THE NATIONAL COLLEGIATE ATHLETIC ASSOCIATION
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www.ncaa.org
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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 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 2¼ 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 III

Section 9•1 Division III Philosophy

The Division III championships philosophy is to field the most competitive teams possible while minimizing missed class time; to emphasize regional competition in regular-season scheduling; and to provide representation in NCAA championship competition by allocating berths to eligible conferences, independent institutions and a limited number of at-large teams, realizing that this may be done at the expense of leaving out some championship-caliber teams.

Section 9•2 Commencement Conflicts

If an institution’s commencement conflicts with participation in the championship, it shall inform the NCAA championship administrator in writing one week before the selection date for the governing sports committee to consider an accommodation and a change to the championship schedule.
The following guidelines apply to commencement requests:

- Applies to team sports only.
- The governing sports committee, in consultation with participating institutions, may reschedule the game on the nearest possible date.
- Does not apply to predetermined finals sites.
- The governing sports committee shall make a good-faith effort to accommodate participating institutions in non-predetermined preliminary-round contests with multiple teams participating at the same site.

Section 9.3 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 before May 1 of the preceding academic year to be excused from competing on that day. The notification shall be valid for a period of two years. The championship schedule shall be adjusted to accommodate that institution, and such adjustment shall not require its team or an individual competitor to compete before the time originally scheduled.

Individual Championships. In individual championships, a student-athlete must compete according to the institution’s policy regarding Sunday competition (if the institution has no policy against Sunday competition, the student-athlete shall compete on Sunday if required by the schedule).
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Section 1•1 NCAA Tournament Operations

Staff Contact Information

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>NCAA</th>
<th>Address</th>
<th>Phone</th>
<th>Email</th>
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<tbody>
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<td>317-917-6245 / <a href="mailto:lhorvat@ncaa.org">lhorvat@ncaa.org</a></td>
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Section 1•2 National Committee

ATLANTIC REGION
- Thomas Thomasson Jr.
  - Associate Athletics Director
  - Rutgers, The State University of New Jersey, Camden

GREAT LAKES REGION
- Bill Ross, chair
  - Associate Director of Athletics and Recreation Services
  - Allegheny College

MIDWEST REGION
- Derek Stanley
  - Head Men’s and Women’s Cross Country/Assistant Men’s and Women’s Track and Field Coach
  - University of Wisconsin-La Crosse

SOUTH/SOUTHEAST REGION
- Natalie Bach-Prather
  - Head Men’s and Women’s Cross Country/Track and Field Coach
  - East Texas Baptist University

CENTRAL REGION
- Chris Daymont
  - Head Women’s Cross Country Coach
  - St. Olaf College

MIDEAST REGION
- Donald Nichter
  - Head Cross Country and Track and Field Coach
  - Dickinson College

NEW ENGLAND REGION
- Kelly Scafariello
  - Senior Woman Administrator/Associate Athletics Director
  - Salve Regina University

WEST REGION
- Michael Orechia
  - Director of Cross Country and Track and Field Coach
  - University of Puget Sound

Men’s and Women’s Outdoor Track and Field Subcommittee:
- Chris Daymont, St. Olaf College
- Donald Nichter, Dickinson College
- Bill Ross, Allegheny College, chair
- Derek Stanley, University of Wisconsin-La Crosse
- Tom Thomasson, Rutgers, The State University of New Jersey, Camden

For additional information about the NCAA Men’s and Women’s Outdoor Track and Field Championships, contact the following:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>NCAA</th>
<th>Address</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
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<td>Liz Homrig</td>
<td>Assistant Director, Championships and Alliances</td>
<td>NCAA</td>
<td>P.O. Box 6222 / Indianapolis, Indiana 46206-6222</td>
<td>317-917-6245 / <a href="mailto:lhorvat@ncaa.org">lhorvat@ncaa.org</a></td>
<td></td>
</tr>
<tr>
<td>Bill Ross, chair</td>
<td>Associate Director of Athletics and Recreation Services</td>
<td>Allegheny College</td>
<td>814-332-2316 / <a href="mailto:wross@allegheny.edu">wross@allegheny.edu</a></td>
<td></td>
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Section 1.3 Important Dates

CHAMPIONSHIP DATES
May 25-27, 2017  University of Mount Union/Greater Cleveland Sports Commission, Geneva, Ohio

DATE FORMULA
Last full weekend in May before Memorial Day (Thursday-Saturday)

FUTURE DATES
May 24-26, 2018  University of Wisconsin-La Crosse, La Crosse, Wisconsin

OTHER IMPORTANT DATES
Friday, Feb. 3  Deadline for applications to host an outdoor final qualifying meet to be held between May 15 and May 18.
Wednesday, March 1  First day to qualify for the outdoor track and field championships.
Thursday, May 18  Last date a qualifying mark may be made. Mandatory meet result submission deadline, midnight Eastern time. Marks submitted after midnight Eastern time will not be eligible for qualifying.
Friday, May 19  Final descending-order lists posted by noon Eastern time. Declaration forms open at this time. Coaches must complete and submit a declaration electronically through Direct Athletics by 5 p.m. Eastern time. All student-athletes must be declared or scratched in every event in which they qualified at this time. No action will automatically result in a scratch. Declaration forms submitted after the 5 p.m. deadline and before 8 p.m. Eastern time will be accepted as LATE and the institution will be fined $400 per gender. There is no opportunity to submit declaration forms after the absolute deadline of 8 p.m. Eastern time. Any student-athlete not declared by 8 p.m. deadline will be scratched. Challenge period ends at 3 p.m. Eastern time. Challenges must be submitted by email to Liz Homrig (lhorvat@ncaa.org) and to Jimmy Stuart (jimmy.stuart@deltatiming.com).

Saturday, May 20  The final list of meet participants shall be available via the NCAA website (www.NCAA.com) by 9 a.m. Eastern time.
Monday, May 22  Deadline for medical scratches, 6 p.m. Eastern time. Any scratches must be reported by phone and emailed to Jimmy Stuart (254-715-1474; jimmy.stuart@deltatiming.com) and Liz Homrig (lhorvat@ncaa.org).
Tuesday, May 23  Championship meet start lists are posted on the NCAA website by noon Eastern time.
Wednesday, May 24  Packet pickup, first day of heat/flight sheet will be available to each competing team.

Section 1.4 Equipment

All student-athletes will be required to use the blocks and batons as supplied by Gill and exclusive for this NCAA championships.

The following implements will be available for student-athlete use:

<table>
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<tr>
<th>HOUSE IMPLEMENTS</th>
<th>QUANTITY</th>
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<tbody>
<tr>
<td>Women’s Yellow Shot—4Kg 105mm-Turned Steel</td>
<td>1</td>
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<tr>
<td>Women’s Yellow Shot—4Kg 109mm-Turned Steel</td>
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### Section 1·5 Rules

**Reference: Bylaw 31.1.6 in the NCAA Division III Manual.**

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 are 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, or those rules adopted by an outside organization.

The 2017 and 2018 NCAA Men’s and Women’s Cross Country and Track and Field Rules book will be followed for the 2017 outdoor track and field championships.

The Men’s and Women’s Track and Field and Cross Country Committee has determined that a student-athlete applying paint or any other permanent marking, other than a material approved by the games committee, to any portion of a permanent facility automatically will be disqualified from competition. All markings must be in accordance with NCAA Men’s and Women’s Track and Field/Cross Country Rules.

### Section 1·6 Uniforms

**Reference: Bylaw 12.5.3 in the NCAA Division III Manual and Rule 4-3 in 2017 and 2018 NCAA Cross Country and Track and Field/Rules. Below includes Articles 1 and 2 of Rule 4-3 for your reference.**

When engaged in competition, each competitor must wear an official team uniform with components governed by these rules or be subject to disciplinary action. Wearing any part of the official team competition uniform illegally (that is, top off or intentionally shortened, shoulder straps lowered) while in the area of competition shall lead to a warning by the nearest official and a report of uncorrected violations shall be made to the games committee, referee and offending competitor’s coach.

1. On any single day of competition, all team members must wear uniforms clearly indicating through color, logo and combination of all outer garments worn as a uniform, that they are from the same team.
   a. Teams may change uniform colors from one day to another for multiple day meets.
   b. Men’s and women’s programs are considered separate teams, and are not required to have uniforms of identical color.

2. A uniform consists of two school-issued components — shorts or briefs, and a top. A one-piece body suit is acceptable as a combination of the two components. Any outer garment (that is, sweatpants, tights) that is school-issued becomes the official uniform, when worn.
   a. The uniform must be of a material and design deemed to not be objectionable or offensive by the athletics department of the issuing institution.

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<thead>
<tr>
<th>HOUSE IMPLEMENTS</th>
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<tr>
<td>Men’s Red Shot—7.26Kg 125mm-Turned Steel</td>
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</tr>
<tr>
<td>Men’s Red Shot—7.26Kg 129mm-Turned Steel</td>
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<tr>
<td>1 K Orange Flyer Discus</td>
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<tr>
<td>1 K Purple Flyer Discus</td>
<td>1</td>
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<tr>
<td>2 K Orange Flyer Discus</td>
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<tr>
<td>2 K Purple Flyer Discus</td>
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<td>Women’s 4Kg Stainless Steel Hammer-95mm</td>
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<td>Men’s 7.26Kg Stainless Steel Hammer-110mm</td>
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<td>600g Javelin - 50m</td>
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<td>600g Javelin - 60m</td>
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b. The uniform top must, by design and size, cover the full length of the torso, meeting or hanging below the waistband of the bottoms, while the competitor is standing, and allow for competitor’s numbers to be placed above the waist, front and back.

c. Uniform tops must be worn so to not obscure hip numbers.

d. Additional visible clothing is an undergarment. It must be worn under the uniform and be of a solid color.

3. Competitors shall not use or wear artificial noisemakers.

Note 1: Individual or team uniform, logo, number and shoe rules shall be enforced through inspection by the clerk of the course or the head field event official at initial event check-in. Violators shall be warned, given the chance to correct the violation, and reported to the referee.

Note 2: Clothing defined as an ‘undergarment’ does not include items commonly defined as ‘underwear’.

In addition to the uniform guidelines outlined above, the following shall apply in regard to relay uniforms:

4. All relay team members must wear uniforms clearly indicating, through color, logo and combination of all outer garments worn as a uniform, that members are from the same team.

5. Other visible garments useful in team recognition (that is, T-shirts, arm-warmers, tights of any length, leg-warmers, each taken separately) worn by team members must be of an identical solid color. This does not apply to items of apparel above the shoulder or those covering the hands/feet.

Note: The effect of this rule is that no imagination shall be required to justify a clear sense of belonging to a team.

LOGOS

Refer to General Administrative Guidelines, Section 7.
Section 2•1 Championships Format

SCHEDULE OF EVENTS
The full schedule of events for the 2017 Division III Outdoor Track and Field Championships is now available on NCAA.org. The women will compete first during odd years and the men will compete first during even years.

SCORING
The men's and women's championships will use the eight-place scoring system (10-8-6-5-4-3-2-1) in individual and relay events (i.e., first place earns 10 team points, second place earns eight team points, etc.).

TEAM ROSTER FORMS
NCAA Division III men's and women's track and field programs will be required to register and maintain their official team roster with TFRRS before entering their first competition. Each student-athlete will be assigned a unique TFRRS tracking ID that will identify the student-athlete throughout his or her collegiate career. This ID will not change from season to season; however, institutions will be required to register their roster each season to confirm eligibility status. Access to and instructions for roster submission can be found at www.tfrrs.org.

TRAVEL PARTY
Please refer to the NCAA travel policies for all information regarding transportation and per diem expenses. Travel policies are located online at http://www.ncaa.org/championships/travel/championships-travel-information.

TRAVEL INFORMATION
Institutions with individuals competing in the championships must request reimbursement through the online Travel Expense System (TES) in order to receive appropriate reimbursement for their trip to the championships site. For individual-team championships, transportation expenses and per diem allowances shall be provided for all qualifying student-athletes and all eligible non-athletes. The TES, as well as per diem allowance policies, are located on the NCAA website at http://www.ncaa.org/championships/travel/championships-travel-information.

Section 2•2 Selections Information

DECLARATION OF STUDENT-ATHLETES
A student-athlete whose institution does not comply with the provisions below will not be allowed to compete in the championships.

Championships Declarations. At the end of the season’s qualifying period, the final descending-order lists will be posted at www.tfrrs.org and coaches will declare student-athletes for the championships. (Note: The declarations form will be provided through DirectAthletics — the same password for roster submission will enable access to the declarations form.) As a reminder, the qualifying window for the outdoor championships is March 1 through May 18.

Sponsoring institutions must complete the online declaration form and adhere to the guidelines below when declaring student-athletes for the outdoor championships.

1. The committee will authorize an online posting of a declaration form for each institution by noon Eastern time Friday, May 19.
2. A declaration is a firm commitment to compete in every declared event, unless a preference statement is filed during declarations to indicate a choice among several declared events.
3. Access to the declaration form is controlled through the use of the same username and password assigned for team roster form submission. Any coach unable to access the online declaration form by 9 a.m. Eastern time Friday, May 19, must notify DirectAthletics at 347-674-3002 and should contact Liz Homrig, championships administrator, at 317-917-6245.
4. Coaches must complete and submit a declaration electronically through DirectAthletics by 5 p.m. Eastern time Friday, May 19. All student-athletes must be declared or scratched in every event in which they qualified at this time. No action will automatically result in a scratch. Declaration forms submitted after the 5 p.m. deadline and before 8 p.m. Eastern time will be accepted as LATE and the institution will be fined $400 per institution per gender. There is no opportunity to submit declaration forms after 8 p.m. Eastern time. All student-athletes not declared by their institution will be scratched from the national championships competition. Coaches will have access to their declaration form at www.directathletics.com and can make changes up to the deadline of 5 p.m. Eastern time.

5. The final list of participants will be available Saturday, May 20, at 9 a.m. Eastern time via the NCAA website at www.ncaa.com.

6. Coaches are responsible for including a mobile/cell number on the declaration form at which the committee can reach him or her, or his or her representatives, if questions arise.

7. Medical Scratch: A student-athlete who was declared and is accepted into the meet but unable to compete. Deadline for medical scratches is 6 p.m. Eastern time Monday, May 22. Any medical scratches must be reported by phone and emailed to Jimmy Stuart (jimmy.stuart@deltatiming.com). Failure to notify the committee could result in a fine.

**Performance Challenge Guidelines.** One role of the NCAA Track and Field and Cross Country Committee is to review and act upon performance challenges throughout the indoor and outdoor track and field seasons. Coaches and student-athletes are afforded the opportunity to monitor effective meet management and officiating by following the protest process outlined in Rule 4-1.15a in the NCAA Cross Country and Track & Field Rules Book. Challenge Guidelines are available online at http://www.ncaa.org/championships/division-iii-mens-and-womens-outdoor-track-and-field.

The challenge period begins March 1 and ends at 3 p.m. Eastern time May 19.

Challenges regarding a student-athlete’s eligibility or performance must be submitted through the NCAA’s new performance challenge portal for review by the Track and Field and Cross Country Committee.


## Section 2.3 Selection Criteria

### QUALIFICATION PROCEDURES

**Qualifying Period.** Qualifying performances for the NCAA Men’s and Women’s Outdoor Track and Field Championships must be met during the current season in outdoor competition (see important dates).

**Qualifying Criteria.** A complete listing of outdoor track and field qualifying criteria is located on the outdoor track and field landing page at http://www.ncaa.org/championships/division-iii-mens-and-womens-outdoor-track-and-field.

Qualification to the championships is based on the descending-order list for the season and adhering to the qualifying regulations/criteria published on NCAA.org. For each men’s individual event contested, including the decathlon, the top 20 declared student-athletes will be accepted into the competition. For each woman’s individual event contested, including the heptathlon, the top 22 declared student-athletes will be accepted into the competition. For each relay event contested, the top 16 declared relay teams will be accepted into the competition. The stated maximums are absolute and will not be extended as a result of ties.

**Ties.** Any descending-order list ties, by mark, for the last position to be accepted will be resolved by examining, of those tied, the second-best valid qualifying meet performance submitted during the season, and so on until there is no basis for a mark comparison. For a tie not resolved after all available mark comparisons, acceptance will be awarded to the competitor who achieved the original tying mark later in the season. For a tie still not resolved, acceptance will be awarded to the competitor who achieved the second-best valid qualifying meet performance later in the season, and so on until there is no basis for date comparison, including field event series. As a last resort, the tie for the last qualifying position will be decided by the toss of a coin. After acceptance, compliance with Rule 4-2.2a., Failure to Participate, and Rule 4-2.1, Honest Effort, is required.

Any descending-order list ties for combined event student-athletes, by points, for the last position to be accepted will be resolved by examining, of those tied, the student-athlete who, in the greater number of events, has received more points than the other student-athlete(s). If still tied, the student-athlete(s) who has the highest number of points in a second event will win the tie. If a tie still remains, a third event will be examined and so forth until there is no basis for point comparison. For
nullification. (Bylaw 31.02.4)

**FINAL QUALIFYING MEETS**

Division III institutions wanting to host an outdoor meet, other than a conference meet, between May 15 and 18, must petition the NCAA for sanctioning before Feb. 3. Requests should be submitted to Liz Homrig (lhorvat@ncaa.org). Individual institutions may apply to host only one meet during this period. Single-gender meets will not be approved as final qualifying meets. An application is located on the outdoor track and field landing page at http://www.ncaa.org/championships/division-iii-mens-and-womens-outdoor-track-and-field.

### Section 2.4 Protest Procedure and Appeals

Championships Protest Procedure and Jury of Appeals. All protests must be filed on the official protest form, available at the assigned protest area, along with payment of a $50 protest fee. One copy shall be posted in the designated protest area, and the other copies shall be given to the referee. A protest must be filed no later than 15 minutes after the official results are posted. The protest shall be in writing and submitted to the referee, who shall render a decision. All institutions involved in the protest will be notified of the protest and the decision. The referee’s decision shall be written on each copy of the protest. One copy shall be returned to the protesting coach and one shall be placed in the committee’s files. A $50 deposit is required for all protests, which will be returned if the protest is successful in reversing the decision. The ruling and explanation will be posted along with the results of the race.

If the violation that is being protested was called by the referee, the protest will be referred directly to the jury of appeals for review. As part of the protest process, the decision of the referee may be appealed through the appointed jury of appeals, in writing, not later than 15 minutes after the decision of the referee has been announced. Any official evidence available to the referee may be reviewed. If such evidence is not conclusive, the decision of the referee shall be upheld. No further appeal is available. The result of an appeal shall be posted and the affected coaches notified. A $50 deposit is required for all appeals, which will be returned if the appeal is granted. The games committee will serve as the jury of appeals for the outdoor track and field championships.

Video Review Language. Rule 4-1.15c allows an official video to be designated by the games committee (before the meet) to be used during protests and appeals to aid in the decision-making process. This stipulation and use of an official video will be up to each individual games committee at each regular-season meet, as to ensure the video is useful in providing the proper angle and is in the proper location at the event to be effective in ruling on a protest.

For Division III, this rule will apply to each regular-season meet and it will be up to each games committee to determine if the ability to have a video is necessary and feasible.

### Section 2.5 Results

**ADJUSTED PLACE STANDINGS**

[Reference: Bylaw 31.2.2.3-(a) in the NCAA Division III Manual.]

If a student-athlete is found to be ineligible, that individual’s performance shall be stricken from the championships record, the points the student-athlete has contributed to the team’s total shall be deleted, the team standings shall be adjusted accordingly, and any awards involved shall be returned to the Association. Further, the placement of other competitors shall be altered and awards presented accordingly.

**RESULTS REPORTING**

In order to be considered for selection to the 2017 championships, all institutions must ensure that the electronic submission of results from any competition in which their student-athletes compete is reported by the meet host to TFRRS through
the online provider DirectAthletics. TFRRS replaces the existing proof of performance (POP) process. Only the official electronically-reported meet results as submitted by the meet host in TFRRS will serve as proof of performance for all NCAA Division III track and field times and marks. The former POP forms will be eliminated, and coaches will no longer be required to submit verification or qualifying performances. Season-best descending-order lists by event, as approved by the Track and Field and Cross Country Committee, will be made available on a real-time basis at www.tfrrs.org.

MEET RESULTS

It will be the responsibility of the meet HOST to submit meet results to TFRRS by midnight Eastern time, one day after the completion of a competition. Marks may not be considered for championships selection if meet results are not received from the host within the designated time period. Participating institutions must ensure that the electronic submission of results from any competition in which their student-athletes compete is reported by the meet host within five days of the performance and not later than midnight Eastern time May 18. Results will be accepted only for student-athletes on the institution’s TFRRS roster form. The submission of incorrect performances may result in the disqualification of the student-athlete. If a result is submitted more than five days after the qualifying performance and the performance is the basis for championships selection, the institution of the selected student-athlete will be subject to a fine. The fine assessed will be not less than $50 or more than $200. It is the responsibility of each coach to check his or her team's marks after each meet within the five-day window to ensure it was reported correctly.

Additional Points. Meet hosts and host institutions need to ensure the following tasks are completed regarding eligibility of performance marks:

- Correct TFRRS IDs for all student-athletes;
- Relay times submitted without the names of the student-athletes who participated or with incorrect names will not be accepted for championships consideration. It is recommended that meet hosts require relay cards at check-in to assist in this process;
- English marks will not be accepted;
- Wind readings must be in the official results for meet results to be used for qualifying;
- Field series must be included as a part of the results reporting in order that performances other than the best mark can be considered during the championships selection. Only submitted performances, including field series, will be considered for championships selections and tiebreaking; and
- See qualifying criteria on the NCAA outdoor track landing page for additional information.

Detailed account information and instructions to set up meets and download team rosters in preparation for uploading 2017 outdoor track and field results are available for meet hosts, meet directors and timers at www.tfrrs.org (select the link for Meet Director/Timer information). Take particular note of the Frequently Asked Questions document posted, which highlights the following:

- Meet hosts may use their method of choice to manage meet entries. It is NOT required to use DirectAthletics for meet entries;
- It is the responsibility of the meet directors/timers to collect valid TFRRS IDs from their entering teams, regardless of the meet entry method;
- For the purpose of running a meet, any meet director/timer can download the rosters of TFRRS teams (with a valid single-meet TFRRS ID) at no cost to the meet director/timer;
- Institutions registered with TFRRS can print out or download their TFRRS rosters (with IDs) to facilitate the entry process.

If you experienced difficulty using the TFRRS system, please contact DirectAthletics (support@directathletics.com; telephone: 347-674-3002) and notify the NCAA national office (lhorvat@ncaa.org or 317-917-6474) if the difficulty will trigger a late fine.
## Appendix • Sport Sponsorship

### MEN’S SPONSORSHIP

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<th>ATLANTIC REGION (44)</th>
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*Not eligible for NCAA championship competition.*
## GREAT LAKES REGION (38)

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*Not eligible for NCAA championship competition.

## MIDEAST REGION (48)

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<td>Widener University</td>
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*Not eligible for NCAA championship competition.
### MIDWEST REGION (44)

- Augustana College (Illinois)
- Aurora University
- Beloit College
- Benedictine University (Illinois)
- Carroll University (Wisconsin)
- Carthage College
- University of Chicago
- Concordia University (Illinois)
- Concordia University Wisconsin
- Edgewood College
- Elmhurst College
- Eureka College
- Fontbonne University
- Greenville College
- Illinois College
- *Illinois Institute of Technology (active 2018-19)*
- Illinois Wesleyan University
- Knox College
- Lakeland University
- Lawrence University
- Marian University (Wisconsin)
- Millikin University

*Not eligible for NCAA championship competition.*

### NEW ENGLAND REGION (46)

- Amherst College
- Babson College
- Bates College
- Bowdoin College
- Brandeis University
- Bridgewater State University
- Castleton University
- Colby College
- Colby-Sawyer College
- Connecticut College
- Eastern Connecticut State University
- Eastern Nazarene College
- Elms College
- Emmanuel College (Massachusetts)
- Fitchburg State University
- Gordon College
- Green Mountain College
- Husson University
- Johnson State College
- Keene State College
- Lasell College
- Lesley University
- Lyndon State College

- University of Maine, Farmington
- Massachusetts Institute of Technology
- University of Massachusetts, Boston
- University of Massachusetts, Dartmouth
- Middlebury College
- Newbury College
- Nichols College
- Plymouth State University
- Regis College (Massachusetts)
- Rhode Island College
- Roger Williams University
- University of Southern Maine
- Springfield College
- Saint Joseph’s College (Maine)
- Trinity College (Connecticut)
- Tufts University
- U.S. Coast Guard Academy
- Wesleyan University (Connecticut)
- Westfield State University
- Wheaton College (Massachusetts)
- Williams College
- Worcester Polytechnic Institute
- Worcester State University

*Not eligible for NCAA championship competition.*
### SOUTH (41)

- Austin College
- *Belhaven University (active 2019-20)*
- *Berea College (active 2017-18)*
- Berry College
- Birmingham-Southern College
- Bridgewater College (Virginia)
- Catholic University
- Centre College
- Christopher Newport University
- Concordia University Texas
- Covenant College
- University of Dallas
- East Texas Baptist University
- Eastern Mennonite University
- Emory University
- Gallaudet University
- Guilford College
- Hardin-Simmons University
- Hendrix College
- Lynchburg College
- University of Mary Washington

- *McMurry University (active 2018-19)*
- Methodist University
- Millsaps College
- Oglethorpe University
- University of the Ozarks (Arkansas)
- Piedmont College
- Randolph College
- Rhodes College
- Roanoke College
- Rust College
- University of the South
- Southern Virginia University
- Southwestern University (Texas)
- Spalding University
- Sul Ross State University
- Texas Lutheran University
- The University of Texas at Tyler
- Trinity University (Texas)
- Virginia Wesleyan College
- Washington and Lee University

### WEST REGION (19)

- California Institute of Technology
- California Lutheran University
- University of California, Santa Cruz
- Chapman University
- Claremont McKenna-Harvey Mudd-Scripps Colleges
- Colorado College
- George Fox University
- University of La Verne
- Lewis & Clark College
- Linfield College

- Occidental College
- Pacific Lutheran University
- Pacific University (Oregon)
- Pomona-Pitzer Colleges
- University of Puget Sound
- University of Redlands
- Whittier College
- Whitworth University
- Willamette University

*Not eligible for NCAA championship competition.*
**WOMEN’S SPONSORSHIP**

### ATLANTIC REGION (44)

*Alfred State College (active 2018-19)*  
Alfred University  
Bard College  
College at Brockport, State University of New York  
Buffalo State, State University of New York  
The City College of New York  
State University of New York at Cobleskill  
State University of New York at Cortland  
Farmingdale State College  
The State University of New York at Fredonia  
State University of New York at Geneseo  
Hamilton College  
Houghton College  
Hunter College  
Ithaca College  
Lehman College  
Manhattanville College  
Medgar Evers College  
Montclair State University  
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Union College (New York)  
Utica College  
Vassar College  
Westminster College (Pennsylvania)  
York College (New York)

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### CENTRAL REGION (30)

Augsburg College  
Bethany Lutheran College  
Bethel University (Minnesota)  
Buena Vista University  
Carleton College  
Central College (Iowa)  
Coe College  
Concordia College, Moorhead  
Cornell College  
Crown College (Minnesota)  
University of Dubuque  
Grinnell College  
Gustavus Adolphus College  
Hamline University  
Loras College  
Luther College  
Macalester College  
Martin Luther College  
University of Minnesota, Morris  
Nebraska Wesleyan University  
North Central University  
University of Northwestern-St. Paul  
Simpson College  
College of St. Benedict  
St. Catherine University  
Saint Mary’s University of Minnesota  
St. Olaf College  
The College of St. Scholastica  
University of St. Thomas (Minnesota)  
Wartburg College
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*Not eligible for NCAA championship competition.

### MIDEAST REGION (49)

<table>
<thead>
<tr>
<th>College</th>
</tr>
</thead>
<tbody>
<tr>
<td>Albright College</td>
</tr>
<tr>
<td>Alvernia University</td>
</tr>
<tr>
<td>Bethany College (West Virginia)</td>
</tr>
<tr>
<td>Bryn Mawr College</td>
</tr>
<tr>
<td>Carnegie Mellon University</td>
</tr>
<tr>
<td>Chatham University</td>
</tr>
<tr>
<td>Delaware Valley University</td>
</tr>
<tr>
<td>DeSales University</td>
</tr>
<tr>
<td>Dickinson College</td>
</tr>
<tr>
<td>Eastern University</td>
</tr>
<tr>
<td>Elizabethtown College</td>
</tr>
<tr>
<td>Franklin &amp; Marshall College</td>
</tr>
<tr>
<td>Frostburg State University</td>
</tr>
<tr>
<td>Geneva College</td>
</tr>
<tr>
<td>Gettysburg College</td>
</tr>
<tr>
<td>Goucher College</td>
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<tr>
<td>Grove City College</td>
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<tr>
<td>Gwynedd Mercy University</td>
</tr>
<tr>
<td>Haverford University</td>
</tr>
<tr>
<td>Hood College</td>
</tr>
<tr>
<td>Immaculata University</td>
</tr>
<tr>
<td>Johns Hopkins University</td>
</tr>
<tr>
<td>Juniata College</td>
</tr>
<tr>
<td>Keystone College</td>
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<tr>
<td>King’s College (Pennsylvania)</td>
</tr>
<tr>
<td>Lebanon Valley College</td>
</tr>
<tr>
<td>Marywood University</td>
</tr>
<tr>
<td>McDaniel College</td>
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<tr>
<td>Messiah College</td>
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<tr>
<td>Misericordia University</td>
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<tr>
<td>Moravian College</td>
</tr>
<tr>
<td>Muhlenberg College</td>
</tr>
<tr>
<td>Neumann University</td>
</tr>
<tr>
<td>Pennsylvania State University Erie, the Behrend College</td>
</tr>
<tr>
<td>Penn State Harrisburg</td>
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<tr>
<td>Salisbury University</td>
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<tr>
<td>Shenandoah University</td>
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<tr>
<td>Saint Vincent College</td>
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<tr>
<td>Stevenson University</td>
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<tr>
<td>Susquehanna University</td>
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<tr>
<td>Swarthmore College</td>
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<tr>
<td>Thiel College</td>
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<tr>
<td>Thomas More College</td>
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<tr>
<td>Ursinus College</td>
</tr>
<tr>
<td>Washington and Jefferson College</td>
</tr>
<tr>
<td>Waynesburg University</td>
</tr>
<tr>
<td>Wesley College</td>
</tr>
<tr>
<td>Widener University</td>
</tr>
<tr>
<td>York College (Pennsylvania)</td>
</tr>
</tbody>
</table>

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### MIDWEST REGION (44)

- Augustana College (Illinois)
- Aurora University
- Beloit College
- Benedictine University (Illinois)
- Carroll University (Wisconsin)
- Carthage College
- University of Chicago
- Concordia University Chicago
- Concordia University Wisconsin
- Edgewood College
- Elmhurst College
- Eureka College
- Fontbonne University
- Greenville College
- Illinois College
- *Illinois Institute of Technology (active 2018-19)*
- Illinois Wesleyan University
- Knox College
- Lakeland University
- Lawrence University
- Marian University (Wisconsin)
- Millikin University
- Milwaukee School of Engineering
- Monmouth College (Illinois)
- North Central College
- North Park University
- Principia College
- Ripon College
- Rockford University
- St. Norbert College
- Washington University in St. Louis
- Webster University
- Westminster College (Missouri)
- Wheaton College (Illinois)
- Wisconsin Lutheran College
- University of Wisconsin-Eau Claire
- University of Wisconsin-La Crosse
- University of Wisconsin-Oshkosh
- University of Wisconsin-Platteville
- University of Wisconsin-River Falls
- University of Wisconsin-Stevens Point
- University of Wisconsin-Stout
- University of Wisconsin-Superior
- University of Wisconsin-Whitewater

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### NEW ENGLAND REGION (50)

- Amherst College
- Babson College
- Bates College
- Bowdoin College
- Brandeis University
- Bridgewater State University
- Castleton University
- Colby College
- Colby-Sawyer College
- Connecticut College
- Eastern Connecticut State University
- Eastern Nazarene College
- Elms College
- Emmanuel College (Massachusetts)
- Fitchburg State University
- Gordon College
- Green Mountain College
- Husson University
- Johnson State College
- Keene State College
- Lasell College
- Lesley University
- Lyndon State College
- University of Maine, Farmington
- Massachusetts Institute of Technology
- University of Massachusetts, Boston
- University of Massachusetts, Dartmouth
- Middlebury College
- Mount Holyoke College
- Newbury College
- Nichols College
- Plymouth State University
- Regis College (Massachusetts)
- Rhode Island College
- Roger Williams University
- Salve Regina University
- Smith College
- University of Southern Maine
- Springfield College
- Saint Joseph’s College (Maine)
- Trinity College (Connecticut)
- Tufts University
- U.S. Coast Guard Academy
- Wellesley College
- Wesleyan University (Connecticut)
- Westfield State University
- Wheaton College (Massachusetts)
- Williams College
- Worcester Polytechnic Institute
- Worcester State University

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### SOUTH REGION (43)

- Austin College
- *Belhaven University (active 2019-20)*
- *Berea College (active 2017-18)*
- Berry College
- Birmingham-Southern College
- Bridgewater College (Virginia)
- Catholic University
- Centre College
- Christopher Newport University
- Concordia University Texas
- Covenant College
- University of Dallas
- East Texas Baptist University
- Eastern Mennonite University
- Emory University
- Gallaudet University
- Guilford College
- Hardin-Simmons University
- Hendrix College
- Lynchburg College
- Mary Baldwin College
- University of Mary Washington
- *McMurry University (active 2018-19)*
- Meredith College
- Methodist University
- Millsaps College
- Oglethorpe University
- University of the Ozarks (Arkansas)
- Piedmont College
- Randolph College
- Rhodes College
- Roanoke College
- Rust College
- University of the South
- Southern Virginia University
- Southwestern University (Texas)
- Spalding University
- Sul Ross State University
- Texas Lutheran University
- The University of Texas at Tyler
- Trinity University (Texas)
- Virginia Wesleyan College
- Washington and Lee University

### WEST REGION (19)

- California Institute of Technology
- California Lutheran University
- University of California, Santa Cruz
- Chapman University
- Claremont McKenna-Harvey Mudd-Scripps Colleges
- Colorado College
- George Fox University
- University of La Verne
- Lewis & Clark College
- Linfield College
- Occidental College
- Pacific Lutheran University
- Pacific University (Oregon)
- Pomona-Pitzer Colleges
- University of Puget Sound
- University of Redlands
- Whittier College
- Whitworth University
- Willamette University

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