



2025 MHSAA Girls Division 3 Swimming and Diving Championships

Friday, Nov. 21 and Saturday, Nov. 22

Hosted by Holland Aquatic Center

LOCATION:

Holland Aquatic Center

550 Maple Ave

Holland, MI 49423

PHONE: (616) 393-7595

TIME SCHEDULE

Friday, Nov 21

- 9:00am Facility opens to officials, competitors and coaches
Packets may be picked up by coaches ONLY!
- 9:30am Doors open to spectators
- 10am-12pm Warm-up period for swimmers and divers
- 11:20am Coaches meeting in hospitality
- 12pm-3:30pm (approx) Swimming Prelims
(Divers may continue to warm-up, remembering to silence the boards at the start of each heat.)
- 3:30-7pm (approx) Diving Prelims Begin
(Diving Preliminaries will commence immediately following the last heat of the 400 Free Relay.)

Saturday, Nov 22

- 9:00am Facility opens to officials, competitors and coaches
- 9:30am Doors open to spectators
- 10am-12pm Warm-up period for swimmers and divers
- 11:20am Coaches meeting in hospitality
- 12pm-5pm (approx.) Swimming and Diving Finals

RULES:

MHSAA Rules will apply according to the 2025-2026 NFHS Swimming & Diving Rule Book.

- During the Prelims session, there will be a 10-minute break after the 200 Yard Medley Relay and before the first heat of the 200 Yard Freestyle. Also, there will be a 15-minute break between the last heat of the 50 Yard Freestyle and the first heat of the 100 Yard Butterfly as well as a 10-minute break between the last heat of the 200 Freestyle relay and 100 Backstroke.
- During the Finals session, there will be a 10-minute break after the 200 Yard Medley Relay and before the first heat of the 200 Yard Freestyle, as well as a 15-minute break between the end of Diving and the 1st Heat of the 100 Yard Butterfly. Following the 200 Freestyle relay there will also be a 10-minute break before the 100 Backstroke. There will be a paralympic heats of both the 50 Freestyle and 100 Freestyle during the Saturday Finals session.

ENTRIES & MEET INFORMATION

All swim entries are due **Monday, November 17, by Noon (12pm)**. ALL entries must be in Hy-tek format (meet file available at www.MHSAA.com, software available on the Hy-tek website). Please send Hy-tek entries to Todd Smeenge at todd@hollandaquatic.org.

Diving entries for divers who have qualified via Regionals MUST BE INCLUDED WITH THE HY-TEK MEET ENTRY FILE. For any diver advancing to Finals that was NOT included in the team's entry file, that team may be charged a late fee if the omission is on the team.

It is each coach's responsibility to send and confirm entries according to the following timeline & procedure:

SWIMMING ENTRY/CONFIRMATION PROCEDURE

- A. All entries are due by **Noon (12pm) Monday, November 17**
 - Coaches are advised to **use a non-school email** to prevent firewall issues, etc.
 - Coaches must include:
 - **Coaches contact info:** Phone number and email address
 - **Appropriate MHSAA school name/abbreviation** from MHSAAwebsite (All codes are updated for use with Hy-Tek)
 - **Grades for all athletes (Numeric: 9-10-11-12)**
 - **Appropriate/verifiable seed time**
- B. By **Noon (12pm), Tuesday, November 18**, state meet hosts will email back confirmation of receipt of entries and an entry report from what they receive.
- C. Coaches have until **9:00 pm, Tuesday, November 18** to reply with any corrections to entry report – After such time, teams MAY BE SUBJECT TO A \$50 LATE FEE at Meet Director's discretion.
- D. Psych sheets will be posted on the MHSAA website by **Noon (12pm) Wednesday, November 19**.
NO CHANGES TO ENTRIES WILL BE ALLOWED AFTER 12:00 PM, WEDNESDAY.
 - Psych sheets will include relay names including alternates.

DIVING ENTRY/CONFIRMATION PROCEDURE

- A. All divers will be automatically entered into the State Meet via Regional Results.
 - a. **Divers qualifying for Finals MUST be entered in the team's hy-tek meet entry file.**
 - b. Diving sheets will not be included in the Meet Packet that coaches will receive at check-in on Friday.
- B. An anticipated start time for diving prelims is 3:30 pm. Therefore, **confirmation and signing of final dive lists must be made at the Diving Scoring Table, with the Diving Manager prior to 2:30 pm. on Friday.**
- C. No diving sheets should be faxed to Meet Management prior to the meet. All Diving lists will be generated on-site via eDive.

RELAY CARDS:

Relay cards will be available at the announcer's table at the beginning of warm-up each day. They will be due back to the announcer's table as follows:

- 200 Medley Relay: Due immediately following the coaches meeting.
- 200 Freestyle Relay: Due at the conclusion of the break prior to the 100 Butterfly.
- 400 Freestyle Relay: Due at the conclusion of the 500 Freestyle.

ELIGIBILITY INFORMATION

NOTE: Please mail or scan/email all athlete eligibility information to:

Todd Smeenge, Competitive Events Coordinator, Holland Aquatic Center,
550 Maple Ave, Holland, MI 49423,

Email: todd@hollandaquatic.org

WARM-UP/COOL-DOWN:

Swimmers may warm-up/cool-down on the West side of the bulkhead or in the 5-lane pool behind the blocks. **NO DIVING IN THE WARM-UP COOL-DOWN AREA, FEET FURST ENTRY ONLY.**

DECK PASSES:

Deck passes will be issued to all qualifying athletes by the host (HAC) and must be visible at all times. Passes will include a scan code that must be scanned for facility entry.

Two (2) coaches' passes per team will be issued (per MHSAA), plus one (1) additional diving coach pass for those teams with a qualified diver. No manager pass will be issued for teams with less than 5 qualifiers. **Extra coaches or manager passes can be purchased, by the head coach only, for \$20 per pass at the registration table.** Receipts will be provided upon request. Note: Athlete Deck Passes may not be used for access into the spectator seating area.

Public Locker Rooms (Men's & Women's) are provided and will remain gender specific. Private restrooms and changing areas are also available. Bring all property out to the pool deck for safe keeping. HAC is not responsible for lost or stolen property. Do not put locks on lockers as locker space is limited and individual lockers may not be available. **DECK CHANGING IS STRICTLY FORBIDDEN.**

Pool Deck Entry/Exit – Authorized entry only (deck pass required). Athletes Entry/Exit will be through the locker room. Coaches may enter the pool deck via specified entrances and must accompany athletes on deck and at practice lanes.

TEAM SEATING:

- Bleacher space will be available on a first come basis.
 - The Holland Aquatic Center will have additional chairs available if bleacher space is filled
 - No bag/camping chairs will be allowed on deck.
 - Teams are responsible for cleaning up their area before leaving the facility.

COACHES HOSPITALITY:

A hospitality room will be provided for coaches and officials only - no athletes in this area, please.

TEAM PARKING:

Buses: Buses are NOT allowed in the HAC parking lot. Please unload all buses at the main entrance, then park within the bus parking area on 24th Street (North side of the building and North side street parking). In the event of a facility evacuation during inclement weather, athletes will be directed to exit out to the North and on to the buses parked outside. For all school vans, please park on the surrounding side streets.

THURSDAY NIGHT WARMUP:

- **Swimming:** HAC will open 8 competition lanes to teams for swimming warm up on Thursday, November 20, from 6:00-8:00 pm. **Starts off the blocks will not be allowed unless supervised by a coach and approved by the Meet Manager.** All coaches and athletes will be charged \$14 to go on deck. If lanes fill, HAC staff may require athletes to wait for space to become available before entering the pool.
- **Diving:** HAC will open two, 1-meter, diving boards for diving warm on Thursday, November 20, from 6:00-8:00 pm. All coaches and athletes will be charged \$14 to go on deck.
- Meet packets may be picked up by coaches during Thursday evening warm up.

T-SHIRT/APPAREL SALES: A vendor booth will be set-up on site for the sale of T-shirts and other apparel.

MEET STAFF:

Meet Director: Todd Smeenge
Email: todd@hollandaquatic.org
Cell: 616-283-0644

Safety Coordinator: Sara Kadzban
Email: sara@hollandaquatic.org
Cell:

SPECTATOR PARKING: Free parking is available in the HAC main parking lot on a first-come, first-served basis. **Vehicles parked in any no parking area or in any area that is not a clearly marked parking spot will be towed at the owner's expense.** Free parking is also available on the surrounding streets. Note: Be sure not to block any neighboring driveways and follow local laws in order to avoid getting ticketed.

ADMISSION: Tickets will be sold and validated digitally via GoFan. There will be no on-site cash sale of tickets. Purchase of admission does NOT guarantee re-entry.

- Friday Prelims: \$11.00
- Saturday Finals: \$11.00

SPECTATOR SEATING: Seating is offered on an event session first-come, first-serve basis. No saving seats. Unsafe or unruly behavior in the spectator area will result in expulsion from the meet. No folding/camp chairs in the spectator area.

PROGRAMS:

- Friday Prelims: \$5.00
- Saturday Finals: \$5.00

CONCESSIONS: A concession stand will be available in the spectator seating area throughout the meet.

HOTEL INFORMATION

Holland Aquatic Center has partnered with several local hotels to provide discounted hotel rooms for this event! Please visit the HAC website: <https://hollandaquatic.org/visit/planyourvisit/> to book your accommodations. Use the discount code provided there or the "BOOK NOW" button to receive the HAC discounted rate.

HOLLAND AQUATIC CENTER IMPORTANT FACILITY NOTES

Holland Aquatic Center (HAC) is a PUBLIC FACILITY.

- HAC reserves the right to refuse entry to anyone in violation of the posted code of conduct and facility rules.
- First Aid/Training Needs; Lifeguards are trained to handle water emergencies and first aid on deck.
- Only approved meet personnel are permitted in the pool deck office, questions or concerns should be directed to the meet manager.
- Athletes are required to shower before entry into the pool to protect water/air quality. No oils or rub down solutions are permitted to protect water/air quality. No rub down tables permitted on deck without approval.
- No shaving will be permitted on site as per National Federation rules.
- **No food allowed on deck. Beverages are allowed on the pool deck, but food must be consumed only in designated areas.** Designated areas include the training room off the 50-meter hallway, the HAC lobby area with tables and chairs, and the spectator seating area/concourse.
- Balloons are NOT allowed within the facility.
- No glass containers allowed in the locker rooms or on the pool deck.
- All signs, posters and banners must be attached to a cable provided on the north and west walls. No other signs may be placed anywhere in the facility or outside. Remove all signs at the completion of the meet.
- Noisemakers and flash photography are prohibited.