

Swimming Competitions Entry Procedures & Rules

1. Clubs affiliated to HKGSA can have their swimmers participated in swimming competitions conducted by HKGSA. Entry of swimmer without valid HKGSA registration will be rejected. Athlete's registration including Transfer registration must be submitted to the HKGSA office or before the registration closing date of the competition by Clubs. Late entry will be rejected.
2. Clubs are requested to follow the entry procedures for all swim meets. **Master Entry forms** must be completed following the sample given by HKGSA with ALL particulars and endorsed by club with club chop; otherwise it will be considered null and void.
3. World Aquatics rules apply to all competitions
4. Swimmers may enter in their respective age group category. Age is calculated as at the first date of competition.
5. Entries not meeting entry requirement will be rejected. There will be no refund on any rejected entry. Re-entries of rejected entries must be submitted to the HKGSA office:
Division: on or before 1500 hours one working day prior to the competition day
Championships: on or before 12 noon one working day prior to the competition day
A re-entry fee of HK\$100 per event will be charged. Maximum re-entry fee is cap at \$2000.
6. No alteration to entries will be allowed after the closing date.
7. Swimmers will not be allowed to compete in the race if their names are not printed in the meet programme unless entries are substantiated by the Master Entry Form.
8. i) Division: Scratches must be made 30 minutes before the scheduled start time of each session (i.e. morning and afternoon). Once a swimmer has scratched an event, he/she will under no circumstance be reinstated in that event. "No Show" cards will be extracted during the meet and clubs of offending swimmers will be fined accordingly.
ii) Championships: All scratches must be submitted **on or before 1200 noon one working day before the competition day**. "No Show" cards will be extracted during the meet and clubs of offending swimmers will be fined accordingly.
9. Relay Name List must be submitted with registration number **30 minutes** before the start of each session.
10. Swimmers who apply for split time record should submit application form with an application fee of **HK\$300** to the Referee 30 minutes before the start of each session. Fee paid will not be refunded in any case.
11. Split Time Record will only be recognized by HKGSA provided that the swimmer has successfully completed and met the qualifying time of the respective event.
12. In HKGSA swimming competition, different sets of qualifying times for different levels of competitions are adopted. Entry times submitted must be the swimmer's best results within two years before the date of the event. Clubs submitting incorrect or false times for entries will be subjected to penalties decided by HKGSA.
13. Not Qualified Rule ("NQ Rule"): When swimmers fail to meet the qualifying time of any event (except Age Group LC & SC Championships), their respective clubs will be fined HK\$75 for each not qualified event ("NQ").
14. Age Group Championships Not Qualified Rule ("AG Champ NQ Rule"): When swimmers fail to meet the qualifying time of any event in the AG Championships, their respective clubs will be fined HK\$120 for each not qualified event ("NQ").
15. For distances of 200m or over, all competitors may be seeded according to the submitted times, regardless of age, but results will be processed according to their own respective age group.
16. Unless otherwise specified all entries will be seeded according to the submitted entry times.
17. Medals will be awarded to 1st, 2nd and 3rd places. No medal will be awarded to swimmers who fail to meet the qualifying times.
18. Special awards will be presented to swimmers who break Hong Kong Records.

19. Division 3 meets: Each swimmer is limited to enter not more than 3 individual events in Long Course Competition and 2 individual events in Short Course Competition.
20. Division 2 meets: Each swimmer is limited to enter not more than 2 individual events in both Long Course Competition and Short Course Competition.
21. Division 1 meets: Each swimmer is limited to enter no more than 4 events in a full day meet.
22. Age Group Short Course & Long Course Championships:
Swimmers in the age group of 10&under and 11-12: Each swimmer is limited to enter not more than 4 events per day and 5 events in total.

Swimmers in the age group of 13-14, 15-17 and 18&over: Each swimmer is limited to enter not more than 4 events per day and 6 events in total.
23. In case of any swimmer entering number of events in excess of the entry quota, HKGSA will have the sole discretion to scratch or cancel the swimmer's last entry event at any point of time.
24. For Age Group Championships, all submitted entry times must be equal to or faster than the Age Group Championships qualifying time. Other rules may apply. Please refer to rules governing the Age Group Championships.
25. For Hong Kong Open Swimming Championships - Please refer to the rules governing the Hong Kong Open Swimming Championships.
26. Swimmers' achieved time(s) include(s) not only their swim times achieved in HKGSA swimming competitions but also other competitions organized by other associations sanctioned by HKGSA.
27. Penalty of HKGSA Swimming Competitions:
 - 27.1 All submitted entry times must be equal to or faster than the qualifying time of that level and slower than the immediate upper level qualifying time. Other rules may apply. Please refer to rules governing the meets respectively. Only best result achieved in HKGSA organized or sanctioned events will be recognized as entry time. Clubs should also indicate the date and name of competition in which the personal time was achieved. Submitted entry time without proven record will not be accepted and the qualifying standard of the event will be applied as the entry time.
 - 27.2 A swimmer whose achieved time of a particular event in either long or short course reach division standard will be prohibited from participating in that same event of a lower level meet. Swimmers will carry their time for two years from the date of the event such time is achieved.
 - 27.3 Swimmers with the achieved times in a meet but submit a slower entry time in order to participate in a lower level meet (within two years from that particular event achieved), Age Group Suspension Rule* shall apply.
**Age Group Suspension Rule:*
 1. First time of violation by Club
Suspend the swimmer who has violated the Rule from next same level meet, AND penalize the Club with a fine of \$1000 per violated entry. If the Club fails to pay the fine, it would be automatically suspended from next same level Meet.
 2. Second time of violation by Club
*The respective Club shall be suspended from the next same level Meet and same course (LC/SC) or on the decision of HKGSA.
Violation would be counted within one financial year, i.e. (starting 1st April and ending 31st March)*
 - 27.4 Swimmers entering Division 3, Division 2, Division 1 Competition, Age Group Championships (Long Course & Short Course), Hong Kong Open Swimming Championships & Festival of Sports – Time Trial for the first time with no proven swimming times achieved in HKGSA organized or sanctioned competitions should pay HK\$ 15 + HK\$ 50 = HK\$ 65 --- For each qualified time ("QT") entry
28. Competitions will be cancelled when typhoon signal 8 or black rainstorm signal is hoisted within three hours before the start of the competition and/or when typhoon signal 8 or black rainstorm is hoisted. New dates and venues will be announced by the HKGSA office in due course.
29. HKGSA has jurisdiction over all matters not assigned by the rules above.

30. Coaches are not allowed to stay within the competition area to avoid any disturbance to the swimming officials.

ENTRY FEES:

HK\$15 For each individual entry (incl. relays)
HK\$50 For each individual Qualify time ("QT") entry

FINES:

HK\$75 Per violation of the Failing to meet Qualifying Time rule (Item 13)
HK\$120 Per violation of the Failing to meet Qualifying Time rule (Item 14)
HK\$30 Per No Show (Item 8)
HK\$120 Per No Show for Hong Kong Open Swimming Championships, Hong Kong Age Group Long Course Swimming Championships and Hong Kong Age Group Short Course Swimming Championships (Item 8ii)
HK\$1000 Per No Show for FOS Final

Fines must be paid before entries will be accepted for the next meet.