Dear Participants,

Congratulations on qualifying for the 2017 NCAA Women’s Rowing Championships! On behalf of the Ivy League and Metro Atlantic Athletic Conference (MAAC), and our member institutions, we welcome you to beautiful Mercer County Park here in the Garden State. We look forward to providing the best championship experience possible here this weekend.

The Ivy League and MAAC have a rich connection to NCAA Rowing and Mercer County Park. We’re excited to once again showcase this state-of-the-art, 2,600-acre facility to each participant, institution, administrator, and of course, the fans. The MAAC co-hosted the 2012 NCAA Women’s Rowing Championships, and has hosted its conference rowing championships here at Mercer County Park since 2005.

We want to thank all of those who have worked tirelessly to make this event possible through their hard work and dedication to make this a memorable experience, with special thanks to the Mercer County Park Commission and staff, and the Princeton National Rowing Association.

Again, congratulations on qualifying for this championship. We wish you the best as you compete this weekend, and hope you’ll enjoy the exciting atmosphere provided by the NCAA, Ivy League, MAAC, Mercer County Park, and PNRA.

Sincerely,

Robin Harris
Ivy League Executive Director

Richard J. Ensor
MAAC Commissioner
Dear Rowing Friends,

On behalf of the Princeton National Rowing Association and all our volunteers and staff, it gives me great pleasure to welcome you, the athletes, coaches, spectators and officials of the 2017 NCAA Women’s Rowing National Championship, to Mercer County Park and Mercer Lake.

We know that you have worked hard to get to this National Championship and we have worked hard to prepare the venue for your racing. Mercer Lake has been an important part in producing some of the best rowers in the country and the World including the 11-time World Championship USA Women’s 8+. We are confident that it will also give you a chance to show your skills and preparations in what is sure to be some amazing performances.

We are looking forward to being witness to great competition and the camaraderie that our sport is known for.

Good Luck and Good Racing!

Kristopher Grudt
Executive Director, Princeton National Rowing Association
Dear Participants,

It gives me great pleasure to welcome you to Mercer County Park this weekend for the 2017 NCAA Women’s Rowing Championship. I wish to thank all of the student-athletes, their families and friends, and the many coaches, spectators and volunteers involved in this exciting event.

Mercer Lake boasts a state-of-the-art, FISA-certified racecourse infrastructure, while our boat-house serves the Mercer Junior Rowing Club, the Hun School, the Lawrenceville School, the Peddie School and the US National Team. Mercer County Executive Brian M. Hughes and the Mercer County Board of Freeholders are excited for the opportunity to showcase our facilities as you showcase your talents.

As Executive Director, I take great joy and pride in knowing that an event such as this can take place within our community, bringing together County residents and visitors from near and far. I look forward to the weekend’s events and I wish all of the athletes the best of luck in their races.

Sincerely,

Aaron T. Watson
# Table of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Introduction/Welcome</td>
<td>8</td>
</tr>
<tr>
<td>2</td>
<td>NCAA Mission Statement</td>
<td>8</td>
</tr>
<tr>
<td>3</td>
<td>NCAA Committee/ Staff</td>
<td>9</td>
</tr>
<tr>
<td>4</td>
<td>Host Personnel</td>
<td>12</td>
</tr>
<tr>
<td>5</td>
<td>Host Information</td>
<td>13</td>
</tr>
<tr>
<td></td>
<td>Princeton National Rowing Association</td>
<td>13</td>
</tr>
<tr>
<td></td>
<td>Ivy League &amp; Metro Atlantic Athletic Conference</td>
<td>13</td>
</tr>
<tr>
<td></td>
<td>Championship Websites</td>
<td>13</td>
</tr>
<tr>
<td>6</td>
<td>Checklist</td>
<td>14</td>
</tr>
<tr>
<td></td>
<td>Participating Institution Checklist</td>
<td>14</td>
</tr>
<tr>
<td>7</td>
<td>Schedule of Events</td>
<td>15</td>
</tr>
<tr>
<td></td>
<td>Banquet</td>
<td>18</td>
</tr>
<tr>
<td></td>
<td>Coaches Meeting</td>
<td>19</td>
</tr>
<tr>
<td></td>
<td>Coxswain Meeting</td>
<td>19</td>
</tr>
<tr>
<td></td>
<td>Practices</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>Weigh-Ins (Boats and Coxswains)</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>Boat Identification</td>
<td>20</td>
</tr>
<tr>
<td>8</td>
<td>Championship Operations</td>
<td>21</td>
</tr>
<tr>
<td></td>
<td>Team Gear, Boats &amp; Equipment</td>
<td>21</td>
</tr>
<tr>
<td></td>
<td>Boat Storage</td>
<td>21</td>
</tr>
<tr>
<td></td>
<td>Credentials</td>
<td>21</td>
</tr>
<tr>
<td></td>
<td>Emergency/Evacuation Plan</td>
<td>22</td>
</tr>
<tr>
<td></td>
<td>Forms</td>
<td>22</td>
</tr>
<tr>
<td></td>
<td>Hospitality</td>
<td>22</td>
</tr>
<tr>
<td></td>
<td>Lineup/Substitution Forms</td>
<td>23</td>
</tr>
<tr>
<td></td>
<td>Lost and Found</td>
<td>23</td>
</tr>
<tr>
<td></td>
<td>Mementos</td>
<td>23</td>
</tr>
<tr>
<td></td>
<td>Merchandise</td>
<td>24</td>
</tr>
<tr>
<td></td>
<td>National Anthem</td>
<td>24</td>
</tr>
<tr>
<td></td>
<td>Packet Pick Up</td>
<td>24</td>
</tr>
<tr>
<td></td>
<td>Parking</td>
<td>24</td>
</tr>
</tbody>
</table>

---

4
Participant Entrance 25
Post-Championship & Competition Site Evaluations 25
Pre-Championship Manual 25
Protest Area 25
Race Course 25
Spectator Area 26
Team Area 26
Twitter 26
Web Streaming 26
Section 9 - Banquet Parking & Directions 26
Section 10 - Drug Testing 26
   Student-Athlete Notification 27
   Media Obligations 27
   Participating Institution’s Notification 27
   Prolonged Test 27
   Testing Process 27
Section 11 - Expenses/ Reimbursement 27
   Per Diem 27
   TES System 28
Section 12 - Lodging 28
   Headquarters Hotel 28
   Team Hotels 28
Section 13 - Media Services 29
   Credentials 29
   Interview Requests 29
   Media Services 30
   Parking 30
   Results/Heat Sheets 30
   Webcasts 30
Section 14 - Medical 30
   Ambulance 30
   Athletic Training 30
   Concussion Management 31
Championship Medical Contacts/Physicians 31
Emergency Services and Urgent Care 31
Section 15 - Participant Expectations & Guidelines 32
  Misconduct 32
  Sportsmanship 32
  Sports Wagering 32
  Tobacco Ban 33
Section 16 - Security 33
Section 17 - Team Travel/ Transportation 33
  Short’s Travel Management/Go Ground 33
  Travel Party 34
Section 18 - Tickets 34
  Complimentary Tickets 34
  Payment 35
  Ticket Prices 35
Section 19 - Trophies and Awards 36
  Additional Award Ordering 36
  Awards 36
  Elite 90 37
Section 20 - Uniforms 37
  Uniform Policy 37
  Logo Policy 37

Appendices

Appendix A - Local Restaurants
Appendix B - Directions to Banquet
Appendix C - Inclement Weather Plan
Appendix D - Course Traffic Plan
Appendix E - Event Overview map
Appendix F - Spectator Guidelines
Appendix G - Change in Lineup Approval Form
Appendix H - Packet Pick Up Map
Appendix I - Parking Maps
Section 1 - Introduction/Welcome

On behalf of the NCAA Divisions I, II and III Women’s Rowing Committees, thank you for being an important part of the 2017 NCAA Divisions I, II and III Women’s Rowing Championships.

Administration of the NCAA Divisions I, II and III Women’s Rowing Championships is under the direction of the Divisions I, II and III Women’s Rowing Committees. The hosts play an integral part in the successful administration of the championships.

This manual is designed to use in conjunction with, not in place of, the respective divisional NCAA Women’s Rowing Pre-Championship Manual, which provides more general policies for the administration of the championship.

Section 2 - NCAA Mission Statement

The core purpose of the NCAA is to govern competition in a fair, safe, equitable and sportsmanlike manner, and to integrate intercollegiate athletics into higher education so that the educational experience of the student-athlete is paramount.
Section 3 - NCAA Committee/ Staff

DIVISION I
Ashley Armstrong, chair
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ncaalo@shortstravel.com

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NCAA Travel Department
Juanita Sheely, Director of Travel and Insurance
Melissa Piening, Associate Director of Travel & Insurance
Carol Roland, Travel and Insurance Coordinator

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www.gochampionships.com
Section 4 - Host Personnel

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Assistant Executive Director, Communications & Championships
The Ivy League
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Cell: 609-851-4046

12
Section 5 - Host Information

Princeton National Rowing Association
The Princeton National Rowing Association, a 501c3 organization, operates the Finn M.W. Caspersen Rowing Center located on the shores of Mercer Lake, Mercer County Park in West Windsor, New Jersey. The Princeton National Rowing Association is dedicated to operating a world-class training site for our nation’s elite athletes, providing opportunities for area youth to excel in the sport of rowing and to expand rowing in the greater Mercer County area through community based programs. PNRA runs the Mercer Junior Rowing Program which provides rowing opportunities for the youth from over 30 Mercer County area high schools. PNRA also runs the Mercer Masters program, giving adults the opportunity to participate in rowing, from learn to row to a competitive team. The center is a home to the USRowing National and Olympic Teams, as well as The College of New Jersey, the Hun, Lawrenceville, and Peddie School’s rowing teams.

Additionally, the Princeton National Rowing Association has hosted two previous NCAA championships in 2006 and 2012 among other national and international regattas.

Ivy League & Metro Atlantic Athletic Conference
The Ivy League and Metro Atlantic Athletic Conference (MAAC) will co-host the 2017 NCAA Rowing Championships. The MAAC also co-hosted the 2012 NCAA Rowing Championships at Mercer Lake, the current site of its conference championship.

Championship Websites
For more information about the Divisions I, II and III Women’s Rowing Championships please visit the following links:
http://www.ncaa.com/sports/rowing/d1
Section 6 - Checklist

**Participating Institution Checklist**

This checklist is arranged in chronological order to be of assistance as you prepare for the championship.

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 p.m. ET, Monday, May 15</td>
<td>Division II Selection show announcement on <a href="http://www.ncaa.com">www.ncaa.com</a>. Following the show those teams which are selected will receive a memo regarding next steps in their preparations.</td>
</tr>
<tr>
<td>7 p.m. ET, Monday, May 15</td>
<td>Division III Selection show announcement on <a href="http://www.ncaa.com">www.ncaa.com</a>. Following the show those teams which are selected will receive a memo regarding next steps in their preparations.</td>
</tr>
<tr>
<td>1 p.m. ET, Tuesday, May 16</td>
<td>Divisions II/III call for participating institutions.</td>
</tr>
<tr>
<td>5 p.m. ET, Tuesday, May 16</td>
<td>Division I Selection show announcement on <a href="http://www.ncaa.com">www.ncaa.com</a>. Following the show those teams which are selected will receive a memo regarding next steps in their preparations.</td>
</tr>
<tr>
<td></td>
<td>Make official travel party arrangements through the NCAA travel service, Short’s Travel, at 866/655-9215. If required to travel by bus, call GoGround, at 866/386-4951.</td>
</tr>
<tr>
<td></td>
<td>An email will be sent with instructions on creating a registration to input team roster, line-ups along with other mandatory championship questions. This information is due also by 5 p.m. ET, Thursday, May 18.</td>
</tr>
<tr>
<td></td>
<td>Log on to Planning Point (link was provided in selections letter and can be found on <a href="http://www.ncaa.org">www.ncaa.org</a> Click Division &gt; Click Championships &gt; Click Rowing (located under spring sports at the bottom of the page). Through this system you will complete the boat weigh-in (certification) time request. Division I, II and III are all due by 5 p.m. ET, Thursday, May 18. Link also available here.</td>
</tr>
<tr>
<td>By 5 p.m. ET, Thursday, May 18</td>
<td>Elite 90 submission deadline for Divisions I, II and III Women’s Rowing Championships. (see Elite 90 section in this manual for more information).</td>
</tr>
<tr>
<td>By 5 p.m. ET, Thursday, May 18</td>
<td>Deadline for teams to upload photos/video to the ftp site to be included in the banquet video. See Banquet section of the manual for more information.</td>
</tr>
<tr>
<td>By 5 p.m. ET, Thursday, May 18</td>
<td>Deadline for teams to reserve hotel room block with respective hotel. Hotel information was sent via email after selections.</td>
</tr>
<tr>
<td>By 5 p.m. ET, Thursday, May 18</td>
<td>Deadline for teams to confirm their blade design as shown at <a href="http://www.oarspotter.com">www.oarspotter.com</a> is correct. See the end of section 7 for details.</td>
</tr>
<tr>
<td>By 11 p.m. ET, Thursday, May 18</td>
<td>Team t-shirts pre-order due to <a href="http://www.ncaateamwear.com">www.ncaateamwear.com</a>.</td>
</tr>
</tbody>
</table>
## Section 7 - Schedule of Events

### Tuesday, May 23

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 p.m.</td>
<td>NCAA Committee and Host Regatta Management Meeting/Walkthrough</td>
</tr>
</tbody>
</table>

### Wednesday, May 24

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 a.m.</td>
<td>Trailers begin to arrive (any arrival prior to this time will need to make special request to park at Rangers Station lot).</td>
</tr>
<tr>
<td>8 a.m. - 7 p.m.</td>
<td>Team Packet Pick up at Boathouse.</td>
</tr>
<tr>
<td>9 a.m. - 6 p.m.</td>
<td>Boat weigh-ins/certifications available (by appointment).</td>
</tr>
<tr>
<td>12 p.m. - 4 p.m.</td>
<td>Merchandise available for purchase.</td>
</tr>
<tr>
<td>1 p.m.</td>
<td>Coxswains meeting with head official in peninsula pavilion. (Mandatory before a crew can get on the water.)</td>
</tr>
<tr>
<td>2 p.m. - 7 p.m.</td>
<td>Course available for practice.</td>
</tr>
<tr>
<td>2 p.m.</td>
<td>Coxswains meeting with head official in peninsula pavilion. (Mandatory before a crew can get on the water.)</td>
</tr>
<tr>
<td>3:30 p.m.</td>
<td>Coxswains meeting with head official in peninsula pavilion. (Mandatory before a crew can get on the water.)</td>
</tr>
<tr>
<td>5:30 p.m.</td>
<td>Coxswains meeting with head official in peninsula pavilion. (Mandatory before a crew can get on the water.)</td>
</tr>
</tbody>
</table>

### Thursday, May 26

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>5:45 a.m.</td>
<td>Park opens for teams.</td>
</tr>
<tr>
<td>6:30 a.m. - 9 a.m.</td>
<td>Boat weigh-ins/certifications available (if needed).</td>
</tr>
<tr>
<td>7 a.m.</td>
<td>Final coxswains meeting with head official in peninsula pavilion (if needed). (Mandatory before a crew can get on the water.)</td>
</tr>
<tr>
<td>7 a.m. - 9:30 a.m.</td>
<td>Course available for practice.</td>
</tr>
<tr>
<td>10:30 a.m.</td>
<td>Championship Banquet (Brunch buffet available, casual attire and warm-ups are encouraged, programming begins at 11 a.m.) at Mercer County Park Indoor Tennis Center.</td>
</tr>
<tr>
<td>12:15 p.m.</td>
<td>Mandatory Coaches Meeting at Boathouse.</td>
</tr>
<tr>
<td>Joint meeting – Boathouse – Upper Level - Ball Room</td>
<td></td>
</tr>
<tr>
<td>Division I meeting – Boathouse – Upper Level - Ball Room</td>
<td></td>
</tr>
<tr>
<td>Division II meeting – Boathouse – Lower level – Lifejacket Room</td>
<td></td>
</tr>
<tr>
<td>Division III meeting – Boathouse – Upper Level - Cove Room.</td>
<td></td>
</tr>
<tr>
<td>1:30 p.m.</td>
<td>Officials Meeting at Boathouse - Cove Room.</td>
</tr>
<tr>
<td>2 p.m. - 5 p.m.</td>
<td>Merchandise available for purchase.</td>
</tr>
<tr>
<td>3 p.m. - 7 p.m.</td>
<td>Course available for practice.</td>
</tr>
</tbody>
</table>
### Friday, May 26

<table>
<thead>
<tr>
<th>Time</th>
<th>Division</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>5:45 a.m.</td>
<td></td>
<td>Park opens for teams</td>
</tr>
<tr>
<td>6:12-11 a.m.</td>
<td></td>
<td>Coxswain weigh-in available</td>
</tr>
<tr>
<td>6:30-7:30 a.m.</td>
<td>All Divisions</td>
<td>Course open for practice</td>
</tr>
<tr>
<td>* 7 a.m.</td>
<td>All Divisions</td>
<td>Latest teams can launch for practice</td>
</tr>
<tr>
<td>7:12 a.m.</td>
<td>All Divisions</td>
<td>Course open for race warm-up</td>
</tr>
<tr>
<td>8:12 a.m.</td>
<td>Division III</td>
<td>II Eights Heat 1</td>
</tr>
<tr>
<td>8:24 a.m.</td>
<td>Division III</td>
<td>II Eights Heat 2</td>
</tr>
<tr>
<td>8:36 a.m.</td>
<td>Division III</td>
<td>I Eights Heat 1</td>
</tr>
<tr>
<td>8:48 a.m.</td>
<td>Division III</td>
<td>I Eights Heat 2</td>
</tr>
<tr>
<td>9 a.m.</td>
<td>Division I</td>
<td>I Eights Heat 1</td>
</tr>
<tr>
<td>9:12 a.m.</td>
<td>Division I</td>
<td>I Eights Heat 2</td>
</tr>
<tr>
<td>9:24 a.m.</td>
<td>Division I</td>
<td>I Eights Heat 3</td>
</tr>
<tr>
<td>9:36 a.m.</td>
<td>Division I</td>
<td>I Eights Heat 4</td>
</tr>
<tr>
<td>9:48 a.m.</td>
<td>Division I</td>
<td>II Eights Heat 1</td>
</tr>
<tr>
<td>10 a.m.</td>
<td>Division I</td>
<td>II Eights Heat 2</td>
</tr>
<tr>
<td>10:12 a.m.</td>
<td>Division I</td>
<td>II Eights Heat 3</td>
</tr>
<tr>
<td>10:24 a.m.</td>
<td>Division I</td>
<td>II Eights Heat 4</td>
</tr>
<tr>
<td>10:36 a.m.</td>
<td>Division I</td>
<td>Fours Heat 1</td>
</tr>
<tr>
<td>10:48 a.m.</td>
<td>Division I</td>
<td>Fours Heat 2</td>
</tr>
<tr>
<td>11 a.m.</td>
<td>Division I</td>
<td>Fours Heat 3</td>
</tr>
<tr>
<td>11:12 a.m.</td>
<td>Division I</td>
<td>Fours Heat 4</td>
</tr>
<tr>
<td>11:24 a.m.</td>
<td>Division II</td>
<td>Eights Heat 1</td>
</tr>
<tr>
<td>11:36 a.m.</td>
<td>Division II</td>
<td>Eights Heat 2</td>
</tr>
<tr>
<td>11:48 a.m.</td>
<td>Division II</td>
<td>Fours Heat 1</td>
</tr>
<tr>
<td>Noon</td>
<td>Division II</td>
<td>Fours Heat 2</td>
</tr>
<tr>
<td>12:30 p.m.</td>
<td>All Divisions</td>
<td>Committee Meeting</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(each division will meet separately)</td>
</tr>
<tr>
<td>12:45 p.m.</td>
<td>All Divisions</td>
<td>Regatta Director/Committee Chairs’ Meeting</td>
</tr>
<tr>
<td>2:48 p.m.</td>
<td>All Divisions</td>
<td>Course open for race warm-up</td>
</tr>
<tr>
<td>3:48 p.m.</td>
<td>Division III</td>
<td>II Eights Repechage</td>
</tr>
<tr>
<td>4 p.m.</td>
<td>Division III</td>
<td>I Eights Repechage</td>
</tr>
<tr>
<td>4:12 p.m.</td>
<td>Division I</td>
<td>I Eights Repechage 1</td>
</tr>
<tr>
<td>4:24 p.m.</td>
<td>Division I</td>
<td>I Eights Repechage 2</td>
</tr>
<tr>
<td>4:36 p.m.</td>
<td>Division I</td>
<td>II Eights Repechage 1</td>
</tr>
<tr>
<td>4:48 p.m.</td>
<td>Division I</td>
<td>II Eights Repechage 2</td>
</tr>
<tr>
<td>5 p.m.</td>
<td>Division I</td>
<td>Fours Repechage 1</td>
</tr>
<tr>
<td>5:12 p.m.</td>
<td>Division I</td>
<td>Fours Repechage 2</td>
</tr>
<tr>
<td>5:30 – 7 p.m.</td>
<td>All Divisions</td>
<td>Course open for practice</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(or immediately following the final race)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Time</th>
<th>Division</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>* 6:30 p.m.</td>
<td>All Divisions</td>
<td>Latest teams can launch for practice</td>
</tr>
<tr>
<td>5:30 p.m.</td>
<td>All Divisions</td>
<td>Committee Meeting</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(each division meets separately)</td>
</tr>
</tbody>
</table>
**Saturday, May 27**

<table>
<thead>
<tr>
<th>Time</th>
<th>Division</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>5:45 a.m.</td>
<td>All Divisions</td>
<td>Park open for teams</td>
</tr>
<tr>
<td>6:12-10:36 a.m.</td>
<td>All Divisions</td>
<td>Coxswain weigh-in available</td>
</tr>
<tr>
<td>6:30-7:30 a.m.</td>
<td>All Divisions</td>
<td>Course open for practice</td>
</tr>
<tr>
<td>*7 a.m.</td>
<td>All Divisions</td>
<td>Latest teams can launch for practice</td>
</tr>
<tr>
<td>7:12 a.m.</td>
<td>All Divisions</td>
<td>Course open for race warm-up</td>
</tr>
<tr>
<td>8:12 a.m.</td>
<td>Division I</td>
<td>I Eights C/D Semifinals</td>
</tr>
<tr>
<td>8:24 a.m.</td>
<td>Division I</td>
<td>I Eights C/D Semifinals</td>
</tr>
<tr>
<td>8:36 a.m.</td>
<td>Division I</td>
<td>I Eights A/B Semifinals</td>
</tr>
<tr>
<td>8:48 a.m.</td>
<td>Division I</td>
<td>I Eights A/B Semifinals</td>
</tr>
<tr>
<td>9 a.m.</td>
<td>Division I</td>
<td>II Eights C/D Semifinals</td>
</tr>
<tr>
<td>9:12 a.m.</td>
<td>Division I</td>
<td>II Eights C/D Semifinals</td>
</tr>
<tr>
<td>9:24 a.m.</td>
<td>Division I</td>
<td>II Eights A/B Semifinals</td>
</tr>
<tr>
<td>9:36 a.m.</td>
<td>Division I</td>
<td>II Eights A/B Semifinals</td>
</tr>
<tr>
<td>9:48 a.m.</td>
<td>Division I</td>
<td>Fours C/D Semifinals</td>
</tr>
<tr>
<td>10 a.m.</td>
<td>Division I</td>
<td>Fours C/D Semifinals</td>
</tr>
<tr>
<td>10:12 a.m.</td>
<td>Division I</td>
<td>Fours A/B Semifinals</td>
</tr>
<tr>
<td>10:24 a.m.</td>
<td>Division I</td>
<td>Fours A/B Semifinals</td>
</tr>
<tr>
<td>10:36 a.m.</td>
<td>Division II</td>
<td>Eights Repechage</td>
</tr>
<tr>
<td>10:48 a.m.</td>
<td>Division II</td>
<td>Fours Repechage</td>
</tr>
<tr>
<td>11 a.m.</td>
<td>Division III</td>
<td>II Eights Petite Final (places 5-6)</td>
</tr>
<tr>
<td>11:12 a.m.</td>
<td>Division III</td>
<td>II Eights Grand Final (places 1-4)</td>
</tr>
<tr>
<td>11:24 a.m.</td>
<td>Division III</td>
<td>I Eights Petite Final (places 7-8)</td>
</tr>
<tr>
<td>11:36 a.m.</td>
<td>Division III</td>
<td>I Eights Grand Final (places 1-6)</td>
</tr>
<tr>
<td>11:50 a.m.</td>
<td>Division I/II</td>
<td>Committee Meeting</td>
</tr>
<tr>
<td>Noon</td>
<td>Divisions I/II</td>
<td>Regatta Director/ Committee Chairs’ Meeting</td>
</tr>
<tr>
<td>12:30 p.m.</td>
<td>Division III</td>
<td>*Awards Ceremony</td>
</tr>
<tr>
<td>3-5 p.m.</td>
<td>Divisions I/II</td>
<td>Course open for practice</td>
</tr>
<tr>
<td>*4:30 p.m.</td>
<td>All Divisions</td>
<td>Latest teams can launch for practice</td>
</tr>
</tbody>
</table>

*Division III Awards will start approximately 40 minutes following the last race of the day.
### Sunday, May 28

<table>
<thead>
<tr>
<th>Time</th>
<th>Division</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>5:45 a.m.</td>
<td></td>
<td>Park open for teams</td>
</tr>
<tr>
<td>6:12-10 a.m.</td>
<td></td>
<td>Coxswain weigh-in available</td>
</tr>
<tr>
<td>6:30-7:30 a.m.</td>
<td>All Divisions</td>
<td>Course open for practice</td>
</tr>
<tr>
<td>*7 a.m.</td>
<td>All Divisions</td>
<td>Latest teams can launch for practice</td>
</tr>
<tr>
<td>7:12 a.m.</td>
<td>All Divisions</td>
<td>Course open for race warm-up</td>
</tr>
<tr>
<td>8:12 a.m.</td>
<td>Division I</td>
<td>Fours D Final (places 19-22)</td>
</tr>
<tr>
<td>8:24 a.m.</td>
<td>Division I</td>
<td>Fours C Final (places 13-18)</td>
</tr>
<tr>
<td>8:36 a.m.</td>
<td>Division I</td>
<td>II Eights D Final (places 19-22)</td>
</tr>
<tr>
<td>8:48 a.m.</td>
<td>Division I</td>
<td>II Eights C Final (places 13-18)</td>
</tr>
<tr>
<td>9 a.m.</td>
<td>Division I</td>
<td>I Eights D Final (places 19-22)</td>
</tr>
<tr>
<td>9:12 a.m.</td>
<td>Division I</td>
<td>I Eights C Final (places 13-18)</td>
</tr>
<tr>
<td>9:24 a.m.</td>
<td>Division II</td>
<td>Fours Grand Final (places 1-3)</td>
</tr>
<tr>
<td>9:36 a.m.</td>
<td>Division II</td>
<td>Eights Petite Final (places 5-6)</td>
</tr>
<tr>
<td>9:48 a.m.</td>
<td>Division II</td>
<td>Eights Grand Final (places 1-4)</td>
</tr>
<tr>
<td>10 a.m.</td>
<td>Division I</td>
<td>Fours Petite Final (places 7-12)</td>
</tr>
<tr>
<td>10:12 a.m.</td>
<td>Division I</td>
<td>Fours Grand Final (places 1-6)</td>
</tr>
<tr>
<td>10:24 a.m.</td>
<td>Division I</td>
<td>II Eights Petite Final (places 7-12)</td>
</tr>
<tr>
<td>10:36 a.m.</td>
<td>Division I</td>
<td>II Eights Grand Final (places 1-6)</td>
</tr>
<tr>
<td>10:48 a.m.</td>
<td>Division I</td>
<td>I Eights Petite Final (places 7-12)</td>
</tr>
<tr>
<td>11 a.m.</td>
<td>Division I</td>
<td>I Eights Grand Final (places 1-6)</td>
</tr>
<tr>
<td>11:30 a.m.</td>
<td>Division II</td>
<td>Awards Ceremony</td>
</tr>
<tr>
<td>Noon</td>
<td>Division I</td>
<td>Awards Ceremony</td>
</tr>
</tbody>
</table>

### Banquet

Ivy League, MAAC, Mercer County Park Commission, and the NCAA will host a banquet on Thursday, May 25 at 10:30 a.m. at the Mercer County Park Indoor Tennis Facility. Teams will receive complimentary admission to the banquet for their official travel party (see travel party for numbers). Please be sure to wear the wristband that was distributed at packet pick-up in order to gain admission to the banquet. Teams will be given table assignments upon arrival. The program will include a guest speaker and the awarding of the Elite 90 awards.

This is a casual event and we encourage teams to come in their warm-up attire and comfortable shoes (NO HIGH HEELS permitted due to the tennis court surface).

Unfortunately, seating is limited for the banquet; therefore, family and friends will not have the opportunity to purchase tickets to attend.

Team buses should conduct drop-offs for the banquet should take place at the tennis center, and proceed to park at the Mechanics Lot. One (1) parking pass will be provided for each team to park in the lot directly in front of the tennis center. Parking passes will be included in each team’s packet. Team buses can drop off in the circle located in front of the tennis center and then park in the Mechanics Lot, no passes are necessary.
Don’t be left out! We will be showing pictures that teams upload to the ftp site as part of the banquet video. We would ask that teams upload their pictures/video no later than Thursday, May 18 by 5 p.m. Eastern. These pictures should include team photos, racing photos, and other from your season.

To upload pictures/video go to:
http://www.ncaachampionship.info/ftp/login/
(username: ncaaschools; password: ncaaftp).

**Coaches Meeting**
The NCAA Division I, II and III Women’s Rowing Committees will conduct a mandatory pre-championship meeting with all the participating coaches to review championship procedures and policies. Team administrators are highly encouraged to attend.

This joint meeting is scheduled to begin approximately 30 minutes (approximately 12:15 p.m.) after the banquet on Thursday, May 25 at the Marina Boathouse Ballroom.

All (3) breakout meetings will also take place in the Marina Boathouse. The Division I meeting will take place in the Ballroom. The Division II meeting will take place in the Lifejacket Room, and the Division III meeting will take place in the Cove Room.

The lineup that you provided through the online system will be printed that morning at 9 a.m. before the meeting. Changes should be made up until that 9 a.m. time. Any changes to lineups after 9 a.m. will need to be submitted at this time directly on your printout that will be handed out at the coaches meeting. If no changes, you will need to submit the form with your signature at the bottom signifying no change. If you do make a change, you should clearly mark out the name of the student-athlete and print the name of the replacement along with the birth month, date, and year of the student-athlete.

(See Appendix E for a map).

**Coxswain Meeting**
Prior to any team being permitted on the course for practice or competition, the coxswain must attend one of the following scheduled meetings which will be held in the peninsula pavilion:

- Wednesday, May 24 1 p.m.
- Wednesday, May 24 2 p.m.
- Wednesday, May 24 3:30 p.m.
- Wednesday, May 24 5:30 p.m.
- Thursday, May 25 7 a.m.

Meetings will be held at the peninsula pavilion.

(See Appendix E for a map).
Practices
The course will be open for practices during the times listed below. Coaching from motor launches will not be permitted. Crews must practice in uniform and practice gear as outlined in the NCAA Pre-Championship Manuals.

Teams will not be allowed access to Mercer Lake for training purposes prior to Wednesday, May 24 at 2 p.m., the first official practice time at the championship. Boats will not be permitted to launch with fewer than 30 minutes remaining in a practice session. For competition days, shells not racing in the first three events must be off the water at the conclusion of the practice session.

Wednesday, May 24  2-7:00 p.m.
Thursday, May 25  7-9:30 a.m.
                      3-7 p.m.
Friday, May 26  6:30-7:30 a.m.  No coaching launches will be allowed at any time.
                      5:30-7:00 p.m.
Saturday, May 27  6:30-7:30 a.m.
                      3-5 p.m.
Sunday, May 28  6:30-7:30 a.m. (Divisions I and II)

Weigh-Ins (Boats and Coxswains)
Boat (certifications) and coxswain weigh-ins will take place in tents on the blacktop parking lot adjacent to the boat storage field. All boats must be weighed dry and prior to going on the water for the first time. The boat will be certified at a specific weight and must be brought up to the minimum weight before going out onto the water. The additional weight will be verified by the rowing officials and will need to be shown upon request after coming off the water from practice or competition.

The weight of the coxswains shall be determined once each day, no less than one hour and no more than two hours before the scheduled time of the first race in which the weight is relevant. The competitor shall be weighed in dry, in racing uniform, without shoes or other foot gear.

(See Appendix E for a map).

Boat Identification
All boats are required to have the name of the institution in letters at least two inches high on each side of the boat. It is preferred that the name be placed near the coxswain on the boat. A boat will not be allowed on the water until the institutional name appears on both sides of the boat. Manufacturers’ normal identification may appear on participants’ uniforms, per the provisions of Bylaw 12.5.4. Manufacturers’ normal identification may appear on equipment; all other identification is limited to the name of the institution.
Blade Design
New in 2017 each team must make sure that their blade design is correct as shown at www.oarspotter.com. If it is not correct, schools are to submit the updated design at http://www.oarspotter.com/submit.html no later than Thursday, May 18 at 5 p.m. eastern. Contact Doug Rathburn at Oarspotter (email: doug@rathburn.net) with any questions. All crews are to come with blades that match what is on Oarspotter.com.

Section 8 - Championship Operations

Team Gear, Boats & Equipment
Teams will not be allowed into boat storage area until after packet pickup which begins at 8 a.m. on Wednesday.

Boat Storage
Space will be available within the student-athlete area at Mercer Lake for boat storage. Teams must provide their own slings or Ts for boats. Teams will be assigned a designated location within the student-athlete area. There will be security for the boats every evening, beginning Wednesday evening, May 24 and continuing through Sunday morning, May 28. Teams that would like to begin dropping off trailers prior to Wednesday at 8:00 a.m. must leave them in the field behind the Ranger Station. You are required to check with regatta staff prior to unloading your trailer. Trailers are permitted to enter the team area beginning at 8 am on Wednesday, May 24.

Please note that credentials/wristbands will be needed to get into the boat storage area, so student-athletes should plan to meet their family and friends outside the boat storage area. Teams are permitted to set up tents in the student-athlete area in their own assigned team tent area. Each team will be provided with (1) 10 x 20 space for team tents. Please do not mark (chalk/spray paint) any part of the regatta site.

Teams should bring sufficient stakes/sandbags to weight tents down to ensure safety.

Credentials
A credential will be provided for each member of the official traveling party. Each participating institution may request up to four (4) additional credentials on-site for institutional personnel (excluding additional student-athletes). An all-session ticket must be purchased for each of these additional credentials. Please refer to the ticketing section for more information. Tickets can be purchased at the spectator area entrance, playground ticket tent or on-line at maac.ticketleap.com/ncaarowing. All individuals will require a credential or ticket to gain admittance. Institutions that violate or abuse this policy will be subject to the NCAA misconduct policy. For information regarding media, please refer to the media section in this manual.

Due to safety concerns, no individuals under the age of 18 (unless they are competing student-athletes) will be allowed in the boat storage area.
Emergency/Evacuation Plan
Security personnel will instruct your travel party in the event of an emergency according to The Regatta Emergency Action Plan (Appendix J). The inclement weather plan is also included (Appendix C) and will be reviewed at the coaches’ meeting.

Forms
Following the selection of teams for the championship information will be sent to each head coach regarding creating an account to input rosters, line-ups along with other championship information that is needed. In a separate link there will be the ability to schedule your boat weigh-in (certification) time. All forms/entries are due by Thursday, May 18 at 5 p.m. ET for Divisions I, II and III. A separate confirmation email will be sent for each of the two systems.

There will be two main systems for the gathering of data:
1. Roster/Line-up/Championship Questions Account. This system allows the line-ups to be input directly into the timing software so please spell names accurately.
   - Primary Contact Information [Primary team contact name, work number, cell number, email, date of team arrival, team transportation (bus/plane), number of team vehicles (bus/car/van)]. Please note there is a limit of four parking passes for team cars/vans in the lot adjacent to the team area, please indicate the number needed on this form. Only (1) parking pass will be issued per team for parking at the site of the banquet.
   - Credential List (institutional personnel that will receive the Coach/Team Staff credentials, list up to 6)
   - Lineup Form (List the names of the student-athletes for each boat starting from 8 to coxswain – please list last name by first name and include the birth month, birth day, birth year for each student-athlete; list names of spares (same list of spares should be entered on each boat); list coaching staff and athletic trainer. The lineup form will be used to assign student-athlete credentials.)
   - Boat Transportation Form (Institution, division, transportation contact name, email, cell phone number, and boat transportation plans/needs)
2. Boat weigh-in (certification) time reservations.
   - Boat weigh-in (certification) schedule (You will need to select one time from the drop down list that you want to have your boats weighed/certified. Times listed are available; if a time is no longer available, it will no longer show up in the list. Please note that you will not be permitted to be on the water until after you have your boat weighed (dry) and boat identification confirmed.)

Hospitality
A hospitality tent will be provided inside the credentialed team area. Water, PowerAde, and a variety of fruit and snacks will be provided. The hospitality area will be open anytime the course is open for weigh-ins, practice and competition.

Water coolers will be provided for participants to fill their PowerAde squeeze bottles for convenience and to reduce the waste of plastic bottles of water.
Lineup/Substitution Forms
Each coach will receive an email with instructions (user credentials) on creating a registration which then will allow them to submit his or her lineup for each boat. The system will directly enter these line-up into the timing system. Printouts will be made at 9 a.m. the morning of the coaches meeting and will be brought to the coaches meeting to have signed off by each team. The majority of all line-ups should be finalized before that 9 a.m. print time. Coaches desiring to make any minor substitutions will do so on this form they receive at the coaches meeting and must submit it at the mandatory coaches meeting (see mandatory coaches meeting). If no changes, you will be asked to sign your form and submit at this time. After this time, coaches can change the order/seats of student-athletes in a boat without approval, but cannot change student-athletes between boats without following official protocol. If a change is made to the order/seats, please report it to the finish line tower.

This protocol is initiated with the change of lineup approval form, found in Appendix G, and only granted for student-athletes who have been seen by the host physician and declared unable to race due to illness or injury. If an illness or injury occurs to a competitor and that competitor is later restored to health, the crew must revert back to that which was originally submitted prior to the start of competition. All proper medical forms must be completed for exemption from competition, as well as clearance to return to competition. Any change to lineups should be communicated to the finish line tent for announcement.

Lost and Found
Lost and Found is located at Marina Boathouse Cove Room.

Mementos
This year, a team choice of one of three styles of jacket will serve as the participation awards provided to student-athletes and their travel party who advance to the championship finals site. The NCAA, in conjunction with MainGate, Inc., will communicate directly with participating institutions' head coaches regarding the ordering and delivery process of these participation awards.

Within two weeks of qualification, the head coach will receive an email. The email (Main Gate) will provide details about the ordering process, along with a unique Certificate Code, which can be redeemed only at NCAA-Awards.com; valid for one participation award per member of your travel party. In order to ensure that each participant receives his or her award, a member of your administration must place your team’s order, including size information, at NCAA-Awards.com using your Certificate Code. Note that all orders must be placed within 30 days of receiving your code. If you would like to purchase additional awards you will have the opportunity to do so online via personal credit card.

Participation award items will be sent to your institution for distribution to your student-athletes within three to four weeks after your order is placed. If you do not receive information for ordering awards within two weeks of the conclusion of the championship, please contact Erin Brown (317.260.2538 or ebrown@maingateinc.com) or your NCAA championship manager.
**Merchandise**
Merchandise will be sold at the championship in the spectator area on Wednesday, May 24 from noon – 4 p.m. EST; Thursday, May 25 from 2 – 5 p.m. EST; and during each of the competition days from the first race until the end.

**National Anthem**
The national anthem will be played each day of competition before the first races of the day. This will occur at approximately at 8:00 a.m. each day.

**Packet Pick Up**
Each team will need to pick up their packet on Wednesday, May 24 between the hours of 8 a.m.-7 p.m. EST at the Marina Boathouse Cove Room (See Appendix H for map). The packet will include parking passes, participant medallions, credentials, squeeze bottles, a copy of lineup form submitted and heat sheets and course map.

Teams may park at any parking lot when arriving at the Marina Boathouse for packet pickup, however, once they have received their packet and parking passes, vehicles must be moved to the appropriate parking location as parking will be enforced starting Thursday, May 25.

**Parking**

**Team Van/Car**
The West Picnic Area parking lot is reserved for team car/vans only. There is a limit of four passes per institution, please indicate the number needed on the primary contact information. These passes will be included in your team packet.

**Team Bus Parking and Drop-off**
Team buses must conduct drop-offs at the 9-11 memorial located at the entrance to the boathouse parking lot, then proceed to park in Mechanics Lot. No passes will be needed.

**Media**
Parking will be available in the spectator parking lot, please follow signage and direction of park rangers. Passes will be provided and included in your credential packet. Packets can be picked-up in the Cove room (located in the boathouse) on Thursday and at the ticket tent located at the entrance to the spectator area Friday-Sunday. If you do not have your pass starting Thursday, please provide your name to the park ranger until you have secured your pass.

**VIP Experience**
Parking will be available in the parking lot directly in front of the boathouse, please follow signage and direction of park rangers. Those who have purchased the VIP Experience pass will be admitted to the VIP parking lot through a name list on the first visit. Parking passes will be distributed at that time for the remainder of the event. The name list entry will only grant access on the first visit. Please make sure to
have your parking pass displayed on the front dashboard for all return visits to the VIP lot. Please refer to the ticketing section for further details on the VIP experience.

**Spectator Parking**

Parking will be available at the Cricket Pitch located at the entrance to the spectator area. Parking is $10 and only CASH payment is accepted for parking fees. A three day pass can be purchased on-line ONLY at http://maacsports.com/ViewArticle.dbml?ATCLID=211343600&DB_OEM_ID=17400&DB_OEMID=17400 for $25.

**Passes will be distributed for specific areas within the park and will be required to gain access to those areas. Passes will be color coded for specific parking areas within the park. (See Appendix I for map)**

**Golf Cart Shuttle**

Though a short walk, a golf cart shuttle service will be provided from Spectator Parking to the finish line viewing area. Shuttles will be running constantly.

**Participant Entrance**

See Appendix E for entrance.

**Post-Championship & Competition Site Evaluations**

All evaluations will be sent via email from the NCAA at the conclusion of the event.

**Pre-Championship Manual**

Coaches should review the respective divisional pre-championship manual for exceptions to US Rowing Rules, system of determining finalist, equipment requirements, seeding and progressions.

**Protest Area**

The initial objection must be verbally lodged on the water by the crew followed by a written protest submitted within one hour after the crew reaches land. The written protest should be completed and submitted at the finish line tower to the Chief Judge. There will be protest forms at the Control Commission and at the Finish Line. All protests are administered according to the current US Rowing Rules. The protest and the outcome will be posted at the results area.

Please refer to US Rowing Rules 2-605 and 2-606 for the procedures for to raise an objection and to lodge a protest statement. Any Jury decision made at the championship is final. Rules 2-608 as well as the US Rowing Grievance procedure will not be honored.

**Race Course**

Specific traffic rules will be in effect at Mercer Lake at all times. Two course marshals will be on the water during all practice sessions to ensure that the traffic rules are observed properly during training. Practice rules and course map with traffic pattern are included in Appendix D.
**Spectator Area**

Grandstands/shade tents will be provided. Food vendors will be available in the spectator viewing area by the finish line as well as an ATM machine. Outside food is permitted in designated tent areas ONLY (i.e., team tents & spectator tents outside the spectator area). Spectator tents are permitted to be set-up in the designated section outside of the fenced/ticketed spectator area - to the left of the bike path. This space is available on a first-come first-served basis.

See information in Appendix F for spectator guidelines, and designated spectator tent areas.

**Team Area**

A credential-only team area, including athletic training services, boat weigh-ins (certifications) and student-athlete hospitality, will be fenced in and located south of the lake, near the launch/return docks.

Once boat weigh-ins (certifications) are completed, one tent will remain available for boats that need to be weighed (certified).

Teams bringing their own ergs may set up in their team tents, and a limited number of community ergs will also be available for teams not bringing their own.

**Twitter**

For championship information and any potential weather delays, follow the hashtag #ncaaROW, as well as @MAACSports and @IvyLeague.

**Web Streaming**

The entire championship can be seen live on [http://www.ncaa.com/liveschedule](http://www.ncaa.com/liveschedule).

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**Section 9 - Banquet Parking & Directions**

See Appendix B for directions to the Mercer County Park Indoor Tennis Facility (Paxson Avenue, West Windsor Township, NJ 08550). Team buses can drop off at the circle in front of the tennis facility and then park in the Mechanics lot. There is limited on-site parking for team cars/vans in front of the tennis center. Team car/van parking must be requested on the the primary contact information and (1) pass per team will be provided.

**Section 10 - Drug Testing**

The NCAA is dedicated to fair and equitable competition throughout each round of championships and strongly supports the drug-testing program in order to safeguard the health and safety of the participating student-athletes.
**Student-Athlete Notification**
Immediately after any established NCAA cool-down period, a member of the drug-testing crew will notify student-athletes selected for drug testing. Each student-athlete will be instructed to read and sign the Team Championship Student-Athlete Notification Form. The notification form will instruct the student-athlete to report to the testing location within 60 minutes, unless otherwise directed by the crew member. An institutional representative must be present in the drug-testing venue.

**Media Obligations**
Each team is provided a post-game cool-down period. At the conclusion of the cool-down period, a member of the drug-testing crew will notify the student-athletes who have been selected for testing. If a selected student-athlete is scheduled to participate in any postgame news conference, she is required to attend the news conference first. The student-athlete will be escorted to the drug-testing area after all of her media obligations have been fulfilled.

**Participating Institution’s Notification**
The institutional representative will be notified of drug testing no sooner than two (2) hours prior to the start of the race by the drug-testing crew chief. After the race, a member of the drug-testing crew will provide the institutional representative with the names of the selected student-athletes.

**Prolonged Test**
If the student-athlete’s team must depart the championship prior to a student-athlete completing drug testing, an institutional representative must remain with the student-athlete. If the student-athlete and/or institution incur additional expenses because of the delay (e.g., hotel, transportation back to campus, etc.), the institution may request reimbursement from the NCAA.

**Testing Process**
Student-athletes are drug tested through urinalysis and must provide a specimen in view of a drug-testing collector of the same gender. The length of the collection process depends on the student-athlete’s ability to provide an adequate specimen. If a student-athlete provides an adequate specimen immediately upon arriving in the drug-testing area, the entire process can be completed within 20 minutes. If the student-athlete is unable to provide an adequate specimen, she must remain in the drug-testing area until one is provided. There is no maximum allotted time for a student-athlete to provide an adequate specimen.

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**Section 11 - Expenses/ Reimbursement**

**Per Diem**
Transportation expenses and per diem will be provided for the official travel party. See Travel party for exact divisional numbers.
**TES System**

Expense reimbursement for participation in championships must be filed through the Travel Expense System (TES), which can be found online at [www.ncaa.org > Division > Championships > Championships Travel](http://www.ncaa.org). All competing institutions must request reimbursement through the new system in order to receive the appropriate reimbursement.

If you need assistance or experience any technical difficulties, please contact the travel department at 317-917-6757 or by email at travel@ncaa.org. Teams should provide themselves sufficient money to meet all expenses throughout the championships, including ground transportation, lodging and meal expenses and other miscellaneous expenses.

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**Section 12 - Lodging**

**Headquarters Hotel**

Hyatt Regency Princeton
102 Carnegie Center Dr.
Princeton, NJ 08540

**Team Hotels**

Hotel reservations for the official travel parties of the competing teams, the officials and Division I, II and III Women’s Rowing Committee representatives shall be made by the NCAA. The NCAA will assign teams to the respective hotel properties. Once the teams have been determined and assigned to a hotel, the reservations will be confirmed in the names of the institution; and, therefore, the institutions shall be responsible for the reservations, room assignments, and payments. Each participating institution is also responsible for making its own arrangements for meeting rooms, meals and other functions.

The following rooms and types have been reserved for each participating institution based upon their division. These rooms are guaranteed for a minimum of four nights for Divisions I and II (Wednesday, May 24 – Sunday, May 28) and a minimum of three nights for Division III (Wednesday, May 24 – Saturday, May 27).

- **Division I** – 3 Kings; 15 double-doubles
- **Division II** – 1 King; 12 double-doubles
- **Division III** – 1 King; 14 double-doubles
- **Division II/III At-Large Teams** – 1 King; 8 double-doubles

Institutions desiring to come earlier than Wednesday or needing additional rooms outside of what is allocated above should make their requests directly with the hotel property contact where they are assigned. If your request can be satisfied, the hotel will communicate that information back to you.
Participating institutions are responsible for the rooms reserved by the NCAA. If an institution prefers to stay in another hotel, the institution must:

1. Obtain a written release of the rooms from the hotel’s general manager and submit it to the NCAA. Institutions may be subject to a financial penalty per the hotels policy, or
2. Utilize the rooms for persons accompanying the official travel party.

In either case, the institution is responsible for securing arrangements at another property. If an institution fails to make satisfactory arrangements for the use of rooms at the assigned hotel, it will be charged for those rooms.

Below please find the address to use for GPS:

334 S Post Rd, West Windsor Township, NJ 08550

Please be advised that Route 1, the major roadway to Mercer Lake will be congested Monday-Friday during the hours of 7:30-9:30am and 4-6:30pm. Please be sure to plan your travels accordingly.

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**Section 13 - Media Services**

**Credentials**
All media credential requests must be made online at ncaa.com/media. Members of the media and sports information directors may pick up their credential with a photo ID on May 25, from 3 – 7 p.m. at the Cove Room in the Marina Boathouse. Thereafter, media credentials may be picked up at the ticket tent located by the spectator entrance at the finish line.

If you have questions, please contact media coordinator Anthony Ruggiero at cell: 917-847-0790 or anthony.ruggiero@maac.org.

Credentials must be worn in plain sight at all times. Standard rules concerning credentials apply. Credentials are issued for the sole purpose of providing facility access to the bearer with a legitimate working function in connection with this event. IT IS NONTRANSFERABLE. Any unauthorized use of this credential subjects the bearer to having the credential revoked. We cannot replace lost or stolen credentials.

**Interview Requests**
Media interested in conducting interviews with a team, student-athlete(s), or coach should contact Anthony Ruggiero who will coordinate these interviews (cell: 917-847-0790 or anthony.ruggiero@maac.org).
**Media Services**
Sports information and media will be permitted within the media/coaches tent near the finish line tent. This area will have tables and chairs along with power outlets for writing stories or uploading photos. Wireless internet capabilities are limited and wireless cards are encouraged. Light snacks will be provided in this area.

**Parking**
Media parking is provided in the spectator parking lot, please follow signage and direction of park rangers. Media should request parking through Anthony Ruggiero (cell: 917-847-0790 or anthony.ruggiero@maac.org).

Passes will be provided and included in your credential packet. Packets can be picked-up in the Cove room (located in the boathouse) on Thursday and at the ticket tent located at the entrance to the spectator area Friday-Sunday.

Teams may park at any parking lot when arriving at the Marina Boathouse for packet pickup on Wednesday, May 24, however, once they have received their packet and parking passes, vehicles must be moved to the appropriate parking location as parking will be enforced starting Thursday, May 25.

**Results/Heat Sheets**
Results will be posted in the student-athlete hospitality area and at the finish-line tent. Results and heat sheets can also be accessed on [www.ncaa.com/rowing](http://www.ncaa.com/rowing).

**Webcasts**
Each day of the competition there will be a live webcast on [http://www.ncaa.com/liveschedule](http://www.ncaa.com/liveschedule).

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**Section 14 - Medical**

**Ambulance**
An ambulance will be at the water at least 30 minutes prior to practice and competition.

**Athletic Training**
On-site medical services will be available during all practice and race times. A physician will be on-site for races and on-call for practice times. The athletic training tent (see Appendix E map) will have hot packs and ice available. These services will be available to all student-athletes on a first-come, first-served basis except in emergency situations. If your team is not traveling with an athletic trainer, the athletic training staff will be happy to assist your team. If your team is not traveling with a certified athletic trainer and a student-athlete needs a specific modality, please have a written request accompany the student-athlete for the modality treatment required to provide to the Coordinator of Medical Services.
Athletic training services will be available 30 minutes before practice times and 30 minutes after practice times or until the last student-athlete is seen. On race days, the athletic training tent will be available one hour prior to the first race and 30 minutes after the last race or until the last student-athlete is seen.

**Concussion Management**
The NCAA has adopted legislation that requires all active member institutions to have a concussion management plan for their student-athletes. Participating 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 championships, 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 long-term problems. In rare cases, repeat concussions can result in brain swelling, permanent brain damage and even death.

**Championship Medical Contacts/Physicians**
Sasha Steinlight MD
Championship Medical Coordinator
University/Team Physician
Princeton University
ssteinli@princeton.edu
Cell: 908-500-8182

**Emergency Services and Urgent Care**
Below please find the closest hospital emergency room to Mercer Lake:
Robert Wood Johnson Hospital
1 Hamilton Health Place
Hamilton Township, NJ 08690
Main Number: 609-631-6899
Nearby urgent care options include the following:

AFC Doctors Express Urgent Care Hamilton
2222 NJ-33 h, Hamilton Township, NJ 08690

Parkside Healthcare Inc
1450 Parkside Ave, Ewing Township, NJ 08638

RWJ Primary Care Express
3100 Quakerbridge Rd #28, Hamilton Township, NJ 08619

Capital Health Primary Care - Hamilton
1445 Whitehorse Mercerville Rd #103, Hamilton Township, NJ 08619

Section 15 - Participant Expectations & Guidelines

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.

Sportsmanship
The primary goal of the rules is to maximize the safety and enjoyment of the student-athlete. Sportsmanship is a key part of that goal. Sportsmanship should be a core value in behavior of players and bench personnel, in crowd control by game management and in the officials’ proper enforcement of the rules governing related actions.

Sports Wagering
The NCAA defines sports wagering as putting something at risk – such as an entry fee or a wager – with the opportunity to win something in return. The NCAA opposes all forms of legal and illegal sports wagering on college sports. Student-athletes and athletics administrators cannot place a sports wager for any NCAA-sanctioned sport. This includes wagering on the intercollegiate, amateur or professional level.

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.

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.

**Tobacco Ban**
The use of tobacco products is prohibited by all game personnel (e.g., coaches, trainers, managers and game officials) in all sports during practice and competition. Uniform penalties (as determined by the applicable rules-making committees and sports committees with rules-making responsibilities) shall be established for such use.

The use of tobacco products by a student-athlete is prohibited during practice and competition. A student-athlete who uses tobacco products during a practice or competition shall be disqualified for the remainder of that practice or competition.

**Section 16 - Security**
There are credentialed access points that will require individuals to show their credential. Please have it with you at all times. Student-athletes will be issued wristbands that should be worn for the duration of the championships.

Due to safety concerns, no individuals under the age of 18 (unless they are competing student-athletes) will be allowed in the boat storage area.

Security will be on site beginning Wednesday, May 24 through Sunday, May 28 on a 24-hour basis.

**Section 17 - Team Travel/ Transportation**

*Short’s Travel Management/Go Ground*
The participating institution shall be completely responsible for making its own travel reservations in accordance with the following:

The NCAA’s official travel agency for the tournament is Short’s Travel Management, which can be reached at 866-655-9215. Institutions can also enter travel manifest and other travel party information through the travel portal at www.shortstravel.com/ncaachamps. Since transportation costs are billed directly to the Association, all air travel must be arranged through Short’s. Please note, travel not booked through Short’s will not be reimbursed by the Association. They can be reached by phone at 866-655-9215 or by email at ncaaalo@shortstravel.com.

In addition, the NCAA has an agreement with GO Ground Options to provide ground transportation for team championships. Again, all reimbursable charter bus transportation will be billed directly to the Association, so institutions participating in team championships are required to use GO Ground for all charter bus needs. They can be reached at 866-386-4951. Their online ground transportation portal can
be accessed at www.gochampionships.com

Teams flying are eligible for reimbursement of bus rentals for the day the team arrives and the day the team departs if the arrival airport is over 25 miles from the competition venue. Any days in between are considered local transportation and are at the expense of the institution. Note institutions that will be utilizing buses MUST contact GO Ground to book their buses. Please reference the NCAA travel policies at:
http://www.ncaa.org/championships/travel/championships

Teams flying that would prefer to use minivans will be reimbursed on the back end for two rental days through the Travel Expense System (TES) if mileage from arrival airport to site of competition is over 25 miles one way. Again, any days in between are considered local transportation and are at the expense of the institution. Enterprise will work with teams to secure minivans or other forms of transportation. Teams may also contact GO Ground Options that is referenced above.

Travel Exceptions. Be advised that if extraordinary circumstances may warrant an exception to the travel policies, you must contact the NCAA travel department for approval PRIOR TO making any travel arrangements. The travel group can be reached at 317-917-6757, or by email at travel@ncaa.org.

For a complete list of NCAA policies for travel and transportation, please go to:
http://www.ncaa.org/championships/travel/championships

**Travel Party**

*Division I:* The squad size for teams is 25 (23 competitors and two substitutes) plus six non-athletes for a total official travel party of 31.

*Division II:* The squad size for teams is 16 (14 competitors and two substitutes) plus five non-athletes for a total official travel party of 21. For institutions with an at-large Eight, the squad size is 11 (nine competitors and two substitutes) plus three non-athletes for a total travel party of 14.

*Division III:* The squad size for teams is 21 (18 competitors and three spares, one of which must be a coxswain) plus two non-athletes for a total official travel party of 23. For institutions with an at-large Eight, the squad size is 11/12* (nine competitors and two/three spares) plus one/two* non-athletes for a total travel party of 13. *Institutional choice

**Section 18 - Tickets**

*Complimentary Tickets*

Participating institutions are not entitled to complimentary tickets. The participating institutions must first purchase tickets, which then are treated as complimentary tickets for the student-athletes. A pass-list system will be administered by the host regatta staff. An institution desiring to submit a pass list needs
to submit the number of tickets requested for each day and the names of player-guests who will be picking them up on each day. The player-guests will be required to sign for their tickets each day.

Please send ticket quantity requested and pass-list names by Saturday, May 20 to Tess Romine-Black at tess.romine-black@maac.org.

**Payment**
An invoice for tickets requested above will be sent immediately following the championship. Full payment for tickets must be forwarded to Tess Romine-Black (tess.romine-black@maac.org) within 30 days of the championship.

**Ticket Prices**
Tickets can be purchased online prior to the championship at http://www.maac.ticketleap.com/ncaarowing

Will call is available at the championship. Please contact Tess Romine-Black at tess.romine-black@maac.org or 503-473-3003. Cash payment for tickets will be the quickest method for purchasing tickets onsite.

Ticket prices are as follows:

*Individual Day Session*
- $15 adult individual day ticket
- $10 student/senior/child individual day ticket

*All-Session*
- $40 for a three-day adult all-session package
- $25 for a three-day student/senior/child all-session package

*VIP Experience - ONLY are available for purchase prior to the start of the Championships.*
Includes: Admission to event, access to Marina Boathouse - private parking, indoor bathroom, balcony view, ballroom access that is climate controlled, select food/beverage items, cash bar.

For more information visit:

- $130 for a three-day adult VIP all-session package
- $115 for a three-day student/senior/child VIP all-session package
- $45 adult individual day VIP ticket
- $40 student/senior/child individual day VIP ticket

*Child/Student = Age 3 - College (with valid college ID)*
*Senior = Age 65+ (with valid ID)*
*Children age 2 and under are free*
All fans must possess a wristband (ticket); the only exception is any child under the age of two. All fans possessing a wristband (ticket) will be asked to show their wristband each time they leave & re-enter the spectator area.

All-session ticket buyers will also be given a credential in addition to a wristband, which must be worn at all times. If lost, fans must purchase a new all-session ticket as credentials are not replaceable.

Prohibited items include: Noise makers, animals, firearms, knives, chains, lasers, or any other item that may be considered harmful will not be allowed. Any bags/items brought into the spectator area are subject to inspection. See spectator information in Appendix F.

Section 19 - Trophies and Awards

Additional Award Ordering
To purchase additional awards please use the following link: http://www.mtmrecognition.com/ncaa/

Awards
Division I: Official NCAA awards will be presented to the top three crews in each event. Each crew member in that particular boat will receive one mini trophy.

Team trophies will be presented to the top four teams. Additionally, the first place teams will receive 25 watches and 31 mini-trophies. The additional 6 watches will be ordered after the championship to accommodate the number of men’s and women’s watches needed. The second, third and fourth place teams will receive 31 mini-trophies each.

Division II: Official NCAA awards will be presented to the top two crews in each event. Each crew member in those particular boats will receive one mini trophy.

Team trophies will be presented to the top two teams. Additionally, the first place team will receive 16 watches and 21 mini-trophies. The additional 5 watches will be ordered after the championship to accommodate the number of men’s and women’s watches needed. The second place teams will receive 21 mini-trophies each.

Division III: Official NCAA awards will be presented to the top three crews in each event. Each crew member in that particular boat will receive one mini trophy.

Team trophies will be presented to the top four teams. Additionally, the first place teams will receive 21 watches and 23 mini-trophies. The additional 5 watches will be ordered after the championship to accommodate the number of men’s and women’s watches needed. The second, third and fourth place teams will receive 23 mini-trophies each.

The awards ceremony will be conducted on a stage next to the finish line with Division III awards Saturday,
May 27 at approximately 12:30 p.m. following the Grand Finals; Division II awards Sunday, May 28 at approximately 11:30 a.m. following the I Eights Grand Finals; and Division I awards Sunday, May 28 at approximately noon, immediately following the Division II awards.

**Elite 90**

The Elite 90 award is presented to the student-athlete with the highest cumulative grade-point average competing at the final site for each of the 90 NCAA championships. 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. All ties are broken by number of credits completed.

For more information regarding this program, please contact Mark Bedics (317-917-6222; elite90@ncaa.org). All documents, including deadlines and nomination forms, can be obtained at Elite 90 forms.

The submission deadline for nomination for NCAA Division I, II and III Women’s Rowing is 5 p.m. Eastern time on Thursday, May 18.

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**Section 20 - Uniforms**

**Uniform Policy**

Please see uniform policy for each division as specified in the 2017 Pre-Championship Manuals.

**Logo Policy**

[Reference: Bylaw 12.5.4 in the NCAA Division I and II Manuals, and Bylaw 12.5.3 in the NCAA Division III Manual.]

The provisions of Bylaw 12.5.4 (Divisions I and II) or Bylaw 12.5.3 (Division III) indicate that an institution’s official uniform and all other items of apparel (e.g., socks, headbands, T-shirts, wristbands, visors or hats, and towels) that are worn by student-athletes in competition may bear a single manufacturer’s or distributor’s normal trademark, not to exceed 2 1/4-square inches, including any additional material (e.g., patch) surrounding the normal trademark or logo. The logo or trademark must be contained within a four-sided geometrical figure (i.e., rectangle, square, and parallelogram).

In addition, an institution’s official uniform cannot bear a design element similar to the manufacturer’s that is in addition to another logo or that is contrary to the size restrictions.

A student-athlete representing an institution in intercollegiate competition is limited to wearing apparel items that include only the logo (not to exceed 2 1/4-square inches) of an apparel manufacturer or distributor. The student-athlete may not wear any apparel that identifies any other entity, other than the student-athlete’s institution.

These restrictions apply to all apparel worn by student-athletes, and any and all credentialed personnel in the bench area during the conduct of competition, which includes any practices and pregame or
postgame activities.

This bylaw will be strictly enforced at all NCAA championships and the names of individuals and institutions that are not in compliance with this bylaw shall be forwarded to the NCAA enforcement staff. Non-compliance with this legislation could result in loss of eligibility, forfeiture of points earned by those ineligible student-athletes and adjustment of team standings.

Division I Additional Requirements:
The logo restriction on student-athletes’ apparel set forth in 12.5.4 shall apply during the NCAA championships to all personnel (e.g., coaches, trainers, managers) who are on the team bench for practices and games or who participate in news conferences. Please note that those contracts between institutions and apparel manufacturers or distributors that include logo specifications may be honored, provided such contracts were in effect before August 11, 1998. Also, the logo restriction on student-athletes’ apparel as set forth in 12.5.4 shall apply to commercial logos on uniforms worn by band members, cheerleaders, dance team members and the institution’s mascot during NCAA championship events.
Appendix A: Local Restaurants

(North)
1. Capuano (Italian) – 217 Clarksville Rd, Princeton Junction NJ, 08550 – (609) 897-0091
2. Seasons 52 (Wine Bar & Grill) – MarketFair, 3535, US Route 1, Suite 179, Princeton, NJ (609) 799-2152
3. On the Border (Mexican) – 3567 US 1, Princeton NJ, 08540 - (609) 681-5656
4. PF Chang’s (Chinese) – MarketFair, 3545 US 1, Princeton, NJ 08540 - (609) 799-5163
5. Houlihan’s (Bar & Grill) – Mercer Mall, 3357 Brunswick Pike, Lawrence Township, NJ 08648 - (609) 419-0200
6. The Cheesecake Factory (American) – Quaker Bridge Mall, 161 Quakerbridge Mall, Lawrence Township, NJ 08648 – (609) 275-5887
9. Olive Garden (Italian) – Mercer Mall, 3345 Brunswick Pike, Lawrence Township, NJ 08648 – (609) 987-9207
10. Applebee’s (American) – 330 Brunswick Pike, Lawrenceville, NJ 08648 – (609) 799-9559
11. Panera Bread (American) – 510 Nassau Park Blvd, Princeton, NJ 08540 (609) 514-1456
12. Firehouse Subs (Subs) – Mercer Mall, 3371 US 1, Lawrenceville, NJ 08648 (609) 520-0020
13. QDOBA (Mexican) – MarketFair, 3535, US 1, Suite 179, Princeton, NJ 08540 (609) 378-3109
14. Candela Pizza II (Pizzeria) – 4120 Quakerbridge Rd, Lawrence Township, NJ 08648 (609) 799-8800
15. Danilo’s Pizza (Pizzeria) – Quakerbridge Mall Rd, 150 Quakerbridge Mall, Lawrence Township, NJ 08648 – (609) 799-1330

(North East)
1. Carlucci’s Italian Grill (Italian) – Southfield Shopping Center, 335, Princeton Hightstown Rd, Princeton Junction, NJ 08550 – (609) 936-0900
2. AlJon’s Pizza & Subs (Pizza & Subs) – 64 Princeton Hightstown Rd, Princeton Junction NJ, 08550 – (609) 799-4915

(South)
1. Mexican Mariachi Grill (Mexican) – Clover Square, 3100 Quakerbridge Rd, Hamilton Township, NJ 08619 – (609) 588-5929
2. Saladworks (Salads & Sandwiches) – 957 NJ 33, Hamilton Square, NJ 08690 – (609) 890-24100
(West)
1. Palace of Asia (Asian) – 540 Lawrence Square Blvd S, Lawrenceville, NJ 08648 – (609) 689-1500
2. Villa Maria Restaurant (Pizzeria) – 3800 Quakerbridge Rd, #4 Trenton, NJ 08619 – (609) 799-1330

(South West)
1. Mario’s Pizza (Pizzeria) – 3291 E State Street, Trenton NJ, 08619 – (609) 587-4460
2. Café Antonio’s Restaurant (Italian) – 102 Flock Rd, Trenton, NJ 08619
Appendix B: Directions to Banquet Site

Mercer County Park Indoor Tennis Facility
Paxson Avenue, West Windsor Township, NJ 08550

Team buses can drop off at the circle in front of the tennis facility and then park in the Mechanics lot.

One (1) parking pass will be provided for each team to park in the lot directly in front of the tennis center. Parking passes will be included in each team’s packet. Team buses can drop off in the circle located in front of the tennis center and then park in the Mechanics Lot, no passes are necessary.

2017 NCAA WOMEN’S ROWING CHAMPIONSHIP
SITE MAP - BOAT HOUSE TO BANQUET SITE

Address:
Mercer County Park, 1638 Old Trenton Rd.,
West Windsor Township, NJ 08550
Appendix C: Inclement Weather Plan

Celene McGown (Ivy League), Lily Rodriguez (MAAC), and Kris Grudt (PNRA) will be responsible for monitoring the weather during practice and competition. Local weather forecasts, weather radar and lightning detection devices (which includes the NCAA weathersentry online system), combined with local weather knowledge, will be used to monitor the weather during all practices and competition. They will work with NCAA Committee Chairs, NCAA liaisons, and the Head Official on making the final decision on when to clear the area and when it is safe to return.

This Adverse Weather Plan will function in conjunction with the PNRA Regatta Emergency Safety Plan, with additions/modifications as discussed below.

Notifications of Watches/Warnings
When a severe weather watch/warning is received for the area or the “flash/bang” count reaches 75 seconds (15 miles), the aforementioned group will notify the following individuals verbally and/or via telephone or text message:

a. The NCAA Committee Member and NCAA Staff personnel on site.
b. The Head Official and/or her designee.
c. Onsite EMTs and security officers.

Severe Weather Evacuation
When a severe weather warning is received for the area, the “flash/bang” count reaches 60 seconds or less (12 miles), or the radar shows that a thunderstorm is imminent (will arrive within 30 minutes), the aforementioned group will notify the individuals listed above via radio and all competition/practice activities are to cease immediately and all personnel are to evacuate to a safe structure/location.

**Being on the water when lightening is within a 10 mile radius is not allowed.**

When on the water, evacuations should occur immediately with the following actions:

- Marshaling boats, officials boats, and the on-water medical teams will push each team toward the launching and recovery docks, primary (“MARINA”) Recovery Points, and/or secondary (“Finish Tower”, “Caspersen”) Recovery Points, as directed by the Head Official.
- All boats will stop launching and both launching and recovery docks will be used for recovery of boats.
- Officials and volunteers located in the student-athlete area will be in place to help account for each team coming off the water.
- Spectators will be evacuated from viewing areas.

Safe structures for congregating teams and spectators are extremely limited within Mercer County Park. A safe structure or location is any sturdy, full enclosed, substantial, and frequently inhabited building that has plumbing and/or electrical wiring that acts to electrically ground the structure. Tents and golf carts do not meet these criteria.
Fully enclosed vehicles with a hard metal roof, rubber tires, and completely closed windows (e.g. Team bus or vans) can provide a measure of safety. Remember, NO PLACE outside is safe when lightening is in the area, but if outside with no safe shelter, the following actions may reduce risk: immediately leave elevated areas, NEVER lie flat on the ground, NEVER use a tree or shelter, and immediately move away from bodies of water.

**Wind and Water Conditions**

Officials on the water will report water conditions to the Head Official. The Head Official will work with NCAA Committee Chairs, NCAA liaisons, and Kris Grudt (PNRA) on making the final decision on wind and water conditions and when it is safe to return. If it is determined that fair and/or safe racing is no longer possible, aforementioned group will notify the individuals listed above verbally and/or via telephone or text message and all competition/practice activities are to cease immediately and all personnel are to evacuate the water.

**Criteria for Safe Return to Practice/Competition**

The decision to return to championships activity after a period of evacuation will be made by Celene McGown (Ivy League), Lily Rodriguez (MAAC), Kris Grudt (PNRA), the NCAA Committee Chairs, NCAA liaisons, and the Head Official. Communication of decisions and progress of decisions will be the responsibility of the designated Communications Manager (Anthony Ruggiero). Decisions on adjustments to the schedule will be made by the NCAA Committee in conjunction with the NCAA Liaisons and Head Official, following the Committee Schedule Contingency Plan.

Standard guidelines for return to championships activity indicate that the immediate threat of severe weather should have passed and 30 minutes have elapsed since both the last sound of thunder and the last flash of lightning is seen or monitored.

**Right to Leave:** all student-athletes and individuals are granted the right to leave an athletic site or activity without fear of repercussion or penalty in order to seek a safe structure or location in the event of severe weather.
NCAA Women’s Rowing Championship
Practice Traffic Pattern

Mercer Lake

Lanes 1-4 Toward Finish
Lane 5 Dead Lane
Lanes 6-7 Toward Start

Start

Warm Up

500

Lane 1

1000

Lane 7

1500

Casperson Rowing Center

Finish

Launch

Boat Storage

All crews going to the Start must enter the warm up loop before the 500 meter marker
NCAA Women’s Rowing Championship
Race Traffic Pattern
Appendix E: Event Overview Map
Appendix F: Spectator Guidelines

When attending the NCAA Women’s National Championships please abide by the following rules:

Parking in Mercer County Park:
1. Parking permits will be distributed for various parking lots and will be strictly enforced by Mercer County Park Rangers. Please refer to the parking site map for parking designations and athlete drop-off areas.
2. Athlete wristbands will only be accepted on uniformed athletes. If an athlete wristband is found on someone other than a uniformed athlete, the wristband will be cut off and the athlete will not be permitted to get another wristband.
3. Coach’s/Riggers/Trainer wristbands will only be accepted on official team support staffs. If a coach’s wristband is found on someone other than a uniformed coach or staff, the wristband will be cut off and the coach will not be permitted to get another wristband.
4. General Public/parents/boosters/alumni/family must pay admission ($10/car each day) to be admitted to the spectator parking lot.

Courtes y Golf Carts:
1. Courtesy golf carts will be provided for parents and guests to assist in transportation throughout the venue. Golf carts may not be driven by spectators at any time.
2. Please note that golf carts are not for competitors.
3. Golf carts may be used to drop supplies for team hospitality (drinks, food, and related equipment), however only credentialed athletes/coaches may enter the athlete area.

Team Tents:
1. Spectators will be allowed to set up tents (tent stakes are ok) only in designated tent area. Refer to site maps.
2. Please follow Private Grill Use guidelines:
   a. Portable cooking appliances shall be used in accordance with their listing and must be separated by a minimum of three (3) feet from combustible decorative materials.
   b. Each grilling area shall have a minimum of one 5-pound ABC multipurpose dry chemical fire extinguisher.
   c. Portable cooking appliances shall not be within tents or air supported structures. Further, they must be separated from tents or air supported structures by a minimum of five (5) feet.
   d. Canopies (which have no sides) are exempt as long as the canopy surface is a minimum of five (5) feet above the surface of the appliances and it measures thirty feet by thirty feet or less. Additionally, each individual’s canopy must have a ten (10) foot separation from adjacent canopies.
   e. Propane cylinders shall be secured to prevent tipping or placed on a flat surface.
   f. The maximum allowable quantity of propane storage shall be one hundred (100) pounds. Propane cylinders shall be arranged in such a manner to avoid exposure to heat, including direct sunlight.
   g. All valves, fittings and hoses shall be in suitable condition for use, with no visible signs of excessive wear, tear or damage.
h. Charcoal lighter fluid shall be the only means of starting a charcoal grill. Free burning charcoal grills shall not be placed under tents, air supported structures or canopies.

PLEASE REMEMBER THAT THESE RULES ARE FOR EVERYONE’S SAFETY 🚫
Thank you and enjoy the National Championships!

Appendix G: Change in Lineup Approval Form
Appendix H: Packet Pick Up Map
Packet Pick up
When: Wednesday, May 24 between 8 a.m. - 7 p.m.
Where: Mercer County Park Marina Boathouse – Cove Room

Teams may park at any parking lot when arriving at the Marina Boathouse for packet pickup, however, once they have received their packet and parking passes, vehicles must be moved to the appropriate parking location as parking will be enforced starting Thursday, May 25.

Please allow for enough time to pick up your packets, the room will be in full swing checking all of the teams in.

Appendix I: Parking Maps
PARKING INFORMATION

*Parking regulations begin upon receipt of parking pass. Regulations will be enforced beginning Thursday

NCAA/Officials
- Admitted via name list and pre-printed parking pass

Event Staff/IVV Volunteers
- Admitted via name list and pre-printed parking pass

VIP/VIP Overflow
- Admitted via name list

Public
- Designated for the Park Playground

Team Vans/Admin
- Admitted via parking pass included in packet pick-up

Team Bus
- No pass needed
- Buses are not permitted in any lot except designated team bus parking

Spectator/Spectator Overflow
- Admitted with online pre-paid receipt or payment on site
- $10 per day or $25 for the weekend (cash only)
- Tent set up available in areas designated by ●
- Same-day re-entry is permitted
Appendix J: Emergency Action Plan

REGATTA EMERGENCY ACTION PLAN

COMMUNICATIONS:
1. Officials (including start and finish line), PNRA Representatives, Mercer County Parks Marine Personnel and West Windsor Emergency Services EMT(s) have assigned and checked out radios operating on the same channel.
2. Mercer County Park Rangers and Marine Personnel will have radio communication.
3. Emergency Services Dive Team will be stationed with access to the full race course, warm up and cool down areas.

COMMAND CENTRAL: The Marina Office on the Lower level of the Boathouse at Mercer Lake is Command Central. All Emergency situations are relayed to West Windsor Emergency Services EMT(s) and Command Central.
In the case of an emergency, whether it be on water or on land, the details of the emergency are communicated to the Command Central and West Windsor Emergency Services EMT(s) who are located at the Marina Boat Ramp just outside of the lower level of the Boathouse at Mercer Lake.
In the event that an emergency situation warrants additional medical emergency services support, the West Windsor Emergency Services EMT will call in the appropriate level of support.
Medical Emergencies on the water should be brought to the dock by the Marina boat ramp where they will be met by the EMT’s. If the Marina docks and boat ramp are compromised and not safely accessible, the Caspersen Rowing Center docks and boat ramps will be used as an alternative site. In case an EMT needs to have water access, water transport will be available at the Marina docks.
In the event of an emergency situation that warrants additional law enforcement resources, the Command Center, in coordination with the West Windsor Emergency Services EMT, will coordinate the call to the Mercer County Park Rangers, West Windsor Police and Mercer County Sheriff Departments through radios and calls to 911.

The Closest Fire Department:
West Windsor Emergency Services, 153 S Mill Road, West Windsor (609) 799-3311 (2.5 miles from Mercer Lake)