



## 2017-2018 Membership & Registration Information Masters Edition

Welcome to Masters swimming! The 2017-2018 swim season will commence September 1, 2017.

### EXISTING AGE GROUP CLUBS

Existing Age Group Clubs that offer Masters programming will need to register their masters swimmers in the MSC or Master non-competitive swimmer categories. On the Swimming Canada registration system, the Masters categories are only available to Masters Clubs and as such existing Age Group Clubs will have a separate club entity in the registration system for registration of their masters swimmers – the designated Masters Club. Masters swimmers wishing to compete will need to be registered with a Masters Club.

Age Group Clubs will choose a name and club code (not already in use). A second Club Registrar (Masters Club Registrar) will need to be named for the designated Masters Club. The Masters Club Registrar can be the same person as the Club Registrar or a different person. Logins to the registration system will be different for the designated Masters club.

Swim Ontario recognizes the Age Group Club and designated Masters Club as one entity and corporation. Affiliation fees remain those set out with the Affiliation Package. No additional masters affiliation fee are required with the dual clubs in the system.

Age Group Clubs are asked to complete the Application for [Designated Masters Club Form](#) (pages 3&4) and submit to Swim Ontario to enable the registration of masters swimmers within the Swimming Canada registration system.

Club Registrar Help Guide - <https://www.dropbox.com/sh/xak1zrhjakt7i8k/AACSh8rLBBXgC47-duHPIRaha/Club%20Registrar%20Guide%20-%202017%20Season.pdf?dl=0>

### Registration of Registrants (swimmer, coach, official)

**The National Registration Policy, Procedures and Rules Manual (May 24, 2017) [HERE](#)**

In order to promote effective long-range planning and budgeting, Swimming Canada developed a three-year registration fee schedule. Swim Ontario Board of Directors determine provincial fees annually.

### SWIMMING CANADA 3 YEAR FEE SCHEDULE

Registration Type	Category	2017-18 Fees	2018-19 Fees	2019-20 Fees
Masters swimmer	Masters MSC	\$3.50	\$4.00	\$4.50
Masters swimmer	Masters non-competitive	\$3.50	\$4.00	\$4.50

## Swimmer Registration

Any masters swimmer participating in a Swim Ontario sanctioned event must be registered in the MASTERS MSC category. **Clubs must register all swimmers** (including but not limited to all masters that compete, train for fitness, recreational, learn to swim), **coaches and officials** with Swim Ontario and Swimming Canada, **and provide accurate contact/residential address information**. Registration must be completed within 2 weeks (14 days) of commencing participation.

## Masters Swimmer Categories:

A Masters swimmers is classified as swimmers aged 18 and over that participate in masters programming activities. A Masters MSC swimmer may compete in any number of sanctioned masters competition. Members in the Masters Non-Competitive category may compete in ONE competitive sanctioned event or authorized "racing" opportunity per swimming year (September 1 to August 31); their results from the sanctioned event must be uploaded to the swimming.ca site. Ontario Masters Provincials and National Masters Championships are not eligible competitions. Swimmers in the Masters Non-Competitive category who wish to compete in additional sanctioned competitions or racing opportunities beyond the one permitted opportunity MUST be upgraded to the Masters MSC category prior to their second competition, failure to do so may result in penalties. A Masters swimmer, regardless of registration category, can be part of more than one masters club.

**Fees:** A registered masters swimmers must pay a registration fee to Swimming Canada, Swim Ontario and Master Swimming Canada. Registration ends on August 31. Swim Ontario will collect the Swimming Canada and Masters Swimming Canada fees on their behalf. Swimming Canada will then invoice Swim Ontario to collect both the SNC and MSC fees.

## REGISTRATION TYPE: MASTERS MSC

Type	Category	SNC Fees	MSC Fees	PSO Fees	HST	TOTAL
Masters	MSC	\$3.50	\$21.50	\$30.00	\$3.90	\$58.90
Masters	Non-competitive	\$3.50	\$7.50	\$3.50	\$0.46	\$14.96

## Submitting payment

Payment options include:

1. Club Cheque – payable to Swim Ontario
2. Visa or MasterCard (2.5% service charge will be added) call (416 426-7222) with credit card information
3. E-transfers/Direct Deposits to [heather@swimontario.com](mailto:heather@swimontario.com)

## Coach Registration

The registration of coaches should be done via the Age Group Club. Club registrar will need to add the designated masters club to any coach associated with the designated masters club (see registrar guide).

## Officials Registration

Official registration should be done via the Age Group Club.

## Competition

A masters swimmers can participate in sanctioned MSC competitions.

An Age Group Club may host a MSC competition, however, only masters' swimmers may participate.

If a club wishes to run a time trial or in house competition that would have both age group and masters swimmers attend they must apply for two separate sanctions.



**2017-2018 Existing Age Group Clubs  
Designated MASTERS CLUB APPLICATION**  
**\*Optional / Applicable Information**

To be completed if an Age Group Club provides Masters programming

**Section A - Club Information**

Age Group Club Name \_\_\_\_\_ Call Letters \_\_\_\_\_

Designated Masters Club Name \_\_\_\_\_ Proposed Call Letters \_\_\_\_\_  
(Name and call letters must not be in conflict with existing clubs in the Swimming Canada registration system)

Masters Club Registrar Name \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Postal Code \_\_\_\_\_

Res. Phone \_\_\_\_\_ Bus. Phone \_\_\_\_\_

**Section B – Program Information**

Does the designated masters club plan on attending Masters meets?      Yes       No   
Does the designated masters club plan on hosting Masters meets?      Yes       No

**\*Section C - Pool Facility Information**

(Please attach list of any additional pools for Masters programming)  
Swim Ontario must have a completed Pool Depth Certificate for each pool used. See [Current List](#).

Pool \_\_\_\_\_

Pool Depth Certificate   
(confirm there is a certificate on file at Swim Ontario)

Pool \_\_\_\_\_

Pool Depth Certificate   
(confirm there is a certificate on file at Swim Ontario)

Pool \_\_\_\_\_

Pool Depth Certificate   
(confirm there is a certificate on file at Swim Ontario)

Pool \_\_\_\_\_

Pool Depth Certificate   
(confirm there is a certificate on file at Swim Ontario)

Pool \_\_\_\_\_

Pool Depth Certificate   
(confirm there is a certificate on file at Swim Ontario)

Pool \_\_\_\_\_

Pool Depth Certificate   
(confirm there is a certificate on file at Swim Ontario)

**\*Section D - Insurance Certificates**

Annual insurance Certificates are provided by BFL Canada for period December 1 – November 30 for all age group and masters clubs who meet the requirements. Note: Member clubs will still be permitted to apply for and request additional certificates of insurance for additional insureds throughout the membership term. These applications will be subject to review and authorization by Swim Ontario.  
Pool Depth Certificates must be on file for every pool.

Please list any additional facility that is used for day to day operations as well as for competition hosting for masters programming.

Facility Name (Legal Name)	Facility address (including city and postal code)	Additional information required named on the certificate of insurance

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**Section E – Required Operational Document**

1. Completed Designated Masters Club Application (pages 3 & 4)
2. [Registrar Compliance Declaration](#) form for Masters Club registrar
3. \*[Additional User Declaration Waiver](#) form for Masters Team Manager

**Note: For the 2017-2018 season – the affiliation fees remain as those distributed at the end of June 2017 to existing Age Group Clubs. No additional affiliation fees or club coach fees will be charged.**

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**Section F - Agreement**

We agree to abide by the By-Laws of Swim Ontario, SNC and the policies, rules and regulations of Swim Ontario. The club executive understands fully the implications of being a member club of Swim Ontario.

Name of club representative \_\_\_\_\_ Position \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Office Use only:  
Date Rec'd \_\_\_\_\_