



Welcome to the Aggie Swim Club!! We are very glad that you have decided to join!!

If you have not yet completed a team registration and medical form it is important that you fill them out as soon as possible. All forms are available on our website at www.aggieswimclub.org/ or through your swimmer's coach. Once these forms are completed and returned we will complete and send in the United States Swimming (USA) registration form for you. A USA registration card will be mailed directly to your home. ALL SWIMMERS MUST BE USA REGISTERED IN ORDER TO PARTICIPATE WITH THE AGGIE SWIM CLUB. Registration must be renewed annually at a cost of \$76.00 per swimmer and covers insurance and liability for both the swimmer and the Club during sanctioned activities. (If your swimmer qualifies for the free or reduced lunch program through the public schools your annual USA registration fee may be reduced to \$5.00. Please contact me for details).

Your swimmer has been placed in a practice group according to his/her abilities during the in-water try-out (evaluation) session. If you feel that this is not the correct program for your swimmer or if you wish to change the days and/or times of your swimmer's program, please contact me as soon as possible at my number below.

We have attempted to summarize some of our Club's policies on the attached and hope we have answered most of your questions. However, should you have any further questions, please feel free to contact me. Welcome on deck!!

Sincerely,

A handwritten signature in black ink that reads "Shannon Clark". The signature is written in a cursive style and is placed over a light gray rectangular background.

Shannon Clark, Club Administrator

Phone: 979-776-1155

E-mail: aggieswimclub@suddenlink.net

BILLING:

All fees are due prior to the first of the month (i.e. a swimmer wishing to participate during the month of October must pay October dues prior to October 1st). Dues are either e-mailed to your primary e-mail address or are direct billed to your home on a monthly basis on or near the 10th of each month. Please be sure to remit all monthly dues payments prior to the 1st of the coming month to the Club's P.O. Box listed on the bill. You will be given a 10-day grace period beyond the due date. At that time, if your account has not been paid in full you will be charged a \$10.00 late charge. Accounts 30 days past due will be inactivated and swimmers on that account will be unable to participate with the Club. Please be sure to pay on time to avoid these penalties!!

Families have the option of pre-paying annually or by the month. Families pre-paying annually will receive a 10% discount on dues.

Additionally, there are options to pay by credit card or through EFT (electronic funds transfer). Forms to make these payments are available on our website – click the "Billing & Parking" tab on the left hand side to download the forms. If you elect to not pay by EFT or by credit card (checking the "monthly charge") there will be an additional charge of \$5.00 per month added to your dues.

Your monthly dues amount is dependent upon the group your swimmer(s) is in and the number of swimmers in your family. There are family discounts of 20% for the second family member, 30% for the third family member, etc. (Discounts are taken from the lesser dues amounts). If your swimmer is eligible for the free or reduced lunch program through the public schools you will be eligible for additional monthly discounts. Please contact me for more details.

If there is a change in your swimmer's status (i.e. from active to inactive status) you must notify the Team Administrator, Shannon Clark, in writing directly within 30 days of the status change. Please do not assume that if your swimmer stops attending practice that this is notification. Also, please do not notify a coach. To notify of a status change, write a note on your monthly bill and mail it in as normal. E-mails to aggieswimclub@suddenlink.net are also acceptable. Billing will only be retroactive up to 30 days for a status change regardless of the reason.

Please carefully review your bill and be sure all information is correct. If there are any corrections or changes to be made (including changes to address, phone, e-mail, etc.), please mark them directly on the bill and mail it back in with your payment.

CANCELING MEMBERSHIP AND GOING "INACTIVE"

It is the responsibility of the member to notify the Club Administrator/Manager in writing of intention to terminate, or cancel a team membership. Written notices are due 30 days prior to the swimmer's last practice. If a member quits the program or is dropped from the program for non-payment of fees, overdue and current account balances are immediately payable in full.

If you have any questions about any billing you may have received, please contact the Club Administrator/Manager at aggieswimclub@suddenlink.net.

At times a swimmer may need to go "inactive," for a period of time due to long-term illness or injury. Notification of the need to go "inactive," must be submitted to the Club Administrator/Manager and except in emergency circumstances, require written notice due 30 days prior to the swimmer's last practice. Reinstatement fees may apply upon the swimmer's return to practice.

MOVING FROM ONE PRACTICE GROUP TO ANOTHER:

A swimmer's abilities are evaluated by the coach of each program and a swimmer will move up when they demonstrate the proper efficiency and mastery to attend the next higher group. When an athlete has successfully reached the ability to move to the next level of the program, the coaches of both groups will confer with each other and determine the swimmer's abilities and possible change in status. When it is agreed that a change is to be made, the swimmer and parent will be informed of their eligibility to be moved into the next higher group. A congratulatory letter will be e-mailed to the swimmer as notification of the change.

COMMUNICATION:

Our Club's communication is done primarily through six main avenues:

1. Our Website – <http://www.aggieswimclub.org> is our website. We will keep this site updated and encourage you to look to this location for practice and meet updates and reminders. This will be our main source of information dissemination.
2. E-mail – We maintain a distribution list of all e-mail addresses for active swimmers. This information was obtained when you completed your swimmer's registration paperwork. It is important for you to keep us updated if your e-mail address should change.
3. Newsletters – Periodically newsletters are posted to our Club's website. Inside the newsletter we will include a listing of upcoming meets and events, letters from the Coaches as well as other relevant information regarding Club activities.
4. Bulletin Boards – We will maintain a bulletin board at each practice location and update it as necessary. Please be sure to locate the bulletin board at your swimmer's practice location and check it periodically to be sure you are well informed.
5. Hand-outs – Periodically we will distribute hand-outs to your swimmer at the conclusion of a practice to keep you updated on an upcoming event or changes in the calendar. These hand-outs are also available at each location in the files near the Club's bulletin board.
6. Parent Meetings – We will hold periodic parent meetings at rotating locations to discuss issues and/or concerns parents may have about the program. Dates and locations are published in the monthly newsletters and all parents are encouraged to attend the meetings.

TEAM FUNDRAISERS:

As a way to keep dues low and bring income into the team, the Aggie Swim Club sponsors several swim meets at the TAMU Rec Center throughout the year. Since swimming is what we know best these are the only fundraisers we will ask you to become involved in. We ask our club parents to volunteer for various jobs (hospitality, timing, program sales, etc.) to help us run these meets. All families are REQUIRED to volunteer at one session at each of the meets hosted by the Club based on the practice group your swimmer is in. Volunteer forms listing available dates are available on our Club's website.

Our advertising sponsorship program will also allow you to earn money to "buy down" your monthly Club dues by getting advertising sponsors for our meet programs. Every ad you obtain will earn you 50% of the total ad cost which will be credited to your Club account. The remaining 50% will go directly to the Club to offer scholarships to swimmers and to purchase needed equipment for our facilities.

In order for your ad to count, you must be responsible to:

- obtain the artwork from the vendor by the meet due date (this can be e-mailed)
- collect payment for your advertisement
- complete the advertisers form and turn it in along with the full payment

For more information about the program please contact Shannon Clark at aggieswimclub@suddenlink.net

COMPETITIONS:

Swimmers will be asked to participate in competitions according to their level of participation with the Club as well as their individual readiness.

INTRASQUAD MEETS:

Intrasquad meets are competitions among swimmers only from the Aggie Swim Club and are held locally in Bryan/College Station/Huntsville. Coaches will determine who should compete in the intrasquad meets based on age, time standards and ability. Your swimmer's coach will put together the list of entries and will post this at your swimmer's location the week prior to the meet. (There is no cost for intrasquad entries). If there is some reason that your swimmer is unable to attend the entire meet or a portion of a meet, please be sure to communicate this to the coach while the proposed entries are posted.

USA MEETS:

USA meets are against other teams in our league (the "GULF") primarily in the North Houston area. The Ags coaches have carefully determined the meets that swimmers will compete in during the swim season. Coaches will put together a preliminary list of entries for all swimmers who are eligible for any of those meets according to the age and time standards. Preliminary entries will be posted to our website and an e-mail will be sent out to the e-mail list when the entries are posted. If there is some reason that your swimmer is unable to attend the entire meet or a portion of a meet, please be sure to communicate this to Shannon Clark while the preliminary

entries are posted. (Please do not notify your swimmer's coach). Entry costs are generally \$6.50 for individual events plus a \$2.00 per swimmer surcharge. The total cost for each meet will be added to your following month's bill. If your swimmer would like to change one or more of their entries, he/she should discuss this directly with their coach. Certain meets such as those early in the season do not require time standards, so swimmers are strongly encouraged to participate so that time standards for meets later in the season can be met.

TIME STANDARDS:

On the Club's website are the 2017-2021 Short Course Yards National Age Group Time Standards. These standards outline "B" through "AAAA" times for all USA swimmers for all age groups and all events. Time standards are used as motivational goals for swimmers and are sometimes used as performance requirements to enter certain swimming competitions. (You will notice on the meet calendar for some meets that "B", "BB", etc. are noted as the qualifying time for that meet.) These standards are determined based on the top 16 swimmers in the USA and are usually used as goals for swimmers to obtain and mark improvement throughout the year.

EQUIPMENT:

Your swimmer will need certain equipment for practice and competitions, depending upon the group he/she swims in. Check with your swimmer's coach to see if any of the needed equipment will be provided at your practice location.

Team Practice Equipment:

Novice—Suit (practice), Goggles, Cap

Age Group Development – The above AND fins

Age Group—The above

Junior – The above AND Pull Buoy, paddles, TYR burners and ankle locks

Senior—The above AND snorkel

Meet Equipment:

- Team Meet Suit
- Team Cap
- Goggles
- Ags Team T-shirt
- Warm Ups (Top/Pants)
- Warm Towels
- Shoes/Flip Flops
- Snacks (Food/Drink)
- Money (to purchase snacks, heat sheets or equipment)
- Chair/Cushions

Team caps and t-shirts can be purchased from Shannon Clark or at practice or meets. T-shirts are available in youth and adult sizes S-M-L-XL-2XL for \$8.00/shirt. The cost for swim caps is \$5.00/cap for latex and \$15.00 per cap for silicone.

The 2016-2017 team meet suit is pictured on our website under "Equipment – Practice and Meet". Female suits are \$65 each and male jammers are \$45 each.

PARKING:

Parking is free in the front lots at the Bryan Aquatic Center and at the College Station Middle School Natatorium.

For swimmers practicing at the TAMU Recreation Center, "night" parking permits can be purchased for \$90.00/year and are available through PTTS (Parking, Traffic & Transportation Services) online. The cost of the permit is pro-rated on the date of purchase. This pass allows you to park Monday-Friday from 5:00pm-6:30am in any lot #100 lot. (24 hour parking is available in either of the lots Saturday-Sunday except on football game days). Permits purchase but used for only a portion of the year can be returned for a partial refund to the PTTS office in the Koldus Building on campus. Parking can also be accomplished in the pay by number spots. University Police make routine rounds in the Rec Center lot and will ticket unattended cars without visible parking passes.

USA SWIMMING:

USA Swimming is the non-profit National Governing Body for competitive swimming in the United States. As such, USA Swimming is responsible for the conduct and administration of swimming and formulates the rules, implements the policies and procedures, conducts national championships, disseminates safety and sports medicine information and selects athletes to represent the United States in international competition.

USA Swimming is organized on international, national, zone and local levels. The local levels within the United States are called LSC's (Local Swimming Committees) and are responsible for administering USA Swimming activities within a defined geographical area. The LSC for the Aggie Swim Club is called the "GULF".

As a registered member of USA Swimming you will receive a Splash magazine six times a year in the mail. Additionally, the website at www.usa-swimming.org is available to provide an abundance of relevant swimming information for you and your swimmer.