant specific attention.

- A. Any Interested Party, including any Athlete Representative(s), involved in the drafting, creation or enforcement of Team selection procedures, who has a potential conflict of interest **must** disclose the potential conflicts pursuant to Section 1.02 above.
 - 1. To ensure no Interested Party participating in the creation, drafting or enforcement of Team selection procedures has a conflict of interest, additional provisions are provided in the USAAS National Team, Olympic Development Program and National Elite Camp Selection Procedures (Appendix E).
- B. Any Interested Party empowered to resolve grievances (e.g., USAAS Ethics Committee, National Board of Review) **must** disclose any potential conflicts pursuant to Section 1.02 above.
 - 1. To ensure no Interested Party empowered to investigate potential violations and/or resolve grievances has a conflict of interest, additional provisions are provided in the USAAS Grievance Procedures (Appendix D).

1.04 No Retaliation: USAAS will not encourage, allow, or tolerate attempts from any individual or group of individuals to retaliate, punish, allow or in any way harm any Interested Party(ies) who reports a concern in good faith. This applies to the complainant and other Interested Parties before, during, and after the process of resolving a grievance. Such actions will be considered a violation of the USAAS Whistleblower and Anti-Retaliation Policy (Appendix S).

1.05 Reporting: The USAAS membership has the responsibility to report alleged violations of this Conflict of Interest Policy and USAAS encourages the reporting of such allegations.

- A. Suspected violations shall be considered an Administrative Grievance and reported via the Notice of Grievance Form to the Executive Director (ceo@usaartisticswim.org) and the President (president@usaartisticswim.org) consistent with USAAS Grievance Procedures (Appendix K). If the allegations are against the Executive Director or President, the Notice of Grievance Form shall be submitted directly to the USAAS Ethics Committee Chair (ethics@usaartisticswim.org). Refer to Appendix K.

1.06 Investigation, Resolution and Enforcement:

- A. USAAS takes its obligation seriously to investigate, resolve and enforce potential violations of this Conflict of Interest Policy. Alleged violations reported to USAAS will be resolved pursuant to the USAAS Grievance Procedures (Appendix K).
- B. USAAS provides for an opportunity for a hearing pursuant to the USAAS Grievance Procedures (Appendix K).
- C. Investigation, resolution and enforcement will be executed by individuals who are unbiased, impartial and free from conflicts of interest pursuant to the USAAS Grievance Procedures (Appendix K).

1.07 Points of Contact and Resources:

- A. Interested Parties in need of further information, guidance and/or the enforcement thereof, in relation to this Appendix U, may contact the Executive Director at:

Phone: (719) 866-2219

Email: ceo@usaartisticsswim.org

- B. In addition, the USOPC Ethics and Compliance team may serve as a secondary resource for questions or concerns regarding this Appendix U. The USOPC Ethics and Compliance team may be contacted at:

USOPC Integrity Hotline: (877) 404-9935

USOPC Integrity Portal: <https://usopc.ethicspoint.com>

C. USOPC Athlete Ombuds Assistance:

The USOPC Athlete Ombuds (“Athlete Ombuds”) provides cost-free, independent and confidential advice regarding athlete rights; resolving disputes or grievances; and any sport rule, policy, or process, including USAAS-athlete agreements, codes of conduct or Team selection procedures. The Athlete Ombuds can also help athletes connect with legal counsel or mental health resources, if needed. The Athlete Ombuds may be contacted at:

Phone: (719) 866-5000

Email: ombudsman@usathlete.org

Website: www.usathlete.org

ATTACHMENT A
USA ARTISTIC SWIMMING, INC
CONFLICT OF INTEREST
DISCLOSURE FORM

I certify that I have read and understand the Conflict of Interest Policy (Appendix U) and that the following information is true and complete to the best of my knowledge. I agree that if there is a material change in any statement or information provided below, I will immediately notify the USAAS Executive Director and complete an amended Conflict of Interest Disclosure Form. I further agree that I will adhere to any instruction from the USAAS Executive Director and/or Board of Directors as to the appropriate response to any conflict as a condition of my membership and/or relationship to USAAS as an Interested Party.

Name (please print/individual completing form)

- ☐ Employee ☐ Board of Directors
- ☐ Committee Member ☐ Contractor ☐ Other (Athlete Representatives, etc.)

☐ I have no known or anticipated conflict of interest(s), as defined by the USAAS Conflict of Interest Policy (Appendix U).

☐ The following are my personal, family, financial, professional, club, team or business interests that could conflict with the interests of USAAS, as defined by the Conflict of Interest Policy (Appendix U):

☐ I am reporting a potential conflict of interest with an Interested Party other than myself:

Name: _____

Role (if known): _____

Description of Conflict:

Signature / Date

Approver / Position / Date

APPENDIX V

CONFIDENTIALITY POLICY

Amendments to this Appendix V are the responsibility of the USAAS Board of Directors.

INTRODUCTION

In the course of fulfilling its mission to provide leadership and resources for the promotion and growth of artistic swimming, to achieve competitive excellence at all levels and to develop broad-based participation, USA Artistic Swimming ("USAAS") collects and creates confidential information. The purpose of this policy is to ensure that disclosure of confidential information is limited to authorized persons and authorized business purposes.

USAAS Directors, employees, contractors and committee members shall not disclose, divulge or make accessible confidential information belonging to or obtained through USAAS or its members to any person, other than to persons who have a legitimate need for such information and to whom USAAS has authorized disclosure. Directors, employees, contractors and committee members shall use confidential information solely for the purpose of performing services for USAAS. This policy is not intended to prevent disclosure where disclosure is required by law.

ARTICLE 1

1.01 Types of Confidential Information:

Examples of confidential information include, but are not limited to:

- A. Personal identification information about USAAS members, which is any piece of information that can potentially be used to uniquely identify, contact or locate a person.
- B. Negotiations and business arrangements with sponsors, vendors, contractors, lessors and other potential or actual business associates.
- C. Proprietary information that allows USAAS to be more competitive in the marketplace, such as future marketing or business plans.
- D. Information about litigation and/or investigations, both civil and criminal.
- E. Information created or obtained during an employee hiring process.
- F. Information created or obtained in the context of an ongoing or former employment relationship, such as salaries and wages, social security numbers, financial information or performance records.
- G. Information created or obtained during "executive session," as defined by Robert's Rules of Order, and sometimes referred to as "closed session" committee or USAAS Board of Director meetings.
- H. Medical information regarding any USAAS member.
- I. Information and discussions protected by a privilege, such as legal advice or requests for legal advice.

1.02 Recommended Steps:

In an effort to maintain the confidentiality of this and other information, and fulfilling the purpose of this policy, the following steps are recommended:

- A. Begin all emails, correspondence, documents or attachments that contain confidential information with the heading "Confidential Information Included".
- B. Begin all meetings, judging sessions or conversations that may include confidential information with an oral acknowledgement that confidential information will be disclosed, and should be kept confidential.

- C. Even in informal conversations, be cautious about the information you share about others in the organization.
- D. Be aware that all emails can and may be forwarded to recipients beyond those which you intended, and make disclosures of confidential information accordingly.

ATTACHMENT A
USA ARTISTIC SWIMMING, INC
CONFIDENTIALITY POLICY
SIGNATURE FORM

I certify that I have read and understand the Confidentiality Policy (Appendix V) and will strive to meet the expectations outlined in the policy. I agree that if, following an investigation, I am linked to a breach of confidential information that I may be disciplined, including relinquishing my position with USAAS and/or revoking my USAAS membership.

Name (please print)

Signature

USAAS Position

Date

APPENDIX W

COACHES CERTIFICATION POLICY

Amendments to this Appendix W are the responsibility of the Coaches' Education Committee. The Coaches' Education Committee can modify this Appendix by recommending changes to the USAAS Board of Directors for approval.

Any coach participating in a USA Artistic Swimming ("USAAS") sanctioned event must be current in all credentials and must have a minimum of Coaches Certification Program ("CCP") Level 1.

Coach Certification Requirements: Any coach participating or serving in a coaching capacity, with a desire to be permitted on the pool deck, must have obtained a minimum of the following requirements:

1. CCP Level 1 – Required for all artistic swimming coaches to be on deck at any land training, water training or sanctioned competition.
 - **Exception:** Skills Specialists as defined in Appendix C.
2. CCP Levels 1 and 2 – Required for all coaches to be on deck at any Regional or Zone Championship.
 - **Exception:** A one-time emergency waiver may be allowed at the discretion of the Education Director.
3. CCP Levels 1, 2 and 3 – Required for all coaches to be on deck at any National Championship.
 - **Exception:** A one-time emergency waiver may be allowed at the discretion of the Education Director.
4. Current CPR, First Aid Certification, National Center for Safety Initiatives ("NCSI") Background Check (parental consent required for minors under 18 years of age) and SafeSport training.

ARTICLE 1

1.01 All Coaches must be members of USAAS at the appropriate level. Refer to Appendix C.

Levels of Coaches Certification:

- A. **CCP Level 1:** The Level 1 course is intended as a starting point for coaches. It confirms to the organization, other coaches, judges and athletes that all coaches have had exposure to a general coaching curriculum. It covers specific artistic swimming fundamentals, safety/risk management, ethics and general training. The Level 1 course creates a common base for all coaches including a new coach just starting out up to the most experienced national level coach.
- B. **CCP Level 2:** The Level 2 course is intended to give coaches an overall exposure to the sport of artistic swimming. The coach will be able to instruct basic fundamentals, provide teaching progressions, create daily lesson plans, write and teach routines and establish an initial coaching philosophy. In addition to this artistic swimming specific information, general coaching and coaching duties that are less prevalent will be covered. The Level 2 course provides valuable information that will continue the coach's development and allow the coach to manage a team.
- C. **CCP Level 3:** The Level 3 course is intended to give coaches the opportunity to learn about very specific topics that will continue to develop the knowledge of the coach in the sport of artistic swimming.

1.02 Testing Policies: In order to obtain the specified levels, the following procedures are required. Candidates who fail written tests must retest.

A. CCP Level 1 Requirements:

1. Minimum Age: 15 years of age.
2. USAAS Membership: Youth or Adult Instructor, Youth or Adult Professional, Youth or Adult Competitive Athlete, Youth or Adult Athlete or Youth or Adult Life Membership required.
3. Requirements: Current CPR, First Aid Certification, NCSI Background Check (parental consent required for minors under 18 years of age) and SafeSport training.
4. Training Materials: Online course materials.
5. Training Course and Fees: Training Course and Test fees are set by and payable to USAAS.
6. Electronic Test: Open book, 85% passing score.

B. CCP Level 2 Requirements:

1. Minimum Age: 16 years of age.
2. USAAS Membership: Youth or Adult Professional or Youth or Adult Life Membership required
3. Prerequisite: Current CCP Level 1.
4. Requirements: Current CPR, First Aid Certification, NCSI Background Check (parental consent required for minors under 18 years of age) and SafeSport training.
5. Training Materials: Online course materials.
6. Training Course and Fees: Level 2A Training Course and Test fees are set by and payable to an outside source. Level 2B Training Course and Test fees are set by and payable to USAAS.
7. Electronic Test: Open book, 85% passing score.

C. CCP Level 3 Requirements:

1. Minimum Age: 18 years of age.
2. USAAS Membership: Adult Professional or Adult Life Membership required.
3. Prerequisite: Current CCP Level 2.
4. Requirements: Current CPR, First Aid Certification, NCSI Background Check and SafeSport training.
5. Training Materials: Online course materials.
6. Training Course and Fees: Training Course and Test fees are set by and payable to USAAS.
7. Electronic Test: Open book, 85% passing score.

1.03 Administration of Tests: Levels 1, 2 & 3 will be offered online and supported by the National Office.

1.04 Requirements, Maintenance and Expiration of CCP Certification:

A. All coaches must be current in:

1. CPR;
2. First Aid Certification;
3. NCSI Background Check (parental consent required for minors under 18 years of age); and
4. SafeSport training.

B. To maintain the CCP certification, the coach must complete at least:

1. One (1) CCP course (current level or higher per requirements); or

2. Attend a Coaches College every four (4) years; or
 3. Any other requirement/event approved by the USAAS Education Director.
- C. Expiration of CCP Certification:
1. Each certification is good for four (4) years.
 2. The date certification is obtained is the date the CCP level test was passed.
 3. Certification expires on the last day of the month that the certification was completed. For example, if the certification was completed on March 15th, the certification expires on March 31st, four (4) years after successful completion of the certification test.
 - This includes any “grandfathered” coaches. If the coach fails to complete their renewal four (4) years from the date certification was completed, their certification will lapse. If that occurs, and the individual wishes to be an active coach again, they will need to start from the beginning with Level 1.
 4. A coach may extend the expiration date of their CCP Certification by attending a Coaches College or any other approved requirement/event as above in 1.04 B. The certification expiration date will be extended by one (1) year from the completion of the Coaches College or approved requirement/event. Expiration occurs month end four (4) years from the completion of the Coaches College or approved requirement/event.
- D. For USAAS Certifications List, see www.teamusa.org/USA-Artistic-Swimming/Resources/Certifications-List.

1.05 Certified Coaches from Other Federations: International coaches wishing to coach in the United States may present their credentials to the Coaches’ Education Committee to apply for a waiver. Such coaches must have current CPR, First Aid Certification, NCSI Background Check (parental consent required for minors under 18 years of age) and SafeSport training.

1.06 SafeSport: SafeSport is a course that has been designed by the U.S. Center for SafeSport in order to raise awareness about prevention of abuse in sports. The initial course must be completed for an individual to be considered certified. Registration information for SafeSport training is forwarded to individuals upon registration with USAAS and can also be found on the USAAS website (www.teamusa.org/USA-Artistic-Swimming).

- A. SafeSport training is valid for one (1) year from completion of the course.
- B. A full initial course is required in year one (1), refresher courses in years two (2) through four (4), then repeat.
- C. SafeSport training is required for all individuals identified as Participants in Appendix Q, Section 1.01 A.
- D. Compliance with SafeSport Training and Background Checks is maintained in the USAAS member database.

1.07 Athlete Safety Policy (Appendix Q): USAAS requires SafeSport training concerning the key elements of the Athlete Safety Policy for USAAS Participants including, but not limited to, USAAS members who USAAS formally authorizes, approves or appoints to a position of authority over athletes or who has regular contact with athletes and/or USAAS staff. Refer to Appendix Q, Article 3, Section 3.01 B.

- A. **SafeSport Trained Core Course:** Required for all Adult Participants:
1. Before regular contact with an athlete and within the first forty-five (45) days of either initial membership; or
 2. Upon beginning a new role subjecting the individual to the Minor Athlete Abuse Prevention Policy (“MAAPP”); and
 3. Every fourth (4th) year.

- **Exception:** Adult Participants who are recognized by USAAS as USAAS medical providers may elect to take the Health Professionals Course in lieu of the SafeSport Trained Core Course.

APPENDIX X

GIFTS AND ENTERTAINMENT POLICY

Amendments to this Appendix X are the responsibility of the USAAS Board of Directors.

ARTICLE 1

1.01 Purpose:

The Gifts and Entertainment Policy (Appendix X) reinforces USA Artistic Swimming's ("USAAS") commitment to maintaining the highest standard of business and personal ethics, is designed to avoid even the appearance of wrongdoing, and provides direction as it relates to acceptable practices when receiving unsolicited gifts.

1.02 Definitions:

- A. **Affiliated Individual(s):** This Appendix X applies to the following individuals ("Affiliated Individual(s)");
- USAAS Employees;
 - Members of the USAAS Board of Directors ("Board of Directors");
 - USAAS Committee Members;
 - Volunteers;
 - Contractors; and
 - Spouses and Immediate Family Members of Individuals listed in 1.02 A above.
- Note:** Applicable to USAAS Athlete Representatives serving in one (or more) of the above-mentioned categories.
- B. **Third Party(ies):** For the purposes of this Appendix X, the term "Third Party(ies)" means customers, prospective customers, suppliers, prospective suppliers, and any person with whom USAAS does, or may do, business.

1.03 Accepting Gifts and Entertainment from Third Party(ies):

- A. **Definition:** Gifts and entertainment include, but are not limited to, the following:
1. Tickets to sports, music or other such experiential events.
 2. Merchandise, such as gift baskets, apparel, hospitality bags, etc.
 3. Gift certificates and gift cards.
 4. Travel or lodging not associated with USAAS business.
 5. Favorable terms or discounts on a product or service for the employee's (or spouse or immediate family member's) benefit not otherwise available to all USAAS employees (and their spouses and/or immediate family members).
- B. **Permissible Gifts and Entertainment:** Affiliated Individuals may accept gifts from individuals/companies that currently do business with, or make donations to, USAAS as follows:
1. Partner/sponsor/supplier products and partner/sponsor/supplier-branded products (e.g., logoed jackets) with a value of up to \$1,000.00 per Affiliated Individual, per year, per individual/company;
 2. Other gifts (including, but not limited to, merchandise, gift certificates, gift cards, perishable and consumable gifts, etc.) with a value of no more than \$100.00 per Affiliated Individual, per year, per individual/company;
 3. Invitations to attend fundraising events with an individual/company representative at no cost to the Affiliated Individual; and

4. Invitations to attend other social, educational, or entertainment events intended to enhance the business relationship, provided that the cost of the event does not exceed \$100.00 per Affiliated Individual per event and \$400.00 total per individual/company per year.

1.04 Limitations: Affiliated Individuals may never accept cash or financial instruments, such as checks or stocks from Third Party(ies).

1.05 Disclosure and Approval:

- A. **Disclosure:** All gifts or entertainment falling under Section 1.03 B above shall be promptly reported to the USAAS Executive Director (“Executive Director”) via the Gifts Disclosure and Approval Form (Attachment A). Where the gift or entertainment is made to the Executive Director, the Executive Director shall promptly report to the Board of Directors.
- B. **Pre-Approval:** Any potential gifts or entertainment extended that exceed the limits and/or parameters in Section 1.03 B above shall be disclosed via the Gifts Disclosure and Approval Form (Attachment A) to the Executive Director who will seek pre-approval from the Board of Directors.
 1. **Declination of Gifts or Entertainment:** The Executive Director and Board of Directors, in consultation with the Affiliated Individual, may require that any gift(s), or associated value if already consumed or realized, be returned, donated to USAAS or donated to another agreed-upon charity, if pre-approval is not granted and it is believed that the gift(s) is not proper and/or creates an appearance of impropriety.

1.06 Offering Gifts and Entertainment to Third Party(ies):

Employees and Board of Directors may offer or provide gifts and/or entertainment to Third Party(ies) only for legitimate business purposes, provided that it complies with the following guidelines:

- A. Gifts (including gift certificates or gift cards) may not exceed \$100.00 in value per person per year, without the prior written approval of the Executive Director. If the offering is made by the Executive Director, the Executive Director shall first receive prior written approval from the Board of Directors.
- B. Cash or financial instruments, such as checks or stocks, are prohibited.
- C. Invitations to events/entertainment shall be reasonable and appropriate and adhere to the following guidelines:
 1. An Employee or Board Member shall be present;
 2. Topics of a business nature shall be discussed at the event;
 3. The cost associated with such an event should not exceed \$100.00 per individual/company per year, without the prior written approval of the Executive Director (or by the Board of Directors if the offering is made by the Executive Director); and
 4. Entertaining of any particular individual shall be infrequent, which, as a general rule, means not more than 2 times per year.
- D. The offering complies with the following guidelines:
 1. Is not given as a bribe, payoff or kickback;
 2. Does not create the appearance of impropriety;
 3. Is in good taste and occurs at a business-appropriate venue;
 4. Is reasonable and appropriate given the individual’s position; and

5. Is properly documented and in compliance with financial procedures and policies.
- E. **Government Employees:** The giving of gifts to federal, state, and local government employees is governed by a complex set of rules that is typically agency-specific. Generally, the giving of gifts to government employees is very limited or prohibited. Before offering a gift, of any value, to a government employee, the Affiliated Individual shall receive the approval of the Executive Director in advance and in writing. If an offering is made by the Executive Director, the Executive Director shall first receive prior written approval from the Board of Directors.

1.07 Points of Contact and Resources:

- A. Affiliated Individuals in need of further information, guidance and/or the enforcement thereof, in relation to this Appendix X, may contact the Executive Director at:

Phone: (719) 866-2219

Email: ceo@usaartisticswim.org

- B. In addition, the USOPC Ethics and Compliance team may serve as a secondary resource for questions or concerns regarding this Appendix X. The USOPC Ethics and Compliance team may be contacted at:

USOPC Integrity Hotline: (877) 404-9935

USOPC Integrity Portal: <https://usopc.ethicspoint.com>

- C. **USOPC Athlete Ombuds Assistance:**

The USOPC Athlete Ombuds (“Athlete Ombuds”) provides cost-free, independent and confidential advice regarding athlete rights; resolving disputes or grievances; and any sport rule, policy, or process, including USAAS-athlete agreements, codes of conduct or Team selection procedures. The Athlete Ombuds can also help athletes connect with legal counsel or mental health resources, if needed. The Athlete Ombuds may be contacted at:

Phone: (719) 866-5000

Email: ombudsman@usaathlete.org

Website: www.usathlete.org

ATTACHMENT A
USA ARTISTIC SWIMMING, INC
GIFTS DISCLOSURE AND APPROVAL FORM

Per the USAAS Gifts and Entertainment Policy (Appendix X), please complete this form (a) immediately upon receipt of a gift and/or entertainment or (b) prior to accepting a gift and/or entertainment that falls beyond the permissible gifts, requiring pre-approval.

Name: _____

- | | |
|---|---|
| <input type="checkbox"/> Employee
<input type="checkbox"/> Committee Member
<input type="checkbox"/> Contractor | <input type="checkbox"/> Board of Directors Member
<input type="checkbox"/> Volunteer
<input type="checkbox"/> Spouse/Immediate Family Member
(please specify) |
|---|---|

Describe the gift(s): _____

- The value of the gift is estimated at \$ _____.
Note: This is a good faith estimate based on retail value. If the value cannot reasonably be estimated or determined, please state.

- Please describe the source of the gift (name and relationship to USAAS) and under what circumstances it was received:

- Indicate below any matters pending or likely to arise in the future that might involve the donor: _____

- ☐ Gift has already been received.
☐ Gift has been offered; seeking approval.

Certification: I certify that this gift was not solicited.

SIGNATURE: _____

DATE: _____

Send completed form to: Executive Director (ceo@usaartisticswim.org)

For internal record keeping only:

- ☐ Approved on _____ by _____
- ☐ Denied on _____ by _____

Note any specific remedy, if applicable.
