2017 DIVISION II WOMEN'S LACROSSE CHAMPIONSHIP
BLOOMSBURG, PA
Bloomsburg University of Pennsylvania, Host

PARTICIPANT
2016-17 MANUAL
# Table of Contents

Introduction/Welcome ..........................................................................................2
Championships Personnel ..................................................................................2
Checklist .............................................................................................................3
Schedule of Events ..............................................................................................4
Championship Format ..........................................................................................6
Championship Operations ....................................................................................7
Competition site ..................................................................................................9
Drug Testing .........................................................................................................10
Equipment ...........................................................................................................11
Expenses/Reimbursement ...................................................................................12
General Information ............................................................................................12
Lodging ................................................................................................................13
Media Services .....................................................................................................13
Medical Information ............................................................................................16
Participant Awards ...............................................................................................17
Participant Expectations and Guidelines ............................................................19
Team Travel/Transportation Information ............................................................21
Local/Ground Transportation .............................................................................24
Tickets ................................................................................................................24
Travel Party ..........................................................................................................24
Uniform ...............................................................................................................26
Host City Information ..........................................................................................27

## Appendices

Comprehensive Schedule ..................................................................................A
Participant Call Agenda ......................................................................................B
Safety and Security Plan .....................................................................................C
Campus Map .......................................................................................................D
Introduction/Welcome

Congratulations on advancing to the final round of the 2017 NCAA Division II Women’s Lacrosse Championship! The championship will be held on Friday and Sunday, May 19 and 21 at Steph Petit Stadium in Bloomsburg, Pennsylvania. Bloomsburg University is proud to host this championship. The information in this manual has been compiled for your convenience. It is intended for the teams, championship officials and accompanying media in preparation for the 2017 NCAA Division II Women’s Lacrosse Championship.

Once participants arrive on site, they will receive a packet of materials that will include updated information for championship, information sheets and participant credentials.

If you have any questions in the meantime, please do not hesitate to contact anyone listed in the personnel section of this manual. We are excited to meet you and your team.

Championships Personnel

**HOST PERSONNEL**

**Tournament Director**
Kathy Heitzman
Associate Athletics Director/SWA
Phone: 570/389-4555
Mobile 570/854-0864
Email: kheitzma@bloomu.edu

**On-site Coordinator**
James Updike
Director of Athletics Operations
Phone: 570/389-4371
Mobile 814/207-8253
Email: jupdike@bloomu.edu

**Intern – Athletic Operations**
Michael Jacobs
Phone: 570/389-3913
Mobile: 570/933-0464
Email: stgaard@bloomu.edu

**Sports Information Contact**
David Leisering
Phone: 570/389-4413
Mobile: 814/440-9975
Email: dleisering@bloomu.edu

**Athletics Director**
Dr. Michael McFarland
Phone: 570/389-4958
Mobile: 570/336-2426
Email: mcfarland@bloomu.edu

**Head Athletic Trainer & Drug Testing coord.**
Allen Larsen
Phone: 570/389-4369
Mobile: 570/952-4762
Email: alarsen@bloomu.edu

**Ticket Manager & Asst. to the AD.**
Eric McCabe
Phone: 70/389-3907
Mobile: 570/898-6205
Email: emccabe@bloomu.edu

**Equipment Manager**
Saige Spece
Phone: 570/389-4558
Mobile: 570/294-4141
Email: sspece@bloomu.edu

**NCAA STAFF**
Morgan DeSpain Championships manager
Phone: 317/917-6505
Email: mdespain@ncaa.org

Rachel Seewald playing rules liason
Phone: 317/917-6141
Email: rseewald@ncaa.org
Donisha Carter  
Phone: 317/917-6652  
Email: dcarter@ncaa.org

NCAA DIVISION II WOMEN’S LACROSSE COMMITTEE
Jesse Balcer, North Region  Alicia Groveston, North Region  
Associate Director of Athletics  Head Women’s Lacrosse Coach  
Chestnut Hill College  Grand Valley State University
Laura Taube, South Region  Terence Beattie, South Region  
Senior Women Administrator  Associate Director of Athletics  
University of Alabama at Huntsville  West Chester University of Pennsylvania

Championship Websites
The official website for the championships is available at NCAA.com. Additional information specific to participants can be found on NCAA.org.

Checklist

Monday, May 15
  1. Participant Call. **11 a.m. Eastern time**
  2. Deadline for submitting Elite 90 nominee. **5 p.m. Eastern time.**
  3. Deadline for submitting information to NCAA. **Noon Eastern time.**
     a. Roster names
     b. Estimated banquete attendance number
     c. Make necessary travel arrangements

Tuesday, May 16
  4. Deadline for submitting preorder championship shirts. **10 p.m. Central time**

Wednesday, May 17
  5. Deadline for submitting photos and videos for the banquet video. **Noon Eastern Time**

Thursday, May 18
  6. Administrative meeting. 5:30 p.m. Eastern time.
  7. Championship banquet. 6:30 p.m. Eastern time.
Schedule of Events

**Thursday, May 18**  
Teams will have 90 minutes on the competition field (Steph Pettit Stadium).

<table>
<thead>
<tr>
<th>Team</th>
<th>Game Field</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adelphi</td>
<td>9 a.m. – 10:30 a.m.</td>
</tr>
<tr>
<td>Le Moyne</td>
<td>10:45 a.m. – 12:15 p.m.</td>
</tr>
<tr>
<td>Lindenwood</td>
<td>12:30 p.m. – 2 p.m.</td>
</tr>
<tr>
<td>Fla. Southern</td>
<td>2:15 p.m. – 3:45 p.m.</td>
</tr>
</tbody>
</table>

Immediately after your team’s practice session, we will take a team photo in the stands at Steph Pettit Stadium. Sports Information personal will be there to direct you to the location and assist.

5:30 p.m.  Administrative meeting – Multicultural Center – Kehr Union Building  
6:30 p.m.  Championships Banquet – Ballroom 1-3 – Kehr Union Building

**Friday, May 19**  
8:30 a.m.  Officials’ Meeting  
11 a.m.  Semifinal Game 1  
3 p.m.  Semifinal Game 2

*The awards ceremony will begin five minutes after the end of each semifinal game.*

**Saturday, May 20**  
10:45 a.m.-12:15 p.m.  Semifinal #1 winner practice.  
12:30-2 p.m.  Semifinal #2 winner practice.

**Sunday, May 21**  
Each shoot-around will be held in the Steph Pettit Stadium.  
10 to 10:30 a.m.  Away shoot-around  
10:45 to 11:15 a.m.  Home shoot-around  
2 p.m.  Championship Game  
*Team trophy presentations, runner-up followed by championship team.*

A full competition schedule and a comprehensive schedule for the week are included in **Appendix A.**

**Participant Call**  
There will be a mandatory participant call for the semifinalist teams (coach and administrator), NCAA committee and staff and host personnel at 11 a.m. Eastern time, Monday, May 15. The
call-in number is 866-590-5055 and the access code is 2363712. Please see Appendix B for the full agenda.

**Administrative Meeting**
A mandatory administrative meeting will be held at 5:30 p.m. Eastern time, Thursday, May 18, in the Multicultural Center – Kehr Union Building (prior to the championship banquet). It is mandatory that each institution’s head coach attend the meeting. Institutions failing to have representation at the meeting will be fined $200. Team travel party rosters and awards lists must be handed in at this time.

**Banquet**
There will be a championship banquet for the individuals participating in the championship and the members of each school’s official travel party. The banquet will be held at 6:30 p.m. EST, Thursday, May 18, at the Kehr Union Building in Ballroom 1-3.

Participating teams will receive 30 tickets to the banquet for their official travel party. There will be a limited amount of additional tickets for sale on a first-come, first-serve basis. Institutions who would like to request additional tickets must email Kathy Heitzman at kheitzma@bloomu.edu no later than Tuesday, May 16th, at noon to reserve a ticket. Ticket prices are $30 each and can be paid at the door in cash only.

**Banquet Video**
Bloomsburg University will produce a banquet video that will be presented during the championship banquet. We ask that each participating team upload to the NCAA FTP site the following:

**Photos (Per Institution)**
- Team Photo
- Color Logo (4x6 300 DPI)
- 5-7 Athlete Action Photos (4x6 300 DPI)
- 3-5 Miscellaneous Photos (Celebration, Conference Championship Trophy pictures, generic candid shots)

**Video (Per Institution)**
- Minimum of 5 clips from game action (30 seconds in length)
- Optional - any candid type clips from a Spring trip, etc.

From your regional games:
- Photos - 3-5 action shots per team from each game, including the regional championship game as well as a group photo of advancing team.
- Video - Five :30 second clips which should include the end of game celebration for the team that advances.

Please log on to www.ncaachampionship.info with username “ncaaschools” and password “ncaafip” to upload the appropriate information.
If you have any questions regarding the media requests, please contact Dave Leisering by phone: 570/389-4413 or by email: dleisering@bloomu.edu.

Community Engagement
There will be a community engagement event during the championships. Detailed information regarding the community engagement event will be emailed directly to teams and individuals advancing to the championships.

Championship Format

Rules
The 2017 championship will be conducted according to the 2016-17 NCAA Women’s Lacrosse Rules and Interpretations Book. Questions regarding the interpretation of rules should be addressed to Stefanie Sparks Smith at 603-494-1865.

Determination of Home/Away Teams
For all NCAA championship games, the NCAA committees will designate the bench areas for the teams.

The home team (the team on the top portion of the bracket) will be assigned the bench to the right (if facing the scorer’s table from the field). The home team will wear light-colored jerseys, and all teams must wear exclusively the official uniform of their institution in competition and during related ceremonies.

Protest Procedures
The protest committee shall consist of the four officials; in case of a split decision, the decision of the head field official is final. (The NCAA representative will be present during discussions regarding protests.)

In the event of a protest, the coach must proceed to the scorer’s table, within a reasonable amount of time, and explain to the table official what is being protested. Only the misapplication of a rule may be protested; an official’s judgment may not. The table official will determine whether the situation is protestable and, if so, will call a timeout at the next dead ball so play will not be interrupted. The four officials will discuss the protest and advise the coaches of their decision.

Overtime Procedures and 10-Goal Rule
Overtime procedures for a tied game will follow the 2016-17 NCAA Women’s Lacrosse Rules Book, Rule 4, Section 7.

The procedure for stop-clock sudden-victory overtime will include the following: When the score is tied at the end of regular playing time, both teams will have a five-minute rest and toss a coin for choice of ends. This coin toss will not include a choice of possession. The alternate possession shall continue from regulation. Six minutes (two three-minute halves) of stop-clock sudden-victory overtime will be played. Teams will change ends after the first three-minute half with no delay for coaching. No substitutions may take place at this time. The game will be restarted by a center draw. The winner will be decided by “sudden victory.” The team that scores
the first goal wins the game. If neither team has scored after the first overtime period of six minutes (two three-minute halves), there will be a three-minute rest followed by the teams switching ends again and beginning a second period of six minutes (two three minute halves) of stop-clock sudden-victory overtime. Substitutions may occur at this time. The game will be restarted by a center draw. This procedure of play will continue until the first goal is scored. 

Note: During sudden-victory overtime, the clock will stop on every whistle.

The 10-goal rule will follow the 2016-17 NCAA Women’s Lacrosse Rules and Interpretations Book, Rule 4, Section 3.

If a team is leading by 10 or more goals, the clock will continue to run after goals (no stop clock). If the difference becomes fewer than 10 goals, the stop clock is reinstated. If the goal differential during the last two minutes of each half is 10 or more goals, then the clock will continue to run. The clock will only stop in case of illness, accident or injury, for the issuance of a card, to check a crosse (this does not include the mandatory pocket depth stick check conducted following a goal), or as a result of an unusual circumstance as outlined in Rule 4-1.

Championship Operations

Venue Hospitality
Water, POWERADE, and snacks (e.g. granola bars, fruit) will be provided for participants in the stadium on the practice day and in the locker room on game days. No meals will be provided for student-athletes and coaches.

National Anthem
The National Anthem will be performed before the start of the first semifinal game Friday, May 19 and again prior to the championship game Sunday, May 21.

Officials
All officials for NCAA Divisions II postseason games shall be appointed by the Division II Women’s Lacrosse Committee in conjunction with the NCAA national coordinator for officials. Any committee member whose team is selected to the championship will be recused from the process.

An official will not be assigned to a game if it involves an institution he or she attended, was or is an employee of, or if his or her spouse/partner or relatives have any of these affiliations.

For the championship games, the Women's Lacrosse Committee will recommend six officials to work the three games. One head official will be assigned for all games.

Team Host
Each team will be assigned a local team host. Team hosts will be representatives from the city of Bloomsburg and their contact information is below:

Adelphi – Alyssa Flanagan (570-582-6766; aflanaga@bloomu.edu)
Le Moyne – Bridget Hilferty (610-551-3615; bhilfert@bloomu.edu)
Lindenwood – Brad Swenson (724-261-8664; bswenson@bloomu.edu)
Team hosts will meet their team prior to practice on Thursday, May 18th. Head coaches are encouraged to contact their team host using the mobile number above if they have questions prior to their arrival in the area.

Committee Liaisons
In addition to the team hosts, each participating institution will have a designated NCAA committee liaison to assist with logistical requests or needs (e.g., postgame interviews, drug testing, interpretations, etc.).

Adelphi – Jesse Balcer
Le Moyne – Alicia Groveston
Lindenwood – Terry Beattie
Fla. Southern – Laura Taube

Post-Championship and Competition Site Evaluations
A link containing an evaluation of the final round will be emailed to the head coach at each participating institution following the conclusion of the championship. We also ask that once the coach has completed the evaluation, that they please forward the link onto the student-athletes and athletics personnel for their feedback. The NCAA requests that each student-athlete, coach and administrator complete the evaluation as soon as possible following the championship.

Videotaping
The videotaping or filming of an opponent’s game is not permitted.

The host will provide video/web stream film on a jump drive to each team following their game.

Institutions are permitted to videotape championship competition by their teams or their individual student-athletes for archival, coaching or instructional purposes. Each institution is permitted to use one camera and only videotape that portion of the competition in which it participates. The videotapes may not be used for any commercial purposes. An institutional representative shall contact the event coordinator at the host site to arrange for camera space at that site. The host institution shall provide a comparable location for both competing teams.

Weather Policy
Lightning Policy – The NCAA will provide a weather detection system for the championship and will make arrangements for the system to be on site. Absence of rain or clouds does not guarantee that a lightning strike will not occur; therefore these conditions will not come into effect when making the decision to suspend activity. Once lightning occurs within an eight (8) mile radius, the NCAA staff liaison, games committee chair and tournament manager will notify the appropriate authority at the practice or event. The practice or event will be stopped and the athletes, support staff, and spectators will be instructed to find a safe shelter.
Return to Play – Once an activity has been suspended, the activity will not start again until after 30 minutes from the last strike. Therefore, with each strike of lightning the timer will begin until after 30 minutes has lapsed without a strike.

Emergency/Evacuation Plan
Teams will receive specific detailed information regarding the evacuation plan at the administrative meeting. If there is any type of emergency while at the Steph Pettit Stadium, the NCAA and event management staff will provide immediate instructions and will expect the full cooperation of everyone in the travel party. Team administrators will be the first line of communication provided time allows.

Please review the plan included in Appendix C with members of your travel parties upon receipt.

Competitor Site Map
Please see Appendix D.

Locker Rooms
Each team will have a four digit code to access the locker room assigned specifically to them through the tournament. Locker rooms are located in the Nelson Field House (see map in Appendix D). Teams will be escorted to their locker rooms by their team host on the practice day. Locker room assignments are based on whether a team is the designated home or away team. The locker room is secure, and personal items can be left inside the locker room during practice or games. Participants are encouraged to bring their own lock as Bloomsburg University is not responsible for lost or stolen items.

The locker room assignments are as follows:

Football/Baseball locker room - Adelphi
Visiting Women’s locker room – Fla. Southern
Women’s Basketball locker room – Le Moyne
Women’s Lacrosse locker room – Lindenwood

Towels and water will be provided in all locker rooms.

Team Parking
Team buses should drop off student-athletes and team personnel at the visitor’s entrance, near the athletic training room on the south side of Nelson Field House. The drop-off spot will be marked. A Bloomsburg representative will meet you there and escort you to your locker room. Team buses will then proceed around Steph Pettit Stadium (to the right) and park in the Orange Lot, which is located behind right field of the Jan Hutchinson Field.

Spectator Parking
Parking is free and is available at several locations near Steph Pettit stadium.
No tailgating is allowed on the Bloomsburg University Campus including all parking lots.
Officials, NCAA Committee, Volunteers, Staff and Media Parking
Parking in the Redman lot is only for Officials, NCAA Committee members, Staff and Volunteers. The lot attendant will admit cars based on a pre-approved parking list.

Participant Entrance
Individuals in the official travel party must enter the Steph Pettit Stadium through the TEAM ENTRANCE.

Restrooms
Public restrooms are located in Nelson Field House and in Redman Stadium.

Spectator Entrance
Spectators enter through the main gate at the Steph Pettit Stadium where they will purchase tickets.

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.

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 room 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 allowed 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. Notification may take place in the locker room (if applicable) or on the field of play. If a selected student-athlete is scheduled to participate in any postgame news conference, he/she is required to attend the news conference first. The student-athlete will be escorted to the drug-testing area after all of his/her media obligations have been fulfilled.

Next Day Testing
If competition begins at 10 p.m. or later (local time), both teams will be given the option to defer testing until the next morning. If a team decides to test the next morning, that determination must be confirmed by the institution no later than immediately following the contest. Once testing has begun, testing must be completed and cannot be deferred until the next morning. If deferred until the following day, the testing must begin no later than 10 a.m. (local time) at the original test site.
**Participating Institution’s Notification**
The institutional representative will be notified of drug testing not sooner than two (2) hours prior to the start of the game by the drug testing crew chief. After the game, 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, he/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.

**Equipment**

**Balls**
The Nocase approved STX yellow lacrosse ball is the official ball of the 2016 NCAA Division II Women’s Lacrosse Championship. No other lacrosse ball shall be used. STX practice balls will be provided for each team’s practice.

**Sticks**
Every stick brought to the field needs to be measured. Illegal sticks will be placed under the scorer’s table. Stick check procedures are as follows:

1. The one hour prior to game stick inspections will not continue for NCAA post-season. This is not a procedure occurring during the regular season and it has been removed from pre-game protocol.
2. The warm up clock for the first game (in the case of a doubleheader or single game) will start an hour and fifteen minutes prior to the start of the game, which will give an additional five minutes for stick checks on field. Teams will be provided a minimum of 45 minutes on the field for the second game of a doubleheader.
3. The random five sticks selected from each team will be inspected as would normally occur on field prior to the game as well as the pocket depth checks and general evaluation of sticks.
4. Players and coaches should be reminded that they can ask an official to evaluate their stick at any point during the warm up period prior to the actual stick check line.
5. Any stick not eligible for checking (coaches’ sticks, etc.) would need to be placed at the scorer’s table prior to the start of national anthem.
6. All stick checks will cease at the start of the national anthem. Any illegal sticks will be penalized at this time.
For a media and officials timeout, players on the field should drop their sticks to indicate their place on the field. Student-athletes and coaches from the bench area will come out to the field to meet the players to conduct the timeout. Student-athletes in the substitution area can carry their stick with them to the team timeout area, only if conducting the substitution at that time.

**Expenses/Reimbursement**

**Per Diem**
For team sports, per diem will be paid for all members of the official travel party (30). For detailed per deim procedures, please review policies located on NCAA.org.

**Travel Expense System (TES)**
Expense reimbursement for participation in the 2016-17 championships will be filed through the NCAA online system. The Travel Expense system (TES) can be found online at [NCAA.org](http://www.NCAA.org). From the main page, click on Division II and then Championships. The Travel and Reimbursement Information link is located under the Championship Resources header.

Per the Division II Championships Committee, institutions have 45 days from the end of the championship to submit reimbursement requests. After 45 days have passed, the institution will be reimbursed the minimum amount of per diem allotted and no further reimbursement will be provided.

**General Information**

**Artificial Noisemakers**
No air horns or artificial noisemakers are allowed, and electronic effects and bands may not play when the game is in progress.

**Championship Merchandise**
Official NCAA championship merchandise will be available for purchase at the championships. Participants will also be given the opportunity to pre-order apparel through Event 1, Inc., the official souvenir merchandiser for the NCAA. Merchandise will be available for purchase at the venue on site throughout the duration of the championships. There will be a merchandise tent at the main entrance. Merchandise will also be available at the banquet.

**Concessions**
A concession stand will be located behind the seating area of the Steph Pettit Stadium, near the main entrance.

**Coverage of Championships**
Portions of the championships will be streamed live on NCAA.com. To access the live stream, go to [www.NCAA.com](http://www.NCAA.com). A link to view the championships will be available on competition days.

**Hospitality**
Hospitality (snacks and beverages) for the participating coaches, administrators, media, and VIP’s will be available on competition days in room 230 of Nelson Field House.
Individuals must have the appropriate credential for access to the hospitality areas (see map in Appendix D for hospitality locations).

Results
Results will be posted in the hospitality room (NFH 230) and distributed to coaches on site within 30 minutes following the conclusion of competition.

Spectator Hotels:
Please see host city information section for a list of local hotels and dining establishments.

Water/POWERADE for Participants
Water and POWERADE product will be available for student-athletes during practice and competition. Equipment carrying any branding other than POWERADE will not be permitted during NCAA championships and all products should be consumed out of the NCAA-provided POWERADE branded water cups only.

Lodging

<table>
<thead>
<tr>
<th>Holiday Inn Express Bloomsburg</th>
<th>Comfort Suites Bloomsburg</th>
</tr>
</thead>
<tbody>
<tr>
<td>14 Mitchell Drive</td>
<td>120 Plaza Drive</td>
</tr>
<tr>
<td>Bloomsburg, Pennsylvania 17815</td>
<td>Bloomsburg, Pennsylvania 17815</td>
</tr>
<tr>
<td>Contact: Ashley Milojevich</td>
<td>Contact: Marcy Fisher</td>
</tr>
<tr>
<td>Phone: 570-387-6702</td>
<td>Phone: 570-387-9100</td>
</tr>
<tr>
<td>Email: <a href="mailto:amilo@jdkhotels.com">amilo@jdkhotels.com</a></td>
<td>Email: <a href="mailto:marcyfisher@cpahotels.com">marcyfisher@cpahotels.com</a></td>
</tr>
</tbody>
</table>

Pine Barn Inn
One Pine Barn Place
Danville, Pennsylvania 17821
Contact: Chris Hill
Phone: 570-275-2071 ext. 521
Email: chill@shanercorp.com

Teams will receive communication with detailed hotel information. Each institutions will work directly with the hotel contact on room configurations for your travel squad; each team will have access to the following: 20 double rooms and 1 king room. There is no deviation from this allocation.

Media Services
Important information regarding NCAA media policies can be found online at www.ncaa.com/media.

Credentials for Media
All media credential requests, including requests for institutional sports information personnel, should be submitted online at www.ncaa.com/media.
**Team Credentials**
The official travel party will be issued credentials at the administrative meeting that must be worn at all times at the competition site. Replacement credentials will not be available.

Credentials will be issued as follows:

- 24 student-athletes (squad size)
- 6 team personnel
- 8 bench pass

A maximum of 38 individuals (up to 24 players in uniform and up to 14 non-uniformed) may be seated in the bench area.

**Note:** Members of the bench size must be either a student-athlete or members of the institution’s personnel. Family members of the team, who are not on staff, shall NOT receive a credential.

**Interviews**
Immediately after a 10-minute cooling-off period, an interview area will open to all certified members of the news media; any coach and student-athletes requested by the media will be available for interviews.

Regardless of regular-season radio or television contract(s), the coach is obligated to the entire covering media during the championship and must report to the interview room immediately after the 10-minute cooling-off period. The coach cannot delay a post-competition interview with the covering media to conduct a program for a single newspaper, radio or television reporter unless requested to remain for a short interview (not to exceed four minutes) by the television entity that has been granted television rights by the NCAA.

Coaches cannot make themselves available to selected media representatives before the conclusion of the 10-minute cooling-off period. They may, however, open their dressing rooms and/or report to the interview area before the cooling-off period ends, and make themselves available to all media representatives staffing the championship. Should a coach permit one media agency access before the 10- minute cooling-off period has ended, access shall be granted to all other media representatives desiring access. The NCAA championships have an “open locker room policy,” which is administered by the media coordinator on site.

**Media Work and Hospitality Area**
There is a media work area located in the hospitality room (NFH 230). During the game, media can work from the press box at Steph Pettit Stadium. It is the left side of the press box, as you are facing the field.

**Media Parking**
Media parking will be located in the Redman lot. All media must contact Dave Leisering at 570/389-4413 or dleisering@bloomu.edu to be put on the parking list for the Redman lot.
Photography/Videography
The NCAA owns all rights to all of its championships as listed in NCAA Bylaw 18.3. These rights include, in addition to the rights with respect to participation and admission, rights to televise (live and delayed), radio broadcasting, filming and commercial photography. NCAA Photos is the official championships photographer for the NCAA, which has the right to sell photographs of championship activity. NCAAPhotos.com currently provides member institutions, coaches, student-athletes and their parents’ access to photography online at a discounted rate. Member institutions have full access to the NCAA photo library found at NCAAPhotos.com for non-commercial use (e.g., for year books, on-site banners and posters, web, media guides, etc.).

Institutional videographers will be permitted to capture competition footage from the still photographer areas. These areas are designated by the championship sports committees in conjunction with the championship media coordinator. Each institution will be permitted to have one videographer for this purpose and will only be permitted to capture footage of events/contests in which it is participating. The NCAA will grant university permission to videotape this NCAA championship event for non-commercial uses only. Non-commercial uses include university banquet videos, recruiting videos, institutional PSAs, video boards, and institutional athletic hall of fame videos. In addition, the NCAA will permit institutions to use institutional videographer footage captured for two commercial uses: 1) Use on the official institution athletic Web site, and 2) Institution coach’s shows.

Institution and videographer understand that any violation of the above policies WILL result in an infringement of the NCAA’s copyright. Copyright infringement could result in a financial penalty of up $50,000 per violation to be paid to the NCAA. In addition, the NCAA reserves all other sanctions including but not limited to institutional photographer/videographer privileges being revoked for up to a five-year period for all NCAA championships competition.

Programs
IMG is partnering with the NCAA to produce digital game programs for NCAA Championships. All game programs can be viewed at www.ncaa.com/gameprograms. The program is free to view and can be downloaded and printed in any way you see fit. Using a digital platform will allow us to add extra pages to programs in addition to extending deadlines to allow for the most up-to-date information to be included in the program. In addition, after the championship has concluded, the program will be updated with a recap from the championship and a new cover photo from the recently completed championship. If you wish, you can have IMG print a hard copy after the championship has concluded for the actual cost of production by contacting Kirk Phillips (kirk.phillips@imgworld.com) at IMG College Publishing.

Statistics/Sports Information
Full game statistics will be kept by the Bloomsburg University Sports Information office. SID's should forward any postgame requests to Dave Leisering (dleisering@bloomu.edu).
Medical Information

Athletic Training
The Athletic Training Room is located on the bottom floor of Nelson Field House, near the team drop-off entrance.

Please contact the host athletic trainer for Lacrosse specific needs and athletic training room access:

George Salvaterra
Assistant Athletic Trainer
Work: 570/389-5387
Mobile: 814/777-0773
Email: gsalvate@bloomu.edu

Athletic Training Room Hours:
• Open: 2 hours prior to first scheduled practice or game
• Close: 1 Hour following completion of final practice/game each day.

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.

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.

For further details please refer to the “NCAA Sports Medicine Handbook Guideline on Concussions” online at www.NCAA.org/health-and-safety.
Medical Examinations
As the event sponsor, the NCAA seeks to ensure that all student-athletes are physically fit to participate in its championships and have valid medical clearance to participate in the competition. The NCAA tournament physician, as designated by the host school, has the unchallengeable authority to determine whether a student-athlete with an injury, illness or other medical condition (e.g., skin infection) may expose others to a significantly enhanced risk of harm and, if so, to disqualify the student-athlete from continued participation. For all other instances, the student-athlete’s on-site team physician can determine whether a student-athlete with an injury or illness should continue to participate or is disqualified. In the absence of a team physician, the NCAA tournament physician will examine the student-athlete and has valid medical authority to disqualify him or her if the student-athlete’s injury, illness or medical condition poses a potentially life threatening risk to himself or herself. The chair of the governing sports committee (or a designated representative) shall be responsible for administrative enforcement of the medical judgment, if it involves disqualification.

Championship Medical Contacts
Please contact Allen Larsen in advance for any additional needs or with questions concerning medical coverage.

Allen Larsen
Head Athletic Trainer
Bloomsburg University
Work: 570/389-4369
Mobile: 570/592-4762
Email: alarsen@bloomu.edu

EMS
Emergency medical coverage will be provided at the Greater Columbia Medical Transport Service. EMT crews will be at the stadium at least 30 minutes prior to each game. EMTs will be located near the field.

Hospitals and Emergency Services
In case of emergency, Dial 9-1-1.

Hospitals
Geisinger – Bloomsburg Hospital
549 Fair Street
Bloomsburg, PA 17815
Phone: 570-387-2100

Participant Awards

Institution Trademarks
[Reference: Bylaw 31.3.6 in the NCAA Division I and II Manuals and bylaw 31.3.5 in the NCAA Division III Manual.]
Participation in a national collegiate championship constitutes acquiescence by the member institution that the Association may use the institution’s name, mascot and other identifying marks in championship-related activities, including television, promotion, licensing and merchandising programs incident to the championship. Revenues derived from such activities, less expenses, will be remitted to the member institution.

Awards
Official NCAA trophies and individual awards will be presented to the members of the official travel party (30) of the semifinalist and runner-up teams.

The Division II National Champion will receive 30 mini-trophies and 24 watches during the awards ceremony. The NCAA will work with the National Championship institution to order the appropriate style for the additional five watches for the team.

The official awards presentation listed will be collected at the administrative meeting.

To order additional trophies, please go to http://www.mtmrecognition.com/ncaa/.

Awards Ceremony
Five minutes after the conclusion of each semifinal game, there will be an awards ceremony for the non-advancing team. Both teams will line-up for the presentation, and the Women’s Lacrosse Committee will distribute and recognize the team.

Immediately following the championship game, for media purposes, the winning team will be given the championship trophy so that the ensuing celebration with the trophy can be captured. The trophy will then be collected and each finalist team will be recognized in an awards ceremony as stated above.

Championship Participation Award
The NCAA will provide championship participant awards after the conclusion of the A championship participation award will be 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 10 business days of qualification, you will receive an email at this address. 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. Contact your Championship Manager about providing sample jackets for sizing. 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 Hannoy (ehannoy@maingateinc.com; 317-260-2538) or your NCAA championship manager.

All-Tournament Team
Following the conclusion of each championship game and presentation of awards, the announcement of the All-Tournament Team will be made.

Each team, consisting of 12 players, will be selected at the final site by the Women’s Lacrosse Committee—two players from each semifinal team will be named, three players from the runner-up team will be named and five players from the championship team (including the most outstanding player) will be named.

Each member of the All-Tournament Teams will receive a plaque following the championships. The plaque will be sent to the head coach who will be asked to distribute to the student-athlete.

Elite 90 Awards
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, (elite90@ncaa.org; 317-917-6222). Please visit http://www.ncaa.org/about/resources/events/elite-90-academic-recognition-award-program to access the nomination form and other pertinent information regarding the award.

The deadline for submitting nominations is 5 p.m. Eastern time, Monday, May 15.

Participant Expectations and Guidelines

Drug Testing
Student-athletes who compete in these championships may be subjected to drug tests in accordance with Bylaws 18.4.1.5 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.

More information regarding drug testing at NCAA championships can be found at NCAA.org (Healthy and Safety, Drug Testing).

Ethical Behavior by Coaches
As a member of the coaching profession, coaches have inherent obligations and responsibilities to the profession, to the student-athletes, and to all those with whom they come into contact.
Coaches are expected to be role models and to conduct themselves with integrity and high ethical standards at all times. In order to fulfill these responsibilities, a coach must:

1. Per NCAA Bylaws, conduct all intercollegiate competition in accordance with the playing rules of the Association.
2. Place the safety and welfare of others ahead of winning and personal prestige.
3. Treat all people with honesty, fairness and respect. (In particular, such things as vulgar and profane language or taunting, intimidating or baiting opponents or the media, are not acceptable from a coach or a student-athlete.)
4. Teach and model for student-athletes and staff members strict adherence to the rules and regulations of the sport and its governing bodies.
5. Recognize, accept and teach to the team and the staff that their public behavior projects an image of the program and the university or college they represent. Therefore, behavior should be appropriate and honorable at all times.

**Misconduct/Code of Conduct**

Misconduct is defined as “any act of dishonesty, unsportsmanlike conduct, unprofessional behavior or breach of law, occurring from the time the championship field is announced through the end of the championship that discredits the event or intercollegiate athletics.”

Public criticism of officials may subject the individual, institution or conference to the misconduct provisions.

The games committee is authorized to (1) reprimand publicly or privately, (2) disqualify from future participation and/or (3) ban from subsequent competition a student-athlete or representative of the institution who is guilty of misconduct at any time during the championship.

Each member of the official travel party must read the Division II Championships Code of Conduct, which may be found on [NCAA.org](http://NCAA.org), and each member must sign the signature page located at the end of the document. Once completed, please email the signature page to Donisha Carter (drcarter@ncaa.org) no later than 5 p.m. Eastern time, Tuesday, May 16. Note if any changes occur to the travel party between the preliminary rounds and finals, a new signature page, including all members traveling to the finals, must be submitted.

**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.

Team Travel/Transportation Information
Short’s continues to offer the championship portal, a website for teams to submit their travel parties and manifests, as well as preferred departure cities and times, to Short’s well before selections take place. It is our experience that by using these tools, teams can eliminate many of the initial phone calls and faxes, as well as extensive wait times, they have experienced in the past. Institutions have been assigned a username and password for the system that has been sent to their director of athletics. 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.

The following information outlines the NCAA travel policies and procedures.

1. **Air Transportation**. Participating institutions shall be required to make all air travel arrangements with the official travel agency for the approved travel party. The NCAA will pay the agency directly for such costs. Institutions who fail to use the official agency will not receive reimbursement for their travel. When reasonable commercial space for air travel is not available, chartered flights may be offered to the traveling institution. In this case, the cost of the chartered flight will be fully paid for by the NCAA, for the official traveling party. If reasonable commercial space is available but the institution chooses to
travel by charter, the NCAA will only cover the cost of the commercial flight. The institution will be responsible for any additional cost for their chartered flight and will be billed by the official travel agency. In addition, the institution may choose to take additional travelers over the allowable travel party size. The cost for additional travelers must be paid by the institution. All charter arrangements must be made through the official travel agency. The NCAA travel department is responsible for making the determination of what should be considered reasonable options for the official traveling party.

The NCAA will reimburse fees for checked baggage charged by commercial airlines. While we encourage you to take as few bags as necessary, a maximum of two bags per person will be reimbursed. Fees for oversized or overweight bags will not be reimbursed.

The NCAA will not reimburse fees charged by the airlines to pre-assign seats, choose premium seats, or receive priority check-in.

2. **Hub Rule.** If an institution is eligible to use air transportation to the site of the tournament game, and there is a major airport located within 150 miles of the tournament site, then the participating institution is required to fly into/out of that airport and utilize ground transport to and from the site of competition. This also applies if the originating airport is located within 150 miles of the participating institution’s campus. This policy only applies when airfare is less expensive from the more distant airport. The NCAA travel staff may increase this mileage limit if circumstances warrant.

3. **Ground Transportation.** Teams located within the designated mileage limit of the competition site are required to travel via ground transportation. Mileage reimbursement is calculated using the mileage calculator available through the online reimbursement system.

Local transportation is not reimbursable by the NCAA and must be paid by the institution. Transportation between the team’s hotel and the competition or practice site is considered local transportation. Please see the NCAA travel policies for the applicable mileage limits.

For individual-team sports, when teams are required to travel by ground transportation to the site of competition or are eligible for reimbursement at the site, reimbursement will be provided at a rate of 53 cents per mile, per participant, not the actual cost of ground transportation.

For team sports, when teams are required to travel by ground transportation to the site of competition or are eligible for reimbursement at the site, bus transportation will be provided through the NCAA charter bus transportation program.

**Charter Bus Program**
Participating institutions shall be required to make all ground transportation arrangements with the official NCAA provider, GO Ground Options. The NCAA will pay for the services directly. Institutions will not have to seek reimbursement for the ground transportation costs that are reimbursable under the NCAA travel policy. For
the charter bus costs that are not covered by the NCAA travel policy, an institution will have
the option, at its own expense, to use the charter bus services contracted by GO Ground.
Institutions will be required to pay for those services at the time the reservations are made
with GO Ground.

The NCAA will pay the actual costs for charter buses. The number of buses paid for is
determined by the travel party size for each sport. Per the transportation policies, the
NCAA will reimburse the following:

**Teams that are required to drive to the site of competition.** The NCAA will pay the
actual costs of the bus for the round trip from campus to the site of competition, including
all days at the site.

**Teams that fly to the site of competition.** If campus is 25 miles or more from the
departure airport, the NCAA will pay the cost of the airport transfers, both on departure and
on return.

If the arrival airport is 25 miles or more from the site of competition, the NCAA will pay the
cost of the bus for the day the team arrives and the day the team departs. Any days in
between are considered local transportation and are at the expense of the institution.

If either of the legs described above are less than 25 miles, no costs will be paid by the NCAA
since local transportation is at the cost of the institution.

Institutions can contact GO ground at 866-386-4951. Their online ground transportation
portal can be accessed at [www.gochampionships.com](http://www.gochampionships.com). The username and password is the
same as that used for the Short’s Travel portal.

4. **Per Diem.** Per diem will be paid for the allowable travel party. The per diem rate and
allowable days can be found in the NCAA travel policies.

5. **Expense Reimbursement.** Team expense reports should be filed online through the Travel
Expense system (TES). The login information for the system is the same as that used for
the Short’s travel portal. The system can be accessed at: [https://web1.nCAA.org/TEs/exec/login?js=true](https://web1.nCAA.org/TEs/exec/login?js=true).

All institutions, including hosts, must complete the online reimbursement process in order
to receive the appropriate reimbursement.

6. **Travel Exceptions.** Be advised that 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](mailto:travel@ncaa.org).
Local/Ground Transportation

Buses
See ground transportation information above, since all airports are more than 25 miles away from Bloomsburg University.

Airports
Wilkes-Barre/Scranton (AVP) is our closest airport. It is located 55 miles northeast of Bloomsburg. This airport is a small regional airport served by United, American, Delta and Allegiant airlines. Also a small regional airport, Allentown/Bethlehem/Easton (ABE) is located 91 miles southeast of Bloomsburg. United, Delta, American and Allegiant airlines are served by ABE. Philadelphia International Airport (PHL) is located 146 miles southeast of Bloomsburg. It serves all major airlines including Southwest. Newark International Airport (EWR) is located 147 miles east of Bloomsburg and also serves all major airlines.

Tickets
Complimentary Tickets
No complimentary tickets are permitted for NCAA championship competition.

Prices
Ticket prices are as follows:

**Semifinals (Friday, May 19)**
- Adult: $10.00
- Student/Senior: $5.00
- Child (6 and under): $2.00

**Finals (Sunday, May 21)**
- Adult: $10.00
- Student/Senior: $5.00
- Child (6 and under): $2.00

Team Tickets
Participating teams will receive 38 credentials for the travel party and bench personnel for access into the venue, bench area, locker rooms and press conference area. Only members of the official travel party will receive credentials and are admitted to the other games free of charge.

Ticket Office Contact Numbers
Ticket Office: 570/389-3907
[www.buhuskies.com/tickets](http://www.buhuskies.com/tickets)

Travel Party

Bands/Spirit Squads/Mascots
Pep-bands may not exceed 25 persons. Band members who are in uniforms and performing at the championship will not be charged admission to the competition. Institutions must include these individuals on the pass list given to the tournament director at the championship administrative meeting. Bands are allowed to play during stoppages, timeouts, between games and before and after the competition. Bands must coordinate between other bands, public address
announcements, and other arena wide addresses. There is no room for the storage of instruments or band uniforms at the stadium. Bands must make storage arrangements off site.

Cheerleading squads may not exceed 12 persons. Cheerleaders, and one mascot, who are in uniform and performing at the championship, will not be charged admission to the competition. Institutions must include these individuals on the pass list given to the Tournament Manager at the championship administrative meeting.

**Bench Passes**
The bench and travel party credentials (up to 38) will be distributed no later than at the administrative meeting on Thursday evening. There are 30 individuals in each team’s official travel party with not more than 24 participants in uniform.

**Note:** Members of the bench size must be either a student-athlete or members of the institution’s personnel. Family members of the team, who are not on staff, shall NOT receive a credential.

**Bench Size**
The bench size includes the following:

- The squad size (24 student-athletes in uniform)
- The remaining members of the official travel party (6 team personnel)
- The bench personnel (8 institution personnel or student-athletes not in uniform)
- The eight bench personnel will not receive reimbursement for travel or per diem.

Note: If a team is not travelling with medical personnel, the team will not receive the two medical credentials. If a team is travelling with one medical personnel, the team will receive one medical credential.

The bench personnel will not receive reimbursement for travel or per diem.

**Squad Size**
Participating teams are limited to a maximum of 24 student-athletes in uniform. Each team must designate its squad size during the pregame meeting. After the game starts, no replacements will be permitted for any reason. An institution that is advised it is in violation of this regulation and does not promptly conform to it automatically shall forfeit the competition. There shall be no inordinate delay of the competition to allow the institution to conform to the rule.

**Travel Party Size**
Members of the travel party size will receive transportation and per diem reimbursement form the NCAA. There are 30 individuals in each team’s official travel party, which is made up of the squad size and six team personnel (non-athletes).
Uniforms
All competitors must wear exclusively the official uniform of their institution during competition, warm-up for competition, interviews and the awards ceremonies. All players on each team are expected to wear the same team uniform during competition.

Patches
Please make your best effort to place the patches on both your home and away jerseys. The preferred location for the patch is on the upper left chest of the jersey; however, the left sleeve is an acceptable alternative. It is recommended that you remove the patch prior to washing and drying your uniforms. The patches are pressure-sensitive, and heat will activate the pressure-sensitive backing possibly causing a residue to form on your uniforms. Patches can be reapplied after you wash and dry your uniforms. The NCAA disclaims, and shall otherwise not be responsible or liable for, any damages or injuries of any kind caused by or arising out of the patches or the use thereof.

Following each semifinal game, the advancing teams will receive an envelope of patches in-case the uniform is changed.

Each participating team will receive 24 student-athlete patches for each game.

Logos
[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, 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.

**Laundry**
If the semifinal winners from either game need to wear the same uniforms for the championship game, please contact Saige Spece, Equipment Manager, and your uniforms will be laundered. A laundry bin will be provided in each locker room. Uniforms will be available the next day in your assigned locker room.

### Bloomsburg Area Hotels

<table>
<thead>
<tr>
<th>Hotel</th>
<th>Address</th>
<th>Phone</th>
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<tbody>
<tr>
<td>Hampton Inn</td>
<td>255 Paper Mill Rd</td>
<td>(570) 380-1020</td>
</tr>
<tr>
<td></td>
<td>Bloomsburg, PA 17815</td>
<td></td>
</tr>
<tr>
<td>Inn at Turkey Hill</td>
<td>991 Central Rd</td>
<td>(570) 387-1500</td>
</tr>
<tr>
<td></td>
<td>Bloomsburg, PA 17815</td>
<td></td>
</tr>
<tr>
<td>Econo Lodge</td>
<td>189 Columbia Mall Dr.</td>
<td>(570) 387-0490</td>
</tr>
<tr>
<td></td>
<td>Bloomsburg, PA 17815</td>
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<thead>
<tr>
<th>Hotel</th>
<th>Address</th>
<th>Phone</th>
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<tbody>
<tr>
<td>Fairfield Inn &amp; Suites</td>
<td>1065 Alliance Road</td>
<td>(570) 416-2777</td>
</tr>
<tr>
<td></td>
<td>Bloomsburg, PA 17815</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1 Woodbine Street</td>
<td>(570) 453-0300</td>
</tr>
<tr>
<td></td>
<td>Hazleton, PA 18202</td>
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</tbody>
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### Host City Information

### Bloomsburg Area dining and markets:

<table>
<thead>
<tr>
<th>Location</th>
<th>Address</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applebees</td>
<td>939 Columbia Blvd</td>
<td>(570) 387-6998</td>
</tr>
<tr>
<td></td>
<td>(570) 387-9750</td>
<td></td>
</tr>
<tr>
<td>Ruby Tuesday</td>
<td>11 Ricky Ave.</td>
<td>(570) 389-9750</td>
</tr>
<tr>
<td></td>
<td>(570) 784-4182</td>
<td></td>
</tr>
<tr>
<td>Panera Bread</td>
<td>60 Plaza Drive</td>
<td>(570) 380-1230</td>
</tr>
<tr>
<td></td>
<td>(570) 784-4182</td>
<td></td>
</tr>
<tr>
<td>Berrigan’s Subs</td>
<td>142 E. Main St.</td>
<td>(570) 389-9750</td>
</tr>
<tr>
<td></td>
<td>(570) 784-4182</td>
<td></td>
</tr>
<tr>
<td>Giant Foods Market</td>
<td>1000 Scott Town Plaza</td>
<td>(570) 389-9099</td>
</tr>
<tr>
<td></td>
<td>(570) 387-0785</td>
<td></td>
</tr>
<tr>
<td>Kemler’s Restaurant</td>
<td>5861 Columbia Blvd.</td>
<td>(570) 387-0785</td>
</tr>
<tr>
<td></td>
<td>(570) 784-4182</td>
<td></td>
</tr>
<tr>
<td>Filet 18</td>
<td>18 W. Main St.</td>
<td>(570) 784-3818</td>
</tr>
<tr>
<td></td>
<td>(570) 784-4182</td>
<td></td>
</tr>
<tr>
<td>Marley’s Brewery &amp; Grille</td>
<td>1323 Columbia Blvd.</td>
<td>(570) 387-0785</td>
</tr>
<tr>
<td></td>
<td>(570) 784-9600</td>
<td></td>
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<tr>
<td>Naps Pizza</td>
<td>319 East St.</td>
<td>(570) 387-0511</td>
</tr>
<tr>
<td></td>
<td>(570) 784-4182</td>
<td></td>
</tr>
<tr>
<td>Papa John’s</td>
<td>3A North Iron St.</td>
<td>(570) 387-1100</td>
</tr>
<tr>
<td></td>
<td>(570) 784-4182</td>
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<tr>
<td>Perkins</td>
<td>Olive Garden</td>
<td>(570) 387-0511</td>
</tr>
<tr>
<td></td>
<td>52 Plaza Dr.</td>
<td>(570) 784-4182</td>
</tr>
<tr>
<td></td>
<td>(570) 784-4182</td>
<td></td>
</tr>
<tr>
<td>Cracker Barrel</td>
<td>228 Columbia Mall Dr.</td>
<td>(570) 389-9800</td>
</tr>
<tr>
<td></td>
<td>(570) 784-4182</td>
<td></td>
</tr>
<tr>
<td>Ready Go Burrito</td>
<td>102 E. Main St.</td>
<td>(570) 389-9800</td>
</tr>
<tr>
<td></td>
<td>(570) 784-4182</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Phone Number 1</td>
<td>Phone Number 2</td>
</tr>
<tr>
<td>----------------</td>
<td>----------------</td>
<td>----------------</td>
</tr>
<tr>
<td>McDonald’s</td>
<td>(570) 784-5750</td>
<td>(570) 291-5839</td>
</tr>
<tr>
<td>945 Columbia Blvd.</td>
<td>(570) 784-3906</td>
<td>991 Central Rd.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(570) 387-8422</td>
</tr>
<tr>
<td>Quaker Steak and Lube</td>
<td>(570) 389-9464</td>
<td>Sheetz 2511 New Berwick Hwy.</td>
</tr>
<tr>
<td>211 Columbia Mall Dr.</td>
<td></td>
<td>(570) 387-9377</td>
</tr>
<tr>
<td>Rose Marie’s</td>
<td>(570)784-7169</td>
<td>Taste of Italy 6007 Columbia Blvd.</td>
</tr>
<tr>
<td>26 E. Main Street</td>
<td></td>
<td>(570)784-8484</td>
</tr>
</tbody>
</table>
2017 Division II Women’s Lacrosse Championship
Schedule of Events

Please note that all times are Eastern time.

Monday, May 15
11 a.m. Division II conference call for four competing institutions, host personnel and national committee members. The call in number is 866-590-5055 and the access code is 2363712.

Thursday, May 18
Teams will have 90 minutes on the Game field.

<table>
<thead>
<tr>
<th>Team</th>
<th>Game Field</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adelphi</td>
<td>9 a.m. – 10:30 a.m.</td>
</tr>
<tr>
<td>Le Moyne</td>
<td>10:45 a.m. – 12:15 p.m.</td>
</tr>
<tr>
<td>Lindenwood</td>
<td>12:30 p.m. – 2 p.m.</td>
</tr>
<tr>
<td>Fla. Southern</td>
<td>2:15 p.m. – 3:45 p.m.</td>
</tr>
</tbody>
</table>

5:30 p.m. Administrative meeting – Multicultural Center – Kehr Union Building

6:30 p.m. Championship banquet – Ballroom 1-3 – Kehr Union Building

NOTE TO COACHES: A brief statement from the head coach of each advancing team will be requested at the banquet. Please refer to the Banquet information for more details.

Friday, 19
8:30 a.m. Officials’ Meeting – Room 230 Nelson Field House

11 a.m.        Semifinal Game 1

3 p.m.         Semifinal Game 2

Shoot-arounds will NOT be conducted. No game will begin before its scheduled starting time. On game days, the clock will be set for a 60-minute warm up, but in the event that game falls behind schedule, the timeline will be adjusted. Each team will be guaranteed 45 minutes of warm-up in the Steph Pettit Stadium and access to the field is not available until the official warm-up period begins.

The stick check will take place on the field following the warm up.
Halftime will be 10 minutes, and the 10-goal rule as per the 2016-17 NCAA Women’s Lacrosse Rules Book will be used in all tournament games.

At the conclusion of each game, teams are expected to clear their bench as quickly as possible. There will be a 10-minute cooling off period prior to interviews. Each school’s sports information representative will be responsible for assisting with the postgame interviews in Nelson Field House, Room 230. A press conference holding room will be located in Nelson Field House, Room 228.

Note: The awards ceremony will begin five minutes after the end of each semifinal game.

<table>
<thead>
<tr>
<th>Semifinal Game 1</th>
<th>Clock Time</th>
<th>Real Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>60:00</td>
<td>9:45 a.m.</td>
<td>Pregame warm-ups for Game 1</td>
</tr>
<tr>
<td></td>
<td>10:00</td>
<td>10:40 a.m.</td>
<td>Coaches/officials meeting</td>
</tr>
<tr>
<td></td>
<td>5:00</td>
<td>10:45 a.m.</td>
<td>Captains meeting</td>
</tr>
<tr>
<td></td>
<td>0:00</td>
<td>10:55 a.m.</td>
<td>Field cleared – stick check</td>
</tr>
<tr>
<td></td>
<td>11 a.m.</td>
<td></td>
<td>Introduction of teams/National Anthem</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>Semifinal 1 Begins</strong></td>
</tr>
</tbody>
</table>

Team trophy presentation to the non-advancing team immediately following the conclusion of game.

Upon completion of the awards ceremony, the clock will be reset for 60 minutes of warm-up for the next game, using the same format as Game 1. Teams will not be allowed on the game field before the 60-minute warm-up period begins.

<table>
<thead>
<tr>
<th>Semifinal Game 2</th>
<th>Clock Time</th>
<th>Real Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>60:00</td>
<td>1:45 p.m.</td>
<td>Pregame warm-ups for Game 2</td>
</tr>
<tr>
<td></td>
<td>10:00</td>
<td>2:40 p.m.</td>
<td>Coaches/officials meeting</td>
</tr>
<tr>
<td></td>
<td>5:00</td>
<td>2:45 p.m.</td>
<td>Captains meeting</td>
</tr>
<tr>
<td></td>
<td>0:00</td>
<td>2:55 p.m.</td>
<td>Field cleared – stick check</td>
</tr>
<tr>
<td></td>
<td>3 p.m.</td>
<td></td>
<td>Introduction of teams</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>Semifinal 2 Begins</strong></td>
</tr>
</tbody>
</table>

Team trophy presentation to the non-advancing team immediately following the conclusion of game.

If semifinal 1 falls behind schedule, the schedules below will be used to guarantee the 45-minute warm-up with real times being adjusted as necessary.

<table>
<thead>
<tr>
<th>Clock Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>45:00</td>
<td>Pregame warm-up for Game 2</td>
</tr>
<tr>
<td>10:00</td>
<td>Coaches/officials meeting</td>
</tr>
<tr>
<td>5:00</td>
<td>Captains meeting</td>
</tr>
<tr>
<td>0:00</td>
<td>Field cleared – stick check</td>
</tr>
<tr>
<td></td>
<td>Introduction of teams</td>
</tr>
<tr>
<td>Approx. 3 p.m.</td>
<td><strong>Semifinal 2 begins</strong></td>
</tr>
</tbody>
</table>
**Saturday, May 20**
10:45 a.m.-12:15 p.m.  Semifinal #1 winner practice

12:30-2 p.m.  Semifinal #2 winner practice

**Sunday, May 21**
Each shoot-around will be held in the Steph Pettit Stadium.

10 a.m.  Away shoot-around

10:45 a.m.  Home shoot-around

2 p.m.  Division II Championship Game
        Team trophy presentations, runner-up followed by championship team

**Championship Game**

<table>
<thead>
<tr>
<th>Clock Time</th>
<th>Real Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>60:00</td>
<td>12:45 a.m.</td>
<td>Pregame warm-ups for Game 2</td>
</tr>
<tr>
<td>10:00</td>
<td>1:40 p.m.</td>
<td>Coaches/officials meeting</td>
</tr>
<tr>
<td>5:00</td>
<td>1:45 p.m.</td>
<td>Captains meeting</td>
</tr>
<tr>
<td>0:00</td>
<td>1:45 p.m.</td>
<td>Field cleared – stick check</td>
</tr>
<tr>
<td>1:55 p.m.</td>
<td></td>
<td>Introduction of teams</td>
</tr>
<tr>
<td>2 p.m.</td>
<td></td>
<td><strong>Championship Begins</strong></td>
</tr>
</tbody>
</table>

**Awards Presentation.**  For media purposes, the protocol is to give the winning team the team champion trophy immediately so that the ensuing celebration with the trophy can be captured. The trophy will then be collected and awarded in the traditional awards ceremony as noted above.
AGENDA

National Collegiate Athletic Association
Division II National Championships Festival
Participating Team Teleconference – Women’s Lacrosse

Call-in Number: 866-590-5055  May 15, 2017
Passcode: 2363712

1. Welcome. (Morgan DeSpain)

2. Review checklist. (DeSpain)
   a. Elite 89.
   b. Event 1 Merchandise – team order information.
   c. Travel party roster.
   d. Awards list.

3. Schedule of events. (DeSpain)
   a. Administrative meeting.
   b. Banquet.
   c. Practice schedule.
   d. Community engagement.

4. Championship information. (DeSpain)
   a. Misconduct/drug testing.
   b. Lodging.
   c. Game times.
   d. Committee liaisons to teams.
   e. Uniform and bench assignments.
f. Credentials.
g. Awards ceremonies.
h. Videotaping.
i. Statistics.
j. Postgame interviews.

5. Transportation/team hosts. (Kathy Heitzman)

6. Facility information. (Heitzman)
   a. Parking.
   b. Locker room assignments.
   c. Laundry.
   d. Hospitality.

7. Training/Medical services. (Heitzman)

8. Questions.

Emergency/Evacuation Plan
Bloomsburg University Athletics, NCAA Safety/Security Procedures

- The Bloomsburg University Police Department will be on call at all times, and for the National Championship, one will be on-site for all games.
- All event staff members will have a two-way radio, which provides direct access to the Tournament Director. One National Committee Member may also carry a radio if desired.
  - In the event of an altercation on the field or in the bleachers, all key personnel will have either cell phone or radio access to the Tournament Director.
- Event staff will be positioned at each gate in order to control access appropriately. One gate will be for participants, umpires, and event staff. The other gate will be for ticket sales/general admission.
- Signage will be present stating what items are prohibited and that bags are subject to inspection.
- An ambulance will be on site on the team bench side of the field, just outside the facility fence.
- At least one Certified Athletic Trainer will be on site for all practices and games.
- Geisinger Bloomsburg Hospital is less than 1 mile down the road from the site of competition. If necessary, transportation for minor injuries will be provided.
- Lightning detection software is monitored by the ATC.
- AED’s are located in Nelson Field House, and there will be one present at the field as well.
- All ATC’s and BU coaching staff are CPR/AED certified.
  - Please reference the attached Emergency Action Plan.
- A Public Address announcement will be at the announcer’s seat, and will be read if participants and fans need to take shelter/evacuate.
  - Please see attached PA.
- At all times, the facility will be free of debris and excess equipment.
- The Tournament Director and NCAA Committee will walk the facility first thing each morning, checking for any hazards, suspicious items, or signs of danger.
- If necessary, the ends of the field on the bleacher side will be roped off and staffed to prevent unauthorized access to the playing surface.
- Team hosts will be available to escort umpires and teams to and from the field.
- Locker room access is controlled via keypad codes, which will only be provided to the head coaches of competing teams.
Severe Weather Public Address Announcement

May I have your attention! We have been notified of approaching inclement weather. Activity will cease until we have determined it is safe and the risk of lightning is diminished. We advise you to seek shelter inside Nelson Field House, which is the building directly behind the bleachers. Please enter via the glass foyer and follow staff instructions on where to go.

Though protection from lightning is not guaranteed, you may alternatively seek shelter in an automobile. Thank you for your cooperation.

**BU Athletics Emergency Action Plan**

Medical Emergency – Provide immediate medical attention and utilize CPR/AED and First Aid training; AED units are inside NFH, the tennis house, and a mobile one is with the ATC.

1.) **By elevator by the gymnasium**
2.) 2nd floor entrance of Nelson Field House (on wall next to wrestling offices)

- Check – Call – Care
- Primary Survey
- Assess Consciousness – If unconscious, regardless of duration, Stabilize head and contact Ambulance/Campus Police
- ABC’s(Airway, Breathing, Circulation)
- Assess for injuries/Bleeding
- Emergency First-Aid, CPR/AED as needed

Call Ambulance: 911/or County Dispatch: (570)784-6300

(Program County Dispatch # into cell phone under “Athlete Emergency”)

**Information for Ambulance/Emergency Personnel**

- Phone number from which you are calling
- Your name
- Type of emergency situation
- Type of suspected injury
- Present condition of athlete
- Current assistance being administered to athlete

Exact location and how to access facility: Bloomsburg University, Bloomsburg, PA
- Gymnasium, Wrestling room, Pool, Redman Stadium, Sport Stadium, Grass Fields across from Nelson, Tennis courts, Baseball Field, Softball Field
- Designate someone to meet the ambulance/Campus police outside to facilitate quick care
If you have time, contact Campus Police as well. They generally monitor dispatches and should already know that EMS is en-route. Campus Phone: x-4168. Non-campus phone: (570)389-4168

Campus Police, if notified, may be there prior to the ambulance and will assist the ambulance crew.

For non-life threatening emergencies: The Campus Police, a coach, or senior teammate, should immediately transport the athlete to the Bloomsburg Hospital Emergency Room.

**Immediately Notify the Athletic Training Staff of the Injury or Illness**

**ATC Contact List**

Allen M. Larsen Jr., MS, ATC (O)389-4369 (C)(570)592-4762 alarsen@bloomu.edu
Dr. George Salvaterra, PhD, ATC (O)389-5387 (C)(814)777-0073 gsalyate@bloomu.edu
Angela Severn, MS, ATC (O)389-4668 (C)(215)606-7590 asevern@bloomu.edu
Competition Site Map

Yellow: Route to Field on Upper Campus
X - Athlete drop off
O - Bus parking (Orange Lot)

Bloomsburg University
of Pennsylvania
Campus Map

Instructional Buildings:
McCormick Center for Human Services
Bakeless Center for the Humanities
Centennial Hall
Sutliff Hall
Hartline Science Center
Navy Hall
Haas Center for the Arts
Old Science Hall
Simon Hall

Administrative, Services:
Carver Hall
Andruss Library
Waller Administration
Warren Student Services
Scranton Commons
Kehr Union
Student Recreation Center
Benjamin Franklin Hall
Buckingham Maintenance Center
Nelson Field House
University Store
Monty's
Buckalew Place

Residence Halls:
Schuylkill Hall
Montour Hall
Lycoming Hall
Luzerne Hall
Northumberland Hall
Columbia Hall
Elwell Hall
Montgomery Place Apartments
Mount Olympus Apartments

Red: Route to Banquet
X - Athlete Drop off
O - Bus Parking (Centennial Lot and Library Lot)
Blue Line - NCAAcommittee
Parking
= Camera locations

= NCAA store

= Main admission gate

= Participant entrance
= Reserved Parking

= Clinic Participant Parking by Tennis Courts
Scorer’s table side = Will establish risers and seating in front of KwikGoal cover
= Lower seed team bench

= Higher seed team bench (scoreboard end)