

COMPETITION APPROVAL GUIDELINES

December 2024

World Para Swimming reserves the right at its sole discretion to update this document from time-to-time as required.

The following are required for the conduct of World Para Swimming Approved competition.

Application:

- Applications for competition approval must be made via the IPC Sport Data Management System (SDMS). Applications have to be processed by the National Paralympic Committee or National Federation with user rights.
- The application must be submitted to the World Para Swimming Office a **minimum of 6 weeks prior to the date of the competition**
- Should an application be requested between 6 weeks and 2 weeks prior to the date of the competition, a late fee of 50 EUR to be added to the approval fee, and you must request permission with WPS directly to enable the competition to be added to the system.
- Approval application must include:
 - o Completed entry package
 - o Pool survey certificate (2 year validity)
 - o confirmation of timing system
- The NPC must pay the competition approval application fee of 100 EUR (all bank fees to be covered by the NPC) to the following account before the application for competition approval will be processed by World Para Swimming.

Account name: IPC

Account holder's address: Dahlmannstraße 2, 53113 Bonn, Germany

Bank: Deutsche Bank AG

Bank address: Kaiserplatz 7-9, D-53113 Bonn, Germany

National Bank code: 380 700 59

Account number for EUR: 0290 122 00

SWIFT Address: DEUTDEDK380

IBAN: DE75380700590029012200

Please add the competition name and date as purpose in order to enable the identification of the payment.

It is in the responsibility of the competition organiser to ensure that the application and relevant fees are received and acknowledged by World Para Swimming in the time frame required.

Criteria for World Para Swimming Approval:

- World Para Swimming Rules and Regulations must be adhered to.
- Pools used for approved competitions must be either 25 metres or 50 metres in length (pool certificate required).
- The minimum depth of water at the starting end of the pool shall be at least 1,35m.
- Individual events must be swum as separate male and female events.
- Relays may only be swam as individual events
- The events should be as listed in the WPS Rules and Regulations
- If electronic timing is to be used, then a backup of two manual timing devices must be used.
- If no electronic timing is to be used, then three timing officials per lane must be used to determine the official time of the swimmer.
- Results must be processed using competition management software capable of producing a results file in excel and PDF format and in accordance with the IPC Results Submission Guidelines: Results have to be sent both as official output file (PDF) as well as in a excel format that can be found on the World Para Swimming website [HERE](#)
- The official results sheets must include:
 1. the competition name and date,
 2. event name,
 3. athlete name (must be the same as in the World Para Swimming classification database),
 4. athlete's class,
 5. SDMS number
 6. recorded split times (where appropriate) and
 7. final time.
- All officials must have current accreditation from a recognised swimming governing body for the duties in which they are utilised.
- Anti-turbulence lane ropes, starting platforms and backstroke turn indicators as per the facility rules must be provided.
- Only World Para Swimming licensed athletes who hold an International Classification will be eligible for inclusion in the World Para Swimming rankings.
- All information provided to World Para Swimming must be translated to English.

Post-Competition Requirements for World Para Swimming Approved competitions

- **Record** setting performances must be submitted to the World Para Swimming Office using the World Para Swimming Record Application form, together with all the required supporting documentation. This information has to reach the World Para Swimming office no later than **15 days** after the record setting performance.
- **Results** containing the necessary information must reach the World Para Swimming office no later than **15 days** after the competition concludes. Results must be submitted in the WPS Excel template, found on the WPS Website under Documents, alongside the PDF official results book.

As per the WPS Rules and Regulations, Failure to provide the above information in the required time frame will result in the times not being recognised.

In case of any questions, please contact World Para Swimming at:

World Para Swimming
International Paralympic Committee
Dahlmannstraße 2
53113 Bonn
Germany
E-mail: info@worldparaswimming.org