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Introduction

Congratulations on your selection to the 2017 NCAA Division I Men’s and/or NCAA Division I Women’s Swimming and Diving Championships! This manual includes important information regarding the championships. This manual is a supplement, not a substitute, for the 2016-17 NCAA Division I Men’s and Women’s Swimming and Diving Pre-Championships Manual. Additional information is available on the championships website at NCAA.com and on NCAA.org.

The championships will be held at the IU Natatorium on the campus of Indiana University-Purdue University at Indianapolis (IUPUI) in Indianapolis, IN, March 15-18, 2017 (women’s) and March 22-25, 2017 (men’s). IUPUI, along with the Indiana Sports Corp., will serve as the hosts for the championships.

Detailed information regarding the selection process for swimmers and divers is included in the 2016-17 Pre-Championships Manual, which is available online at NCAA.org. The qualifying standards for the championships are also available on this page, and all other information pertinent to the championships will continue to be posted on this page. The Pre-Championships Manual and the qualifying standards are also posted online at www.usaswimming.org/ncaa and www.cscaa.org.

Coaches Checklist

___ Contact Short's Travel Management, the NCAA travel service, at 866-655-9215 to make air travel arrangements. Teams located within 400 miles of the competition site are required to travel via ground transportation. If extraordinary circumstances warrant an exception to the established travel policies, you must contact the NCAA’s travel department at 317-917-6757 or travel@ncaa.org for approval prior to making any travel arrangements. All travel policies, including information on travel party numbers, can be found on the NCAA website (ncaa.org, Division I, Championships, Travel and Reimbursement Information).

___ Complete nominations for the Elite 90 Award by 5 p.m. (Eastern time) Monday, March 13 (women) and 5 p.m. (Eastern time) Friday, March 17 (men). Please click here to access the nomination form and other pertinent information regarding the award.

___ Coaches and/or institution sports information staff are encouraged to submit high resolution head shots of participating senior student-athletes, including uninvited relay alternates and institutionally funded divers, to Ms. Brett Williams, bwilliams@indianasportscorp.org. The photos will be used in the senior recognition presentation at the competition venue. Photos will be accepted from now until March 10 for the women and March 17 for the men.

___ Review the information regarding the community engagement opportunity provided at this year’s finals site during both weeks, which is a service drive for the Basket of Hope, providing gift baskets to children at Riley Children’s Hospital. Items in need are outlined on page 12.
### NCAA SWIMMING AND DIVING COMMITTEE

<table>
<thead>
<tr>
<th>Name</th>
<th>University/Institution</th>
<th>Phone Number</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joe Dykstra</td>
<td>University of Utah</td>
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<td><a href="mailto:jdykstra@huntsman.utah.edu">jdykstra@huntsman.utah.edu</a></td>
</tr>
<tr>
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<tr>
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</tr>
<tr>
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<td>215-951-1991</td>
<td><a href="mailto:wydan@lasalle.edu">wydan@lasalle.edu</a></td>
</tr>
<tr>
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</tr>
<tr>
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<td>202-885-3006</td>
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<tr>
<td>Brad Erickson</td>
<td>South Dakota State University</td>
<td>605-688-6527</td>
<td><a href="mailto:brad.erickson@sdstate.edu">brad.erickson@sdstate.edu</a></td>
</tr>
<tr>
<td>Daniella Irle</td>
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<td>701-777-4036</td>
<td><a href="mailto:daniella.irle@athletics.und.edu">daniella.irle@athletics.und.edu</a></td>
</tr>
<tr>
<td>Dan Laak</td>
<td>University of Georgia</td>
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</tr>
<tr>
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<td>University of Texas</td>
<td>512-748-9291</td>
<td><a href="mailto:devon.hendricks@athletics.utexas.edu">devon.hendricks@athletics.utexas.edu</a></td>
</tr>
</tbody>
</table>

### NCAA STAFF

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Phone Number</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mary Berdo</td>
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<td>317-917-6555</td>
<td><a href="mailto:mberdo@ncaa.org">mberdo@ncaa.org</a></td>
</tr>
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<td>Associate Director of Championships (Women’s)</td>
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<td>Coordinator of Championships (Men’s)</td>
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</tr>
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<td>Assistant Coordinator of Championships (Women’s)</td>
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<td><a href="mailto:rhale@ncaa.org">rhale@ncaa.org</a></td>
</tr>
</tbody>
</table>

### RULES

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Phone Number</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
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</tr>
</tbody>
</table>
# Host Personnel

## INDIANA SPORTS CORP & IUPUI

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Office</th>
<th>Cell</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Championships Director</strong></td>
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<td>317-237-5014</td>
<td>317-213-3710</td>
<td><a href="mailto:scross@indianasportscorp.org">scross@indianasportscorp.org</a></td>
</tr>
<tr>
<td><strong>Assistant Director – IU Natatorium</strong></td>
<td>Ed Merkling</td>
<td>317-274-6783</td>
<td>317-796-1272</td>
<td><a href="mailto:emerklin@iupui.edu">emerklin@iupui.edu</a></td>
</tr>
<tr>
<td><strong>Championships Assistant/Ticketing</strong></td>
<td>Carrie Gorden</td>
<td>317-237-5045</td>
<td>317-966-5904</td>
<td><a href="mailto:cgorden@indianasportscorp.org">cgorden@indianasportscorp.org</a></td>
</tr>
<tr>
<td><strong>Championships Assistant</strong></td>
<td>Ashleigh Newbold</td>
<td>317-237-5037</td>
<td>317-508-2163</td>
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</tr>
<tr>
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<td></td>
<td><a href="mailto:ckolby@indianasportscorp.org">ckolby@indianasportscorp.org</a></td>
</tr>
<tr>
<td><strong>Operations Manager – IU Natatorium</strong></td>
<td>Keith Dollard</td>
<td></td>
<td></td>
<td><a href="mailto:kdollard@iupui.edu">kdollard@iupui.edu</a></td>
</tr>
<tr>
<td><strong>Communications &amp; PR Director</strong></td>
<td>Ms. Brett Williams</td>
<td>317-237-5016</td>
<td>317-331-0062</td>
<td><a href="mailto:bwilliams@indianasportscorp.org">bwilliams@indianasportscorp.org</a></td>
</tr>
<tr>
<td><strong>Technology Support – IU Natatorium</strong></td>
<td>Dave Thibodeau</td>
<td>317-274-8056</td>
<td></td>
<td><a href="mailto:dthibode@iupui.edu">dthibode@iupui.edu</a></td>
</tr>
<tr>
<td><strong>Medical Director / Sports Medicine</strong></td>
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<td>317-839-7910</td>
<td></td>
<td><a href="mailto:jtlocke@stvincent.org">jtlocke@stvincent.org</a></td>
</tr>
<tr>
<td><strong>Technical Meet Director - Swimming</strong></td>
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<td>317-442-2166</td>
<td></td>
<td><a href="mailto:arlenemcd@aol.com">arlenemcd@aol.com</a></td>
</tr>
<tr>
<td><strong>Assistant Aquatics Program Manager – IU Natatorium</strong></td>
<td>Katy Shreve</td>
<td>317-278-2187</td>
<td></td>
<td><a href="mailto:kashreve@iupui.edu">kashreve@iupui.edu</a></td>
</tr>
</tbody>
</table>
NCAA Student Athletes, Coaches and Staff:

On behalf of the Indiana Sports Corp and IUPUI, it is our pleasure to welcome you to Indianapolis for the 2017 NCAA Division I Swimming & Diving Championships. Congratulations to each of you on your successful season thus far. Your hard work has paid off and we are excited to welcome you to our city and to host you in your NCAA Championship.

We hope you enjoy your time in Indianapolis. There is so much to explore in our city, and you’ll soon understand why we #LovIndy. Our downtown is highlighted by remarkable convenience, with dozens of hotels, restaurants, cultural attractions, shopping and nightlife all within a few steps of the Natatorium. We have one of the finest facilities in the world in the IU Natatorium and this venue is no stranger to the national spotlight.

We encourage you to reach out to our respective staffs if there is anything we can do to make your championships experience better. Again, we congratulate you on reaching the NCAA Championship and wish you the best of luck in your competition.

Sincerely,

[Signature]

Ryan Vaughn  
President, Indiana Sports Corp
The championships will take place March 15-18 (women’s) and March 22-25 (men’s). For swimming, the preliminary sessions will begin at 10 a.m. and the finals sessions will begin at 6 p.m. Preliminary rounds for diving will take place on Thursday at 12:30 p.m. (women) and 12:15 p.m. (men), Friday at 12:30 p.m. (women) and 12:15 p.m. (men) and Saturday at 12:15 p.m. (women) and noon (men). Diving finals will take place in the appropriate order during the night session. A comprehensive schedule is included in Appendix A.

**Pool Availability**

The IU Natatorium will be available for participating student-athletes during the hours listed below. Only student-athletes from competing institutions may use the pool during these times.

There will be one lane in the diving well for use during pre-meet practice times. This lane will be available each day during preliminaries and close 30 minutes prior to the diving start. In the evening sessions, this lane is only to be used by awards participants with permission from the NCAA Swimming and Diving Committee.

<table>
<thead>
<tr>
<th>Day</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday</td>
<td>8 a.m. to 10 p.m.</td>
</tr>
<tr>
<td>Wednesday</td>
<td>6 a.m. to 10 p.m.</td>
</tr>
<tr>
<td>Thursday</td>
<td>6 a.m. to conclusion of finals</td>
</tr>
<tr>
<td>Friday</td>
<td>6 a.m. to conclusion of finals</td>
</tr>
<tr>
<td>Saturday</td>
<td>6 a.m. to conclusion of awards ceremony</td>
</tr>
</tbody>
</table>

The IU Natatorium will not be available to competing teams prior to 8 a.m. on Tuesday of each week. Teams desiring off-site pool time prior to 8 a.m. on Tuesday may reach out to the following Indianapolis-area teams, all of which are subject to availability. These facilities all have 1-meter and 3-meter diving boards unless otherwise designated.

### Fishers Area Swimming Tigers
Fishers High School  
Jay Chambers  
Fjchambers2@gmail.com  
317-691-2695

### Washington Township Swim Club
North Central High School  
Matt Papachronis  
Capstone22@hotmail.com  
317-402-4361

### Warren Central High School
John Sincroft  
jsincroft@warren.k12.in.us  
1-meter boards only

### Carmel Swim Club
Carmel High School  
Nicole Bills  
carmelaquaticscac@gmail.com  
317-571-4047

Teams desiring off-site diving wells prior to 8 a.m. Tuesday may reach out to the following, all of which are subject to availability:

### Indiana University
Kellen Edelbrock  
kedelbro@indiana.edu  
812-855-9798

### Purdue University
David Fraseur  
fraseur@purdue.edu  
765-496-1346

**Registration/Packet Pick-up**

Registration will take place on the upper concourse of the IU Natatorium. The upper concourse is accessible from the first-floor level of the Natatorium Sports Garage or from the west entrance to the Natatorium on University Boulevard (see map in Appendix B). Registration hours are as follows:

<table>
<thead>
<tr>
<th>Day</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday</td>
<td>8 a.m. to 5 p.m.</td>
</tr>
<tr>
<td>Wednesday</td>
<td>8 a.m. to 5 p.m.</td>
</tr>
</tbody>
</table>
After Wednesday, any late registrations will take place at the security desk located at the bottom of the northeast deck entry stairs. A representative from each participating institution must register their team and pick up the team packet. The following will take place at registration:

- Pick up team packets, which will contain credentials and parking information.
- Review and sign the team entry list, confirming that all student-athletes on the list are present and eligible to compete.
- Declare any uninvited swimmers that may serve as a relay alternate during the meet (up to four).
- Pick-up participant medallions for student-athletes who were selected to the championships.
- Pick-up POWERADE squeeze bottles for student-athletes.
- Select massage table locations.
- Submit any banners they wish to be hung by facility staff at registration.

**Practice/Warm-Up Schedule – Swimming**

The pool will be available for practice as noted above. For competition days, there will be one pace and one sprint lane designated in the warm-up pool. For competition days, the practice/warm-up schedule for the competition pool for swimmers is as follows:

**PRELIMINARIES – Practice/Warm-up Schedule**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>6–8:30 a.m.</td>
<td>Open warm-up.</td>
</tr>
</tbody>
</table>
| 8:30–9:15 a.m.| All kicking must move to warm-up pool. Swimming only in competition pool – **no equipment permitted.**
|               | Lanes 1, 8 PACE (no diving off blocks)                                    |
|               | Lanes 2, 3, 4, 5, 6, 7 GENERAL                                            |
| 9:15–9:30 a.m.| Swimmers may only dive off the blocks in sprint lanes.                    |
|               | Lanes 1, 8 PACE                                                           |
|               | Lanes 2, 7 SPRINT (one way only)                                          |
|               | Lanes 3, 4, 5, 6 GENERAL                                                  |
| 9:30–9:50 a.m.| Swimmers may only dive off the blocks in sprint lanes.                    |
|               | Lanes 1, 8 PACE                                                           |
|               | Lanes 2, 3, 7 SPRINT (one way only)                                       |
|               | Lanes 4, 5, 6 GENERAL                                                    |
| 9:50 a.m.     | Clear the competition pool.                                              |

**FINALS - Practice/Warm-up Schedule**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
</table>
| 4:30–5:15 p.m.| All kicking must move to warm-up pool. Swimming only in competition pool – **no equipment permitted.**
|               | Lanes 1, 8 PACE (no diving off blocks)                                    |
|               | Lanes 2, 3, 4, 5, 6, 7 GENERAL                                            |
| 5:15–5:30 p.m.| Swimmers may only dive off the blocks in sprint lanes.                    |
|               | Lanes 1, 8 PACE                                                           |
|               | Lanes 2, 7 SPRINT (one way only)                                          |
|               | Lanes 3, 4, 5, 6 GENERAL                                                  |
| 5:30–5:50 p.m.| Swimmers may only dive off the blocks in sprint lanes.                    |
|               | Lanes 1, 8 PACE                                                           |
|               | Lanes 2, 3, 7 SPRINT (one way only)                                       |
|               | Lanes 4, 5, 6 GENERAL                                                    |
| 5:50 p.m.     | Clear the competition pool.                                              |
Practice/Warm-up Schedule – Diving
A Dry Land area will be available to stretch and somersault at the IU Natatorium in the room at the southeast corner of the diving well (see map in Appendix C). The diving practice and competition schedule can be found in Appendix J (women’s) and Appendix K (men’s).

Administrative Meeting
A mandatory administrative meeting will be Wednesday, March 15 (women’s) and Wednesday, March 22 (men’s) for all coaches. The swimming coaches meeting will be held at 11:30 a.m., followed by the diving coaches meeting at 1 p.m. Both of these meetings will be held in the Walter Byers Auditorium at the NCAA National Office, a short walk from the IU Natatorium (see map and directions in Appendix E). All head coaches or their institutional designee are required to attend to hear important information specific to the championships and the facility. **Institutions failing to have representation at the meeting will be fined.** The top 12 teams from the previous year’s championships will choose their team seating area on the deck at the swimming coaches meeting.

CSCAA Meetings
The College Swimming Coaches Association of America (CSCAA) will hold a meeting for the coaches each week of the championships. During the women’s championship week, that meeting will be on Wednesday, March 15 at 10 a.m. at the NCAA national office. For the men’s championship week, information will be sent out to Joel Shinofield in regards to time and location.

National Anthem
The national anthem will be performed prior to the start of the evening session each day.

Timed Finals Events
All heats of the 800-yard free relay will be swum in the evening on Wednesday. There will be no parading for the 800-yard freestyle.

The season’s best competitive time for the 1,650-yard freestyle shall be used to seed that event. The eight fastest competitors will swim in the evening session at 6 p.m. Saturday. All other heats will be swum slowest to fastest, beginning at approximately 3:45 p.m. and ending at approximately 5:15 p.m. **Please note the competition pool will not be made available for warm-up for the evening session until 5:15 p.m.** There will be no parading for the 1,650-yard freestyle.

Awards

Awards Ceremony
An awards ceremony will be held immediately after the conclusion of each event and NCAA awards will be presented to the top eight finishers in each event. Team awards will be presented to the top four teams after the presentation of the 400-yard freestyle relay awards. Student-athletes are required to wear official school uniforms/warm-ups for awards ceremonies. All individuals receiving an award must be represented on the awards stand.

If a student-athlete is swimming in the event immediately following the awards ceremony, and only in that circumstance, another participating student-athlete from that institution must stand in to receive the award, unless a record has been broken. If an individual is swimming in multiple events that session, the coach must inform the committee and NCAA staff prior to the start of that session if that student-athlete may have a substitute for any of the award ceremonies. Failure to adhere to this policy will be reviewed as a potential misconduct.

Swimmers’ baskets will be taken to the awards staging area during the race. Divers must change into warm-ups and walk immediately to the awards stand at the conclusion of the diving finals events. Please see the venue map in Appendix C for the location of the awards staging area and the awards stand.
If a tie occurs in the finals, it will not be broken. A duplicate award will be ordered by the NCAA and sent to the institution after the championships. Institutions interested in purchasing additional awards that they receive on site can do so at [http://www.mtmrecognition.com/ncaa/](http://www.mtmrecognition.com/ncaa/).

**Elite 90 Award**
The NCAA Elite 90 Award will be presented to the student-athlete with the highest cumulative grade-point average competing at the championships. The coach of the recipient will be notified at the coaches meeting, but will be asked not to notify the student-athlete. A day/time for presenting the award will be determined at that time, based on the events in which the student-athlete is participating. Coaches must submit nominees for the Elite 90 award by **5 p.m., Monday, March 13 (women) and Friday, March 17 (men)**. Please visit the [NCAA website](http://www.mtmrecognition.com/ncaa/) to access the nomination form and other pertinent information regarding the award.

**Locker Room Program**
The national championship team will receive champion t-shirts and hats as part of the NCAA locker room program. These items will be presented at the team awards ceremony after the final event.

**Participant Medallions**
Participant medallions will be provided to all student-athletes selected to the championships. Medallions will NOT be given to uninvited relay swimmers or institutionally funded divers. These medallions will be given to the institutional representative at registration. Institutions interested in purchasing participant medallions can do so at the following website: [http://www.mtmrecognition.com/ncaa/](http://www.mtmrecognition.com/ncaa/). Additional medallions will NOT be provided at registration.

**Student-Athlete Participation Awards**
A jacket and pair of socks will serve as the participation awards provided to student-athletes and their travel party who advance to the championship finals site. See Appendix L for more details.

After the championship, Main Gate will send the head coach an email providing ordering process details, along with a unique Certificate Code (valid for one participation award per member of your travel party) which can be redeemed only at NCAA-Awards.com. 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.

If you would like to purchase additonal awards you will have the opportunity to do so online via personal credit card at checkout.

Participation award items will be sent to your institution for distribution to your student-athletes within four to six weeks after your order is placed. If you do not receive information for ordering awards within two weeks of the conclusion of the championships, please contact Erin Hannoy ([ehannoy@maingateinc.com](mailto:ehannoy@maingateinc.com)), Robin Hale ([rhale@ncaa.org](mailto:rhale@ncaa.org)) or Keith Willard ([kwillard@ncaa.org](mailto:kwillard@ncaa.org)).

### Championship Operations

**Banners**
Only banners allowed in or around the competition area are those approved by the swimming and diving committee and the NCAA. Banners advertising equipment of manufacturers are strictly prohibited. **All banners must be dropped off at registration and will be hung by the host committee after teams have selected their seating areas at the Coaches’ Meeting.** Banners will be available for pick-up at the admin table on the west pool deck at the conclusion of the championships. Teams that would like to retrieve banners before the end of the championships should make arrangements at the admin table at least one hour prior to departure.
**Deck Passes**
Deck passes/credentials will be produced by the NCAA for all participating teams and will be distributed to teams at registration. Team staff will receive numbered wristbands and student-athletes will receive labeled credentials. No one will be allowed to enter the facility or access the pool deck without proper identification. Wristbands should be worn at all times on deck and in the facility. Teams will receive deck passes for selected student-athletes and a designated number of institutional personnel (see chart below). Institutions will be allowed to bring up to four uninvited relay swimmers to the championships. Uninvited relay swimmers must be designated at registration and will receive credentials.

The number of deck passes for institutional personnel is based on the total number of student-athletes attending from their institution, which will include selected swimmers and divers, uninvited relay swimmers and institutionally funded divers. **NOTE**: an institution’s maximum limit of 18 total student-athletes must be maintained.

<table>
<thead>
<tr>
<th>Number of Selected Student-Athletes</th>
<th>Number of Deck Passes for Institutional Personnel</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-4 participants</td>
<td>Four</td>
</tr>
<tr>
<td>5-9 participants</td>
<td>Five</td>
</tr>
<tr>
<td>10-14 participants</td>
<td>Six</td>
</tr>
<tr>
<td>15 or more participants</td>
<td>Seven</td>
</tr>
</tbody>
</table>

One additional deck pass will be allocated for the diving coach from each institution with qualified divers. Teams can request up to one medical credential for a certified athletic trainer through the host trainer. Any other trainers must be accommodated through the deck pass allotment noted above. **Massage therapists must be included in the institutional allotment noted in the chart above.** Coaches/institutional personnel outside of the allotted number must pay the regular admission fee and will not be allowed on deck. There are no exceptions to this policy.

Institutional personnel who receive deck passes through the allotment may purchase a replacement deck pass if one is misplaced. The replacement deck pass will cost the same as an all-session ticket ($75). Replacement deck passes can be purchased prior to each session (from 2 hours prior to the session until 30 minutes prior) at the welcome table, located next to the box office on the concourse. Payment can be made using a credit card (MasterCard/Visa/American Express), cash, or check.

Misuse of credentials by an institution may result in misconduct.

Media credential requests, including sports information directors for participating institutions, must be made online at www.ncaa.com/media.

**Heat Sheets**
Coach heat sheets will be available on deck at the admin table. A limited quantity of additional heat sheets will be available at the head table. Heat sheets for the following day will be finalized and distributed in the mailbox after the scratch deadline each day.

**Hospitality**
Hospitality for institutional personnel, officials, meet management personnel and coaches will be available Wednesday, Thursday, Friday and Saturday. The coaches’ hospitality area is south of the diving well, and can be accessed by the east hallway (see Appendix C).

Breakfast (Thursday through Saturday) will be available beginning at 7:30 a.m. and ending at 9:30 a.m. Lunch (Thursday through Saturday) will be provided between 11 a.m. and 1:30 p.m. Dinner (Wednesday through Saturday) will be served between 5 p.m. and 8 p.m. **Individuals must have a credential for access to the hospitality areas.**
Snacks, POWERADE products and water will be available for competitors in the student-athlete hospitality area on the pool deck, adjacent to the warm-up pool. Please refer to the map in Appendix C for the specific location.

**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 from 8 a.m. – 5 p.m. on Tuesday, 4:30 p.m. until 30 minutes post-event on Wednesday and from 8:30 a.m. until 30 minutes post-event Thursday through Saturday. The merchandising area is located on the concourse (see map in Appendix B).

**Results**
Results from each session will be distributed via the results mailboxes located at the admin table on the west pool deck. Results will also be available on Meet Mobile and [www.ncaa.com](http://www.ncaa.com).

**Swim-Offs**
Swim-offs may be held at a mutually agreed upon time by the teams involved. If a mutual time cannot be agreed upon, the meet referee will have the authority to set a time, which may be no sooner than 30 minutes following the last event of that session.

**Team Seating**
Team seating will be available on both sides of the pool deck, and will be clearly marked. Please note that some benches will be split in half (marked with painter’s tape). See Appendix C for more details. The top 12 teams from the 2016 championships will choose their team seating area on the deck at the swimming coaches’ meeting. All other teams must wait until after the coaches’ meeting to choose their seating area on deck.

The top 12 teams from the 2016 championship are as follows:

<table>
<thead>
<tr>
<th>WOMEN</th>
<th>MEN</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Georgia</td>
<td>1. Texas</td>
</tr>
<tr>
<td>2. Stanford</td>
<td>2. California</td>
</tr>
<tr>
<td>3. California</td>
<td>3. Florida</td>
</tr>
<tr>
<td>5. Virginia</td>
<td>5. Georgia</td>
</tr>
<tr>
<td>7. Indiana</td>
<td>7. Tennessee</td>
</tr>
<tr>
<td>8. Louisville</td>
<td>8. Missouri</td>
</tr>
<tr>
<td>9. NC State</td>
<td>9. Indiana</td>
</tr>
<tr>
<td>10. Michigan</td>
<td>10. Auburn</td>
</tr>
<tr>
<td>11. Missouri</td>
<td>11. Louisville</td>
</tr>
</tbody>
</table>

**Video Review**
Per rule 4-14-7, video review will be used at the championships. All reviews must be conducted before qualifiers and results are announced. Such equipment shall be used if both relay judges independently record opposite of the equipment or anytime the electronic equipment reading is a negative number that leads to disqualification. The designated official shall review the video to determine if there was a machine malfunction and clear video evidence exists to overturn the call. **Challenges by coaches are not permitted as part of this rule.** The result of the video is merely to determine if the electronic judging equipment has failed. The video shall not be used to detect early takeoffs or any other rule infractions. If conclusive video evidence exists that the electronic equipment failed, the result of the electronic judging equipment is voided, no electronic result is recorded and the referee may overturn the disqualification for that heat. Any
obstruction to the view of the exchange is sufficient to void the video from evidence. All video reviews will take place after the heats of the event are completed.

**Water/POWERADE for Participants**
Water and POWERADE product will be available for student-athletes during practice and competition. Teams will receive POWERADE squeeze bottles for the student-athletes. Squeeze bottles will be distributed at registration. Equipment carrying any branding other than POWERADE will not be permitted on deck during the championships and all product must be consumed out of the NCAA-provided POWERADE branded water cups or squeeze bottles only.

<table>
<thead>
<tr>
<th>Community Service Project</th>
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</thead>
<tbody>
<tr>
<td><strong>Riley Children’s Hospital</strong></td>
</tr>
<tr>
<td>Participating teams for the 2017 NCAA Division I Women’s and Men’s Swimming and Diving Championships are encouraged to join the hosts in a toy drive for Riley Children’s Hospital. We are partnering with Basket of Hope to collect toys and games for the pediatric cancer patients at Riley Children’s Hospital in Indianapolis. You can be a part of this opportunity by bringing any of the items listed below to the event. For more information on Basket of Hope, visit basketofhope.org.</td>
</tr>
<tr>
<td><strong>Accepted donation items:</strong></td>
</tr>
<tr>
<td>- Stuffed animals (mascots that represent the competing schools).</td>
</tr>
<tr>
<td>- Board games.</td>
</tr>
<tr>
<td>- Card games.</td>
</tr>
<tr>
<td>- Lego kits.</td>
</tr>
<tr>
<td>- Coloring books and crayons.</td>
</tr>
<tr>
<td>- Fischer Price toys (for ages 0-4).</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Competition Site/Venue Information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Competition Site Maps</strong></td>
</tr>
<tr>
<td>Maps of the venue are available in Appendix B, C and D and outline all areas on the first (deck) and second (seating) levels.</td>
</tr>
<tr>
<td><strong>Emergency Action Plan</strong></td>
</tr>
<tr>
<td>The IU Natatorium Emergency Action Plan for Events is available in Appendix G. This plan will also be provided in the team packets at registration and reviewed at the coaches meeting prior to the meet.</td>
</tr>
<tr>
<td><strong>Facility Regulations – Prohibited Items</strong></td>
</tr>
<tr>
<td>For reasons of safety, the following items are not permitted in the IU Natatorium: Alcoholic beverages, artificial noisemakers, pets (except for service animals), weapons, hoverboards, tobacco products, glass containers, laser pointers, strobe lights or any other items deemed dangerous or inappropriate by security or game management.</td>
</tr>
<tr>
<td>Indiana University restricts the consumption of alcoholic beverages on university property and during student activities. Additionally, the use of tobacco products (including e-cigs) is strictly prohibited on the campus of IUPUI.</td>
</tr>
<tr>
<td><strong>Gym Equipment Area</strong></td>
</tr>
<tr>
<td>There will not be an area with gym equipment available to NCAA participants during the championship weeks. For workout facility access, please contact NIFS, located just off of campus, at <a href="http://www.nifs.org">www.nifs.org</a>.</td>
</tr>
</tbody>
</table>
**Locker Rooms**
The Natatorium has locker rooms dedicated to the users of the competition and warm-up pools. During the women’s championships, both locker rooms will be available for use by the NCAA competitors and female coaches/staff. During the men’s week, these locker rooms will only be available to the NCAA competitors and male coaches/staff. Additional restrooms can be found at the concourse level of the Natatorium.

Participating teams will not have assigned lockers, and all participants will be responsible for their personal items. Team bags can be placed on or under team bleachers on the pool deck.

The NCAA, IUPUI Athletics, Indiana Sports Corp. and the IU Natatorium are not responsible for lost or stolen items.

**Participant Entrance**
Participants will enter through the Sports Garage entrance on the east side of the IU Natatorium, where teams will park.

**Pool Specifics**
The IU Natatorium’s main competition pool has a flat wall at the start and turn end and a bulkhead at the turn end. Eight backstroke ledges will be available in the main competition pool and one in the warm-up pool during the championships. Please refer to Appendix H for an example.

The IU Natatorium will use the Omega Timing System within its competition pool. There will be 50 split times posted on the video board for every race, with the exception of the 200-relay medley, 200 freestyle relay and 50 freestyle, of which there will also be 25 split times available.

**Restrooms**
Restrooms for spectators are located on the seating level of the facility.

**Spectator Entrance**
Spectators must enter the facility through the main entrance, located on the west side of the IU Natatorium, off University Boulevard, or through the Sports Garage, located directly east of the facility. (See Appendix B).

**Towels**
Towel service will not be provided during the championships for coaches or student-athletes.

**Drug Testing**
All student-athletes are subject to NCAA drug testing at all NCAA championships or in conjunction with all postseason certified events. The goal of the drug-testing program is to provide safe, fair and equitable competition as well as to protect the health and safety of all NCAA student-athletes participating in NCAA championships and postseason certified events.

The drug-testing program involves collecting urine specimens from student-athletes at various times throughout an NCAA championship. Student-athletes may be selected for drug testing based on their place of finish, position and/or an approved random selection method. A student-athlete may be selected for drug testing on more than one occasion during the championship event. All urine specimens provided by student-athletes are analyzed by a World Anti-Doping Agency (WADA) accredited laboratory and the results are then reported to the institution’s director of athletics.

The WADA laboratory analyzes each urine specimen for substances and related compounds from a list of banned-drug classes developed by the NCAA Executive Committee. The NCAA Banned-Drug Classes List is comprised of substances that are performance-enhancing and/or potentially harmful to the health and safety of the student-athlete. The 2016-17 list includes drugs in the following classes: stimulants, anabolic agents, diuretics and other urine manipulators, peptide hormones, street drugs, beta blockers and alcohol...
(rifle only) beta-2 agonists and anti-estrogens. Refer to the 2016-17 Drug-Testing Programs booklet on the [NCAA website](http://ncaapublications.ncaapub.com/LinkClick.aspx?fileticket=0r7Qq7GM0xw%3D) for the published list of banned drug classes and the procedural guidelines for testing. Athletic administrators are urged to review the NCAA Drug Education and Testing video, the NCAA Banned Drug Classes List as well as the NCAA Drug-Testing Program booklet with all coaches and student-athletes in advance of any NCAA championship or postseason certified event. Student-athletes who test positive as a result of a drug test administered by the NCAA or who breach the NCAA drug-testing program protocol shall lose one year of eligibility and shall be charged with the loss of a minimum of one season of competition in all sports.

Additional information regarding the NCAA’s championship drug-testing program can be found on the [NCAA website](http://ncaapublications.ncaapub.com/LinkClick.aspx?fileticket=0r7Qq7GM0xw%3D).

**Host City Information**

Information regarding the championships schedule, area attractions and dining options may be found online at [www.indianasportscorp.org/ncaasd](http://www.indianasportscorp.org/ncaasd), [www.downtownindy.org/](http://www.downtownindy.org/) and [www.visitindy.com/](http://www.visitindy.com/).

**Lodging – Team Hotels**

Due to large events in the city both championship weekends, teams are encouraged to reserve hotel rooms immediately. Multiple properties at various price ranges have been identified and are currently holding rooms for the event. A complete listing of the properties, rates and contact information can be found on NCAA.org on the [Division I swimming and diving landing page](http://www.indianasportscorp.org/ncaasd). Additional hotel information can be obtained by contacting the tournament director, Samantha Cross, [scross@indianasportscorp.org](mailto:scross@indianasportscorp.org).

**Media Services**

Important information regarding NCAA media policies can be found online at [www.ncaa.com/media](http://www.ncaa.com/media).

**Championships Coverage**

ESPN3 will stream live the championship finals sessions each Friday and Saturday. Tape delayed coverage of the championships will be broadcast on ESPNU at 7 p.m. Eastern, March 28 for the women’s championships and at 5 p.m. Eastern, April 5 for the men’s championships. All sessions not streamed by ESPN will be streamed live on the NCAA Swimming and Diving Championships microsite at [www.indianasportscorp.org/ncaasd](http://www.indianasportscorp.org/ncaasd).

**Championship Websites**

The official website for the women’s championship is [http://www.ncaa.com/championships/swimming-women/d1](http://www.ncaa.com/championships/swimming-women/d1) and the men’s website is [http://www.ncaa.com/championships/swimming-men/d1](http://www.ncaa.com/championships/swimming-men/d1). Additional information specific to participants can be found on [NCAA.org](http://www.ncaa.org).

**Credentials for Media**

All media credential requests, including requests for institutional sports information personnel, must be submitted online at [www.ncaa.com/media](http://www.ncaa.com/media).

**Footage Usage and Licensing**

The NCAA owns all rights to all of its championships. 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.

Please visit NCAA.com/media and the Digital Highlights Policy – Member Institutions link for complete information on the use of highlights on an institution’s official website. If an institution desires to use any footage of an NCAA Championship for commercial purposes, contact T3 Media for licensing information (sports@t3media.com).

Institution and videographer understand that any violation of the above policies WILL result in an infringement of the NCAA’s copyright. 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.

Publicity
Participating colleges and universities are asked to send press guides and other pertinent publicity and promotional materials to the following:

Ms. Brett Williams  
NCAA Swimming and Diving Media Notes  
201 S. Capitol Ave., Suite 1200  
Indianapolis, IN 46240  
bwilliams@indianasportscorp.org

Admission – Media Representatives
Media representatives will be admitted to the championships in accordance with established NCAA policies and procedures. All media members and SID’s interested in covering the championships should submit requests to Ms. Brett Williams (bwilliams@indianasportscorp.org). She will work with media personnel to distribute media credentials.

Media Headquarters and Facilities
During the championships, the media headquarters will be located off the deck in the southwest corner near the diving well (see Appendix C). This area will be equipped with wireless access. Snacks and beverages will be available in this room during each session. The writing press area is located at the top of Section 204, and there will also be wireless access in this area.

Media Seating
See “Media Headquarters and Facilities”. Credentials will be required to access the Media Work Area.

There will be no access to seating on the pool deck for media.

Interview Procedures
An interview area is located on the deck level in the Media Headquarters (see map in Appendix C.) After a 10-minute cooling off period (i.e., 10 minutes after each event), student-athletes and coaches will be available for interview for a reasonable period of time, so long as it does not adversely affect the preparation for the competitor’s next performance in that session. The top finisher will be escorted to the interview area for a group interview. All requested coaches and student-athletes will be required to report to the interview area within 10 minutes of the last event in which they have athletes competing or in which they compete.

Press Conferences
Immediately after a 10-minute cooling-off period, the interview area will open to all certified members of the news media; any coach and student-athletes requested by the media must 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, make themselves and their team members 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 to interview a coach and/or student-athlete on the team. The NCAA championships have an “open locker room policy,” which is administered by the media coordinator on site.

**Programs**

IMG is partnering with the NCAA to produce digital game programs for NCAA Championships. The Division I Women’s Swimming and Diving and Division I Men’s Swimming and Diving programs can be viewed at [NCAA.com/gameprograms](https://www.ncaa.com/gameprograms). The programs are free to view and can be downloaded and printed. Using a digital platform will allow IMG 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.

**Results**

Results will be emailed to all coaches and SID’s after each session, as well as a hard copy available in the Media Headquarters. Live results will be available at Meet Mobile and [www.ncaa.com](http://www.ncaa.com).

**Senior Recognition Photos**

Coaches and/or university sports information staff are encouraged to submit high resolution head shots of qualified senior athletes, including uninvited relay alternates and institutionally funded divers to Ms. Brett Williams. The photos will be used in the senior recognition presentation at the competition venue on Saturday evening. Photos will be accepted from now until March 10 (women) and March 17th (men). Any photos sent after these days are subject to exclusion from the recognition.

**Medical Information**

All medical care will be coordinated through St. Vincent Sports Performance, and specifically by the Championships Medical Director, John Locke, EdD, LAT, ATC.

**Staff on Duty**

- At least two Certified Athletic Trainers and one athletic training student will be present during all practice and competition times.
- Lifeguards are on duty at all times the IU Natatorium is open. Coverage includes both the competition and warm-up pools and the diving well.

**Sick Call**

St. Vincent Sports Performance will conduct a “sick call” from 6 a.m. to 7:30 a.m. Thursday through Saturday in the Medical Room on deck level (see Appendix C). Anyone needing access to a physician on Wednesday can do so through John Locke.

**Traveling Without Sports Medicine Staff**

If your team is traveling without a certified athletic trainer, advanced notification is appreciated. Written prescriptions from physicians and/or certified athletic trainers are required for any treatment outside of ice and heat in such situations. In addition, St. Vincent Sports Performance personnel is available to
assist with any taping and wrapping needs, provided that student-athletes provide their own taping supplies.

**Sports Medicine / Training Room Facilities**

Athletic training room facilities are available at the IU Natatorium in the Medical Room on the pool deck, on the south end of the facility (see Appendix C), and will be open the entire time the IU Natatorium is open. Specific requests should be made through John Locke.

Emergency equipment, including AED, oxygen, crutches, splints, spine boards, etc., are available within the pool area.

**Other Medical Facilities**

- **For trauma or emergency:**
  Methodist Hospital  
  1701 Senate Blvd.  
  Indianapolis, IN 46202  
  317-962-2000

  IU Health University Hospital  
  550 University Blvd.  
  Indianapolis, IN 46202  
  317-944-5000

- **For non-emergency:**
  St. Vincent Sports Performance  
  8227 Northwest Blvd. #160  
  Indianapolis, IN 46278  
  317/415-5795

- **Local pharmacy/immediate care information:**
  CVS Pharmacy (open 24 hours)  
  175 N. Illinois  
  317/636-6664

  Walgreen Pharmacy  
  335 Massachusetts Avenue  
  317/631-6000

**IU Natatorium Emergency Medical Plan**

I. Student Athlete Injured in a Competition Pool (Active/Non-Emergency):
   1. IU Natatorium lifeguard staff will provide care while student athlete is in the water.
   2. Championship medical staff handles care of student athlete once they are removed from the pool.
   3. Incident reports will be completed by both IU Natatorium staff and NCAA DI Championship meet personnel.

II. Student Athlete Injured in a Competition Pool (Major Emergency):
   1. IU Natatorium lifeguard staff will activate facility EAP/EMS protocol and provide care in the water for all major emergencies (unconscious, suspected spinal injury, seizure).
   2. Championship medical staff may assist IU Natatorium staff with care once guest is removed from the water until EMS is on scene.
3. Incident reports will be completed by both IU Natatorium staff and NCAA DI Championship meet personnel.

III. Non-Student Athlete Medical Issues (on deck):
    1. Will be managed by the IU Natatorium lifeguard staff and/or the Championship medical staff.

IV. Spectator Medical Issues:
    1. Spectators in the stands will contact the nearest Event Staff worker or Event Security personnel for assistance.
    2. An IU Natatorium lifeguard or Championship medical staff can provide necessary care.

First Aid Kits:
- Lifeguard Room – On deck in the east control room
- Meet Medical – On deck in the southeast room

Public Access AEDs:
- East and West concourses, halfway down

Emergency Medical Service
EMS personnel will be on-site for all swimming and diving practices and sessions.

Water and Isotonic Drink
Water and isotonic drink will be available in four locations around the pool deck including the diving well area. Water and isotonic drink will also be available in the student-athlete hospitality area on the northeast corner of the pool deck.

Cold Tub
There will be a large cold tub available on the north pool deck underneath the scoreboard. **Teams will not be permitted to bring their own ice baths.**

Massage Therapy Tables
Massage therapy tables may be set up in the taped off spaces on the north pool deck adjacent to the student-athlete hospitality area. There will be an overflow area for massage therapy tables in the taped off spaces on the northwest corner of the pool deck.

Teams will select spots on a first-come, first-served basis at registration, and all participating teams are guaranteed at least one spot, as space allows. Teams will be permitted to place multiple tables adjacent to each other as they arrive. If spaces completely fill before all teams arrive, any team with more than two spaces taken will be asked to remove one of their tables. If no teams have placed more than two tables, the last team to have arrived with two tables will be requested to remove the second table – this ensures all teams have at least one massage table position. Massage therapists may arrive no earlier than Tuesday at 8 a.m. to request an assigned spot – and all spots are assigned at the registration table.

Please keep in mind that ALL massage therapists should be included in your credential listing, even if you contract with one.

Massage therapists may only set up in the designated spaces.

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” at NCAA.org.

**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. 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.

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**NCAA Policies and Requirements**

**Certification of Eligibility/Availability**

Only student-athletes eligible under NCAA Bylaws 12, 13, 14, 15 and 16 may compete in NCAA championships. In accordance with Bylaw 3.2.4, 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. Institutions are responsible for monitoring/determining the eligibility of student-athletes at the start of each semester/quarter. Member institutions are reminded to notify the NCAA national office before the selection date for each championship of any student-athlete who may have participated in regular-season competition but subsequently is determined to be ineligible or unavailable for NCAA championships competition.

It is critical for coaches to immediately inform the NCAA championship managers, Carol A. Reep (women’s) (careep@ncaa.org; 317/917.6678) and/or Mary Berdo (men’s) (mberdo@ncaa.org; 317/966.6472), of student-athletes who have become unavailable to compete, since another student-athlete could lose the opportunity to participate in the championships if this information is not received. This applies to student-athletes who have been selected to the championships and become ineligible.

**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 do the following:
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.

**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.

**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.

| Participant Expectations and Guidelines |

**Alternates for Relays**

All swimmers who have qualified to participate in the championships in individual events are eligible to swim relays for which participating institutions are eligible. Additionally, institutions are allowed to bring **up to four student-athletes** to the championships to serve as uninvited relay swimmers as long as the
The maximum number of student-athletes per team do not exceed 18. Uninvited relay swimmers are student-athletes who were not invited to the championships in an individual event but can serve as relay alternates if needed. The following policies apply to uninvited relay swimmers:

- Uninvited relay swimmers will not receive reimbursement from the NCAA (travel and per diem) for attending the championships;
- Uninvited relay swimmers may participate as alternates on any relay for which an institution is eligible;
- Uninvited relay swimmers must be eligible student-athletes who are listed on the team roster online.
- Uninvited relay swimmers may not swim any individual events;
- Institutions must designate any potential uninvited relay swimmers (up to four) at the time of registration.
- Only student-athletes who were invited in individual events or the designated uninvited relay swimmers (up to four) may be used as alternates for relays;
- Uninvited relay swimmers will count towards the limit of 18 participants;
- If an institution scratches a student-athlete after selections, that student-athlete cannot be used as an uninvited relay swimmers; and,
- Uninvited relay swimmers do not count towards parking pass numbers but do count towards deck pass allotment.

The uninvited relay swimmers declaration form (Appendix I) must be completed and turned in at registration or emailed to Carol A. Reep (careep@ncaa.org) (women’s) or Mary Berdo (mberdo@ncaa.org) (men’s) in advance of the championships.

**Appeals**

All appeals must be submitted on the official appeal form, which will be available at the head table on deck. The form must be completed in full and submitted to the referee not later than 15 minutes after the finish of the final heat in that session of the event in which the appeal is applicable. Appeals will be acted upon by the appropriate meet committee. The decision of this committee is final. Any appeal before, during or immediately after a race should be resolved at the earliest opportunity, but not later than immediately following the current session. The use of video is not permitted during the appeal process.

**Diving Lists**

Each competitor who qualifies for the NCAA championships must submit their list of dives to DiveMeets Monday before the championships begin. These lists of dives must be verified and signed by the diver and the coach by the scratch deadline, and shall include the international dive numbers, position letters, the degree of difficulty and the platform height. Each competitor shall be responsible for the correctness of these areas. Failure to follow proper entry procedures may result in a financial penalty.

**Diving Signal**

In the finals of all diving events, the dive shall be executed after an auditory signal is given by the referee. The signal shall not be given before the diver has assumed a ready position on the board or platform and the referee has checked the master sheet and indicator board. For backward and inward take-offs, the diver shall not proceed to the end of the springboard or platform until the signal has been given by the referee.

**Diving Tiebreaker**

**In the event of a tie for 8th place in the prelims** of diving 1-meter, 3-meter or platform events, the tie-breaking method is to take all nine (9) divers to the final. The consolation finals will thus have seven (7) competitors in the event, none finishing higher than 10th place in the final standings. In the evening’s final, the nine competitors will do a six-dive list. The highest place finisher of the tied divers will remain in the place that they finished, while the other diver will place 9th.

**In the event of a tie for 16th place in the prelims** of diving 1-meter, 3-meter or platform events, the tie-breaking method is to take all nine (9) divers to the consolation final. In the consolation final the nine
competitors will do a six-dive list. The highest place finisher of the tied divers will remain in the place that they finished, while the other diver will place 17th overall in the contest and not be awarded any team points.

Note: If there are more than two divers tied for 8th or 16th place, all tied divers will move into the appropriate final.

**Maximum Number of Events**
A student-athlete is permitted to compete in a maximum of seven events, of which not more than three may be individual events. If a student-athlete is entered in the NCAA championships in three individual events, that student-athlete may only swim in up to four relays. A student-athlete who swims more than the allowable number of individual or total events will be disqualified from any excess events and shall be prohibited from participating in the remainder of the meet.

**Participation Requirements**
Once officially entered, a competitor must complete all heats, swim-offs, trials (diving) and finals in which the competitor qualifies. This applies to all competitors designated by their coaches to participate in the heats and/or finals of relay events and to all competitors in individual events. Failure to compete for any reason, except in the case of disqualification outlined in the NCAA Men’s and Women’s Swimming and Diving Rules Book and provisions in this handbook, shall disqualify the competitor(s) from that event and shall prohibit any further competition in the meet.

At the championships site, coaches will receive an entry list at registration and will be asked to confirm by their signature that all of the student-athletes listed are present and will be competing in the championships. Failure to comply with the notification procedures for scratches that are outlined above could result in a substantial penalty to an institution and may include the disqualification of a competitor.

**Required Events – Diving**
Divers who advance to the championships must compete in at least one event in which they qualified to the championships. In order to enter a diving event at the NCAA championships, a diver must have been in the top 12 and achieved a qualifying score. A declared false start will NOT count as competing in a required event for NCAA reimbursement.

**Required Events – Swimming**
Student-athletes selected to the championships must compete in at least one of the events in which he or she qualified. If, at the conclusion of the championships meet, a student-athlete has competed in one or more events on an optional-entry basis but has not competed in at least one event in which he or she qualified for the championships, that competitor will be disqualified from any events in which he or she participated. In the case of such disqualification(s), the points scored by other teams shall be altered.

Student-athletes who do not meet the participation requirements will not receive transportation and per diem reimbursement. Additionally, institutions that have student-athletes selected to the championships who do not compete may be issued a misconduct with a potential financial penalty. A declared false start will NOT count as competing in a required event for NCAA reimbursement.

**Scratches**
Scratches for specific events will be made on site during the designated hours, and coaches must receive a receipt for scratches to be valid. If a student-athlete has to scratch from his/her required event(s) on site, there must be a medically documented reason for scratching and the host trainer/physician must sign-off on the medical scratch. Scratch box hours are as follows:

- **Tuesday** – 9:30 a.m. to 5 p.m. for Wednesday’s event
- **Wednesday** – 9:30 a.m. to 5 p.m. for all Thursday events
- **Thursday** – 8:30 a.m. to Noon, 4 – 5 p.m. for all Friday events
- **Friday** – 8:30 a.m. to Noon, 4 - 5 p.m. for all Saturday events
**Squad Size Limitations**
An institution shall be allowed no more than 18 competitors (including uninvited relay swimmers and institutionally funded divers), which will be counted as follows:

- An entrant who swims will be counted as one competitor;
- An entrant who swims and dives will be counted as one competitor;
- An entrant who only dives will be counted as one-half of a competitor in the total team limit; and
- For relays, actual participation in the preliminary heats and/or finals of an event shall be counted against the 18 competitors allowed.

**Uniforms**
Regulations regarding uniforms for swimmers and divers are detailed in Rule 3-1 of the 2015-2016 and 2016-2017 NCAA Swimming and Diving Rules Book. **If a student-athlete competes in an illegal swimsuit, that student-athlete shall be disqualified from that event. In the event of a relay, the rule shall apply to the disqualification of the relay.** During awards ceremonies, participants must wear their institution’s official warm-up uniform.

**Logo Policy**
An institution’s official uniform and all other items of apparel (e.g., team jersey, socks) that are worn by student-athletes in competition may bear a single manufacturer’s or distributor’s normal trademark, not to exceed 2½ square inches, including any additional material (i.e., 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 restriction.

A student-athlete representing an institution in intercollegiate competition is limited to wearing apparel items that include only the logo (not to exceed 2½ square inches) of an apparel manufacturer or distributor. This restriction shall not include logos that identify the student-athlete’s institution or conference.

These restrictions apply to all apparel worn by student-athletes during the conduct of competition, which includes pre-race or post-race 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.

**Spectator Information**

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

**Banners**
Only banners allowed in or around the competition area are those approved by the swimming and diving committee and the NCAA.

**Concessions**
The Campus Center Food Court (located at 420 University Blvd.) and general concession stands will both be open during the championships. Tower Dining (located on campus at 911 W. North St.) will be open only during the week of the men’s championships.
**Women’s Championships:**

<table>
<thead>
<tr>
<th>Days</th>
<th>Hours</th>
<th>Campus Center Food Court</th>
<th>Concession Stand</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday</td>
<td>10:30 a.m. – 2 p.m.</td>
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<td>Tuesday</td>
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<tr>
<td>Wednesday</td>
<td>10:30 a.m. – 2 p.m.</td>
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<tr>
<td>Thursday</td>
<td>10:30 a.m. – 2 p.m.</td>
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<td>Thursday</td>
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<tr>
<td>Friday</td>
<td>10:30 a.m. – 2 p.m.</td>
<td></td>
<td>Friday</td>
</tr>
<tr>
<td>Saturday</td>
<td>10:30 a.m. – 2 p.m.</td>
<td></td>
<td>Saturday</td>
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</tbody>
</table>

**Men’s Championships:**

<table>
<thead>
<tr>
<th>Days</th>
<th>Hours</th>
<th>Campus Center Food Court &amp; Tower Dining</th>
<th>Concession Stand</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday</td>
<td>10:00 a.m. – 8 p.m.</td>
<td></td>
<td>Tuesday</td>
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<tr>
<td>Wednesday</td>
<td>10:00 a.m. – 8 p.m.</td>
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<tr>
<td>Thursday</td>
<td>10:00 a.m. – 8 p.m.</td>
<td></td>
<td>Thursday</td>
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<tr>
<td>Friday</td>
<td>10:00 a.m. – 8 p.m.</td>
<td></td>
<td>Friday</td>
</tr>
<tr>
<td>Saturday</td>
<td>10:00 a.m. – 7 p.m.</td>
<td></td>
<td>Saturday</td>
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</tbody>
</table>

**First Aid**
First aid for fans is available by contacting staff or security personnel. They will alert event medical staff and provide care as quickly as possible.

First Aid Kits:
- Lifeguard Room – on deck in the east control room.
- Meet Medical – on deck in the southeast room.

Public Access AEDs:
- East and west concourses; halfway down.

**Flash Photography**
Flash photography is prohibited at the start of each race and/or during diving events any time it may distract and potentially endanger the student-athletes.

**Heat Sheets**
Heat sheets will be available for purchase at the merchandise stand before and during each session. Cost is $2/session or $10 for an entire week’s heat sheets.

**Parking for Spectators**
The IU Natatorium has several parking locations adjacent to the facility that will serve as parking spaces for fans on event days. Please note that there is NO free or open parking on campus – all vehicles must possess an event long parking pass, an event day parking pass or have purchased hourly parking in one of the pay lots on campus to avoid receiving parking tickets during their visit.

Parking locations for spectators include the Sports Garage, Riverwalk Garage, Barnhill Garage, and Vermont Garage. Please see Appendix F for more detail.

**Tickets**
Tickets are available to purchase online at ncaa.com/tickets, and on-site at the IU Natatorium on the campus of IUPUI on competition days. The ticket office will be open 90 minutes prior to competition. Doors will open 60 minutes prior to competition.
**Administrative Tickets**
All administrators must have a ticket to access the facility if not part of the team’s deck pass allotment. VIP passes are available for administrators who have tickets, which will provide access to the hospitality area but NOT the deck. Please direct these requests to Carol A. Reep – women’s championships (careep@ncaa.org) or Mary Berdo – men’s championships (mberdo@ncaa.org).

**Allotments**
Each university had the opportunity to purchase 40 premium seats on a first-come-first-serve basis. Any additional tickets over the 40 will be placed after the deadline in the next best available location on a first-come-first-served basis.

**Complimentary Tickets**
There are no complimentary tickets for this event.

**Will Call Tickets**
Will Call will be located at the ticket office inside the IU Natatorium on the campus of IUPUI and will open 90 minutes prior to the start of each session. Photo identification is required to pick up tickets. It is important to understand prior to arrival if a patron is on a general will call or under a team will call list.

**Institutional-Guest Tickets**
If an institution purchases tickets for student-athletes, the institution should provide appropriate staff or other university personnel to distribute tickets on site. IU Natatorium on the campus of IUPUI will provide tables inside the natatorium for ticket distribution. Institutions should contact Carrie Gorden (Tickets@IndianaSportsCorp.org) in the event (a) there is a need for space to distribute tickets on site, and/or (b) an institution does not have plans to provide a staff member to manage distribution.

**Payment**
Credit cards (MasterCard/Visa/American Express/Discover) and cash will be accepted on-site.

**Ticket Office Hours**
Tickets will be available for purchase on-site Wednesday, March 15th though Saturday, March 18th (women’s) and Wednesday, March 22nd though Saturday, March 25th (men’s). The ticket office will open 90 minutes prior to competition. The ticket office will close at 7 p.m. on Wednesday night and 8:15 p.m. Thursday through Saturday. Additionally, the ticket office will be closed from 1 p.m. to 4:30 Thursday through Saturday between prelim and final sessions both weeks.

**Ticket Policies**
All fans must possess a ticket and will be asked to show their ticket each time they enter the seating area of the facility. The only exception is for a child under two (2) years of age that will be sitting on an adult’s lap. If the child needs his or her own seat at any point during the session, a ticket must be purchased.

**Ticket Prices (Online)**
- Adult All Session (Chairback) – $75.00
- Adult All Session (Bleacher) - $65.00
- Youth/Student/Senior Citizen All Session (Bleacher) - $50.00
- Adult Single Session (Chairback) – Prelims $12.00, Finals $15.00
- Adult Single Session (Bleacher) – Prelims $10.00, Finals $12.00
- Youth/Student/Senior Citizen Single Session (Bleacher) – Prelims $7.00, Finals $10.00
*Youth/student/senior citizen discount not available for chairbacks

**Ticket Prices (On-site)**
- Adult All Session (Chairback) – $77.00
- Adult All Session (Bleacher) - $67.00
- Youth/Student/Senior Citizen All Session (Bleacher) - $52.00
Adult Single Session (Chairback) – Prelims $14.00, Finals $17.00
Adult Single Session (Bleacher) – Prelims $12.00, Finals $14.00
Youth/Student/Senior Citizen Single Session (Bleacher) – Prelims $9.00, Finals $12.00
*Youth/student/senior citizen discount not available for chairbacks

Transportation/Travel

Expenses/Reimbursement for Participant Institutions
Expense reimbursement for participation in the championships will be filed through an online system. All competing institutions must request reimbursement through the system in order to receive the appropriate reimbursement. Transportation expenses and per diem allowances shall be provided for all qualifying student-athletes and all eligible non-athletes. The Travel Expense System (TES), as well as per diem allowance policies, are available on the NCAA website.

Institutional Travel Arrangements
Institutions should contact Short’s Travel Management, the NCAA travel service, at 866-655-9215 to make air travel arrangements. Teams located within 400 miles of the competition site are required to travel via ground transportation. If extraordinary circumstances warrant an exception to the established travel policies, you must contact the NCAA’s travel department at 317-917-6757 or travel@ncaa.org for approval prior to making any travel arrangements.

Per NCAA travel policies, you are allowed to book travel for individual sports prior to the official selections announcement. However, please be advised that your institution will be billed for any charges incurred as a result of any of the following situations:

1. Any student-athletes who do not qualify for reimbursement.
2. Any student-athlete who gets injured, has an illness or does not travel for any reason.
3. Any non-athlete above the number that are reimbursable, based on the number of student-athletes who qualify.
4. Any name changes or flight changes that result in penalties.
5. Any charges incurred when group space is blocked and then canceled.

Understanding these potential charges, which will be reviewed with you prior to any tickets being charged, you should feel free to book your individual sports as early as you feel comfortable. If you have any questions about this policy, please feel free to contact Shorts Travel at 866-655-9215, or the NCAA Travel Department at 317-917-6757.

Ground Transportation
Teams are responsible for their transportation to and from the venue and the airport.

NCAA Travel Policies
All NCAA travel policies can be found on the NCAA website.

Parking for Teams
Each team will receive complimentary parking passes based on the number of student-athletes selected from the institution. The number of passes being provided is outlined in the following table:
<table>
<thead>
<tr>
<th>Number of Selected Swimmers</th>
<th>Number of Complimentary Parking Passes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 – 3 swimmers</td>
<td>One</td>
</tr>
<tr>
<td>4 – 7 swimmers</td>
<td>Two</td>
</tr>
<tr>
<td>8 – 10 swimmers</td>
<td>Three</td>
</tr>
<tr>
<td>11 or more swimmers</td>
<td>Four</td>
</tr>
</tbody>
</table>

Please note, in the event an institution utilizes a charter bus, this will take the place of two parking passes. Buses can park in surface lot 63. Oversized passenger vans that do not fit in the Sports Garage will have access to park in surface lot 63 west of the IU Natatorium. The complimentary parking pass will be valid in this lot if hung from the rearview mirror.

In the event a team is bringing at least one diver, an additional parking pass will be added to the diving team packet.

Parking passes will be included in the team packets picked up at registration. The parking passes provided will allow teams/coaches to park in the Sports Garage, connected to the team entry point. Refer to Appendix F for specific parking locations.

If a team has the need to purchase additional parking passes, they may do so by contacting Caleb Kolby (ckolby@indianasportscorp.org) or 317-697-4743 by Tuesday of each event week.

Information on spectator parking can be found in the ‘Spectator Information’ section of this manual.

**Rental Cars**

Enterprise Rent-A-Car is Indiana Sports Corp preferred rental car vendor. They are located throughout downtown Indianapolis including the north, south, east, and west side. They are also located at the Indianapolis International Airport. The closest Enterprise Rent-A-Car to the IU Natatorium is located at 143 E. Market St., 317-635-4340.

**Travel Party Size**

Each institution with student-athletes competing in the national championships will receive travel reimbursement for the official travel party as defined by the NCAA Division I travel policies. Travel party numbers for Division I swimming and diving are as follows:

- Institutions that qualify one to three individuals for the championships will receive transportation reimbursement and per diem for the participating student-athletes and one non-athlete;
- Institutions that qualify four to six individuals will receive reimbursement for the participating student-athletes and two non-athletes;
- Institutions that qualify seven to nine individuals will receive reimbursement for the participating student-athletes and three non-athletes; and
- Institutions that qualify 10 or more individuals will receive reimbursement for the participating student-athletes and five non-athletes.

Reimbursement and per diem will not be provided for any uninvited relay swimmers that were not selected to the championships in an event, any institutionally funded diver or for any student-athletes who are selected but do not participate in their required event(s).
APPENDIX A

CHAMPIONSHIPS SCHEDULE
More detailed information, including locations, can be found within the Participant Manual.

Tuesday
8 a.m. – 10 p.m. IU Natatorium open
8 a.m. – 5 p.m. Registration
9:30 a.m. – 5 p.m. Scratch box open

Wednesday
6 a.m. – 10 p.m. IU Natatorium open
8 a.m. – 5 p.m. Registration
9:30 a.m. – 5 p.m. Scratch box open
11:30 a.m. Swimming coaches meeting
1 p.m. Diving coaches meeting
5:50 p.m. Pool cleared
5:51 p.m. Opening Ceremonies and National Anthem
6 p.m. Day 1 Finals
800 Freestyle Relay – all heats of timed final
AWARDS – 800 FREESTYLE RELAY

Thursday
6 a.m. – after finals IU Natatorium open
8:30 a.m. – Noon, 4 – 5 p.m. Scratch box open
9:50 a.m. Pool cleared
10 a.m. Day 2 Swimming Trials
12:15 p.m. (men) One-meter Diving Trials
12:30 p.m. (women) One-meter Diving Trials
15 min. following trials One-meter Diving Consolation Finals (9-16)
5:50 p.m. Pool cleared
5:51 p.m. Opening Ceremonies and National Anthem
6 p.m. Day 2 Finals
200 Freestyle Relay Consolation
200 Freestyle Relay Final
AWARDS – 200 FREESTYLE RELAY
500 Freestyle Consolation
500 Freestyle Final
AWARDS – 500 FREESTYLE
200 Individual Medley Consolation
200 Individual Medley Final
AWARDS – 200 IM
50 Freestyle Consolation
50 Freestyle Final
AWARDS – 50 FREESTYLE
One-meter Diving Finals
AWARDS – ONE-METER DIVING
400 Medley Relay Consolation
400 Medley Relay Final
AWARDS – 400 MEDLEY RELAY
### Friday
6 a.m. – after finals  
8:30 a.m. – Noon, 4 – 5 p.m.  
9:50 a.m.  
**10 a.m.**  
12:15 p.m. (men)  
12:30 p.m. (women)  
15 min. following trials  
5:50 p.m.  
5:51 p.m.  
**6 p.m.**

- IU Natatorium open  
- Scratch box open  
- Pool cleared  
- **Day 3 Swimming Trials**  
- Three-meter Diving Trials  
- Three-meter Diving Trials  
- Three-meter Diving Consolation Finals (9-16)  
- Pool cleared  
- Opening Ceremonies and National Anthem

### Day 3 Finals
6:00 a.m.  
400 Individual Medley Consolation  
400 Individual Medley Final  
**AWARDS – 400 INDIVIDUAL MEDLEY**  
100 Butterfly Consolation  
100 Butterfly Final  
**AWARDS – 100 BUTTERFLY**  
200 Freestyle Consolation  
200 Freestyle Final  
**AWARDS – 200 FREESTYLE**  
100 Breaststroke Consolation  
100 Breaststroke Final  
**AWARDS – 100 BREASTSTROKE**  
100 Backstroke Consolation  
100 Backstroke Final  
**AWARDS – 100 BACKSTROKE**  
Three-meter Diving Finals  
**AWARDS – THREE-METER DIVING**  
200 Medley Relay Consolation  
200 Medley Relay Final  
**AWARDS – 200 MEDLEY RELAY**
Saturday
6 a.m. – after awards
9:50 a.m.
10 a.m.
Noon (men)
12:15 p.m. (women)
15 min. following trials
3:45 p.m. (approx.)
5:15 p.m.
5:50 p.m.
5:51 p.m.
6 p.m.

IU Natatorium open
Pool cleared
Day 4 Swimming Trials
Platform Diving Trials
Platform Diving Trials
Platform Diving Consolation Finals (9-16)
1650 Freestyle (early heats)
Access to competition pool for warm-up
Pool cleared
Opening Ceremonies and National Anthem

Day 4 Finals
1,650 Freestyle - Last heat of timed finals
AWARDS – 1,650 FREESTYLE
200 Backstroke Consolation
200 Backstroke Final
AWARDS – 200 BACKSTROKE
100 Freestyle Consolation
100 Freestyle Final
AWARDS – 100 FREESTYLE
200 Breaststroke Consolation
200 Breaststroke Final
AWARDS – 200 BREASTSTROKE
200 Butterfly Consolation
200 Butterfly Final
AWARDS – 200 BUTTERFLY
Platform Diving Finals
AWARDS – PLATFORM DIVING
400 Freestyle Relay Consolation
400 Freestyle Relay Final
AWARDS – 400 FREESTYLE

TEAM AWARDS
REGISTRATION MAP

IU Natatorium- Concourse Map

Sports Garage
Parking for Coaches, Staff, Officials, & Spectators
East Entrance from garage
*Please note this map may slightly change prior to the championships. If changes occur, new maps will be supplied on-site.
FACILITY DIAGRAM – SEATING LEVEL

IU Natatorium Seating Chart
Directions to Coaches’ Meetings

The path to the coach’s meetings at the NCAA Headquarters is highlighted on the map below by red arrows. Walk out of the east entrance, through the Sports Garage on the concourse level. Walk through the exit of the garage to Blake Street where you will take a left. Follow Blake Street to the end of the parking complex and take a right to walk on the sidewalk adjacent to the Riverwalk Parking Garage. Cross Wabash Street and you will see the walkway leading up to the NCAA Headquarters. Enter through the main entrance and check-in at the welcome desk. You will be directed to the meeting from there.
The Sports Garage (notated by the blue & red dots) is where staff/coaches/officials will park. There is some spectator parking available here as well. This is connected to the IU Natatorium.

- If the Sports Garage is full, spectators may also park in the Riverwalk Parking Garage (notated by the green dot).
Emergency Action Plan

IU Natatorium

Active Rescue
1. In the event of a guest that is actively struggling in the water, the lifeguard on that zone of protection will blow **one (1) long whistle blast** to activate the EAP. After sounding the whistle, the guard will jump into the water using a compact jump and perform the rescue appropriate for the guest in distress.
2. A down lifeguard will grab a rescue tube and take over the zone of protection for the lifeguard that is executing the water rescue until he or she can return to the chair.
3. Either the lifeguard supervisor or another down lifeguard will complete the water rescue report as thoroughly as possible. After the report has been completed, please give to Katy Shreve, Assistant Aquatic Program Manager.

Major Emergency (Unconscious: In-Water)
1. If there is a guest in the zone of protection that appears to be limp or unconscious in the water, the lifeguard will blow **two (2) long whistle blasts** to activate the EAP and alert the rest of the staff that there is an unconscious emergency taking place. After sounding the whistles, the lifeguard will jump into the water using a compact jump and place the guest in the rear hug position on the rescue tube.
2. Upon hearing **two (2) long whistle blasts** either the lifeguard supervisor or a down lifeguard should immediately call 274-7911 (911 from a campus phone). Report that there is an unconscious guest at the IU Natatorium.
3. Another lifeguard should immediately grab the AED, backboard, and emergency equipment bag and take to the scene of the rescue to assist the in-water lifeguard.
4. ALL POOLS MUST BE CLEARED! The additional lifeguards may assist as soon as the pools are cleared of patrons.
5. The unconscious guest should be extricated from the water within **one (1) minute** of initial contact from the lifeguard. The guest should be pulled at least six (6) feet away from the pool.
6. Once the guest has been extricated from the water, the lifeguards will then assess the ABC’s and provide care as needed. If the guest is not breathing, supplemental O₂ must be administered within one (1) minute. The AED must be on the scene within two (2) minutes.
7. If there are enough down guards available, one guard should go upstairs to the loading dock to wait for EMS. If there aren’t enough guards available, find another Natatorium staff member to assist you with this task.
8. A water rescue report should be completed as thoroughly as possible. If the guest has a friend or relative with him, please obtain as much information as possible such as name, address, telephone number, etc.
9. If Katy Shreve is not on-site, please call her immediately at 317-372-3763.
10. Ellis and Associates will need to be notified of the emergency and Katy will complete this task. (800) 742-8720

Major Emergency (Unconscious: On-deck)
1. If a guest goes unconscious on the pool deck, the lifeguard or lifeguard supervisor that discovers the guest will blow **two (2) long whistle blasts** to activate the EAP and alert the rest of the staff that there is an unconscious emergency taking place.
2. Upon hearing **two (2) long whistle blasts** either the lifeguard supervisor or a down lifeguard should immediately call 274-7911 (911 from a campus phone). Report that there is an unconscious guest at the IU Natatorium.
3. Another lifeguard or supervisor should grab the AED and emergency equipment bag and take to the scene of the emergency.
4. ALL POOLS MUST BE CLEARED! The additional lifeguards may assist after the pools are cleared of patrons.
5. The primary rescuer will assess the guest’s ABC’s and care will be provided as needed. If the guest is not breathing, supplemental O₂ must administered within one (1) minute. The AED must be on the scene within two (2) minutes.
6. If enough down lifeguards are available, one lifeguard should go upstairs to the loading dock to wait for EMS. If there aren’t enough lifeguards available, find another Natatorium staff member to assist you with this task.

7. An accident report should be completed as thoroughly as possible.

8. If Katy Shreve is not on-site, please call her immediately at 317-372-3763.

9. Ellis and Associates will need to be notified of the emergency and Katy will complete this task. (800) 742-8720

**Major Emergency (Spinal)**

1. If there is a guest in the zone of protection that appears to have a possible spinal injury, the lifeguard will blow **two (2) long whistle blasts** to activate the EAP and alert the rest of the staff that there is a possible spinal injury. After sounding the whistles, the lifeguard will ease into the water and place the guest in the vise grip position.

2. Upon hearing **two (2) long whistle blasts** either the lifeguard supervisor or a down lifeguard should immediately call 274-7911 (911 from a campus phone). Report that there is a guest with a possible spinal injury at the IU Natatorium.

3. Another lifeguard or supervisor should grab the backboard, AED, and equipment bag and take to the scene of the emergency.

4. **ALL POOLS MUST BE CLEARED!** The additional lifeguards may assist after the pools are cleared of patrons.

5. The guest must be strapped to the backboard and extricated within three (3) minutes of initial contact. The guest should be pulled at least six (6) feet away from the pool. Upon extrication the guest should be covered with a towel or blanket to maintain normal body temperature.

6. The lifeguards will stay with the guest and monitor CAB’s and providing any additional care required.

7. If there are enough down guards available, one guard should go upstairs to the loading dock to wait for EMS. If there aren’t enough guards available, find another Natatorium staff member to assist you with this task.

8. An accident report should be completed as thoroughly as possible.

9. If Katy Shreve is not on-site, please call her immediately at 317-372-3763.

10. Ellis and Associates will need to be notified of the emergency and Katy will complete this task. (800) 742-8720

**First Aid**

1. If there is an incident that requires first aid to be performed by a lifeguard on a patron or another lifeguard, an accident report must be filled out. If you are only handing out a band-aid or an ice pack, no accident report is required. All completed accident reports should be given to the Assistant Aquatics Program Manager.

2. During swim meets where the athletic trainer provides first aid, an accident report is to be completed by a lifeguard or lifeguard supervisor. In addition to the Natatorium incident report, a USA Swimming Report of Occurrence must also be filled out for USA Swimming sponsored events. A copy of the accident reports should also be given to the meet director located at the head timing table.

**Evacuation in case of fire**

1. In case of fire, the alarm will sound. Upon hearing the alarm, lifeguards will blow a series of **three (3) short whistle blasts and one (1) long whistle blast** to clear the pool of all patrons.

2. Deck level patrons should proceed to the nearest exit in one of the four (4) corners on the pool deck and proceed up the stairs and exit the building. Patrons on the concourse level should exit the nearest door and move away from the building. Lifeguards, other IU Natatorium staff, and swim meet personnel will split up and direct the patrons towards the nearest exit.

3. Locker rooms and restrooms should be checked for patrons before staff members exit the building.

4. Patrons and staff members should remain outside until the Fire Department has given the okay to re-enter the building.
Weather Emergency
1. In case of severe weather, the sirens may not be audible inside the Natatorium. Pay attention to the white weather radio located in the guard room and listen to the reports when the alert sounds. IU Notify will also send alerts if there is a TORNADO WARNING for the area. In the event of a TORNADO WARNING, lifeguards will blow a series of three (3) short whistle blasts and one (1) long whistle blast to clear the pool of all patrons.
2. All deck level patrons should proceed to the nearest locker room and remain there. All patrons in the Instructional Pool (IP) should use the IP locker rooms. If the locker rooms become overcrowded patrons may seek shelter in the back hallways. Patrons that are on the concourse should proceed downstairs and seek shelter in the back hallways or one of the locker rooms on deck.
3. Lifeguards, other IU Natatorium staff, and swim meet personnel will split up and direct the patrons to the nearest locker room or hallway. Once patrons are sheltered in the safe location, the staff members should seek shelter as well and remain there until further announcement.
4. Once the severe weather has passed and the IU Notify “all clear” alert has been received, staff and patrons may exit the locker rooms and resume activity.

Criminal Activity/Active Shooter

Criminal Activity
See something, say something!

Call the IUPUI Police Department at 911 from a campus phone or 317-274-7911 from a non-campus phone if you feel threatened or observe a crime in progress. Do not attempt to apprehend person(s) involved.

1. Report information, including:
   • Direction of travel when last seen
   • Location
   • Physical and clothing description
   • Weapons or tools involved
   • What the person is doing

If you believe you are safe, stay on the phone with the police dispatcher until instructed otherwise.

Active Shooter
The following recommendations are all options to be considered and should not be thought to be sequential. Select the best course of action according to the situation in which you find yourself.

Run – Hide – Fight
• Call 911 from a campus phone or 317-274-7911 (non-campus phone)
• Leave the building
• If evacuation is not possible, hide in a concealed place
• Lock and barricade the door; turn off lights
• Wait for law enforcement
• As a LAST resort, overpower the shooter
Backstroke Ledge, Block and Flat Wall:

OBL2 Pro Backstroke Ledge

OSB 12 Top on the IUPUI Base

The **Olympic Starting Block (OSB12)** is a part of the new generation of starting blocks. It has an inclined foot rest, which allows a significant improvement of thrust when the swimmer starts. This proven technology has been adapted to the new starting block. The OSB12 is designed in fiberglass to ensure the platform robustness while optimizing its weight. The platform is covered with an anti-skid surface providing comfort and safety.

The OSB12 are equipped with the **Backstroke Ledge OBL2 Pro**. The OBL2 Pro improves the start push and trajectory of the swimmer when entering the water. The angle made by the legs in relation to the water surface during the final push off the wall is greater, and as a result, the swimmer’s feet travel the path during the start phase of flight with less contact to the water. The backstroke ledge can be adjusted to every swimmer’s size. The length can be set to give different positions using a manual rotating system.

The grip mechanism of the backstroke ledge is covered with an anti-skid surface which avoids slipping and thus provides more confidence to the swimmers at the entrance in the water. This new system is easily mounted onto the starting blocks with pins and can be removed by an official once the race has begun. Finally, the swimmers gain in power and force when entering the water achieves best performance.

Please note that the wedge on the block top is adjustable, however not removable.
Media Seating (shown in red box)
Uninvited Relay Swimmer Declaration Form

All institutions that are eligible for at least one relay may bring up to four student-athletes to serve as uninvited relay swimmers while adhering to the maximum of 18 participants. Uninvited relay swimmers are student-athletes who were not invited to the championships in an individual event but can serve as relay alternates if needed. The following policies apply to uninvited relay swimmers.

- Uninvited relay swimmers will not receive reimbursement from the NCAA (travel and per diem) for attending the championships.
- Uninvited relay swimmers may participate as alternates on any relay for which an institution is eligible.
- Uninvited relay swimmers must be eligible student-athletes who are listed on the team roster online.
- Uninvited relay swimmers may not swim any individual events.
- Institutions must complete this form to designate any potential uninvited relay swimmers (up to four) by the end of registration.
- Only student-athletes who were invited in individual events or the designated uninvited relay swimmers (up to four) may be used as alternates for relays.
- Uninvited relay swimmers will count toward the limit of 18 participants.
- If an institution scratches a student-athlete after selections, that student-athlete cannot be used as an uninvited relay swimmer.
- Uninvited relay swimmers do not count towards parking pass numbers but do count towards deck pass allotment.

List below the uninvited relay swimmers (up to four) for your institution. This form must be completed and either turned in to the attendants at registration or emailed prior to the women’s championships to Carol A. Reep (careep@ncaa.org) or for the men’s championships to Mary Berdo (mberdo@ncaa.org).

Institution: _____________________________________________________________

Name of Person Declaring Alternates: ___________________________________

Signature: _____________________________________________________________

Date: __________________________________________________________________

Uninvited Relay Swimmer #1: __________________________ Year in School: ______

Uninvited Relay Swimmer #2: __________________________ Year in School: ______

Uninvited Relay Swimmer #3: __________________________ Year in School: ______

Uninvited Relay Swimmer #4: __________________________ Year in School: ______
2017 NCAA Women’s Diving Practice and Competition Schedule

**Monday**
Pool Closed

**Tuesday**
8 a.m. – 10 p.m. Open Training

**Wednesday**
8 – 12:45 p.m. Open Training
12:45 – 2 p.m. Dive Well Closed (coaches meeting 1:00 p.m.)
2 – 10 p.m. Open Training

**Thursday**
6 – 8:30 a.m. Open Training
8:30 – 11:50 a.m. Assigned Training (4 grps, 50 min each) → A: ________
11:50 a.m. – 12:25 p.m. Open Training B: ________
12:30 – approx. 3 p.m. 1-meter prelims begin C: ________
Consolation finals 15 min after prelims conclude D: ________
After consol. finals Open Training
6 p.m. 1-meters closed to finalists only
Approx. 7 p.m. 1-meter finals (see official timeline)

**Friday**
6 – 8:30 a.m. Open Training
8:30 – 11:50 a.m. Assigned Training (4 grps, 50 min each) → A: ________
11:50 – 12:25 p.m. Open Training B: ________
12:30 – approx. 3 p.m. 3-meter prelims begin C: ________
Consolation finals 15 min after prelims conclude D: ________
After consol. finals Open Training
6 p.m. 3-meters closed to finalists only
Approx. 7:20 p.m. 3-meter finals (see official timeline)

**Saturday**
6 – 8:15 a.m. Open Training
8:15 - 11:35 a.m. Assigned Training (4 grps, 50 min each) → A: ________
11:35 a.m. – 12:10 p.m. Open Training B: ________
12:15 – approx. 2:30 p.m. Platform prelims begin C: ________
Consolation finals 15 min after prelims conclude D: ________
After consol. finals Open Training
6 p.m. Platforms closed to finalists only
Approx. 7:20 p.m. Platform finals (see official timeline)

*Note: All times are subject to change. Please double check with scoring table for any changes.*
2017 NCAA Men’s Diving Practice and Competition Schedule

Monday
Pool Closed

Tuesday
8 a.m. – 10 p.m. Open Training

Wednesday
8 – 12:45 p.m. Open Training
12:45 – 2 p.m. Dive Well Closed (coaches meeting 1:00 p.m.)
2 – 10 p.m. Open Training

Thursday
6 – 8:15 a.m. Open Training
8:15 - 11:35 a.m. Assigned Training (4 grps, 50 min each) → A: _________
11:35 – 12:10 p.m. Open Training → B: _________
12:15 – approx. 2:45 p.m. 1-meter prelims begin → C: _________
Consolation finals → D: _________
After consol. finals → Open Training
6 p.m. 1-meters closed to finalists only
Approx. 7 p.m. 1-meter finals (see official timeline)

Friday
6 – 8:15 a.m. Open Training
8:15 - 11:35 a.m. Assigned Training (4 grps, 50 min each) → A: _________
11:35 – 12:10 p.m. Open Training → B: _________
12:15 – approx. 2:45 p.m. 3-meter prelims begin → C: _________
Consolation finals → D: _________
After consol. finals → Open Training
6 p.m. 3-meters closed to finalists only
Approx. 7:20 p.m. 3-meter finals (see official timeline)

Saturday
6 – 8 a.m. Open Training
8 – 11:20 a.m. Assigned Training (4 grps, 50 min each) → A: _________
11:20 - 11:55 a.m. Open Training → B: _________
Noon – approx. 2:40 p.m. Platform prelims begin → C: _________
Consolation finals → D: _________
After consol. finals → Open Training
6 p.m. Platforms closed to finalists only
Approx. 7:20 p.m. Platform finals (see official timeline)

Note: All times are subject to change. Please double check with scoring table for any changes.
Student-Athlete Participation Awards

This year, a jacket and pair of socks will serve at the participation awards provided to student-athletes and their travel party who advance to the Championship final sites.

Examples of Jacket Styles Available:

VILLA FLEECE

SYNAPSE

HOODED TEPHRA

After the Championship, MainGate will send the head coach an email providing ordering process details, along with a unique Certificate Code (valid for one participation awards per member of your travel party) which can be redeemed only at www.NCAA-Awards.com. 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.

If you would like to purchase additional awards, you will have the opportunity to do so online via personal credit card at the end of the checkout process.

Participation award items will be sent to your institution for distribution to your student-athletes within four to six 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), Customer Service (866-945-7267), or your NCAA Championship Manager.