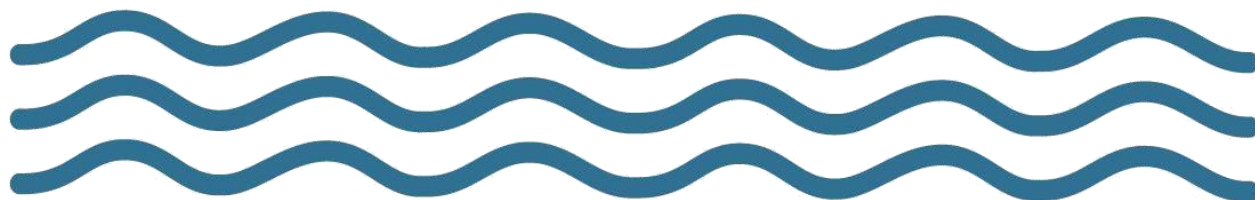


● **CANADIAN UNIVERSITY** ●
ARTISTIC SWIMMING LEAGUE



OFFICIAL RULE BOOK

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1. INTRODUCTION

1.1 INTERPRETING THE RULES

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

1.2 APPLICABILITY OF RULES

All Members of CUSSL/LUCNA shall abide by the present rules.

1.3 FINA RULES

All FINA rules apply to any Competition held in Canada unless specifically provided otherwise herein. In case of conflict, the present rules prevail. This manual contains all the rules currently in force, which govern the conduct of Canadian University League artistic swimming competitions.

1.4 RULE CHANGES

There will be one annual opportunity to submit rule change proposals to the annual conference. Emergency rule changes may be considered at any time during the season at the discretion of the University Representatives.

2. DEFINITIONS

These definitions are specific to CUASL/LUCNA and are in addition to the definitions found in the Canada Artistic Swimming rulebook.

1. "CUASL/LUCNA" is the Canadian University Artistic Swimming League/Ligue universitaire canadienne de natation artistique. Also known as the League. CUASL/LUCNA is a league affiliate of Canada Artistic Swimming.
2. "National Championships" also known as "Nationals" means the annual Championships held for all university clubs across the country.
3. "Eastern Divisional Championships" also known as "Easterns" means a qualifying competition for National Championships. All routines from university clubs in Ontario and Quebec must compete in Easterns in order to be eligible to compete in Nationals. Clubs from Atlantic Canada may compete at Easterns or can qualify straight to Nationals without competing at Easterns.
4. "Western Divisional Championships" also known as "Westerns" means a qualifying competition for National Championships. All routines from university clubs in BC, Alberta, Saskatchewan and Manitoba must compete in Westerns in order to be eligible to compete in Nationals.
5. "Invitational meet" is a competition held by a CUASL/LUCNA club during the year. It is not a qualifying meet. The host club may invite CUASL/LUCNA members and non-members to participate in the meet. Non-members should pay a meet entry fee and must complete a liability waiver form prior to competing.



6. "Club" means a group of eligible students at a Canadian University who have registered as a club with CUASL/LUCNA.
7. "Club Representative" means a League member appointed by their club to represent their club at league meetings/calls and to vote on behalf of their club. Also known as "University Representative". The Club Rep is a member of the Board of Directors of CUASL/LUCNA, as defined in the by-laws.
8. "Member of CUASL/LUCNA" means a person duly registered with CUASL/LUCNA and who has paid applicable fees. This includes both swimmers and coaches. Paid up members of CUASL/LUCNA are also members of Canada Artistic Swimming.

3. GENERAL RULES

3.1 ELIGIBILITY

3.1.1 Registration

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

3.1.2 Qualified Competitor

- a) "Competitive Season" means the period from September 1st through April 30th.
- b) In order to be a Qualified Competitor, one
 - Must comply with current FINA General Rules
 - Must be enrolled in an accredited university degree or university diploma program throughout the entire competitive season. For swimmers in a diploma program it may be necessary to get permission to swim in the league from your university. A swimmer who is enrolled in an accredited university degree or university diploma program offered through a community college or jointly between a community college and a university is also eligible to compete in CUASL/LUCNA.
 - Must be a duly registered member of only one CUASL/LUCNA Club.

3.1.3 Club Representation

In sanctioned competitions, no synchronized swimmer can represent more than one (1) CUASL/LUCNA Club during the Competitive year, September 1 to April 30, except under the following circumstances:

- a) Swimmers transferring to another University or College
- b) Swimmers may compete for a non CUASL/LUCNA club as a Masters or Senior swimmer.

3.1.4 Joint Teams

Where there are insufficient swimmers at one university to form a team, swimmers at two universities may apply to CUASL/LUCNA to form a Joint Team. Two years after inception, joint team status will be evaluated at the CUASL/LUCNA annual meeting. At that time a decision will be made as to whether or not they can continue as a joint team. If the joint status is renewed, they will then be reevaluated annually.

3.1.5 Competitor Levels

- a) “Competitive Swimmer” means a swimmer of any gender who is registered with CUASL/LUCNA and competes.
- b) “Experienced Swimmer” means a swimmer who has competed in events nationally or internationally prior to joining CUASL/LUCNA. It also includes swimmers who have competed provincially after the age of 12.
- c) “Novice Swimmer” means a swimmer who has not:
 - competed or trained at the National level in any country
 - competed or trained at the Provincial level in any country after the age of 12.See Appendix A for further Novice requirements

3.1.6 Entrants

- a) “Team” means a group of at least four competitors but no more than ten.
- b) A competitor may enter a maximum of three (3) Events: 1 Team, 1 Duet/Trio, and 1 Solo

3.1.7 Coach's Eligibility

- a) All coaches at CUASL/LUCNA meets must be registered with CUASL/LUCNA.
- b) There are no certification requirements for coaches in CUASL/LUCNA.

3.2 SELECTION

3.2.1 National Championships

All routines (with the exception of the Atlantic Provinces) must attend a Divisional meet (either Easterns or Westerns) for all events in order to compete at Nationals, unless the league approves a special exception due to extenuating circumstances prohibiting participation. In the event that a routine (athletes with a disability solo, athletes with a disability duet, athletes with a disability team, novice technical solo, novice technical duet/trio, novice technical team, solo, duet/trio, team) does not receive approval and does not compete in a Divisional meet, they will be ineligible to compete at Nationals.

3.2.2 Byes

- a) A Jury of Appeal will be formed at the start of each season. The jury of appeal will consist of three to four league members: one member from a western club, one member from an eastern club, all members should be returning swimmers.
- b) The jury of appeal will review:
 - i) Any issues regarding definition of Novice swimmers as part of the registration process
 - ii) Request for competition byes
 - iii) Requests for swimmer eligibility in the league (Novice and Experienced)
- c) The issue or bye request will be sent by the club to the CUASL Coordinator who will forward the request to the jury of appeal and will track the request
- d) The members of the jury of appeal must respond to the CUASL Coordinator within 72 hours from receiving the request, providing their decision and reasoning.
- e) For bye requests, the swimmer must be registered for the relevant meet in order to submit a bye request.
- f) If an issue occurs within 24 hours before the competition, the bye request is made to the Chief Referee.

3.2.3 Quotas for Routines

- a) Each team will be asked for the expected number of competing routines in each event for the season at the October 15th registration date. The number of competing routines for each team is subject to approval by the league due to scheduling limitations and a limit may be implemented. In case of a problem number of extra routines (duets/trios, solos) registered in the league, the limiting number of extra routines per team per university will be determined by the league.
- b) Canadian National Championships – Canada Artistic Swimming
The top three University solos, duets, mixed duets and teams at the University National Championships are eligible to compete at the Canadian National Championships in the Senior FINA Free events without qualifying through the Qualifier and without meeting the requirement of competing in the tech event of the routine category entering. The athletes competing at the Canadian National Championships must be registered athletes with Canada Artistic Swimming.

4. COMPETITIONS

4.1 TIME LIMITS

4.1.1 Time Limits - Deck Work

Deck Work must not exceed 10 seconds.

4.1.2 Time Limits for Routines

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



EVENT	TIME	EVENT	TIME
Novice Tech Solo	1 minute, 45 seconds	Solo	2 minutes, 15 seconds
Novice Tech Duet/Trio	2 minutes	Duet/Trio	2 minutes, 45 seconds
Novice Tech Team	2 minutes, 45 seconds	Team	3 minutes, 30 seconds
AWD Solo	2 minutes, 45 seconds (no minimum time)		

There is an allowance of plus or minus 15 seconds for Novice time limits and plus or minus 5 seconds for Experienced time limits. These times can be reviewed and changed at the annual conference/conference call.

4.1.3 Timing

- a) A minimum of two timers shall time deck time from the start of the music until the last swimmer leaves the deck, and the total routine time from the start of the music to the end of the music.
- b) The deck work time, and the routine walk on time shall be recorded on the timing chits and on the Timers' Record, to the nearest second.

4.1.4 The Start and Finish of a Routine

- a) Routines may start on the deck or in the water, but they must finish in the water

4.1.5 Time Violations

a) Overall Time Limits

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

b) Deck Drill Time Limits

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

c) Recording the Penalty

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

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

Note: a routine could receive two penalty points (deck movement/routine time.)



4.2 PENALTIES IN TECHNICAL ROUTINES

- a) A half-point (0.5) penalty shall be deducted from the Execution score for violations of Duet/Trio required element 6, and Team required elements 6 and 7.
- b) If there is no Elements judging panel (see 6.4.1), a penalty of one (1) point will be applied for each missed required element (elements 1 – 5 in Solo and Duet/Trio, elements 1 – 5 in Team).

4.3 ROUTINES

4.3.1 Number of Swimmers

- a) “Team” means a group of at least four competitors but not more than ten
- b) Teams who drop below 4 swimmers have the option to compete as a trio and change the elements (Novice) and length of time or compete as an exhibition in the team event up to 7 days before the start of the competition. 7 days or less from the start of the competition, the team will be required to swim in the team event as an exhibition. They may not scratch the team entirely except under extreme circumstances as to be determined by the jury of appeal.
- c) If the team has swimmers registered in the duet / trio category, the team cannot compete in that category and must swim as an exhibition in the team event.
- d) Duets with no alternate who have a swimmer unable to swim may change the length of the routine and compete as a solo up to 7 days before the start of the competition or scratch. 7 days or less from the start of the competition, the duet must scratch entirely.
- e) If the swimmer from duet who is still able to swim is also competing in the solo category, the swimmer cannot compete the duet routine as a solo and must scratch duet entirely.
- f) All routines who compete as an exhibition or scratch must request a bye for Nationals (should the competition be Easterns or Westerns)

4.3.2 Swimmers' Apparel

- a) Nose clips are allowed for all events. Goggles are allowed for all events.
- b) The swim wear (swimsuit, cap and goggles) of all competitors shall be nontransparent, in good moral taste and suitable for the individual sports disciplines and not to carry any symbol which may be considered offensive. Nothing may hang/dangle from the suit (including long ties) – nothing on the suit should be able to float. Swimmers will be permitted to wear swimwear that meets religious or personal beliefs (ex swimwear that includes a hijab, or full body coverings). The use of accessory equipment, or additional clothing is not permitted unless required by medical reasons. In the event that the



referee thinks a competitor(s) swimwear does not conform, the competitor(s) will not be permitted to compete until changing into appropriate swimwear.

- c) For all routines clothing shall conform to FINA specifications as stated below: (see AS 13.9 - 13.12)

- d) The swim wear (swimsuit, cap and goggles) of all competitors shall be non- transparent, in good moral taste and suitable for the individual sports disciplines and not to carry any symbol which may be considered offensive. Nothing may hang or dangle from the suit (including long ties) – nothing on the suit should be able to float. In the event that the referee thinks a competitor(s) swim wear does not conform, the competitor(s) will not be permitted to compete until changing into appropriate swim wear.
 - i) As per FINA Rule SS 13.9, CUASL/LUCNA will not enforce the use of only natural-looking make-up.
 - ii) The use of accessory equipment or additional clothing is not permitted unless required for medical reasons.
 - iii) Men and non-binary competitors are permitted to wear make-up, provided they adhere to the same requirements as female competitors. Hair gel is permitted. Mustaches are allowed.
 - iv) As per FINA Rule BL 8.8, CUASL/LUCNA will not enforce the rule that mens swimwear shall not extend above the navel.

4.3.3 Violation of Limits on Acrobatic Movements in Free Routines

There is a maximum of six acrobatic movements in free routine teams. There shall be a penalty of 2.0 if this number is exceeded. Regardless of the number of additional acrobatic movements, the maximum penalty would be two points. This does not include partner (2 swimmers) lifts.

4.3.4 Number of Required Free Elements in Free Routines

Each Solo, Duet, and Team Routine will consist of a predetermined number of Free Elements (Hybrids and Acrobatics) and a free choice of transitions choreographed to music.

EVENT	REQUIRED NUMBER OF FREE ELEMENTS
Solo	7 hybrids
Duet/Trio	7 hybrids, 2 pair acrobatics
Team	7 hybrids, 4 acrobatics

The number of Free Elements for each event will be selected by FINA every four (4) years.

4.4 SCORING AND DRAWS

“Chief Scorer” means the person who supervises all facets of the scoring process. The Chief Scorer is responsible for ensuring that all marks are correctly recorded and calculated.

4.4.1 Technical Routine

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

4.4.2 Routines

a) Scheduling

- i) Finals shall be held in all events at Easterns, Westerns and Nationals.
- ii) Prelims and finals shall be held in the team events at Nationals.



iii) If the number of entries is higher than 17 in Duet/Trio or Solo at Nationals, a prelim and final will be held. If, between meet registration and the actual event at the competition, the number of entries drops below 14, there will not be a prelim and final, there will just be a final which includes all competitors. The Chief Referee for the meet will inform the competitors and the scorer whether or not there will be a prelim and final.

b) Draw for Order of Swim – for all events except Team at Nationals

i) The Chief Scorer for the meet is responsible for conducting the draws, except for Team Finals at Nationals. This draw will be forwarded to the meet manager for distribution to participating clubs. The start order will be random. FINA rules will be followed unless otherwise specified.

ii) At any given meet, in drawing for a swimming position, a swimmer may draw first position only once in novice technical solo, novice technical duet/trio, solo and duet/trio events; otherwise a new draw will have to be done.

c) Draw for Order of Swim – Team Finals at Nationals

At Nationals, teams will be seeded into groupings of 3 or 4 teams per seed. For events with fewer than 6 competitors there will be a random draw for order of swim for Finals. Seeding will be divided into groups with the greater or equal part of teams from Preliminaries swimming last during Finals (see chart below) . Seeding will be done such that those ranking lower in Preliminaries will draw for the earlier swim orders in Finals. A random draw to determine the order of swimming will be done within each seeding group. When there are 16 or more teams in Finals, it is recommended that a 2-5 minute stretch break for judges be included at the halfway point. See chart for Seeding.



SEEDING CHART : Total Number of Teams in Each Seeding Group in Final Event (first seed to swim on left; last to swim on the right).

Number of Teams	Seeding
6	3, 3
7	3, 4
8	4, 4
9	3,3,3
10	3,3,4
11	3,4,4
12	3,3,3,3
13	3,3,3,4
14	3,3,4,4
15	3,3,3,3,3
16	3,3,3,3,4
17	3,3,3,4,4 etc

d) Seeding for Finals in Solo or Duet/Trio

If there is both a prelim and final event for Solo or Duet/Trio the Chief Referee will do the draw for finals. Seeding will take place as follows:

- i) Routines placing in the second half of those eligible from prelims shall be drawn in the first half of the order of performance.
- ii) Routines placing in the first half of those eligible from prelims shall be drawn in the second half of the order of performance.
- iii) In the event of an uneven number, the larger number shall be drawn in the second half of the order of performance.

e) Scoring

There is no deduction for teams with less than eight swimmers.



f) Ties

i) Ties shall not be broken in all routines in prelims.

ii) Tie breaker for Final Routine results:

Technical Routines:

1st – highest element score breaks the tie

2nd – then use Impression score

Free Routines:

1st – higher Artistic Impression score breaks the tie

2nd – then use higher Execution score

If the tie is not broken by the use of the above marks, then the tie will not be broken

g) Qualifying for Finals

i) Team Finals

All teams that compete in team prelims at National Championships qualify to compete in team finals at National Championships.

ii) Duet/Trio and Solo

If it is determined that both a prelim and final will be held for duet/trio or solo, then the top 10 competitors in the prelim event are eligible to swim in finals. Competitors 11 and 12 will pre-swim for finals.



4.5 MUSIC

4.5.1 MUSIC DEADLINES

One person per university is to give ALL the club's music at once by the specified deadline date for the competition. If a deadline is not specified, one person per university must give ALL the club's music AT LEAST 30 minutes prior to the club's spacing time. If this is not possible, the club must make arrangements with the meet manager prior to the meet. A \$20 fine will be given if the university fails to do so.

4.5.1.1 EXPLICIT MUSIC

Explicit music is prohibited at all competitions. This includes music with swearing. A \$20 fine will be given if the university fails to abide by this Rule.

4.5.2 MUSIC FORMAT

a) Electronic version (MP3) of each routine music must be submitted and named as follows: University Name_Event_Team Name_Swimmer's Last Name. The FILE name of the music must be titled in the manner stated above. Changing the name in iTunes **does not change** the name that will appear in the music player of those on the receiving end. Please ensure you check in "Get Info" (by right clicking on the file) that the **title actually matches** the format stated above.

b) If there are multiple novice teams or teams from the same university, the team name must be clearly written. (I.e. Queen's Novice team – Blue Team)

c) Each club should have the music for all their routines on their own device (iPod, cell phone, etc.) to be used as back-up in case of music malfunction.

4.6 EXHIBITION COMPETITORS

a) If a routine does not meet the defined requirements for a routine or has ineligible athletes as members of a routine (see rules 3.1.2) that routine may, at the discretion of the meet manager and if there is sufficient time in the competition schedule, enter the competition (Easterns, Westerns, Nationals)

b) An exhibition routine:

- i) Must pay all competition entry fees and meet entry deadlines
- ii) Will be drawn as if a qualified competitor in the event
- iii) Will be listed on all draws/programs as an exhibition routine



- iv) Will be announced, following their swim, as an exhibition routine
- v) That qualifies for a final event shall be drawn to swim in the first half of the draw regardless of their placing in the preliminaries
- vi) Is not eligible for awards in the CUASL/LUCNA Category

c) If an exhibition routine qualifies for finals there must be 10 qualified routines in the event.

5. COMPETITION MANAGEMENT

- a) “Meet Manager” means an individual appointed by CUASL/LUCNA to handle all the meet arrangements prior to the meet, to assist the referee in the efficient conduct of the actual meet, and to carry out the meet wrap-up.
- b) “Timer” means a person responsible for timing the routines. The timer shall see that the times are recorded on the Timers Record sheet.

5.1 HOSTING MEETS

Member Clubs can bid to host a meet. The bids are submitted to the CUASL Coordinator. The CUASL Coordinator, in conjunction with the CUASL Executive, determines the successful bid.

- a) Nationals will be held in a Western province at least once every four (4) years if the pool time can be arranged.
- b) The qualifying meets (Eastern and Western Divisionals) must be held at least two (2) weeks before Nationals.
- c) Meet costs are to be shared equally by league registered swimmers.
- d) The Championship Team and Novice Championship Team will be responsible for the engraving and maintenance of the trophies.
- e) Ideally, admission revenue will be split 50/50 between the host club and the league based on league finances and participation of both bodies in the planning of the meet.

5.1.1 Meet Management

The Club hosting the meet, in conjunction with the CUASL Coordinator, shall arrange for all facilities and activities for the efficient running of the Meet, including pools, meeting rooms, accommodation, publicity, and awards. Refer to Meet Manager's Guide.

- a) Each university club bidding on hosting a meet should ensure that the league coordinator has an up-to-date pool diagram including dimensions and depths by October 31st of each year.
- b) If possible, the host university should provide spacing time of a maximum of five minutes per team prior to the competition. It is recommended that a minimum of ten minutes warm up time be provided prior to each routine event. If possible, open pool time should be given on the day prior to National prelims (clubs from the West would be offered later spacing times.)



5.1.2 Events for Eastern Divisionals, Western Divisionals, National Championships

Events are:

- Novice Technical Solo
- Novice Technical Duet/Trio
- Novice Technical Team
- Solo
- Duet/Trio
- Team
- Athletes with Disability Solo
- Athletes with Disability Duet
- Athletes with Disability Team

5.1.3 Gender

Competitors of any gender may compete in these events.

6. OFFICIALS

The Officials at a CUASL/LUCNA meet follow the same rules as FINA, except as noted below.

Chief Judge for a meet means the person appointed by the Chief Judge for CUASL/LUCNA.

The Chief Judge for CUASL/LUCNA (or their representative) assigns judges for Easterns, Westerns and Nationals in conjunction with the relevant Provincial Association.

6.1 OFFICIALS CONFLICT OF INTEREST

Where at all possible, judges and referees without conflicts shall be chosen from the list of Synchro Swim Canada rated officials.

Where at all possible, no coach, assistant coach, swimmer or relation of a participating team shall be on a judging panel while his or her team is entered in the competition. A rated coach, assistant coach, swimmer or relation could referee if necessary.

6.2 JUDGING ROUTINES

The Panels

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



7. LEAGUE ADMINISTRATION

7.1 REGISTRATION

All swimmers and coaches who wish to compete in CUASL/LUCNA meets must register with the league and pay the required fees. The registration deadline is October 15th. Late registrations, with explanation, will be accepted until January 1st (where the club will be fined a \$35 late registration fee per swimmer with a late registration).

7.2 FEES

Fees are reviewed each year by the league executive. If a change in fees is recommended, this is voted on by the Club Representatives.

The CUASL/LUCNA registration fee includes: fees paid to Canada Artistic Swimming, fees paid to the relevant Provincial Associations, and paying for meets and running the league.

7.3 ANNUAL CONFERENCE

Conference attendance – Each university must have a representative at the CUASL/LUCNA annual Conference and conference call (the Conference is held every other year and the conference call the alternate year). Representatives must also be present during the seasonal conference calls that take place with the executive and club reps. Universities who do not have a representative at the CUASL conference and conference call (and without a valid excuse) will be fined \$50 (this fine will be paid with the university registration fees).

Note: University representatives located out of Ontario and Quebec have the option to phone-in to attend the CUASL conference.

7.4 GRANTS

If there is a positive net income for the League at the end of the year, this income will be split among the member clubs. The formula for determining the split will be reviewed periodically and will be voted on by the Club Reps.

7.5 CUASL EXECUTIVE

The elected executive members of CUASL/LUCNA are responsible for several roles in the administration of the League. These roles are defined in the by-laws of the organization.



APPENDIX A

NOVICE REQUIREMENTS

Novice Eligibility

1. A novice swimmer will be defined as:
 - a. Someone who has never competed or trained in the National Stream in any country
 - b. Someone who did not compete or train past the age of 12 in Provincial Stream or the equivalent in any country
 - c. A novice swimmer may have competed / swam in learn 2 sync or other equivalent novice programs past the age of 12.
 - i. Swimmers who have competed / swam in learn 2 sync or novice streams in Ontario, Quebec, and Nova Scotia past the age of 12 for more than 4 years may not be considered a novice swimmer.
2. A swimmer who meets the criteria above may no longer be considered a novice swimmer.
3. Should a novice swimmer obtain a technical solo and/or technical duet/trio mark of 6 or greater in Execution at a Divisional and/or National Meet, they will also no longer be eligible to be considered a novice swimmer.
 - a. This swimmer will no longer be able to register as a novice level swimmer in subsequent years
4. A swimmer who competes in the novice category for a cumulative 5 seasons in the league may no longer be considered a novice swimmer and must register as an experienced swimmer in subsequent years.
 - a. These seasons include every year the swimmer has entered competition within the league, even if they are at multiple universities throughout their time.
5. A swimmer who is not defined as a novice swimmer but wishes to compete in the novice category and does not fall under Novice Routines Rule 1 may submit an appeal to the league to request special permission to compete in the novice category as an experienced swimmer.
6. Experienced swimmers must remain in the category they are registered in for the entire season, and may not be moved down to novice after the first competition.
 - a. A swimmer who is registered as an experienced swimmer may not move down to the novice category in the same season
 - b. A novice swimmer may move up to the experienced category in the same season but may not move back down to a novice swimmer in the same season
 - c. A swimmer who is competing in the experienced category may not compete in both the experienced and novice categories at the same competition

Novice Registration

1. Universities must provide the league with a proof of eligibility for all novice swimmers when registering them with the league.
 - a. The league will keep these documents on file for returning swimmers



- b. For swimmers who have past swimming experience, universities must provide a record of all past competitive registrations, for every year the swimmer competed (this includes international students)
 - i. This can be:
 - 1. proof of registration from their previous club(s)
 - 2. a record from the provincial organization(s) that the swimmer was registered with
 - 3. a results page
 - 4. a signed letter/declaration from the head of any and all previous clubs outlining the swimmers experience and detailing how many years they swam
 - 5. a signed letter/declaration from the any and all previous club coaches the swimmer had outlining the swimmer's experience and detailing how many years they swam
- c. For swimmers who have no previous synchro experience, they must sign and submit the form provided with meet registration attesting to the fact they have no previous experience

Novice Routines

- 1. A Novice Team must be made up of at least 2/3 swimmers who are eligible novice swimmers and are registered novice swimmers within the league.
 - a. The remaining 1/3 of the team may be registered as experienced swimmers with the league
 - b. Teams who wish to have more experienced swimmers than 1/3 of the swimmers on their novice team may apply for an appeal through the formal appeals process before the first competition of the season
- 2. Novice Solo competitors must be registered as a novice swimmer with the league
- 3. Novice Duet/Trio competitors must be registered as a novice swimmer with the league



APPENDIX B

REQUIRED ELEMENTS FOR NOVICE TECHNICAL ROUTINES

Required Elements for Novice Technical SOLO and Novice Technical DUET/TRIO:

Elements 1-5 **MUST** be performed in the order listed. Element 6 can take place at any point in the routine. In duet/trio, elements must be performed simultaneously between the swimmers. All swimmers must be facing the same direction while performing the elements.

1. FISHTAIL – A Side Flutter position is assumed, with one arm at the water's surface and an extended body position. This position must move a minimum of one (1) meter. From a Front Layout, a Front Pike Position is assumed. One extended leg is lifted straight to a Fishtail Position, ending optional.

2. SPLIT POSITION – A right or left Split Position is assumed. A *Walkout Back* or *Walkout Front* is executed.

3. BODY BOOST – A rapid headfirst rise is executed, achieving maximum height of the body above the surface, with arms optional. A descent is executed until the swimmer is completely submerged.

4. KIPNUS – From a Back Layout Position, a partial Somersault Back Tuck is executed until the shins are 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. A *Vertical Descent* is executed in a Bent Knee Vertical Position.

5. TRAVELLING BALLET LEG COMBINATION – Beginning in a Back Layout Position to include at least 3 of the following positions with no other content in between: Right Bent Knee Back Layout (sailboat); Left Bent Knee Back Layout (sailboat); Right Ballet Leg; Left Ballet Leg; Right Flamingo; Left Flamingo. The combination must move a minimum of one (1) meter. At least 3 **different** positions must be executed.

6. TWO (2) FORMS OF PROPULSION – Must include kick-pull-kick.

It is **strongly recommended, for clarity of judgement, that all required elements are separated by other contents.

Required Elements for Novice Technical TEAM:

Elements 1-5 **MUST** be performed in the order listed. Elements 6 and 7 can take place at any point in the routine. Elements must be performed simultaneously between all swimmers, with the exception of element number 7 (Above Water Pattern Change). All swimmers must be facing the same direction while performing the elements, with the exception of element number 7 (Above Water Pattern Change).

1. FISHTAIL – A Side Flutter position is assumed, with one arm at the water’s surface and an extended body position. This position must move a minimum of one (1) meter. From a Front Layout, a Front Pike Position is assumed. One extended leg is lifted straight to a Fishtail Position, ending optional.

2. BODY BOOST – A rapid headfirst rise is executed, achieving maximum height of the body above the surface, with arms optional. A descent is executed until the swimmer is completely submerged.

3. BENT KNEE JOIN TO VERTICAL – From an Inverted Back Tuck Position, the legs assume a Bent Knee Vertical Position. The bent leg is extended to Vertical Position at Ankle Height or higher. A *Vertical Descent* is executed in the Vertical Position.

4. EGGBEATER COMBINATION – Beginning in an upright Eggbeater Position, assume at least 2 of the following positions with no other content and minimal pauses between positions: Right arm extended eggbeater, Left arm extended eggbeater, Double Arm extended eggbeater. Travel optional. The whole arm, including the elbow, must be above the water’s surface.

5. TRAVELLING BALLET LEG COMBINATION – Beginning in a Back Layout Position to include at least 3 of the following positions with no other content in between: Right Bent Knee Back Layout (sailboat); Left Bent Knee Back Layout (sailboat); Right Ballet Leg; Left Ballet Leg; Right Flamingo; Left Flamingo. The combination must move a minimum of one (1) meter. At least 3 **different** positions must be executed.

6. TWO (2) FORMS OF PROPULSION – Must include kick-pull-kick.

7. PATTERN CHANGE that takes place ABOVE the surface of the water.

It is **strongly recommended, for clarity of judgement, that all required elements are separated by other contents.

The Novice Required Elements will be reviewed every two (2) years.

The required elements will be reviewed by an independent committee composed of five (5) representatives from universities across Canada. One (1) representative must be from a western university.

APPENDIX C AWARDS

Invitational Meets:

1. In each routine category, the top six finalists will receive a ribbon.
2. Exhibition routines shall be awarded ribbons in a separate category, or as the Meet Manager sees fit.

Eastern & Western Divisionals:

1. In each routine category, the top six finalists will receive a ribbon.
2. Exhibition Routines will receive a ribbon for their placing within the competition, but awards will be done excluding their results from the results of the eligible CUASL/LUCNA Members for the CUASL/LUCNA Members as well.

National Championships:

1. The winner of the experienced team event shall receive the CUASL/LUCNA Championship (National) Team Trophy (The John Drake Trophy).
2. The winner of the novice team event shall receive the CUASL/LUCNA Championship (National) Novice Team Trophy.
3. The winner of each category event (novice technical team, team, novice technical duet/trio, duet/trio, novice technical solo, solo, athletes with a disability solo, athletes with a disability duet, athletes with a disability team) shall receive a CUASL/LUCNA gold medal.
4. Individuals placing second in each category will receive the CUASL/LUCNA silver medal.
5. Individuals placing third in each category will receive the CUASL/LUCNA bronze medal.
6. Individuals placing fourth, fifth, or sixth in each category will receive a ribbon.
7. In each category, only the top six finalists will be awarded a medal and/or ribbon.
8. The overall Championship University shall receive the designated CUASL/LUCNA acknowledgement, the Gerry Dubrule Trophy.

SCORING FOR GERRY DUBRULE TROPHY

1. At Nationals, an overall championship university shall be declared upon receiving the highest total point score. The championship total points shall be determined by adding up all the place points won by a University Club in each event. The remainder of the participating teams shall be recognized in descending order of place.

2. The championship overall total points will only be determined from the Finals results of the final (National) meet.
3. Novice Marks for championship score:
 - a. One routine from each novice category will count towards the overall standings.
 - b. In the novice division only the top finishes for each university in the novice technical team, novice technical duet and novice technical solo competitions will count towards the championship total points.
 - c. Example: At Nationals a university fields a novice team that places 1st, 2 novice tech solos that place 2nd and 3rd and a novice duet that finishes 4th. The points from the 1st place team, 2nd place tech solo and 4th place novice duet count for overall championship points total. The third place technical solo receives a bronze medal but does not receive any points towards their university's overall championship points total. The 3rd place novice team from another university receives 6 points for 3rd place.
4. Points allotment:

Novice Division Points:

Placement	Technical Solo Points	Technical Duet/Trio Points	Technical Team Points
1	6	7	8
2	5	6	7
3	4	5	6
4	3	4	5
5	2	3	4
6	1	2	3
7	0	1	2
8	0	0	1

Experienced Division:

Placement	Solo Points	Duet/Trio Points	Team Points
1	12	14	16
2	10	12	14
3	8	10	12
4	7	8	10
5	6	6	8
6	5	5	6
7	4	4	4
8	3	3	3
9	2	2	2
10	1	1	1



Athletes with a Disability Solo:

Placement	Solo Points
1	6
2	5
3	4
4	3
5	2
6	1

5. If, in any event, there is a tie, the higher technical (Execution + Difficulty) score will break the tie.

SPECIAL AWARDS

The CUASL/LUCNA All Canadian Award

1. The CUASL/LUCNA All Canadian awards will be awarded to registered swimmers who compete in at least one league event with an annual average of 80% and above (or the equivalent of 3.4 GPA and above at your respective University). This award will be administered by the league vice president at the Nationals Banquet.

The Anne Smeeton Award

The Anne Smeeton Award will be rewarded yearly to someone who contributes significantly to the league. Nominations can be sent in by each university and a winner will be chosen by the league executives. The award will be presented by the CUASL Coordinator at the Nationals Banquet.

