MEMORANDUM

December 21, 2016

VIA EMAIL

TO: Head Men's and Women's Swimming and Diving Coaches of NCAA Institutions that Sponsor Division III Men's and/or Women's Swimming and Diving.

FROM: Liz Horvat
Assistant Director, Championships and Alliances

SUBJECT: Diving Qualification and Entry Procedures for the 2017 NCAA Division III Men’s and Women’s Swimming and Diving Championships.

Please review the following information regarding the diving qualification and entry procedures for the 2017 NCAA Division III Men’s and Women’s Swimming and Diving Championships. Please ensure that the head diving coach at your institution also receives a copy of this memorandum.

Divers will qualify for the NCAA Division III Swimming and Diving Championships through one of four NCAA sponsored diving regionals.

1. **Qualifying Score.** To qualify for participation in the regional diving meets, a student-athlete must meet one of the following criteria: (1) achieve the qualifying standard at least twice on the same board during the qualification period; or (2) once at his/her conference championship meet on either board.

2. **Results Submissions.** Once a diver achieves either two qualifying scores on the same board or one qualifying score at his/her conference championship, the signed dive sheet(s) along with the attached [Regional Diving Information Form](mailto:divencd@gmail.com) must be submitted by the diver’s coach to Lewis Fellinger (divencd@gmail.com; fax: 888-578-5719). The diving coach is no longer required to send in every qualifying score. A list of all qualified divers will be posted on [ncaa.org](http://ncaa.org).

3. **Regional Entry.** In order for a diver to be entered into a regional meet, the diver must have met the qualifying criteria described above and must submit a dive list via the Divemeets.com system for the appropriate regional meet. The deadline to submit the dive list is 8 p.m. Eastern time Monday, Feb. 20. Failure to send in the required forms by the date listed will result in omission from the regional meet. Additionally, financial penalties will be imposed on any institution whose student-athlete fails to compete after submission of the regional diving form.

4. **Judges.** Each participating institution is required to supply one qualified judge (e.g. diving coach) for each event that they have a diver entered. If an institution is unable to provide a qualified judge for the regional panel, the institution must notify the NCAA championship manager Liz Horvat (lhorvat@ncaa.org) as soon as possible. Judging panels will be selected at the coaches meeting along with the selection of an assistant referee for each panel. Hosts will hire an outside head referee but not a full judging panel.
5. **Selection of Divers to NCAA Championships.** Each regional diving meet will be given a fixed number of NCAA championship qualifiers to ensure equitable access opportunities. This number will be determined by the number of divers eligible to compete in a given region who have submitted all necessary information to compete in regional competition. At the end of the qualification period, all divers eligible to compete in a regional meet, as determined by the criteria listed above, will be assigned to their geographic region. The number of eligible divers at each region will be divided by the total number of eligible divers at all regions then multiplied by 24 to determine the ratio for assigned qualification spots. Regardless of ratios, no region will have less than two qualifiers. The regional qualification allocation shall be posted on [ncaa.org](http://ncaa.org) by Tuesday, Feb. 21. Qualifiers for the NCAA Division III Men’s and Women’s Swimming and Diving Championships will be determined by alternating between the day one highest finisher and the day two highest finisher, considering that divers already invited will be skipped.

Example with five qualifiers: 1-Winner from day one; 2-Highest finisher day two, not already invited; 3-Highest finisher day one, not already invited; 4-Highest finisher day two, not already invited; 5-Highest finisher day one, not already invited.

This ensures equal consideration is given to both boards. However, every year the event order shall rotate to not favor one board in a given region over time.

6. **Diving Regional Host Sites.** The following are the four 2017 regional diving sites:

   Region 1 (Central): Calvin College, Grand Rapids, Michigan
   Region 2 (Midwest-South-West): Grinnell College
   Region 3 (Northeast-North): Massachusetts Institute of Technology
   Region 4 (Northeast-South): Ithaca College

7. **Competition Requirements.** Dive lists for those divers qualifying for the NCAA Division III Swimming and Diving Championships will be rolled over and changes can be made on [divemeets.com](http://divemeets.com). (Note: Review the “Diving Entry Procedure” section in the 2017 Division III Men’s and Women’s Swimming and Diving Pre-Championship Manual for detailed instructions located [here](http://)).

LMH:lmg

Attachment

cc: Mr. Lewis Fellinger
NCAA Division III Men’s and Women’s Swimming and Diving Committee