

How to Handle Missed Cuts (REGULAR MEETS)

1. You will need to duplicate enough copies of the "Missed Cuts Form" to allow at least two (2) copies for EACH TEAM entered in your meet.
2. Make sheets out alphabetically by club.
3. Missed cuts should be recorded during the meet (this includes disqualifications). A no-show DOES NOT require proof of time at the missed cut table. It should be denoted as NS in the meet results.

Someone should be available to record verifications from parents and coaches who want to clear the records at the meet. If anyone wants to pay a fine for a Missed Cut that cannot be verified, the fine is \$5 on deck, \$6 if paid after the meet. The host club may keep \$1.00 for each fine they collect on deck.

**The only acceptable forms
of verification are:**

- * USA Swimming sanctioned or approved meets;
- * College, High School, Junior High, YWCA or YMCA meets sanctioned by their respective governing organizations;
- * Websites (provided that the web host address is printed on the copy);
- * Verification slips, time cards, timing system tapes or photocopies of such which are referee signed and dated

**Above Indiana results must have Host club's name or IUPUI in top left corner of every page
OR it must have the referee's signature on page(s) used for proof !**

* Meets held in other LSC's may not have referee signatures on them and should not be turned away as proof.

We do NOT accept newspaper clippings, ribbons, or medals as proof of time. Only the above forms are valid!

6. At the conclusion of the meet, and within 10 days:
 - a. Send only those unproven and/or unpaid Missed Cut Forms to clubs. You can send them with their copy of the Final Results.
 - b. Send the original copy of ALL Missed Cuts Forms from your meet along with any fines collected on deck (\$4 since your club gets to keep \$1) to the Indiana Swimming Office along with Final Results (see list of paperwork on Meet Director Requirements).

