Contents

Section 1 • Introduction ........................................................................................................ 2
Section 1•1 Definitions ........................................................................................................ 2
Section 2 • Championship Core Statement ................................................................... 2
Section 3 • Concussion Management ............................................................................ 3
Section 4 • Conduct .......................................................................................................... 3
Section 4•1 Certification of Eligibility/Availability ....................................................... 3
Section 4•2 Drug Testing .................................................................................................. 4
Section 4•3 Honesty and Sportsmanship .......................................................................... 4
Section 4•4 Misconduct/Failure to Adhere to Policies ..................................................... 4
Section 4•5 Sports Wagering Policy ............................................................................... 4
Section 4•6 Student-Athlete Experience Survey .............................................................. 5
Section 5 • Elite 90 Award ............................................................................................. 5
Section 6 • Fan Travel ...................................................................................................... 5
Section 7 • Logo Policy .................................................................................................. 5
Section 8 • Research ....................................................................................................... 6
Section 9 • Division II .................................................................................................... 6
Section 9•1 Division II Philosophy ................................................................................ 6
Section 9•2 Division II Code of Conduct ....................................................................... 7
Section 9•3 On-Site Administrator at Team Championships .......................................... 9
Section 9•4 Religious Conflicts ...................................................................................... 9

THE NATIONAL COLLEGIATE ATHLETIC ASSOCIATION
P.O. Box 6222
Indianapolis, Indiana 46206-6222
317-917-6222
www.ncaa.org
October 2016

NCAA, NCAA logo and NATIONAL COLLEGIATE ATHLETIC ASSOCIATION are registered marks of the Association and use in any manner is prohibited unless prior approval is obtained from the Association.
Section 1 • Introduction

During the 2016-17 academic year, the Association will sponsor 90 national championships – 42 for men, 45 for women, and three for both men and women. Among the men's championships, three are National Collegiate Championships, 13 are Division I championships, 12 are Division II championships and 14 are Division III championships. Among the women's championships, six are National Collegiate Championships, 12 are Division I championships, 13 are Division II championships and 14 are Division III championships. The combined men's and women's championships are National Collegiate Championships.

The Pre-Championship Manual will serve as a resource for institutions to prepare for the championship. This manual is divided into three sections: General Administrative Guidelines, Sport-Specific Information, and Appendixes.

The first section applies to policies applicable to all 90 championships, while the other two sections are sport-specific.

Section 1•1 Definitions

Pre-Championship Manual. Resource for institutions to prepare for the championship.
Administrative Meeting. Pre-championship meeting for coaches and administrators.
Appendixes. Any supplemental documents to be provided and distributed through the various resources.
Championship Administrator. The NCAA staff member responsible for the operational oversight of the championship.
Games Committee. The committee assigned to supervise the conduct of each championship session at a specific site. For finals sites, the games committee is typically the NCAA National Committee.
NCAA National Committee. The sport committee with direct oversight responsibilities for the championship.
Playing Rules. The rules under which the competition will be conducted.
Predetermined Sites. Those sites that are selected to host before the participant/team selections announcement.
Preliminary Rounds. The rounds of the championship before the final or championship round.
Regional Alignment. The geographic location of institutions or regional advisory committees.
Schedule of Events. Official event schedule – includes all required activities (e.g., practices, banquets, etc.).
Selection Criteria. Policies and procedures in place to guide the selection process.
Site Selection. Policies and procedures in place to guide the site selection process.
Squad Size. Number of student-athletes per team allowed to dress in uniform and participate at the championship.
Tournament Physician. The physician designated by the host institution/conference to serve as the chief medical advisor for the championship.

Section 2 • Championship Core Statement

The championships and alliances staff strives to administer competition in a fair, safe, equitable and sportsmanlike manner so that the experience of the student-athlete is paramount.

This is attained by:
Ensuring student-athletes’ optimal experience.
Executing championship events reflecting appropriate quality and values to/for stakeholders – student-athletes, coaches, administrators, member institutions, sport committees, fans, broadcast partners and corporate champions/partners.
Coordinating all aspects of the championship in an efficient, effective manner through common operating policies and practices, using internal and external resources.
Integrating championships with broadcast and corporate relationships in a manner that maintains the integrity of the championship.
Assuring effective management of the business aspects of the operation.

Enhancing the assets of the NCAA and their value by collaborating with internal and external expertise to achieve heightened exposure (e.g., community programs, fan events, banquets, anniversaries, etc.).

Section 3 • Concussion Management

[Reference: Concussion Management in Constitution 3.2.4.18 in the NCAA Division I Manual, Constitution 3.3.4.16 in the NCAA Division II Manual, and Constitution 3.2.4.16 in the NCAA Division III Manual.]

The NCAA has adopted legislation that requires all active member institutions to have a concussion management plan for their student-athletes. Traveling institutions shall follow their concussion management plan while participating in NCAA championships. If a participating team lacks appropriate medical staff to activate its concussion management plan, the host championship concussion management plan will be activated.

The legislation notes, in part, that a student-athlete who exhibits signs, symptoms or behaviors consistent with a concussion shall be removed from athletics activities (e.g., competition, practice, conditioning sessions) and evaluated by a medical staff member (e.g., sports medicine staff, team physician) with experience in the evaluation and management of concussions; a student-athlete diagnosed with a concussion is precluded from returning to athletics activity for at least the remainder of that calendar day; and medical clearance for return to athletics activity shall be determined by the team physician or the physician’s designee from the student-athlete’s institution. In the absence of a team physician or their designee, the NCAA tournament physician will examine the student-athlete and will determine medical clearance. Within the rules of the sport and policies established for the championship, medical staff should have access to the injured student-athlete without interference (e.g., coach).

A concussion is a brain injury that may be caused by a blow to the head, face, neck or elsewhere on the body with an “impulsive” force transmitted to the head. Concussions can occur without loss of consciousness or other obvious signs. A repeat concussion that occurs before the brain recovers from the previous one (hours, days or weeks) can slow recovery or increase the likelihood of having more severe and/or long-term problems. In rare cases, repeat concussions can result in brain swelling, permanent brain damage and even death.


Section 4 • Conduct

Section 4•1 Certification of Eligibility/Availability

[Reference: Certification of Eligibility/Availability in Constitution 3.2.4 and Bylaws 12, 13, 14, 15, 16, 31.2.1.7.1, 31.2.1.7.1.2 and 31.2.2 in the NCAA Division I, Manuals Constitution 3.3.4 in the NCAA Division II Manual and Bylaws 31.2.2 and 31.2.1.5 in the NCAA Division III Manual.]

Only student-athletes eligible under Bylaws 12, 13, 14, 15 and 16 may compete in NCAA championships. Member institutions are required to certify the eligibility of their student-athletes before the beginning of each academic year and to withhold ineligible student-athletes from all intercollegiate competition.

Member institutions are reminded to notify the NCAA national office before the selection date for each championship of any student-athlete who may have participated in regular-season competition but subsequently is determined to be ineligible or unavailable for NCAA championship competition.

DISCOVERY OF INELIGIBILITY OF A STUDENT-ATHLETE AFTER SELECTION

If an institution fails to report an ineligible student-athlete and the omission is not discovered until after the institution is selected to participate in the championship, necessitating the institution’s withdrawal from the championship, that withdrawal
shall be considered as one of the years of ineligibility, provided another institution participates in the championship in place of the disqualified institution. If the discovery of the ineligible student-athlete occurs so near the beginning of the championship that the governing sports committee does not have a reasonable period of time to replace the disqualified institution in the bracket, that fact shall be taken into consideration in determining the number of years the disqualified institution shall be ineligible to participate.

Section 4.2 Drug Testing

[Reference: Bylaws 18.4.1.4 and 31.2.3 in the NCAA Division I Manual and Bylaws 18.4.1.5 and 31.2.3 in the NCAA Division II, and III Manuals.]

Student-athletes who compete in NCAA championships may be subjected to drug tests in accordance with Bylaws 18.4.1.4 (Division I); 18.4.1.5 (Divisions II and III) and 31.2.3, and may be determined to be ineligible as a result thereof. Only student-athletes who have consented in writing to such testing are initially eligible for these championships; and thereafter, student-athletes who are tested shall remain eligible only if they test negative.

Section 4.3 Honesty and Sportsmanship

Individuals employed by (or associated with) a member institution to administer, conduct or coach intercollegiate athletics and all participating student-athletes shall act with honesty and sportsmanship at all times so that intercollegiate athletics as a whole, their institutions and they, as individuals, shall represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports.

Section 4.4 Misconduct/Failure to Adhere to Policies

MISCONDUCT

Misconduct in an NCAA championship is any act of dishonesty, unsportsmanlike conduct, unprofessional behavior or breach of law, occurring from the time the championship field is announced through the end of the championship, that discredits the event or intercollegiate athletics. Each games committee shall hold an administrative meeting with the representatives of participating institutions to review and explain the policies related to misconduct.

FAILURE TO ADHERE TO POLICIES AND PROCEDURES

A governing sport committee may assess a financial penalty against an institution for failure of any of its representatives to adhere to the policies and procedures governing the administration of the competition. This includes, but is not limited to, failure to comply with the procedures and deadlines for submitting scores, score sheets, schedules, rosters and entry/march-in forms for qualification and other materials necessary for the efficient administration of the competition. Click here to see the full misconduct/failure to adhere policy and procedure and fines.

Section 4.5 Sports Wagering Policy

Sports wagering includes placing, accepting or soliciting a wager (on a staff member’s or student-athlete’s own behalf or on the behalf of others) of any type with any individual or organization on any intercollegiate, amateur or professional team or contest. Examples of sports wagering include, but are not limited to, the use of a bookmaker or parlay card; internet sports wagering; auctions in which bids are placed on teams, individuals or contests; and pools or fantasy leagues in which an entry fee is required and there is an opportunity to win a prize.

The prohibition against sports wagering applies to any institutional practice or any competition (intercollegiate, amateur or professional) in a sport in which the Association conducts championship competition, in bowl subdivision football and in emerging sports for women.

A wager is any agreement in which an individual or entity agrees to give up an item of value (e.g., cash, shirt, dinner, etc.) in exchange for the possibility of gaining another item of value.
STUDENT-ATHLETES
A student-athlete involved in sports wagering on the student-athlete’s institution permanently loses all remaining regular-season and postseason eligibility in all sports. A student-athlete who is involved in any sports wagering activity that involves college sports or professional athletics, through internet gambling, a bookmaker, a parlay card or any other method employed by organized gambling, will be ineligible for all regular-season and postseason competition for at least one year.

POSTSEASON
In championships in which a bracket format is used, student-athletes, coaches and administrators may not participate in bracket competitions where there is both a required entry fee and an opportunity to win a prize. Student-athletes and administrators may participate under current NCAA rules in bracket contests where there is no entry fee but a possibility of winning a prize. Some NCAA member schools, however, have chosen to ban student-athletes from participating in these types of bracket contests.

HOSTING OPPORTUNITIES
No predetermined or non-predetermined session of an NCAA championship may be conducted in a state with legal wagering that is based on single-game betting on the outcome of any event (i.e., high school, college or professional) in a sport in which the NCAA conducts a championship.

Section 4•6  Student-Athlete Experience Survey
After each championship, student-athletes will be asked to participate in a post-event survey intended to capture feedback on their recent championship experience. Institutional administrators will be copied on the email and asked to ensure participation from all student-athletes and coaches.

Section 5 • Elite 90 Award
The Elite 90 award was created to recognize the true essence of the student-athlete by honoring the individual who has reached the pinnacle of competition at the national championship level in his or her sport, while also achieving the highest academic standard among his or her peers. The award is presented in every sport, every division, and goes to the student-athlete who has the highest cumulative GPA of all student-athletes on all teams competing at the finals site. Each institution that has at least one student-athlete qualify for the final round/site is eligible to nominate a student-athlete for the award. One student-athlete per championship will receive the award, and the announcement of the winner will be made at the finals site.

Institutions that wish to nominate a student-athlete must do so through an online nomination process. To receive more information or access the online form and submit a nomination, go to NCAA.org.

Section 6 • Fan Travel
NCAA Travel provides an easy and affordable way for family and fans to follow their favorite student-athletes and team(s) as they participate in NCAA championships competition. Travel arrangements completed through NCAA Travel help support NCAA student-athletes. Please direct your fans to NCAA.com/travel to search and book online hotel, car and air travel, all in one easy transaction.

Section 7 • Logo Policy
[Reference: Bylaws 12.5.4, 31.1.7 and 31.1.8 in the NCAA Division I Manual, Bylaw 12.5.4 in the NCAA Division II Manual and Bylaw 12.5.3 in the NCAA Division III Manual.]

A student-athlete may use athletics equipment or wear athletics apparel that bears the trademark or logo of an athletics
equipment or apparel manufacturer or distributor in athletics competition and pre- and postgame activities (e.g., celebrations on the court, pre- or postgame press conferences), provided the following criteria are met:

1. Athletics equipment (e.g., shoes, helmets, baseball bats and gloves, batting or golf gloves, hockey and lacrosse sticks, goggles and skis) shall bear only the manufacturer’s normal label or trademark, as it is used on all such items for sale to the general public; and

2. The student-athlete’s institution’s official uniform (including numbered racing bibs and warm-ups) and all other items of apparel (e.g., socks, headbands, T-shirts, wristbands, visors or hats, swim caps and towels) shall bear only a single manufacturer’s or distributor’s normal label or trademark (regardless of the visibility of the label or trademark), not to exceed 2¾ square inches in area (rectangle, square, parallelogram) including any additional material (e.g., patch) surrounding the normal trademark or logo. The student-athlete’s institution’s official uniform and all other items of apparel shall not bear a design element similar to the manufacturer’s trademark/logo that is in addition to another trademark/logo that is contrary to the size restriction.

Section 8 • Research

It is essential that all research efforts be coordinated by a single entity within the national office structure in order to ensure maximum efficiency and quality, avoid unnecessary duplication of effort on the part of staff and membership, allow the NCAA to prioritize research efforts given the limited time and resources of our members and adhere to federal guidelines on the responsibilities of researchers to properly protect research participants from harm.

For the purpose of this policy, “research” is defined as any systematic collection of data for the purpose of drawing generalized conclusions.

Any proposal to conduct research must be submitted to the NCAA research staff for review at least six weeks before the project begins. Research to be conducted during NCAA championships or related events, and which involves competing student-athletes or attendees, is also subject to review. This includes all research, including that conducted by or under the direction of any employee, contractor or paid consultant of the NCAA. It also includes any research conducted by other persons, but funded totally or in part by the NCAA. Any research that detracts from the student-athlete experience or requires physical activity may not be permitted at the championships (preliminary and finals sites). The NCAA retains sole discretion as to whether to allow such research.

Examples of activities considered research include: Conducting surveys of athletics administrators, college presidents, faculty, coaches and student-athletes; leading an organized focus group; funding an outside study under the auspices of the NCAA; conducting market research at championship events; secondary analysis of data originally collected by the NCAA from people for other purposes; any systematic collection of data from the membership or other entities; etc.

Section 9 • Division II

Section 9•1 Division II Philosophy

In addition to the purposes and fundamental policy of the National Collegiate Athletic Association, as set forth in Constitution 1, members of Division II believe that a well-conducted intercollegiate athletics program, based on sound educational principles and practices, is a proper part of the educational mission of a university or college and that the educational well-being and academic success of the participating student-athlete is of primary concern. (Revised: 1/14/08 effective 8/1/08)

Higher education has lasting importance on an individual’s future success. For this reason, the positioning statement for the division and the emphasis for the student-athlete experience in Division II is a comprehensive program of learning and development in a personal setting. The Division II approach provides growth opportunities through academic achievement, learning in high-level athletics competition and development of positive societal attitudes in service to community. The balance and integration of these different areas of learning provide Division II student-athletes a path to graduation while cultivating a variety of skills and knowledge for life ahead.
Members support the following attributes in the belief that these attributes assist in defining the division’s priorities and emphasize the division’s position within the Association: Learning, Service, Passion, Sportsmanship, Resourcefulness and Balance. The positioning statement and the attributes shall serve as a guide for the preparation of legislation by the division and for planning and implementation of programs, initiatives and policies by member institutions, conferences and the Division II governance structure.

Furthermore, a member of Division II believes in a set of common features, which assist in defining the division. Such features include exceptional teacher-to-student ratios that provide student-athletes with a quality education, a unique model of staffing in which coaches provide additional services such as teaching and mentoring, and the development of community partnerships and student-athlete participation in community engagement activities. A member of Division II also believes in the following principles, which assist in defining the division: (Revised: 1/14/97)

a. Promoting the academic success of its student-athletes, measured in part by an institution’s student-athletes graduating at least at the same rate as the institution’s student body; (Revised: 1/12/04 effective 8/1/04)

b. That participation in intercollegiate athletics benefits the educational experience of its student-athletes and the entire campus community; (Revised: 1/12/04 effective 8/1/04)

c. Offering opportunities for intercollegiate athletics participation consistent with the institution’s mission and philosophy; (Revised: 1/14/97, 1/12/04 effective 8/1/04)

d. That championships are intended to provide national-level competition among eligible student-athletes and teams of member institutions; (Revised: 1/9/06 effective 8/1/06)

e. Preparing student-athletes to be good citizens, leaders and contributors in their communities; (Revised: 1/12/04 effective 8/1/04)

f. Striving for equitable participation and competitive excellence, encouraging sportsmanship and ethical conduct, enhancing diversity and developing positive societal attitudes in all of its athletics endeavors; (Revised: 1/14/97, 1/12/04 effective 8/1/04)

g. That institutional staff members, including presidents and athletics personnel, shall hold prospective and enrolled student-athletes and themselves to the highest standards of personal conduct at all times, including exemplary behavior that reflects respect for the rights and dignity of opponents, teammates, officials, other students and the community at large; (Adopted: 1/14/12 effective 8/1/12)

h. Scheduling the majority of its athletics competition with other members of Division II, insofar as regional qualification, geographical location and traditional or conference scheduling patterns permit; (Revised: 1/14/97)

i. Recognizing the need to “Balance” the role of the athletics program to serve both the institution (e.g., participants, student body, faculty-staff) and the general public (e.g., community, area, state); (Revised: 1/12/04 effective 8/1/04)

Offering an opportunity for participation in intercollegiate athletics by awarding athletically related financial aid to its student-athletes; (Revised: 1/14/97, 1/14/02 effective 8/1/02)

j. That institutional control is a fundamental principle that supports the educational mission of a Division II institution and assumes presidential involvement and commitment. All funds supporting athletics should be controlled by the institution. The emphasis for an athletics department should be to operate within an institutionally approved budget, and compliance with and self-enforcement of NCAA regulations is an expectation of membership; and (Adopted: 1/14/02 effective 8/1/02, Revised: 1/12/04 effective 8/1/04)

k. That all members of Division II should commit themselves to this philosophy and to the regulations and programs of Division II. (Revised: 1/14/97)

Section 9•2 Division II Code of Conduct

CONDUCT POLICY STATEMENT

The NCAA expects each championship to exhibit an experience that represents the highest level of fair play and good sportsmanship. The NCAA and the NCAA Division II Championships Committee expect that student-athletes, coaches and administrators do their best to ensure participation in intercollegiate athletics promotes character development for all participants, enhances the integrity of higher education and promotes civility; therefore, championship events should adhere
to such fundamental values as respect, fairness, civility, honesty and responsibility. These values should be manifest not only in athletic participation, but also in the broad spectrum of activities associated with the championship event. Accordingly, the Championships Committee will take strong action in response to any form of misconduct by student-athletes, coaches and/or administrators during the entire championship. This includes criticism of officials and a misconduct incident at the competition.

Any institution that fails to submit a complete and accurate Division II Code of Conduct form before the start of the first competition of the championship will be issued a fine of $500, with a private letter of reprimand to be sent to the conference commissioner, university president, university athletics director, senior woman administrator, sports information director and compliance director.

**MISCONDUCT**

The NCAA Division II Manual Bylaw 31.02.3 defines misconduct as: “… any act of dishonesty, unsportsmanlike conduct, unprofessional behavior or breach of law, occurring from the time the championship field is announced through the end of the championship, that discredits the event or intercollegiate athletics.”

**EXPECTATIONS**

Each games committee shall hold a pre-championship meeting with the representatives of participating institutions to review and explain the policies related to misconduct (as defined in Bylaw 31.02.3). The Division II Championships Code of Conduct is to be part of the championship packet and delivered to all institutional representatives attending the championship events.

If the act of misconduct occurs during the competition, under normal circumstances, the individual shall be allowed to complete the competition in which he or she is participating at the time of the incident. An administrative hearing shall be held at the conclusion of the day’s competition, during a break in the continuity of the championship (e.g., between rounds of a basketball tournament) when no competition is being conducted or at the conclusion of the championship. However, if the act of misconduct is so flagrant that it obviously violates the principles of fair play and sportsmanship, the games committee may immediately withdraw the student-athlete or institutional representative from the competition and conduct the hearing after this action. Other actions of misconduct shall be dealt with in a timely manner by the governing sport committee.

**EXPECTATIONS FOR STUDENT-ATHLETES, COACHES AND ADMINISTRATORS**

- Submit an accurate and complete Division II Code of Conduct Form before the start of the first competition of the championship.
- Cooperate and participate in game ceremonies, team meetings, community engagement and championship events.
- Discuss misconduct and possible consequences with all members of the travel party.
- Have an administrator or designee present at all competitions.
- Communicate issues and concerns in an honest and timely manner with NCAA staff.
- Follow team, university and NCAA guidelines throughout all championship-related activities.
- Be respectful of other participants, spectators, coaches, administrators and other individuals at the championship site.
- Abide by state and federal laws and facility requirements throughout the championship event.
- Display acceptable behavior on and off the playing field to ensure a positive experience for all participants.

**POSSIBLE PENALTIES FOR MISCONDUCT**

In accordance with Bylaw 31.1.8.3, the governing sports committee (or the games committee authorized to act for it) may impose any one or a combination of the following penalties on an institution or any student-athlete or representative of an institution guilty of misconduct that occurs incident to, en route to, from or at the locale of the competition or practice. The penalties include but are not limited to:

- Public or private reprimand of the individual;
- Disqualification of the individual from further participation in the NCAA championship involved;
- Banishment of the individual from participation in one or more future championships of the sport involved;
- Cancellation of payment to the institution of the Association’s travel guarantee for the individual involved;
- Banishment of the institution from participation in one or more future championships in which its team in that sport otherwise would be eligible to participate;
f. Disqualification of an institution for a period of time from serving as host institution for one or more NCAA championships;

g. Cancellation of all or a portion of the honorarium for hosting an NCAA championship; and

h. Financial or other penalties different from (a) through (g) above, but only if they have prior approval of the Championships Committee.

All correspondence regarding violation of the Code of Conduct will be sent to the president/chancellor of the institution, with a copy to the director of athletics and person(s) involved.

Participation in an NCAA championship is an accomplishment and it is expected that individuals and teams are committed to ensuring that the championship is a positive experience for all participants, fans and volunteers. Participation in these championship events is a privilege for the student-athletes, coaches and administrators and should be treated as such.

Section 9•3 On-Site Administrator at Team Championships

All team sports require that a designated individual be identified from each institution participating in the championship as the on-site administrator. This person may be any individual from that school with no on-site responsibilities. The role of the on-site administrator is to be present at the competition site and attend all events that are mandated for the team (e.g., travel from institution to and from the championship site, teleconferences, pre-championship meetings, practices, competition and community engagement, where applicable).

If no one is sent or identified, the site representative is to notify the NCAA championship administrator and Division II Championships Committee liaison to administer a fine of $500, with a private letter of reprimand to be sent to the conference commissioner, university president/chancellor, university director of athletics, senior woman administrator, sports information director and the compliance director. The NCAA championship administrator will administer the fine and letter of reprimand to the institution(s).

Section 9•4 Religious Conflicts

Institutional Policy. If a participating institution has a written policy against competition on a particular day for religious reasons, it shall inform the NCAA national office prior to Sept. 1 of each academic year in order for it or one of its student-athletes to be excused from competing on that day. The championship schedule shall be adjusted to accommodate that institution. (Revised: 1/12/99, 1/8/01, 1/9/01)

Individual Championships. In individual championships, an athlete must compete according to the institution’s policy regarding Sunday competition (i.e., if the institution has no policy against Sunday competition, the athlete shall compete on Sunday if required by the schedule).
# Contents

Section 1 • General Administration  
Section 1•1 NCAA Tournament Operations Staff Contact Information ........................................... 11  
Section 1•2 National Committee .................................................................................................. 11  
Section 1•3 Regional Advisory Committees (RAC) .................................................................. 11  
Section 1•4 Important Dates ...................................................................................................... 13  
Section 1•5 Equipment .............................................................................................................. 14  
Section 1•6 Rules ....................................................................................................................... 15  
Section 1•7 Uniforms ................................................................................................................. 15  
Section 2 • Determination of Championship Participation ......................................................... 17  
Section 2•1 Championship Format ............................................................................................ 17  
Section 2•2 Results .................................................................................................................. 18  
Section 2•3 Selection Information ............................................................................................. 18  
Section 2•4 Selection Criteria ................................................................................................... 19  
Section 2•5 Site Selection .......................................................................................................... 20  
Appendix A • Bracket .................................................................................................................. 23  
Appendix B • Sport Sponsorship ................................................................................................. 24
Section 1 • General Administration

Section 1•1 NCAA Tournament Operations
Staff Contact Information

Molly P. Simons
Assistant Director, Championships and Alliances
P.O. Box 6222 / Indianapolis, Indiana 46206-6222
317-917-6785 / msimons@ncaa.org

John M. Kuzio
Coordinator, Championships and Alliances
P.O. Box 6222 / Indianapolis, Indiana 46206-6222
317-917-6384 / jkuzio@ncaa.org

Section 1•2 National Committee

Current members of the committee are:

**ATLANTIC REGION**
Jonathan Thayil
Head Women’s and Men’s Soccer Coach
Shepherd University

**CENTRAL REGION**
Lewis Theobald
Head Women’s Soccer Coach
University of Central Missouri

**EAST REGION**
James Moore
Head Women’s Soccer Coach
Georgian Court University

**MIDWEST REGION**
Lisa Liotta
Associate Athletic Director for Student Welfare
University of Findlay

**SOUTH REGION**
Dana George
Senior Executive Associate Athletic Director for Compliance, Academics, and Internal Operations/SWA
Delta State University

**SOUTHERN REGION**
J.B. Belzer, chair
Head Women’s Soccer Coach
Regis University (Colorado)

**SOUTHEAST REGION**
Jennifer Rushton
Senior Associate Athletic Director for Compliance and Student-Athlete Services/SWA
Armstrong State University

**WEST REGION**
Joshua Doody
Director of Athletics
Notre Dame de Namur University

For additional information about the Division II Women’s Soccer Championship, contact

Molly P. Simons
Assistant Director, Championships and Alliances
317-917-6785 / msimons@ncaa.org

J.B. Belzer, chair
Head Women’s Soccer Coach, Regis (Colorado)
jbelzer@regis.edu

Section 1•3 Regional Advisory Committees (RAC)

<table>
<thead>
<tr>
<th>NAME</th>
<th>INSTITUTION</th>
<th>CONFERENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ATLANTIC REGION</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jonathan Thayil, chair</td>
<td>Shepherd</td>
<td>MEC</td>
</tr>
<tr>
<td>Carrie Hanna</td>
<td>Wheeling Jesuit</td>
<td>MEC</td>
</tr>
<tr>
<td>Erienne Roberts</td>
<td>Slippery Rock</td>
<td>PSAC</td>
</tr>
<tr>
<td>Erik Burstein</td>
<td>Kutztown</td>
<td>PSAC</td>
</tr>
<tr>
<td><strong>CENTRAL REGION</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lewis Theobald, chair</td>
<td>Central Missouri</td>
<td>MIAA</td>
</tr>
<tr>
<td>Natasha Oakes</td>
<td>Missouri Western State</td>
<td>MIAA</td>
</tr>
<tr>
<td>Name</td>
<td>Institution</td>
<td>Conference</td>
</tr>
<tr>
<td>------------------</td>
<td>------------------------------------</td>
<td>-------------</td>
</tr>
<tr>
<td><strong>CENTRAL REGION CONTINUED</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kevin Buisman</td>
<td>Minnesota State Mankato</td>
<td>NSIC</td>
</tr>
<tr>
<td>Gretta Arvesen</td>
<td>St. Cloud State</td>
<td>NSIC</td>
</tr>
<tr>
<td>Greg Harris</td>
<td>Harding</td>
<td>GAC</td>
</tr>
<tr>
<td>Doug Self</td>
<td>Southwestern Oklahoma State</td>
<td>GAC</td>
</tr>
<tr>
<td><strong>EAST REGION</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>James Moore, chair</td>
<td>Georgian Court</td>
<td>CACC</td>
</tr>
<tr>
<td>Nate Guagliardi</td>
<td>Caldwell</td>
<td>CACC</td>
</tr>
<tr>
<td>Steve Fitzgerald</td>
<td>Stonehill</td>
<td>NE-10</td>
</tr>
<tr>
<td>Mike Winn</td>
<td>Pace</td>
<td>NE-10</td>
</tr>
<tr>
<td>Dan Velez</td>
<td>New York Institute of Technology</td>
<td>ECC</td>
</tr>
<tr>
<td>Jon Feinstein</td>
<td>Mercy</td>
<td>ECC</td>
</tr>
<tr>
<td><strong>MIDWEST REGION</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lisa Liotta, chair</td>
<td>Findlay</td>
<td>GLIAC</td>
</tr>
<tr>
<td>TBD</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Angela Red</td>
<td>McKendree</td>
<td>GLVC</td>
</tr>
<tr>
<td>Greg Herdlick</td>
<td>Rockhurst</td>
<td>GLVC</td>
</tr>
<tr>
<td>Natalie Fiorenza</td>
<td>G-MAC</td>
<td>G-MAC</td>
</tr>
<tr>
<td>Josh Jones</td>
<td>Malone</td>
<td>G-MAC</td>
</tr>
<tr>
<td><strong>SOUTH REGION</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dana George, chair</td>
<td>Delta State</td>
<td>Gulf South</td>
</tr>
<tr>
<td>Graeme Orr</td>
<td>West Alabama</td>
<td>Gulf South</td>
</tr>
<tr>
<td>Cally Morrill</td>
<td>Lynn</td>
<td>Sunshine State</td>
</tr>
<tr>
<td>Drew Howard</td>
<td>Florida Southern</td>
<td>Sunshine State</td>
</tr>
<tr>
<td><strong>SOUTH CENTRAL REGION</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>J.B. Belzer, chair</td>
<td>Regis (Colorado)</td>
<td>RMAC</td>
</tr>
<tr>
<td>Jason Carmichael</td>
<td>Western State</td>
<td>RMAC</td>
</tr>
<tr>
<td>Sara Williams</td>
<td>Rogers State</td>
<td>Heartland</td>
</tr>
<tr>
<td>Nick Cowell</td>
<td>St. Edward's</td>
<td>Heartland</td>
</tr>
<tr>
<td>Stephanie Sumpter</td>
<td>West Texas A&amp;M</td>
<td>Lone Star</td>
</tr>
<tr>
<td>Damian Clarke</td>
<td>Midwestern State</td>
<td>Lone Star</td>
</tr>
<tr>
<td><strong>SOUTHEAST REGION</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jennifer Rushton, chair</td>
<td>Armstrong State</td>
<td>Peach Belt</td>
</tr>
<tr>
<td>Hope Clark</td>
<td>Georgia College</td>
<td>Peach Belt</td>
</tr>
<tr>
<td>Jennifer Bell</td>
<td>Coker</td>
<td>SAC</td>
</tr>
<tr>
<td>Mike Joy</td>
<td>Tusculum</td>
<td>SAC</td>
</tr>
<tr>
<td>Travis Chell</td>
<td>King</td>
<td>Conference Carolinas</td>
</tr>
<tr>
<td>Rick Parlow</td>
<td>Converse</td>
<td>Conference Carolinas</td>
</tr>
<tr>
<td><strong>WEST REGION</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Josh Doody, chair</td>
<td>Notre Dame de Namur</td>
<td>PacWest</td>
</tr>
<tr>
<td>Kasey Bingham</td>
<td>Dixie State</td>
<td>PacWest</td>
</tr>
<tr>
<td>Stephanie Duke</td>
<td>Cal Poly Pomona</td>
<td>CCAA</td>
</tr>
<tr>
<td>Aileen Naspany</td>
<td>Cal State Dominguez Hills</td>
<td>CCAA</td>
</tr>
<tr>
<td>Rob Walker</td>
<td>Saint Martin's</td>
<td>Great Northwest</td>
</tr>
<tr>
<td>Kari Gage</td>
<td>Central Washington</td>
<td>Great Northwest</td>
</tr>
</tbody>
</table>
**Section 1•4 Important Dates**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, Aug. 9</td>
<td>Fall schedules due to the statistics website.</td>
</tr>
<tr>
<td>Thursday, Sept. 1</td>
<td>First permissible date of competition.</td>
</tr>
<tr>
<td>Monday, Oct. 3</td>
<td>Updated scores and statistics from schools and conferences through Sunday's games due.</td>
</tr>
<tr>
<td>Monday, Oct. 10</td>
<td>Updated scores and statistics from schools and conferences through Sunday's games due.</td>
</tr>
<tr>
<td>Tuesday, Oct. 11</td>
<td>RAC calls. (Practice ranking)</td>
</tr>
<tr>
<td>Wednesday, Oct. 12</td>
<td>National Committee call. (Practice ranking)</td>
</tr>
<tr>
<td>Wednesday, Oct. 12</td>
<td>National office begins accepting proposed budgets for preliminary-round competition.</td>
</tr>
<tr>
<td>Monday, Oct. 17</td>
<td>Updated scores and statistics from schools and conferences through Sunday's games due.</td>
</tr>
<tr>
<td>Tuesday, Oct. 18</td>
<td>First RAC call.</td>
</tr>
<tr>
<td>Wednesday, Oct. 19</td>
<td>National committee call; first published ranking available on NCAA.com.</td>
</tr>
<tr>
<td>Monday, Oct. 24</td>
<td>Updated scores and statistics from schools and conferences through Sunday's games due.</td>
</tr>
<tr>
<td>Tuesday, Oct. 25</td>
<td>Second RAC call.</td>
</tr>
<tr>
<td>Wednesday, Oct. 26</td>
<td>National committee call; second published ranking available on NCAA.com.</td>
</tr>
<tr>
<td>Friday, Oct. 28</td>
<td>Deadline for submitting required bid materials to host preliminary-round competition.</td>
</tr>
<tr>
<td>Monday, Oct. 31</td>
<td>Updated scores and statistics from schools and conferences through Sunday's games due.</td>
</tr>
<tr>
<td>Tuesday, Nov. 1</td>
<td>Third RAC call.</td>
</tr>
<tr>
<td>Wednesday, Nov. 2</td>
<td>National committee call; third published ranking available on NCAA.com.</td>
</tr>
<tr>
<td>Sunday, Nov. 6</td>
<td>RAC selection call.</td>
</tr>
<tr>
<td>Sunday, Nov. 6</td>
<td>Deadline for eligible conferences to submit their automatic qualifiers.</td>
</tr>
<tr>
<td>Monday, Nov. 7</td>
<td>National committee selection call and notification of teams participating in the championship. Selection show on NCAA.com at 6 p.m. Eastern time.</td>
</tr>
<tr>
<td>Tuesday, Nov. 8</td>
<td>Teleconference with first- and second-round participants, 2 p.m. Eastern time.</td>
</tr>
<tr>
<td>Friday, Nov. 11</td>
<td>First-round games.</td>
</tr>
<tr>
<td>Sunday, Nov. 13</td>
<td>Second-round games.</td>
</tr>
<tr>
<td>Tuesday, Nov. 15</td>
<td>Teleconference with third- and quarterfinal-round participants, 2 p.m. Eastern time.</td>
</tr>
<tr>
<td>Friday, Nov. 18</td>
<td>Third-round games.</td>
</tr>
<tr>
<td>Sunday, Nov. 20</td>
<td>Quarterfinal games.</td>
</tr>
<tr>
<td>Monday, Nov. 21</td>
<td>Teleconference with championship participants, 2 p.m. Eastern time.</td>
</tr>
<tr>
<td>Thursday, Dec. 1</td>
<td>2016 NCAA Division II Women's Soccer Championship, semifinals.</td>
</tr>
<tr>
<td>Saturday, Dec. 3</td>
<td>2016 NCAA Division II Women's Soccer Championship, final.</td>
</tr>
<tr>
<td>Jan. 11-15</td>
<td>NSCAA convention, Los Angeles.</td>
</tr>
<tr>
<td>Jan. 30 - Feb. 1</td>
<td>National Committee annual meeting, Indianapolis.</td>
</tr>
</tbody>
</table>

**CHAMPIONSHIP DATES**

<table>
<thead>
<tr>
<th>Selection</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Selections</td>
<td>Monday, Nov. 7</td>
</tr>
<tr>
<td>First Round</td>
<td>Friday, Nov. 11 (Thursday, Nov. 10 for No Sabbath Play institutions.)</td>
</tr>
<tr>
<td>Second Round</td>
<td>Sunday, Nov. 13 (Saturday, Nov. 12, for No Sabbath Play institutions.)</td>
</tr>
<tr>
<td>Third Round</td>
<td>Friday, Nov. 18 (Thursday, Nov. 17, for No Sabbath Play institutions.)</td>
</tr>
<tr>
<td>Quarterfinals</td>
<td>Sunday, Nov. 20 (Saturday, Nov. 19, for No Sabbath Play institutions.)</td>
</tr>
</tbody>
</table>
The 2016 NCAA Division II Women’s Soccer Championship will be hosted by the Mid-America Intercollegiate Athletics Association, Kansas City Sports Commission, and Rockhurst University in Kansas City, Missouri.

**DATE FORMULA**

- **First Rounds**: Second weekend before Thanksgiving (Thursday or Friday).
- **Second Rounds**: Second weekend before Thanksgiving (Sunday).
- **Third Rounds**: Weekend before Thanksgiving (Thursday or Friday).
- **Quarterfinals**: Weekend before Thanksgiving (Saturday or Sunday).
- **Semifinals and Finals**: Weekend after Thanksgiving (Thursday through Saturday).

**FUTURE DATES**

**2017**

Selections  Monday, Nov. 6
First Round  Must be played Thursday, Nov. 9, or Friday, Nov. 10
Second Round Must be played Saturday, Nov. 11, or Sunday, Nov. 12
Third Round  Must be played Thursday, Nov. 16, or Friday, Nov. 17
Quarterfinals Must be played Saturday, Nov. 18, or Sunday, Nov. 19
Semifinals/Final Thursday, Nov. 30, and Saturday, Dec. 2

**2018**

Selections  Monday, Nov. 5
First Round  Must be played Thursday, Nov. 8, or Friday, Nov. 9
Second Round Must be played Saturday, Nov. 10, or Sunday, Nov. 11
Third Round  Must be played Thursday, Nov. 15, or Friday, Nov. 16
Quarterfinals Must be played Saturday, Nov. 17, or Sunday, Nov. 18
Semifinals/Final Thursday, Nov. 29, and Saturday, Dec. 1

**Section 1•5  Equipment**

**BALL**

The Wilson FORTE FYbrid II NCAA championship soccer ball will be used in all NCAA tournament games. Only Wilson balls may be used for practice and warm-ups. These balls (Wilson FORTE FYbrid II) will be sent by the manufacturer to the tournament manager at the host institution for each round of competition. The host institution is responsible for “breaking in” the game balls for each tournament game. Participating teams may use the same brand of championship ball from their own inventory at practices and pregame.

Following competition, one ball shall be given to the non-advancing team. The host institution may keep the remaining balls or use them as promotional giveaways during the game or donate them to a local youth group.

**BALL PERSONS AND ROTATION**

The host institution must arrange for a minimum of four ball persons (preferably six). These ball persons must be at least 10 years of age. A six-ball rotation will be used for all rounds of the championship. One ball will be in play. One ball will be on each sideline on each half of the field and one ball will be at the scorer’s table.
Section 1•6  Rules

Per NCAA Bylaw 17.30, member institutions shall conduct all of their intercollegiate competition in accordance with the playing rules of the Association in all sports for which the NCAA develops playing rules. For those sports in which the Association follows rules that are developed by other governing bodies and modified by the governing sports committee, the adopted playing rules shall be used. The governing sports committee will not consider any results for selection purposes that are not played in accordance with the NCAA rules books, or those rules adopted by an outside organization.

The NCAA Men’s and Women’s Soccer Rules shall be followed to the letter.

SUSPENDED GAMES

In the case of inclement weather or other factors leading the referee to suspend a game, the officials, games committee and coaches shall refer to the NCAA Men’s and Women’s Soccer Rules. For NCAA championship competition, a game must be played for the full 90 minutes (as opposed to 70 minutes for the regular season) to be considered a complete game.

If a game is suspended or postponed, it will be the decision of the games committee and the referee to determine if the game can be continued that day. If conditions dictate that the game cannot be completed, the NCAA site representative and tournament director shall contact Molly Simons (office: 317-917-6785). Only after contacting Ms. Simons may a game be suspended until the next day or moved to an alternate site. Teams should be prepared with footwear for any playing surface.

Section 1•7  Uniforms

Student-athletes competing in an intercollegiate soccer championship shall wear the official uniform of their institution in competition and related ceremonies. This applies to both warm-ups and competitive uniforms.

PLAYERS’ EQUIPMENT

A field player’s uniform shall consist of a jersey or shirt, shorts, stockings and shoes (see Rule 4-4).

Players shall wear shinguards under the stockings in the manner intended, without exception. The shinguards shall be professionally manufactured, age and size appropriate and not altered to decrease protection. The NCAA requires players to wear shinguards that meet the standards established by the National Operating Committee on Standards for Athletic Equipment (NOCSAE). Visit www.nocsae.org for more information.

It is recommended that a special armband (which shall be displayed on the upper arm) be worn that distinguishes the team captain(s) from other players on his or her team.

Note: Rule 4-1-c is an administrative rule and may be altered by prior written mutual consent.

CONTRASTING COLORS

All players of a team shall wear matching uniforms. The home team (highest seed) shall wear light uniforms and the visitor shall wear dark uniforms. It is the responsibility of the home team to wear jerseys and stockings in clear contrast to those worn by the visiting team.

Goalkeepers shall wear jerseys that distinguish them from all field players and socks that distinguish them from their opponents.

Shorts may differ in color from that of the stockings and jerseys but shall be matching in color and uniform in style.

It is required that any visible garment worn under the jersey or shorts shall be a solid color that matches the dominant color of the respective garment.

It is required that players warming up outside the coaching and team areas wear colored jerseys/vests that distinguish them from all other field players.

NUMBERS

Numerals at least eight inches (20.32 cm) in height that are easily distinguishable from the predominant background color(s) and pattern shall be worn on the back of each player’s (including goalkeeper’s) jersey.
Numerals at least four inches (10.16 cm) in height that are easily distinguishable from the predominant background color(s) and pattern shall be worn on the front of each player’s (including goalkeeper’s) jersey. The same number shall be displayed on both the front and back of the jersey, and no two teammates may wear the same number.

**SHOES**
Shoes must be worn by all participants in a game. Shoes with soles containing aluminum, leather, rubber, nylon or plastic cleats, studs or bars, whether molded as part of the sole or detachable, are allowed as long as the referee does not consider them dangerous.

**ARTICLES**
A player shall not wear anything that is dangerous to any player. Knee braces with any metal parts are permissible provided no metal is exposed. Casts are permissible if they are covered and the referee does not consider them dangerous. Headgear, headbands and hats (goalkeepers only) are legal provided they are not considered dangerous to any player.

It is mandatory that the referee examine the equipment of each player before each game to see that it complies with the foregoing standards.

Prostheses may be worn as long as the equipment is well-padded to protect not only the affected player but also his/her opponents. Any such device with exposed rivets, pins, sharp edges or any form of exterior fastener that would present a hazard must be properly padded.

**JEWELRY**
A player shall not wear jewelry of any type. Exception: Medical alert bracelets or necklaces may be worn but must be taped to the body.

**LOGOS**
Refer to General Administrative Guidelines, Section 7.
Section 2 • Determination of Championship Participation

Section 2•1 Championship Format

The NCAA Division II Women’s Soccer Championship provides for a 48-team, single-elimination tournament. A championship bracket can be found in Appendix A.

The 2016 championship bracket has been established as follows:

First and Second Rounds
- Teams paired within respective region.
- In-region No. 4 seed vs. No. 5 seed; In-region No. 3 seed vs. No. 6 seed.
- In-region No. 1 seed vs. winner of No. 4/5 seed; In-region No. 2 seed vs. winner of No. 3/6 seed.

The top two seeds in each region will be offered the opportunity to host a first- and second-round site, provided minimum site selection criteria are met.

Third and Quarterfinal Rounds
Provided minimum site selection criteria are met and the field is accessible, the host will alternate by region.

SCHEDULE OF EVENTS
Each participating team shall be assigned to a tournament site within the team’s respective region. Regional seeding will be used in making pairings for first- and second-round competition.

1. Six teams will be selected from each of the eight geographical regions.
2. Teams will be paired in their respective regions with the No. 4 seed versus No. 5 seed; No. 3 seed versus No. 6 seed on Friday. The winner of No. 4/5 seed will play the No. 1 seed and the winner of No. 3/6 seed will play the No. 2 seed in the games played on Sunday.
3. For each round of competition, the top-seeded teams (for preliminary rounds) as determined by the committee, shall be offered the opportunity to host, provided that minimum site selection criteria are met and a bid has been submitted.
4. If, due to unforeseen circumstances, it becomes impossible to play a match(es) during the championship, the sport committee is authorized to determine which team or teams advance in the bracket.

START TIMES
All games will be played at sites and times determined by the NCAA Division II Women’s Soccer Committee. The actual playing times of preliminary-round games of the championship shall be approved by the women’s soccer committee according to the chart below. Any deviations from the times listed below must be approved in advance.

Required game times are:

|                     | First round should start not later than 2 p.m.  
|---------------------|---------------------------------------------------
|                     | Second round should start not later than 2 p.m.   |
| First and Second Rounds |                                                   |
| Third and Quarterfinal Rounds | Third round may be noon and 2:30 p.m. or 5 and 7:30 p.m. (if lights are available). Quarterfinal round should start not later than 2 p.m. |
| Semifinals | 11 a.m. and 2 p.m. or 5 and 8 p.m.               |
| Final | 1 p.m. or as determined by television.            |

TRAVEL PARTY
Transportation expenses and per diem will be provided for an official travel party of 28. The squad size for the Division II women’s soccer championship is 24. University presidents and directors of athletics will receive a credential and are not included in the official travel part of 28. The bench limit is 32, of which no more than 24 may be in game uniform.
Section 2•2 Results

The sports information director of the host institution, or an appointed representative, is responsible for reporting all tournament results.

REGULAR-SEASON REQUIREMENTS

Score Reporting
The score-reporting and stats-reporting processes are combined for Division II Women’s Soccer. Schools will submit all schedule and results information to the NCAA statistics site (http://web1.ncaa.org/stats/StatsSrv/login), and this information is transferred into the score-reporting system for use by the sports committees. Specific instructions and reporting deadlines are communicated to SIDs in a preseason memo from the media coordination and statistics staff. For questions regarding the reporting process, please contact Mark Bedics at (mbedics@ncaa.org or 317-917-6541).

Stat Crew
All host sites should use Stat Crew programs to submit statistics for the contests. At the end of each game or day of competition, a packed file from each regional/championship contest must be sent to ncaastats@ncaa.org and Mark Bedics (mbedics@ncaa.org) at the NCAA national office. These files should be sent immediately following each contest or day of competition. If you have any questions, please do not hesitate to contact Mark Bedics.

The regional advisory committee will conduct its weekly rankings on the following Tuesdays: Oct. 11*, 18, 25 and Nov. 1. The national committee will conduct its weekly rankings on the following Wednesdays: Oct. 12*, 19, 26 and Nov. 2.

Please note that these call times are not the same dates as the score-reporting deadlines for teams.

*Practice ranking, non-published.

Scores for the final weekend of the season must be forwarded to the regional chair as soon as they are available, with final results due not later than 5 p.m. Sunday, Nov. 6. Additional results must be sent to msimons@ncaa.org. If you have any questions regarding this process, please call Molly Simons at 317-917-6785.

Section 2•3 Selection Information

Bylaw 31.3.3.1 — Countable Competition. For NCAA team-championship selection purposes, competition is countable only when the teams played are varsity intercollegiate teams of four-year, degree-granting institutions that conduct a majority of their competition in that team sport against varsity intercollegiate teams (see Constitution 3.2.4.4) of four-year, degree-granting institutions located in Canada and the United States, its territories or possessions. Competition against service teams, professional teams, semiprofessional teams, amateur teams, two-year colleges and club teams shall be excluded.

ALLOCATION OF BERTHS
Each of the eight regions receive six championship berths.

AUTOMATIC QUALIFICATION
The following conferences are eligible for automatic qualification for the 2016 NCAA Division II Women’s Soccer Championship:

<table>
<thead>
<tr>
<th>California Collegiate Athletic Association</th>
<th>Lone Star Conference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Central Atlantic Collegiate Conference</td>
<td>Mid-America Intercollegiate Athletics Association</td>
</tr>
<tr>
<td>Conference Carolinas</td>
<td>Mountain East Conference</td>
</tr>
<tr>
<td>East Coast Conference</td>
<td>Northeast-10 Conference</td>
</tr>
<tr>
<td>Great American Conference</td>
<td>Northern Sun Intercollegiate Conference</td>
</tr>
<tr>
<td>Great Lakes Intercollegiate Athletic Conference</td>
<td>Pacific West Conference</td>
</tr>
<tr>
<td>Great Lakes Valley Conference</td>
<td>Peach Belt Conference</td>
</tr>
<tr>
<td>Great Midwest Athletic Conference</td>
<td>Pennsylvania State Athletic Conference</td>
</tr>
<tr>
<td>Great Northwest Athletic Conference</td>
<td>Rocky Mountain Athletic Conference</td>
</tr>
<tr>
<td>Gulf South Conference</td>
<td>South Atlantic Conference</td>
</tr>
<tr>
<td>Heartland Conference</td>
<td>Sunshine State Conference</td>
</tr>
</tbody>
</table>
AT-LARGE SELECTION
To be considered during the at-large selection process, a team must have an in-region won-lost record of .500 or better.

IN-REGION COMPETITION
Only games listed on the institution’s schedule submitted via the statistics website will be considered for selection purposes. A minimum number of 10 in-region games must be scheduled to be eligible for consideration for the Division II Women’s Soccer Championship.

PAIRINGS
First and Second Rounds
Teams will be paired within respective region with No. 4 seed vs. No. 5 seed, No. 3 seed vs. No. 6 seed, No. 2 seed vs. the winner of No. 3/No. 6 seed and the No. 1 seed vs. the winner of No. 4/No. 5 seed. The two top-seeded teams in each region shall be offered the opportunity to host, provided minimum site selection criteria are met and a bid has been submitted.

Third and Quarterfinal Rounds
The host will alternate by region, provided minimum site selection criteria are met, the field is accessible and a bid has been submitted.

2016 Quarterfinals – Host listed first
- Midwest vs. Central
- South Central vs. West
- Atlantic vs. East
- South vs. Southeast

2016 Semifinals
- South/Southeast vs. Central/Midwest
- South Central/West vs. East/Atlantic

Future: 2017 Semifinals
- Central/Midwest vs. East/Atlantic
- South/Southeast vs. South Central/West

TRAVEL INFORMATION
Air Travel. If you are located more than 600 miles from the host site, please contact Short’s Travel Management at 866-655-9215 as soon as possible to arrange your air travel. Be prepared to provide the names of the members of the travel party of 28.

Ground Travel. If you are within 600 miles from the host site, you will travel via bus and must make your arrangements via Go Ground at 866-386-4951. The ground transportation portal may be accessed at www.gochampionships.com (same username/password used for Short’s Travel expenses).

Transportation expenses and per diem will be provided for an official travel party of 28. Please refer to the NCAA travel policies for all information regarding transportation and per diem expenses. Travel policies may be found online at www.ncaa.org, Division II Championships, Championships Travel Information. Registration with an institutional email address is required to access the information located on www.ncaa.org. The NCAA travel department may be reached at 317-917-6757, or by email at travel@ncaa.org.

Section 2•4 Selection Criteria
The following criteria shall be employed by a governing sports committee in selecting participants for NCAA championships competition [Bylaw 31.3.3; Criteria for Selection of Participants]:

To be considered for championship selection, a team must satisfy all scheduling requirements as outlined by championships policy in that sport (e.g., minimum number of Division II or in-region contests). The following criteria shall be employed by a
governing sports committee in selecting participants for NCAA championships competition:

- Availability of student-athletes for NCAA championships;
- Nullification;

**Required Selection Criteria.** Following confirmation of the availability of student-athletes for NCAA championships and the application of any nullification, the following required selection criteria shall be applied in no particular order:

- In-region winning percentage;
- Division II winning percentage;
- Division II strength of schedule (opponents’ average winning percentage and opponents’ opponents’ average winning percentage);
- Division II head-to-head competition; and
- Results versus Division II common opponents.

In addition to Bylaw 31.3.3, the Division II Women’s Soccer Committee has received approval from the Division II Championships Committee to consider the following criteria in the selection of at-large teams for the Division II Women’s Soccer Championship (not necessarily in priority order):

- In-region non-conference won-lost record;
- In-region strength of schedule (opponents’ average winning percentage and opponents’ opponents’ average winning percentage);
- In-region ratings percentage index (RPI);

Once the opponents’ average winning percentage (OWP) and opponents’ opponents’ winning percentage (OOWP) are calculated, they are to be combined on a weighted scale (e.g., 2/3 weight for OWP and 1/3 weight for OOWP) and this combined number becomes the strength of schedule.

**TIE-BREAKER CRITERIA**

There is no tie-breaker criteria. All eight criteria are weighted equally and are in no priority order.

Additionally, input is provided by regional advisory committees for consideration by the Women’s Soccer Committee. A Division II governing sports committee must contact a regional advisory committee before making its final selection of teams if the committee selection differs from the regional advisory committee’s. Coaches’ polls and/or any other outside polls or rankings are not used as a criterion by the Women’s Soccer Committee for selection purposes.

**Section 2•5 Site Selection**

Any institution interested in hosting preliminary-round competition of the 2016 NCAA Division II Women’s Soccer Championship must submit a proposed budget, respond to sport-specific questions, and ensure the institution’s key contacts and facility information are up to date via the Championships Bid and Host Profile portal. Please note that in order to submit a bid, you must first locate the desired championship in the “Championships Available for Bidding” section and select “Start Bid.”

Please note the change in process that allows all member institutions to regularly and easily access their profiles by visiting [championships.ncaa.org](http://championships.ncaa.org). For profile issues, user access or to reset a password, please email [championshipbid@ncaa.org](mailto:championshipbid@ncaa.org) or contact the respective championship manager.

**PROSPECTIVE HOSTS**

Host bid information and deadlines will be included on the NCAA.org membership website once available.

Note the proposed budget form has changed slightly to allow us to collect more detailed information when relevant. The form is now an expandable/collapsible tree format with the ability to upload supporting documents. Please note the unbudgeted expenditures section has been removed in the new budget form. As part of the bid, prospective hosts must enter a budgeted amount for the following items that previously were considered unbudgeted expenditures:

- Committee/site representative lodging
- Game officials lodging
● State and city taxes/fees
● Ticket and facility fees

For both the game officials and committee/site representatives, hosts will pay for their lodging expenses and be reimbursed by the NCAA. However, if the NCAA manages the hotel block for the game officials, the officials’ lodging expenses shall be directly billed to the NCAA. The NCAA typically manages the officials’ hotel block at the final site for our championships.

All bid-related forms can be accessed via the following website: https://web1.ncaa.org/champsBidV20/exec/login?loginSubmit=LoginWithTabs. The deadline to submit all materials for hosting preliminary rounds is Friday, Oct. 28.

CHAMPIONSHIPS BID AND PROFILE SYSTEM

The Championships Bid and Host Profile portal can be accessed at championships.ncaa.org. The deadline to submit all bid materials for this championship is Friday, Oct. 28.

As a reminder, prospective hosts’ budgets should include committee/site representative’s lodging expense, game officials’ lodging expense, state and city taxes/fees, if applicable, and any ticket fees. Committee/site representative’s per diem, mileage and luggage fees will now be paid by the NCAA instead of the host institution. Game officials will be reimbursed via the ArbiterPay system for their game fees, per diem, mileage and luggage fees.

FACILITY PROFILE

Institutions interested in hosting preliminary-round competition of the Division II Women’s Soccer Championship must add (or ensure accuracy of) facility information for the applicable competition venue. This information is located at championships.ncaa.org. Any supporting information — e.g., facility diagram, pictures — may be uploaded and attached to that facility’s profile. This information will be made available to the sport committee to aid in their deliberations of prospective host sites.

New in 2016: All postseason matches must be contested on fields with dimensions of 115 to 120 yards by 70 to 75 yards. If the higher seeded team cannot accommodate these requirements by modifying their field or finding another field within the community to use, the next highest seeded team that can accommodate these requirements will be selected to host.

KEY CONTACTS

Each institution should list and then maintain its key contacts associated with each sport and the institution. Individuals can be added via the Championships Bid and Host Profile portal at championships.ncaa.org.

SAFETY AND SECURITY PLAN

Each facility profile should include the safety and security plan for that facility. This information can be uploaded and attached to the profile by visiting championships.ncaa.org.

FINAL FINANCIAL REPORT

[Reference: Bylaw 31.4 in the NCAA Manual.]

A final financial report from each championship site must be submitted via the Championships Bid and Host Profile portal under the “budget” tab not later than 60 days after the event.

CONTACT INFORMATION

If you have any questions regarding the bid process, please contact Molly Simons at 317-917-6785 or email us at championshipbid@ncaa.org.
# Appendixes

## Contents

<table>
<thead>
<tr>
<th>Appendix</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appendix A • Bracket</td>
<td>23</td>
</tr>
<tr>
<td>Appendix B • Sport Sponsorship</td>
<td>24</td>
</tr>
</tbody>
</table>
## Appendix B • Sport Sponsorship

### ATLANTIC REGION

<table>
<thead>
<tr>
<th>Conference</th>
<th>Universities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Independent (2)</td>
<td>Chowan University</td>
</tr>
<tr>
<td></td>
<td>The Lincoln University (Pennsylvania)</td>
</tr>
<tr>
<td>Mountain East Conference (9)</td>
<td>University of Charleston (West Virginia)</td>
</tr>
<tr>
<td></td>
<td>Concord University</td>
</tr>
<tr>
<td></td>
<td>Fairmont State University</td>
</tr>
<tr>
<td></td>
<td>Notre Dame College (Ohio)</td>
</tr>
<tr>
<td></td>
<td>Shepherd University</td>
</tr>
<tr>
<td></td>
<td>Urbana University</td>
</tr>
<tr>
<td></td>
<td>West Liberty University</td>
</tr>
<tr>
<td></td>
<td>West Virginia Wesleyan College</td>
</tr>
<tr>
<td></td>
<td>Wheeling Jesuit University</td>
</tr>
<tr>
<td>Pennsylvania State Athletic Conference (17)</td>
<td>Bloomsburg University of Pennsylvania</td>
</tr>
<tr>
<td></td>
<td>California University of Pennsylvania</td>
</tr>
<tr>
<td></td>
<td>Clarion University of Pennsylvania</td>
</tr>
<tr>
<td></td>
<td>East Stroudsburg University of Pennsylvania</td>
</tr>
<tr>
<td></td>
<td>Edinboro University of Pennsylvania</td>
</tr>
<tr>
<td></td>
<td>Gannon University</td>
</tr>
<tr>
<td></td>
<td>Indiana University of Pennsylvania</td>
</tr>
<tr>
<td></td>
<td>Kutztown University of Pennsylvania</td>
</tr>
<tr>
<td></td>
<td>Lock Haven University of Pennsylvania</td>
</tr>
<tr>
<td></td>
<td>Mansfield University of Pennsylvania</td>
</tr>
<tr>
<td></td>
<td>Mercyhurst University</td>
</tr>
<tr>
<td></td>
<td>Millersville University of Pennsylvania</td>
</tr>
<tr>
<td></td>
<td>University of Pittsburgh, Johnstown</td>
</tr>
<tr>
<td></td>
<td>Seton Hill University</td>
</tr>
<tr>
<td></td>
<td>Shippensburg University of Pennsylvania</td>
</tr>
<tr>
<td></td>
<td>Slippery Rock University of Pennsylvania</td>
</tr>
<tr>
<td></td>
<td>West Chester University of Pennsylvania</td>
</tr>
<tr>
<td>CENTRAL REGION</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Conference</th>
<th>Universities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Great American Conference (7)</td>
<td>East Central University</td>
</tr>
<tr>
<td></td>
<td>Harding University</td>
</tr>
<tr>
<td></td>
<td>Northwestern Oklahoma State University</td>
</tr>
<tr>
<td></td>
<td>Oklahoma Baptist University*</td>
</tr>
<tr>
<td></td>
<td>Ouachita Baptist University</td>
</tr>
<tr>
<td></td>
<td>Southern Nazarene University</td>
</tr>
<tr>
<td></td>
<td>Southwestern Oklahoma State University</td>
</tr>
<tr>
<td>Mid-America Intercollegiate Athletics Association (12)</td>
<td>University of Central Missouri</td>
</tr>
<tr>
<td></td>
<td>University of Central Oklahoma</td>
</tr>
<tr>
<td></td>
<td>Emporia State University</td>
</tr>
<tr>
<td></td>
<td>Fort Hays State University</td>
</tr>
<tr>
<td></td>
<td>Lindenwood University</td>
</tr>
<tr>
<td></td>
<td>Missouri Southern State University</td>
</tr>
<tr>
<td></td>
<td>Missouri Western State University</td>
</tr>
<tr>
<td></td>
<td>University of Nebraska at Kearney</td>
</tr>
<tr>
<td></td>
<td>Northeastern State University</td>
</tr>
<tr>
<td></td>
<td>Northwest Missouri State University</td>
</tr>
<tr>
<td></td>
<td>Southwest Baptist University</td>
</tr>
<tr>
<td></td>
<td>Washburn University of Topeka</td>
</tr>
<tr>
<td>Northern Sun Intercollegiate Conference (16)</td>
<td>Augustana University (South Dakota)</td>
</tr>
<tr>
<td></td>
<td>Bemidji State University</td>
</tr>
<tr>
<td></td>
<td>Concordia University, St. Paul</td>
</tr>
<tr>
<td></td>
<td>University of Mary</td>
</tr>
<tr>
<td></td>
<td>Minnesota State University, Mankato</td>
</tr>
<tr>
<td></td>
<td>Minnesota State University Moorhead</td>
</tr>
<tr>
<td></td>
<td>University of Minnesota, Crookston</td>
</tr>
<tr>
<td></td>
<td>University of Minnesota Duluth</td>
</tr>
<tr>
<td></td>
<td>Minot State University</td>
</tr>
<tr>
<td></td>
<td>Northern State University</td>
</tr>
<tr>
<td></td>
<td>University of Sioux Falls</td>
</tr>
<tr>
<td></td>
<td>Southwest Minnesota State University</td>
</tr>
<tr>
<td></td>
<td>St. Cloud State University</td>
</tr>
<tr>
<td></td>
<td>Upper Iowa University</td>
</tr>
<tr>
<td></td>
<td>Wayne State College (Nebraska)</td>
</tr>
<tr>
<td></td>
<td>Winona State University</td>
</tr>
</tbody>
</table>
## EAST REGION

**Central Atlantic Collegiate Conference (13)**
- Bloomfield College
- Caldwell University
- Chestnut Hill College
- Concordia College (New York)
- Dominican College (New York)
- Felician University
- Georgian Court University
- Goldey-Beacom College
- Holy Family University
- Nyack College
- Philadelphia University
- Post University
- Wilmington University (Delaware)

**East Coast Conference (9)**
- University of Bridgeport
- Daemen College
- Long Island University/LIU Post
- Mercy College
- Molloy College
- New York Institute of Technology
- Queens College (New York)
- Roberts Wesleyan College
- St. Thomas Aquinas College

**Northeast-10 Conference (15)**
- Adelphi University
- American International College
- Assumption College
- Bentley University
- Franklin Pierce University
- Le Moyne College
- Merrimack College
- University of New Haven
- Pace University
- Saint Anselm College
- Saint Michael's College
- The College of Saint Rose
- Southern Connecticut State University
- Southern New Hampshire University
- Stonehill College

*Institution ineligible for 2016-17 championship per Division II membership guidelines.*
## MIDWEST REGION

### Independent (2)
- Oakland City University
- Salem International University

### Great Lakes Intercollegiate Athletic Conference (13)
- Ashland University
- Davenport University*
- Ferris State University
- University of Findlay
- Grand Valley State University
- Lake Erie College
- Michigan Technological University
- Northern Michigan University
- Northwood University
- Ohio Dominican University
- Saginaw Valley State University
- Tiffin University
- Walsh University

### Great Lakes Valley Conference (16)
- Bellarmine University
- Drury University
- University of Illinois at Springfield
- University of Indianapolis
- Lewis University
- Maryville University of Saint Louis
- McKendree University
- Missouri University of Science and Technology
- University of Missouri-St. Louis
- Quincy University
- Rockhurst University
- Saint Joseph’s College (Indiana)
- University of Southern Indiana
- Truman State University
- William Jewell College
- University of Wisconsin, Parkside

### Great Midwest Athletic Conference (8)
- Alderson Broaddus University
- Cedarville University
- Davis and Elkins College
- Kentucky Wesleyan College
- Malone University
- Ohio Valley University
- Trevecca Nazarene University
- Ursuline College
### SOUTH CENTRAL REGION

**Heartland Conference (8)**
- Dallas Baptist University
- Lubbock Christian University
- Newman University
- Oklahoma Christian University
- Rogers State University
- St. Edward's University
- St. Mary's University (Texas)
- Texas A&M International University

**Lone Star Conference (7)**
- Angelo State University
- Eastern New Mexico University
- Midwestern State University
- Texas A&M University-Commerce
- University of Texas of the Permian Basin
- Texas Woman's University
- West Texas A&M University

**Rocky Mountain Athletic Conference (13)**
- Adams State University
- Black Hills State University
- Colorado Christian University
- Colorado Mesa University
- Colorado School of Mines
- Colorado State University-Pueblo
- University of Colorado, Colorado Springs
- Fort Lewis College
- Metropolitan State University of Denver
- New Mexico Highlands University
- Regis University (Colorado)
- Western State Colorado University
- Westminster College (Utah)*

### SOUTH REGION

**Independent (1)**
- Palm Beach Atlantic University

**Gulf South Conference (14)**
- University of Alabama in Huntsville
- Auburn University at Montgomery*
- Christian Brothers University
- Delta State University
- Lee University
- Mississippi College
- University of North Alabama
- Shorter University
- Spring Hill College*
- Union University
- Valdosta State University
- University of West Alabama
- University of West Florida
- University of West Georgia

**Sunshine State Conference (10)**
- Barry University
- Eckerd College
- Embry-Riddle Aeronautical University (Florida)*
- Florida Institute of Technology
- Florida Southern College
- Lynn University
- Nova Southeastern University
- Rollins College
- Saint Leo University
- University of Tampa

*Institution ineligible for 2016-17 championship per Division II membership guidelines.
### SOUTHEAST REGION

**Conference Carolinas (12)**
- Barton College
- Belmont Abbey College
- Converse College
- Emmanuel College (Georgia)*
- Erskine College
- King University
- Lees-McRae College
- Limestone College
- University of Mount Olive
- North Greenville University
- Pfeiffer University
- Southern Wesleyan University

**Peach Belt Conference (13)**
- Armstrong State University
- Clayton State University
- Columbus State University
- Flagler College
- Francis Marion University
- Georgia College
- Georgia Southwestern State University
- Lander University
- University of Montevallo
- University of North Carolina at Pembroke
- University of North Georgia
- University of South Carolina Aiken
- Young Harris College

**South Atlantic Conference (12)**
- Anderson University (South Carolina)
- Brevard College
- Carson-Newman University
- Catawba College
- Coker College
- Lenoir-Rhyne University
- Lincoln Memorial University
- Mars Hill University
- Newberry College
- Queens University of Charlotte
- Tusculum College
- Wingate University

### WEST REGION

**California Collegiate Athletic Association (13)**
- California State Polytechnic University, Pomona
- California State University, Chico
- California State University, Dominguez Hills
- California State University, East Bay
- California State University, Los Angeles
- California State University, Monterey Bay
- California State University, San Bernardino
- California State University, San Marcos*
- California State University, Stanislaus
- University of California, San Diego
- Humboldt State University
- San Francisco State University
- Sonoma State University

**Great Northwest Athletic Conference (9)**
- Central Washington University
- Concordia University Portland*
- Montana State University Billings
- Northwest Nazarene University
- Seattle Pacific University
- Simon Fraser University
- Saint Martin's University
- Western Oregon University
- Western Washington University

**Pacific West Conference (15)**
- Academy of Art University
- Azusa Pacific University
- Biola University*
- Brigham Young University, Hawaii
- California Baptist University
- Chaminade University
- Concordia University Irvine*
- Dixie State University
- Dominican University of California
- Fresno Pacific University
- University of Hawaii at Hilo
- Hawaii Pacific University
- Holy Names University
- Notre Dame de Namur University
- Point Loma Nazarene University

*Institution ineligible for 2016-17 championship per Division II membership guidelines.