

Middle Atlantic Swimming
Meet Director Test

Your Name: _____

Club Name: _____

Date of Test: _____

1. How long can a session run? Please quote section 204.3.1F of the USA Swimming Rules and Regulations.
2. How do you know what to include on your meet announcement?
3. Who is the current Tech Planning Chair? What is his email address and why do you need this?
4. What must you do to obtain a MA sanction for your meet?
5. How do you put meet invitations on the website?
6. Are you a registered member of MA? Why must you be registered?
7. Name at least one meet/safety director that you are planning to train this year?
8. Explain the difference between a pre-seeded and deck-seeded meet.
9. What are the requirements/reporting that you must do immediately following your meet, list in order that they should be done.
10. There is a limitation on the total number of events in which a swimmer may compete each day, this includes any events swum in time trials. State the USA Swimming Rules and Regulations Article relating to this.
11. State the USA Rules and Regulations Article that relates to National Championships Time Trials? State MA's policy number and policy on MA Time Trials?
12. State the Four Hour Rule and describe how it affects running your meet.
13. What is the first thing you do if you discover your meet will be over the four hour time line?
14. When is your roster check and time line due to the MA office? How do you send it?
15. When are rebates to MA due? What is the penalty for late rebates?

16. Are the 200 fly, back, breast, 400 IM, 400/500 Free, and 1000/800, 1650/1500 legal events for 12 and unders? Why or why not?
17. Describe the difference between the classifications "senior" and 15-18 and who can swim these events?
18. What is the fine for late submission of rebate fees to Middle Atlantic?
19. What is the minimum staff of officials needed to work at a meet, be specific? Where did you get this information?
20. What is a non-conforming entry time?
21. In what order are non-conforming times seeded for a meet in a (1)long course pool? (2)short course yard pool? (3)short course meter pool?
22. After closing date for entries to a Club Meet, a swimmer submits an entry form. The Meet has already been seeded. The Meet information states that Deck entries will be accepted. The MD chooses not to accept the entry, but neglects to inform either the swimmer or their Team. The swimmer appears at the Meet. The MD should:
 - (a) tell swimmer that he/she cannot swim in the Meet.
 - (b) enter the swimmer and re-seed the events.
 - (c) allow swimmer to participate as a Deck entrant in those events with open lanes.
23. Same as above, except that the Meet information states that deck entries will NOT be accepted:
 - (a) tell swimmer that he/she cannot swim in the Meet.
 - (b) enter the swimmer and re-seed the events.
 - (d) allow swimmer to participate as a Deck entrant in those events with open lanes.
 - (e) discuss with Referee and allow Referee to make decision on whether the swimmer may participate in the Meet.

24. A swimmer enters four events on one day of a Trials/Finals meets, and the error is not discovered by the MD. The events are seeded and the program printed. On the day of the Meet, the Coach of the swimmers approaches the MD to point out the error and asks to have the swimmer taken out of the first scheduled event. The MD should:
 - (a) scratch the swimmer from the first event and notify only the scorer
 - (b) tell the Coach that the swimmer will be scratched from the swimmer's last event.
 - (c) Inform the Referee and allow Referee to decide on the appropriate action

25. A swimmer is entered in a Meet by Team A, and Team A intends to use the swimmer on a Relay representing that Team. At the Meet, a coach from Team B informs the MD that the swimmer competed for Team B within the past sixty days. The MD should:
 - (a) allow the swimmer to swim on Team A's relay.
 - (b) allow the swimmer to participate in the Meet for Team A, but not on the Relay.
 - (c) require the swimmer to represent Team B
 - (d) refer the situation to the Referee, or a Meet Committee consisting of at least the Referee, MD and a Coach.

26. A scorer informs the MD that the pad time for swimmer A is three seconds slower than the back-up time for a swimmer in the 50-yd Freestyle. The scorer observed the race and recalled that all swimmers finished within about one second of the others. There is no watch time for the swimmer. A different order will be obtained depending on whether the back-up time for swimmer A is compared to the pad times or the back-up times for the other swimmers. The MD should:
 - (a) score the race using the back-up times for all swimmers
 - (b) score the race using the pad times for all swimmers, and the back-up time for swimmer A
 - (c) refer the matter to the Timing Judge or Referee, for resolution.
 - (d) ask that the race be re-swum.

27. What did you find to be the most valuable piece of information in your meet director's folder and why?

28. For new meet director's only – What was the most valuable piece of information that you learned from your "trainer"?

29. For experienced meet director's only – What was the most important piece of information that you used for training a meet director?

Middle Atlantic Swimming
Safety Director Test

NAME: _____

CLUB NAME: _____

DATE OF TEST: _____

1. What is the role of a lane marshall?
2. What are three things you must do prior to the start of the swim meet. List at least three responsibilities of the safety director once the meet begins.
3. What credentials must someone possess to be permitted deck access? What do you do if they do not have it?
4. Describe the procedure for reporting an injury of a swimmer on deck at a swim meet, be specific as to the steps that you must take?
5. Who is the current MA Safety Chair?
6. Name six safety hazards to be aware of on the deck/locker room at a swim meet?
7. Name the two people/positions you should confer with before warm-ups begin?
8. Are parents with non-athlete MA registration permitted on deck, if they are not working the swim meet? Explain why or why not.
9. What safety positions must be filled at a swim meet? Describe briefly the responsibilities of these positions.
10. What paperwork must you turn in to the meet director at the conclusion of a meet?
11. What did you find to be the most valuable piece of information in your safety director's folder and why?
12. What was the most useful piece of information that you used to train a safety director? (for experienced safety directors that are re-certifying).
13. What was the most useful piece of information that you learned from safety director training? (for new safety directors only).