2003 SWIMMING AND DIVING TOURNAMENT
Entry Instructions

Entries for the Centerville Boy's and/or Girl's Div. 1 Sectionals must be in the hands of the Entry Chairman by 4:00 p.m., Sunday, February 2, 2003:

Sectional Entries include:
a) Team Entry Form
b) Eligibility List
c) Event Entry Data
d) Checklist

Team Entry Form and Eligibility List may be submitted at an entry meeting or mailed to Entry Chairman.

Event Entry Data options:
a) Schools with less than 7 individuals may submit event entries on the OHSAA-provided paper event entry forms or by computer program (see Swim Team entries below). The OHSAA-provided forms may be submitted at an entry meeting or mailed to the Entry Chairman.
b) Schools with 7 or more individuals are **required** to submit event entries by computer program. Hy-Tek Team Manager II or Team Manager II Lite are the preferred computer programs for Sectional entries. Schools with EasyWare Easy Team prior to the 2002-2003 Swimming & Diving season may use it to submit Sectional entries. Per 2003 OHSAA State Swimming and Diving Tournament mailing, "No school will be denied participation in the tournament process due to a lack of access to or ability to use an electronic entry program". If a school wishes to exercise this option, an OHSAA-provided paper event entry form must be submitted to the Chairman by, Thursday, January 30, 2003.

OHSAA-provided paper event entry forms:
a) Official entry for schools with less than 7 individuals and not submitting a computer file (or schools exercising the OHSAA option above).
b) Information must be typed.
c) Include relay swimmers not competing in individual events and place "R" in/near relay column.
d) Divers must be listed.

Computer Entry:
a) Official entry for schools with swim teams (and OHSAA option above is not exercised) or schools with less than 7 individuals and submitting a computer file. **Verification of the computer file is the school's responsibility.**
b) Computer files may be submitted on disk at an entry meeting or emailed to the Entry Chairman. Computer files received by January 31, 2003 will be imported into Hy-Tek Meet Manager and a team entry list returned by email. Corrections or minor changes will be accepted prior to the 4:00 p.m., Sunday, February 2, 2003 entry deadline. Corrections or minor changes must be in writing. If a new computer file is submitted, it will be the official entry and no listing will be returned for coaches' verification.
c) Hy-Tek Team Manager II or TM II Lite:
   a. **A Meet Manager event file and setup instructions will be emailed to coaches by Thursday, January 24, 2003.**
   b. Relay only swimmers must be included on the computer file.
   c. Boy's & Girl's Div 1 entries are to be submitted as separate files
d) EasyWare Easy Team:
   a. Setup for the Sectional meet is the school's responsibility.
   b. Relay only swimmers must be included on the computer file.
   c. School year and divers do not transfer on SD3 entry file. These items must be submitted along with the computer file.
   d. Boy's & Girl's Div 1 entries are to be submitted as separate files

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