	POLICY & PROCEDURE	POLICY NUMBER: 201E
ARIZONA SWIMMING	**Subject:** **ADMINISTRATION –** **ARIZONA RESULTS & RECORDS**	**EFFECTIVE DATE:** **05/01/2011** **Revised:** 7-24-2017

1. **Results**
   a. Results from Arizona Swimming Sanctioned, Approved or Observed meets will be uploaded to the USA Swimming national database, SWIMS, by AzSI.
   b. It is solely the responsibility of the Host Club to submit the electronic results, in the manner and format prescribed by USA Swimming, to AzSI. Required electronic results should be sent via email to results@azswimming.org no later than 7 days after the conclusion of competition.
   c. Records are maintained in the USA Swimming database SWIMS and are available through the AzSI Portal on the USA Website.

2. **Records**
   a. AzSI records shall only be achieved by athletes currently registered with AzSI
   b. AzSI records must be achieved by member athlete in USA Swimming or FINA Sanctioned competition. This competition can be at any level including Senior and international competition.
   c. In accordance with USA Swimming Rules and Regulations, AzSI elects to recognize times achieved by member athletes in USA Swimming Approved competition or in USA Swimming Observed meets.
   d. All records will be based solely on times uploaded into USA Swimming's data base SWIMS. SWIMS currently contains times from 2000 forward. AzSI has uploaded to SWIMS certain records achieved prior to 2000; such records indicated that they were part of the Arizona Records updating process.
   e. Errors in records should be reported to Executive Director of AzSI. Proof of time achieved will be required.
   f. Records will be approved for updating after the end of each season, short course or long course.
   g. Records will be maintained for Short Course Yards and Long Course Meters.
   h. Records will be maintained for events listed in section 102 of the USA Swimming Rules and Regulations for the following age classifications:
       1. 10 year olds and under
       2. 11 – 12 year olds
       3. 13 – 14 year olds
       4. 15 - 16 year olds
       5. 17 – 18 year old
       6. Senior
       7. Open

Updates

Date	by Whom	Abstract	Section	Control #
7-24-2017	MCK	HSKPG	2.h	16-041