2017 DIVISION I FIELD HOCKEY CHAMPIONSHIP LOUISVILLE, KY • University of Louisville, Host

PARTICIPANT 2017-18 MANUAL
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## 2017 FIELD HOCKEY CHAMPIONSHIPS

### PARTICIPANT MANUAL

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### APPENDIXES

- A Participant Call Agenda
- B Administrative Meeting Agenda
- C Competition Site Map
- D Travel Party Form **(Due Tuesday, November 14 by Noon Eastern)**
- E Team Roster Sheet (Bring completed to the administrative meeting)
- F Team Pass Gate List **(Due Tuesday, November 14 by Noon Eastern)**
- G Video Review

**Important Deadlines:**

**Monday, November 13:**
- Banquet attendance count due 11 a.m. Eastern (teleconference).
- Video of second round game uploaded by Noon Eastern.
- Team hotel rooming list due 5 p.m. Eastern.

**Tuesday, November 14:**
- Travel Party Form (Appendix D) due noon Eastern.
- Head shots due noon Eastern (instructions on page 8).
- Team Pass Gate List (Appendix F) due noon Eastern.
- Elite 90 submission due noon Eastern (instructions on page 23).
- Laundry requests due by 5 p.m. Eastern (instructions on page 24).
## 2017-18 NCAA DIVISION I FIELD HOCKEY COMMITTEE

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Institution</th>
<th>Address</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chad Dwyer</td>
<td>Associate Commissioner</td>
<td>America East Conference</td>
<td>451 D Street – Suite 702</td>
<td>617-695-6369</td>
<td><a href="mailto:dwyer@americaeast.com">dwyer@americaeast.com</a></td>
</tr>
<tr>
<td>Carli Figlio</td>
<td>Head Field Hockey Coach</td>
<td>Monmouth University</td>
<td>400 Cedar Avenue</td>
<td>732-263-5348</td>
<td><a href="mailto:cfiglio@monmouth.edu">cfiglio@monmouth.edu</a></td>
</tr>
<tr>
<td>Steve Kanaby</td>
<td>Associate Commissioner</td>
<td>Colonial Athletic Association</td>
<td>8625 Patterson Avenue</td>
<td>804-525-1216</td>
<td><a href="mailto:skanaby@caasports.com">skanaby@caasports.com</a></td>
</tr>
<tr>
<td>Helen Knull</td>
<td>Head Field Hockey Coach</td>
<td>Michigan State University</td>
<td>223 Kalamazoo Street</td>
<td>517-432-1212</td>
<td><a href="mailto:hknull@ath.msu.edu">hknull@ath.msu.edu</a></td>
</tr>
<tr>
<td>Jamie Mullin, chair</td>
<td>Senior Associate Athletics Director</td>
<td>Syracuse University</td>
<td>Manley Field House</td>
<td>315-443-5050</td>
<td><a href="mailto:jpmullin@syr.edu">jpmullin@syr.edu</a></td>
</tr>
<tr>
<td>Carla Tagliente</td>
<td>Head Field Hockey Coach</td>
<td>Princeton University</td>
<td>Dillon Gym</td>
<td>413-504-8539</td>
<td><a href="mailto:ctag@princeton.edu">ctag@princeton.edu</a></td>
</tr>
</tbody>
</table>

## NCAA STAFF

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Institution</th>
<th>Address</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liz Turner Suscha</td>
<td>Managing Director of Championships</td>
<td>NCAA</td>
<td>P.O. Box 6222</td>
<td>317-917-6189</td>
<td><a href="mailto:lsuscha@ncaa.org">lsuscha@ncaa.org</a></td>
</tr>
<tr>
<td>Laura Peterson-Mlynski</td>
<td>Coordinator of Championships</td>
<td>NCAA</td>
<td>P.O. Box 6222</td>
<td>317-917-6477</td>
<td><a href="mailto:lpetersn@ncaa.org">lpetersn@ncaa.org</a></td>
</tr>
<tr>
<td><strong>Tournament Director</strong></td>
<td><strong>Sports Medicine</strong></td>
<td></td>
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<td>----------------------------------</td>
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</tr>
<tr>
<td>Danny Plasencia</td>
<td>Carole Banda</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Director of Championships &amp; Development</td>
<td>Director of Olympic Sports Medicine</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>502-852-2473 (office)</td>
<td>University of Louisville</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>502-718-8806 (cell)</td>
<td>C: 502-376-4317</td>
<td></td>
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</tr>
<tr>
<td><a href="mailto:dannyp@gocards.com">dannyp@gocards.com</a></td>
<td>O: 502-852-2160</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td><a href="mailto:Caroleb@gocards.com">Caroleb@gocards.com</a></td>
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<tr>
<th><strong>Marketing Coordination</strong></th>
<th><strong>Hospitality/Banquet Coordinator</strong></th>
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<tbody>
<tr>
<td>Chelsea Bermis</td>
<td>Ronee Baxter</td>
</tr>
<tr>
<td>Asst. Director of Marketing</td>
<td>Director of Special Events</td>
</tr>
<tr>
<td>O: 502-852-0675</td>
<td>502-852-424-7522 (cell)</td>
</tr>
<tr>
<td><a href="mailto:chelsea@gocards.com">chelsea@gocards.com</a></td>
<td><a href="mailto:ronee@gocards.com">ronee@gocards.com</a></td>
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<tr>
<th><strong>Facility Director/Staff Coordinator</strong></th>
<th><strong>Security Director</strong></th>
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<tr>
<td>Brent Lamkin</td>
<td>Rob Brawner</td>
</tr>
<tr>
<td>Asst. Equipment Manager/Cardinal Park Facility Coord.</td>
<td>Assistant AD for Internal Operations</td>
</tr>
<tr>
<td>O: 502-852-2505</td>
<td>502-852-0125 (office)</td>
</tr>
<tr>
<td><a href="mailto:Brentl@gocards.com">Brentl@gocards.com</a></td>
<td>502-664-1873 (cell)</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:Rlbraw01@louisville.edu">Rlbraw01@louisville.edu</a></td>
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<thead>
<tr>
<th><strong>Ticket Manager</strong></th>
<th><strong>Media Relations</strong></th>
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<tbody>
<tr>
<td>Erika Fitzgerald</td>
<td>Lori Korte</td>
</tr>
<tr>
<td>Ticket Manager</td>
<td>Sports Information Director</td>
</tr>
<tr>
<td>502-852-2105 (office)</td>
<td>502-852-3086 (office)</td>
</tr>
<tr>
<td>502-649-1852 (cell)</td>
<td>502-445-9434 (cell)</td>
</tr>
<tr>
<td><a href="mailto:erika@gocards.com">erika@gocards.com</a></td>
<td><a href="mailto:Ljkort01@louisville.edu">Ljkort01@louisville.edu</a></td>
</tr>
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</table>
# NCAA Field Hockey Championships

## Schedule of Events (Semifinals and Final)

*(All times Eastern)*

### Thursday, November 16

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
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<tbody>
<tr>
<td>8:30 a.m.</td>
<td>Training room opens</td>
<td>Trager Stadium</td>
</tr>
<tr>
<td>8:30 a.m.</td>
<td>Administrative meeting</td>
<td>Brown Williamson Club, Papa Johns Stadium</td>
</tr>
<tr>
<td>9:30 – 10:45 a.m.</td>
<td>Practice</td>
<td>Trager Stadium</td>
</tr>
<tr>
<td>11 a.m. – 12:15 p.m.</td>
<td>Practice</td>
<td>Trager Stadium</td>
</tr>
<tr>
<td>12:30 – 1:45 p.m.</td>
<td>Practice</td>
<td>Trager Stadium</td>
</tr>
<tr>
<td>2 – 3:15 p.m.</td>
<td>Practice</td>
<td>Trager Stadium</td>
</tr>
<tr>
<td>6:30 p.m.</td>
<td>Banquet</td>
<td>Churchill Downs</td>
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### Friday, November 17

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<thead>
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<th>Time</th>
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<tr>
<td>7:30 a.m.</td>
<td>Training room opens</td>
<td>Trager Stadium</td>
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<tr>
<td>8:30 – 9 a.m.</td>
<td>Practice</td>
<td>Trager Stadium</td>
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<tr>
<td>9:15 – 9:45 a.m.</td>
<td>Practice</td>
<td>Trager Stadium</td>
</tr>
<tr>
<td>10 – 10:30 a.m.</td>
<td>Practice</td>
<td>Trager Stadium</td>
</tr>
<tr>
<td>10:45 – 11:15 a.m.</td>
<td>Practice</td>
<td>Trager Stadium</td>
</tr>
<tr>
<td>12:50 p.m.</td>
<td>Field available for warm-up</td>
<td>Trager Stadium</td>
</tr>
<tr>
<td>2 p.m.</td>
<td>Team A vs. Team B</td>
<td>Trager Stadium</td>
</tr>
<tr>
<td>4:45 p.m.</td>
<td>Team C vs. Team D</td>
<td>Trager Stadium</td>
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### Saturday, November 18

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<tr>
<td>8 a.m.</td>
<td>Training room opens</td>
<td>Trager Stadium</td>
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<tr>
<td>9 – 10:15 a.m.</td>
<td>Practice (DII winner of semifinal game 1)</td>
<td>Trager Stadium</td>
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<tr>
<td>10:30 – 11:45 a.m.</td>
<td>Practice (DII winner of semifinal game 2)</td>
<td>Trager Stadium</td>
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<tr>
<td>12 – 1:15 p.m.</td>
<td>Practice (DI winner of semifinal game 1)</td>
<td>Trager Stadium</td>
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<tr>
<td>1:20 p.m.</td>
<td>DI Coaches Meeting</td>
<td>Trager Stadium</td>
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<tr>
<td>1:30 – 2:45 p.m.</td>
<td>Practice (DI winner of semifinal game 2)</td>
<td>Trager Stadium</td>
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<tr>
<td>3 – 4:15 p.m.</td>
<td>Practice (DIII winner of semifinal game 1)</td>
<td>Trager Stadium</td>
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<tr>
<td>4:30 – 5:45 p.m.</td>
<td>Practice (DIII winner of semifinal game 2)</td>
<td>Trager Stadium</td>
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### Sunday, November 19

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<tr>
<td>8:45 a.m.</td>
<td>Training room opens</td>
<td>Trager Stadium</td>
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<tr>
<td>9:50 a.m.</td>
<td>Field available for DII warm-up</td>
<td>Trager Stadium</td>
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<tr>
<td>11 a.m.</td>
<td>Division II Championship game</td>
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<tr>
<td>12:52 p.m.</td>
<td>Field available for DI warm-up</td>
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<tr>
<td>2 p.m.</td>
<td>Division I Championship game</td>
<td>Trager Stadium</td>
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<tr>
<td>3:52 p.m.</td>
<td>Field available for DIII warm-up</td>
<td>Trager Stadium</td>
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<tr>
<td>5 p.m.</td>
<td>Division III Championship game</td>
<td>Trager Stadium</td>
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### Administrative Meeting

The administrative meeting will be conducted Thursday morning at 8:30 a.m. in the Brown and Williamson Club located at 2800 S Floyd St, Louisville, KY 40209. The purpose of the meeting is to review policies and procedures governing the conduct of the championship and to introduce the games committee. The head coach and athletics administrator of each team must be present; the assistant coach(es) may attend. Coaches must turn in the gate list to the NCAA championship administrator at this meeting. The agenda for this meeting can be found in APPENDIX B.

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The Brown and Williamson Club is located in Papa John’s Cardinal Stadium. Please park near Gate 6 (South West Corner). From there, enter through Gate 6, and take the elevator up to the 3rd floor to B&W club.

### Directions to Papa Johns Cardinal Stadium

**From Nashville:** Take I-65 North to I-264 (Watterson Expressway) West. Get off the Watterson at the Crittenden Drive exit. Turn right off exit ramp and proceed to the intersection of Central Ave. and Crittenden. Turn left onto Central Ave. and proceed to Floyd Street. PJCS will be in front of you.

**From Indianapolis:** Take I-65 South to the Watterson Expressway (I-264) West. Get off the Watterson at the Crittenden Drive exit. Turn right off exit ramp and proceed to the intersection of Central Ave. and Crittenden. Turn left onto Central Ave. and proceed to Floyd Street. PJCS will be in front of you.

**From Lexington/Cincinnati:** Take I-264 (Watterson Expressway) to Crittenden Drive exit. Turn right off exit ramp and proceed to the intersection of Central Ave. and Crittenden. Turn left onto Central Ave. and proceed to Floyd Street. PJCS will be in front of you.

**From St. Louis:** Take I-264 (Watterson Expressway) to Crittenden Drive exit. Turn right off exit ramp and proceed to the intersection of Central Ave. and Crittenden Drive. Turn left onto Central Ave. and proceed to Floyd Street. PJCS will be in front of you.
**From Louisville International Airport:** Follow airport signs to the Crittenden Drive exit west of the terminal. Turn right onto Crittenden Drive. Proceed to the intersection of Central Ave. and Crittenden Drive. Turn left onto Central Ave. and proceed to Floyd Street. PJCS will be in front of you.

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**Banquet**

The championship banquet will be held Thursday evening at 6:30 p.m. (program will begin at 7:30 p.m.) at Churchill Downs located at 700 Central Avenue in Louisville. Please note how many people from your institution will be attending the banquet on the travel party form (maximum 28). Up to six additional people per institution may attend the banquet at $40/person. Please provide Ronée Baxter with the additional number on the participant call on Monday. Please make checks payable to the University of Louisville.

Doors will open at 6:30 p.m. for photo opportunities, buffet dinner and seating.

Churchill Downs
700 Central Avenue
Louisville, Kentucky 40208

Park (no charge) and enter near Gate 10

The banquet menu will consist of mixed green salad, roasted lemon garlic chicken and red roasted potatoes, pasta marinara, pasta primavera with cream sauce and vegetables, assorted fall bistro vegetables and dessert including brownies, lemon bars, and cookies. For those individuals with food allergies, please contact Ronée Baxter at ronee@gocards.com

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**Practices**

Teams will not be allowed to practice on the competition field earlier than the day before the competition. Arrangements may be made to practice at an alternate facility two days before the competition, but the host institution is not obligated to assist with these arrangements.

Each team is allotted one hour and 15 minutes Thursday and Saturday. A brief practice time (30 minutes) will be offered to teams on Friday prior to the semifinal games. Practices will be closed and supervised by the games committee. The game clock will be used to time all practice sessions. Trager Stadium will be available for warm-up for teams waiting for their allotted practice time.

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**Pregame**

All teams are guaranteed 45 minutes of warm-up on the game field for semi-final games, with all pregame warm-up activities confined to the half of the field that is assigned by the team’s game bench. The music will begin when the clock is started for warm-up. The host institution will provide all music for the championship. Interaction with the umpires can only occur at the scorer’s table with an NCAA representative and both coaches present.
**SECTION 4 – Championship Format**

**Bracket Format**
The championship provides for a 16-team, single elimination tournament. Opening round games will be conducted Wednesday prior to the first- and second-round games at two campus sites. First- and second-round competition will be conducted on the campus of one of the competing institutions at four sites. The four advancing teams will compete in the finals at the Trager Stadium at the University of Louisville.

The semifinal games will take place Friday, November 17, and the championship game will be Sunday, November 19.

**Determination of Home/Away Teams**
For all rounds of competition, teams will be designated as home or visitor by the sport committee. Each team must have two sets of shirts and socks; one light set and one dark set.

Teams are required to submit colors of uniform jersey, kilt, socks and goalie jersey to the games committee for each round of the championship. In turn, umpires will review the selected colors to ensure adequate contrast between the two competing teams.

**Lineups**
Game rosters will be submitted and exchanged with 30 minutes on the game clock prior to the start of play.
SECTION 5 – Championship Operations

Emergency/Evacuation Plan

Evacuation/Severe Weather Plan

During any storm with lightning, stadium patrons will be instructed to leave the stadium and seek refuge in their personal vehicles. In the event of a Tornado Warning, occupants and athletes from both teams in an orderly manner should take refuge in areas located inside locker rooms. If there is not enough room, then the overflow will be directed by event staff to go into the Marshall Center on site or directly across S. Floyd Street into the Student Activity Center and take refuge.

Spectators will be advised through PA announcement of inclement weather or delays. If inclement or severe weather occurs, fans should exit the stadium through North and South Gates and follow directions from event staff at that point.

If injuries or building damage occurs, notify DPS by calling 502-852-6111. If DPS does not answer, call 911 for local emergency services.

Once the all clear is given, the Event management will give the word for employees and/or fans to return to the stadium.

Severe Weather Policy for NCAA Field Hockey Championship

For the safety of all spectators, student-athletes, officials and coaches the following will be used in case of severe weather (e.g., cold temperatures, heavy snow, lightning):

1. The tournament director and NCAA Field Hockey Committee will monitor the weather during the week and days of the championship games.

2. A central information Twitter account for information on delays and/or postponement has been established. The twitter handle is @ULFIELDHOCKEY. The host will leave a message at this Twitter handle alerting coaches of different start times or a delay in course inspection times due to inclement weather.

3. The NCAA Field Hockey Committee, in consultation with the host and head umpire, will determine whether the start of the game(s) should be delayed or if the game(s) should be postponed until the following day.

4. If necessary, competition may be postponed until the next day, per NCAA policy, with similar if not the same start times. This information must be communicated with all involved institutions.

Hazardous Materials, Unattended Item or Suspicious Object Found

Hazardous materials are not to be brought into the facility. If suspected hazardous materials are found notify event staff immediately. Unattended or Suspicious items are to be reported immediately to the event staff.

Fire Safety

Anyone that becomes aware of a fire shall immediately notify event staff or activate the building fire alarm system. Louisville Fire rescue will be notified.
EMERGENCY ACTION PLAN

Emergency Phone Numbers:
Emergency Medical Services (EMS): 911
University of Louisville Police: (502) 852-6111
Cardinal Park Athletic Training Room: (502) 852-0123

Athletic Trainers:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Cell Phone</th>
<th>Office Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aaron Mangum</td>
<td>Assistant Athletic Trainer (TF/CC)</td>
<td>(502) 648-8483</td>
<td>(502) 852-2498</td>
</tr>
<tr>
<td>Blake LeBlanc</td>
<td>Director of Rehabilitation</td>
<td>(502) 681-7138</td>
<td>(502) 852-8778</td>
</tr>
<tr>
<td>Take Ando</td>
<td>Seasonal Assistant Athletic Trainer (TF/CC)</td>
<td>(808) 724-5546</td>
<td>(502) 852-4033</td>
</tr>
</tbody>
</table>

Venue: Trager Field Hockey Stadium
• Located on the North East side of University Blvd. and S. Floyd St.

Sports Utilizing Venue: Field Hockey

Emergency Personnel Present: Certified athletic trainer on site for all competitions.

Emergency Communication: Certified athletic trainers carry cell phones for emergency use. Landline emergency phones can be accessed on site or an emergency phone to Campus Security located in the complex. In the case of an emergency, the athletic trainer will notify the tournament manager who will assist in contacting EMS.

Emergency Equipment: Athletic training kit, Splint Bag, Biohazard/First Aid Kit, Crutches, Oxygen Tank, and AED available.

Responsibilities of First Responder:
• Assess the scene and provide immediate care of injured/ill student athlete.
• Activation of emergency medical system as needed-
  o Call 911 (provide name, address, telephone number, number of individuals injured, condition of injured individual, first aid treatment given, directions to venue, other information as requested)
    ▪ Direct EMS to the south east gate off University Blvd.
    ▪ Emergency equipment retrieval
    ▪ Once EMS arrives-
      o Athletic department personnel/athletic training staff will meet and direct EMS at the south gate entrance.
      o Athletic department personnel/athletic training staff will provide scene control and allow only first aid personnel at the scene.
      o Ambulance will be on-site during competition days.
      o Assist with care as needed. Go with athlete only if there is adequate remaining athletic training coverage; otherwise send a coach or manager.

Head Shots Needed
Head shots of student-athletes and coaches are needed from each team for use on the video board. Please follow the instructions below to upload the head shots by Tuesday, November 14 at noon Eastern.

Website:  http://www.ncaachampionship.info
• Login: ncaaschools
Password: ncaaftp
Search for your school in the “institutions” folder using the search box located on the far right-hand side. *Please only upload content into your institution’s folder*
Choose the appropriate file folder that would best match the content you are uploading.

Please contact Smartfile with any uploading or FTP site questions:
Brian Dowden
Smartfile at 877-336-3453 ext. 721
bdowden@smartfile.com

### Hospitality

**Coaches/Committee Members**: Coaches and Committee Member hospitality is right outside the Art Smith room located in Cardinal Park. Coaches are welcome to join for meals. This area will be restricted to credentialed personnel only.

**Media**: Media hospitality is in Trager Stadium is in the Art Smith Room located in Cardinal Park. Snacks and drinks will be provided throughout competition.

**Officials**: Officials’ hospitality is in the designated space in the officials’ locker room. Snacks and drinks will be provided throughout competition. Boxed lunches will be delivered to the locker room.

**Student-athletes**: PowerAde, nutrition bars, and fruit will be provided on practice and game days in team locker rooms and benches.

**Participant Family Gathering Place**: Each team will be given up to 48 wristbands to distribute to family members of the participants (24 in uniform). Located within a tented area inside the facility, the gathering place will offer snacks, drinks and an opportunity for photos with the championship trophy before and during competition of each game (Friday and Sunday).

### National Anthem

The National Anthem will be played before the first game of each day.

### Officials

**Selection/Assignments**: All umpires for all tournament games will be selected and assigned by the Field Hockey Committee in coordination with the NCAA national assignor of officials. The umpires must be certified.

Two umpires shall be assigned to each game; in addition, a table umpire will be assigned to each game and shall have supervision over the timer’s and scorer’s table, and ball persons. A minimum of four, adult ball persons will be assigned to all games.

### Player Introductions

It is required that the following format be used in NCAA tournament games: The teams are led onto the field in two lines by the three officials. The officials are the first to be introduced. The captain of each team heads the line of players (both starters and nonstarters.) The officials will stop at midfield. At midfield, the teams, in single file, will turn 90 degrees and move toward their respective goals, ultimately forming a single line at center field facing the direction as determined by the competition site. The announcer then introduces the “visiting” team’s nonstarters, followed by the starters, assistant coach(es), and head coach. The announcer then introduces the “home” team using the same format. After both teams have been introduced and the national anthem has been played (prior to the first game of the day), the players should return to their respective benches to prepare for the start of the game.
Post-Championship Evaluations
The NCAA will send evaluations to head coaches and athletics directors via email after competition. It is important that we get your help in providing feedback. We would appreciate if you could also share the survey link with your team. Your responses will be held in confidence and used only to enhance the championship in the future. The survey should take less than five minutes to complete.

Scouting
Scouting seats will be reserved only for the official members of the coaching staff of the teams participating in the tournament. These seats will be in a designated area and will be communicated to teams at the administrative meeting.

Video Review
Video review will be used during the semifinals and championship game. The field umpires and student-athletes on the field at the time of the incident are the only persons who can request a referral.

Each team is allowed one team-referral request (which must be made from a student-athlete in the game to the match umpires) during any match (including any extra time periods but not during the shoot-out competition).

Complete information is located at the back of the participant manual in APPENDIX G regarding video review protocol.

Videotaping
Each participating team is automatically authorized to videotape all games. The video location will be in a designated area on either the North, South or West side of the playing field. Teams will be assigned areas by event staff before competition day.

Institutions that bring along a videographer for institutional highlight show purposes may receive a credential. Cage cameras for institutional highlight shows must be approved by the Field Hockey Committee. These cameras must have NO AUDIO and must be removed after the institution’s game.

Institutions are permitted to duplicate championship competition by their teams or their individual student-athletes for archival, coaching or instructional purposes. Each institution is permitted to use one camera.

The videotapes may not be used for any commercial purposes.

SECTION 6 – Competition Site

Competition Site Maps
Please see APPENDIX C.

Locker Rooms
Locker rooms will be available at Trager Stadium and Cardinal Park. There are two locker rooms in Trager Stadium and four locker rooms at Cardinal Park. During semifinal competition, the higher seeded team will utilize the home locker room of Trager Stadium (opponent will utilize the visiting locker room of Trager Stadium). For the first semifinal, both teams will be asked to remove all belongings after their halftime meeting and take them to their bench. The teams competing in the second semifinal will then move into those locker rooms. If a team in the first semifinal requires a locker room post-game, please inform Danny Plasencia, Tournament Director, during the administrative meeting on Thursday, November 16.

On Championship Day, the Division I Championship game will utilize the two locker rooms at Trager Stadium. Division II and Division III Championships will utilize the Locker rooms inside Cardinal Park. There will also be two team tent
areas near the benches that can be utilized during halftime for teams that do not want to go to locker rooms at Cardinal Park.

All teams can also take advantage of the large training room located in Cardinal Park. Towels will be provided.

**Parking**

**Bus Drop off/Pick Up and Parking:** Bus drop off will be located in front of Cardinal Park main entrance (off S Floyd St.). An event staff member will greet your bus at the bus cut out and guide your team to the locker room or practice field. Buses/vans will be directed by an event staff member to an off campus location to park. Teams will be provided a point of contact to assist them upon arrival for practices and games.

**Fan Parking:** Parking is available directly across the street from Cardinal Park in the S. Floyd Street Parking Garage. A $5 fee applies. Parking will be available on a first come, first serve basis. There are also various metered parking spaces around campus.

**Participant Entrance**

Teams will be dropped off in front of Cardinal Park and greeted by a team host who will guide your team to the locker room or practice field. Main entrance to Cardinal Park is off S. Floyd St. in front of bus drop off area. Trager Stadium entrance will be on the North East side gate. Team personnel must have a credential to have access through the complex and designated team entrance during each day of practice and competition.
From the South (Nashville)
Take I-65 North to the University Blvd Exit. Take a left at the light off of the ramp and proceed straight to the second stop light (Floyd Street) and make a right. Trager Stadium will be immediately on your right along with Cardinal Park, and Cardinal Arena will be on your left. Parking is available in the Floyd Street Parking Garage directly across the street from the Cardinal Park. Trager Stadium is located next to McDonald's on the Cardinal Park grounds, while the Ralph Wright Natatorium is adjacent to the parking garage.

From the North (Indianapolis)
Take I-65 South to the Arthur Street Exit. Turn right at the first stop sign (Brandeis Street). Turn left at the stoplight (Floyd Street). Cardinal Park will be on your left and Cardinal Arena will be on your right. Parking is available in the Floyd Street Parking Garage directly across the street from the Cardinal Park Soccer and Track Stadium. Trager Stadium is located next to McDonald's on the Cardinal Park grounds while the Ralph Wright Natatorium is located next to the parking garage.

From the East (Lexington/Cincinnati)
Take I-64 West or I-71 South to I-65 South and get off at the Arthur Street Exit. Turn right at the first stop sign (Brandeis St.). Turn left at the stoplight (Floyd St.). Cardinal Park will be on your left and Cardinal Arena will be on your right. Parking is available in the Floyd Street Parking Garage directly across the street from the Cardinal Park Soccer and Track Stadium. Trager Stadium is located next to McDonald's on the Cardinal Park grounds while the Ralph Wright Natatorium is located next to the parking garage.

From the West (St. Louis)
Take I-64 East to I-65 South and get off at the Arthur Street Exit. Turn right at the first stop sign (Brandeis St.). Turn left at the stoplight (Floyd St.). Cardinal Park will be on your left and Cardinal Arena will be on your right. Parking is available in the Floyd Street Parking Garage directly across the street from the Cardinal Park Soccer and Track Stadium. Trager Stadium is located next to McDonald's on the Cardinal Park grounds while the Ralph Wright Natatorium is located next to the parking garage.
SECTION 8 – Drug Testing

Student-athletes competing in the championship may be subjected to drug tests in accordance with Bylaws 18.4.1.5 and 31.2.3, and may be determined to be ineligible as a result thereof. Only student-athletes who have consented in writing to such testing are initially eligible for the championship; and thereafter, student-athletes who are tested shall remain eligible only if they test negative.

SECTION 9 – Expenses/Reimbursement

**Per Diem**

Only the allowable travel party will receive per diem. The per diem rate and allowable days are in the NCAA travel policies at the [NCAA website](#).

**TES System**

Expense Reimbursement. Team expense reports should be filed online through the Travel Expense System (TES). The login information for the system is the same as that used for the Short’s travel portal. The system is located on the [NCAA website](#).

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

SECTION 10 – General Public

**Banners and Artificial Noisemakers**

No banners may be posted at the tournament other than the NCAA and approved media banners. Artificial noise makers, air horns, and electronic amplifiers are not permitted and shall be removed upon discovery.

**Championship Merchandise**

Merchandise will be available north of the media tent on the east side of Trager Stadium. Merchandise will be able one (1) hour prior to the first game. Participating teams will have the opportunity to pre-order championship merchandise. The NCAA emailed pre-order information to all participating institutions prior to the championship.

**Concessions**

A full-service concession stand is available to the back of Trager Stadium stands, next to the team locker rooms.

**First Aid**

If a spectator is having a medical issue they should contact an usher or game management staff. As soon as game staff has been alerted, a medical professional will be available to assist.

**Parking**

Fans are encouraged to park in the Floyd Street Parking Garage directly across from Cardinal Park for $5 per car for events at Cardinal Park, Trager Stadium, Ulmer Stadium, Cardinal Arena and Wright Natatorium.

**Seating Areas**

All seating is located on the east side of Trager Stadium. Unless specifically noted, all seating is general admission.

**Security**

Security will be provided at all press conferences, team locker room areas, team bench areas and field level throughout the championship.

**Merchandise/Programs**

Merchandise and programs will be available for purchase at the Merchandise tent.
Spectator Guidelines
Please refer to the Division I field hockey championship information page, located at the following site: http://www.ncaa.com/championships/fieldhockey/d1.

Transportation

Ground Transportation:
Bus Transportation:
Fee Enterprise
One Sodrel Drive
Jeffersonville, IN 47130
Phone: 812-282-7433
Fax: 812-283-1546
Toll Free: 800-448-5728

Car and van rentals.  
<table>
<thead>
<tr>
<th>Car Rental</th>
<th>Phone</th>
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<tr>
<td>Alamo</td>
<td>502-361-2528</td>
</tr>
<tr>
<td>Enterprise</td>
<td>502-366-4700</td>
</tr>
<tr>
<td>Hertz</td>
<td>502-361-1145</td>
</tr>
<tr>
<td>National</td>
<td>502-361-2515</td>
</tr>
<tr>
<td>U-Save</td>
<td>502-363-4646</td>
</tr>
</tbody>
</table>

SECTION 11 – Lodging

Team Hotels
Twenty-two (22) non-smoking, double-double rooms have been reserved for each team at the hotels listed below beginning Wednesday, November 15. A complimentary suite for the head coach and complimentary meeting space for the team may be requested. The hotel will make every effort to ensure team rooms are on the same floor and not more than two (2) floors. Teams at the same hotel will be separated in different wings and floors.

By Monday, November 13 at 5 p.m. Eastern, the institution is responsible for contacting the hotel to which it has been assigned to confirm the reservations and provide the hotel a rooming list. Teams are obligated to stay at the assigned hotel. If a team prefers to stay at a hotel other than the one to which it has been assigned, it must (a) obtain from the hotel manager a written release of the team rooms, or (b) use the rooms for persons accompanying the official party. If an institution fails to make satisfactory arrangements with the hotel for use of the team rooms, full charges for 30 rooms will be billed to the institution for payment.

Hotel assignment will be based on the order of the top four seeds in the championship, or the institution representing the pod if the seed does not progress in the championship. Teams that are paired in the semifinals will be assigned to separate hotel properties.

(INSET TEAM NAMES/SEEDS)
Hyatt Regency Louisville Downtown
311 South 4th Street
Louisville, KY 40202
Contact: Nakaa Stewart
Direct Line: 502-217-6074
Email: nakaa.stewart@hyatt.com


(INSET TEAM NAMES/SEEDS)
Louisville Marriott Downtown
280 West Jefferson Street
Louisville, KY 40202
Contact: Amber Jansen/Ebony Bass
Direct Line: 502-671-4796
Email: Amber.Jansen@MarriottLouisville.com / edna.bass@whitelodging.com
(please copy both Amber and Ebony)

http://www.marriott.com/hotels/travel/sdflm-louisville-marriott-downtown/?scid=bb1a189a-fec3-4d19-a255-54ba596febe2
Media Materials Requested

Media relations contacts may send media guides and weekly press releases in advance to the following:

Lori Korte  
University of Louisville  
2100 South Floyd St., SAC Room E209  
Louisville, KY 40208  
lori.korte@louisville.edu

Weekly notes can also be emailed in advance and copies will be made.

Media Services

**BLOGGING**

Please be aware of the NCAA policy regarding blogging. This is located at the following link: [http://www.ncaa.com/media](http://www.ncaa.com/media).

**CREDENTIALS**

To apply for a media credential, please contact Lori Korte. Media credentials may be picked up at the ticket will call on either day of the event.

**PHOTOGRAPHY**

NCAA Photos is the official championships photographer for the NCAA, which has the right to sell photographs of championship activity.

**POSTGAME INTERVIEWS**

Postgame interviews will be conducted immediately after the 10-minute cooling off period in the interview room located in the Art Smith Room in Cardinal Park. Only credentialed media will have access to this space. The non-advancing team will attend the press conference immediately followed by the advancing team.

**HOSPITALITY**

Hospitality will be located in Cardinal Park near the Art Smith Room (south side of complex). Snacks and drinks will be provided throughout competition. This area will be restricted to credentialed personnel only. The hospitality room will be available during the following times:

- Thursday, November 16: 9:30am – 3:30 pm.
- Friday, November 17: 8:30 a.m. – 7:00 pm.
- Saturday, November 18: 9:00am – 6:00 pm.
- Sunday, November 19: 9:30 a.m. – 7:00 pm.

**INTERNET**

Wireless Internet access will be provided in the press box. You can obtain a wireless password and login from Lori Korte.

**MEDIA FACILITY**

The press box is located on the West sideline of Trager Stadium and overlooks the field at the midfield line.

**PARKING**

Parking is available in the Floyd Street Garage. There is also meter parking located on Floyd Street,
RESULTS
Results will be available after each game in the press box. Live stats will be available online at www.ncaa.com. Results will also be emailed at the end of each day. Please email lori.korte@louisville.edu if you would like to be added to the results distribution list.

Webcast
All the games will be shown live on the web at www.ncaa.com.

SECTION 13 – Medical

Ambulance
An ambulance will be on-site during all games, and on-call during practice times.

Athletic Training
The following will be available to you and your staff during your visit:

- Certified Athletic Trainer present at all practices and competitions
- Physician and EMS on site for all competitions; On-call for practices
- Therapeutic Modalities available in the athletic training room

The following equipment will be located on the team benches and in locker rooms: water, PowerAde, ice, cups, towels, OSHA kits.

The Athletic Training Room is located in the Cardinal Park Athletic Complex, which also houses your team locker room. This facility is adjacent to the track on the north side of Trager Stadium where your games will be played. The training room will be open 2 hours prior to competition and 1 hour following the conclusion of action. On practice days we will coordinate access when you arrive.

IF YOU ARE TRAVELING WITHOUT A CERTIFIED ATHLETIC TRAINER, A PRESCRIPTION FOR THE USE OF MODALITIES WITH SPECIFIED PARAMETERS WILL BE NECESSARY FOR TREATMENT.

TELEPHONE NUMBERS
Athletic Trainer (Primary Contact) – Carole Banda: 502-376-4317
Primary Care Sports medicine – Dr. Jessica Stumbo: 502-588-8700

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
The absence of a team physician or their designee, the NCAA tournament physician will examine the student-athlete and 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 on the [NCAA website](http://www.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. For all other instances, the student-athlete’s on-site team physician can determine whether a student-athlete with an injury or illness should continue to participate or is disqualified. In the absence of a team physician, the NCAA tournament physician will examine the student-athlete and has valid medical authority to disqualify him or her if the student-athlete’s injury, illness or medical condition poses a potentially life threatening risk to himself or herself. The chair of the governing sports committee (or a designated representative) shall be responsible for administrative enforcement of the medical judgment, if it involves disqualification.

### Physicians

There will be multiple physicians on-site for each game of the championship. Please ask our athletic trainer on duty for direction regarding physician access.

### X-Rays

If X-rays are needed, the participant will be transported to Jewish Hospital, just minutes up I-65.

### SECTION 14 – Participant Expectations and Guidelines

#### Ethical Behavior by Coaches

Members of the coaching profession have certain 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 who conduct themselves with integrity and high ethical standards at all times.

The words and actions of a coach carry tremendous influence, particularly on the young people under his or her direction. It is, thus, imperative that he or she demonstrate and demand high principles of sportsmanship and ethical behavior.

#### Misconduct

[Reference: Bylaw 31.02.4 in the NCAA Division I Manual.]

Misconduct in an NCAA championship is any act of dishonesty, unsportsmanlike conduct, unprofessional behavior or breach of law, occurring from the time the championship field is announced through the end of the championship, that discredits the event or intercollegiate athletics.
Red Cards
Please refer to the 2017 NCAA Field Hockey Rules Modifications, especially Section 6 – “Conduct of Play: Players, Goalkeepers, Coaches”. These modifications are located on the field hockey landing page.

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

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

A student-athlete involved in sports wagering on the student-athlete’s institution permanently loses all remaining regular-season and postseason eligibility in all sports. A student-athlete who is involved in any sports wagering activity that involves college sports or professional athletics, through Internet gambling, a bookmaker, a parlay card or any other method employed by organized gambling, will be ineligible for all regular-season and postseason competition for at least one year.

In championships in which a bracket format is used, student-athletes, coaches and administrators may not participate in bracket competitions where there is both a required entry fee and an opportunity to win a prize. Student-athletes and administrators may participate under current NCAA rules, in bracket contests where there is no entry fee but a possibility of winning a prize. Some NCAA member schools, however, have chosen to ban student-athletes from participating in these types of bracket contests.

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

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

SECTION 15 – Team Travel/ Transportation

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

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

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

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

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

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

- **Teams that are required to drive to the site of competition**: The NCAA will pay the actual costs of the bus for the round trip from campus to the site of competition, including all days at the site.
- **Teams that fly to the site of competition**: If campus is 25 miles or more from the departure airport, the NCAA will pay the cost of the airport transfers, both on departure and on return.

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

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

Rental Cars

Enterprise ........................................ 502-263-2314
Thrifty ............................................... 502-367-6461
Avis ................................................... 502-561-0768

**Please note there are several rental car options from the Louisville, Kentucky Airport**

Short’s Travel Management

Participating institutions are completely responsible for making their own travel reservations in accordance with the following:

The NCAA’s official travel agency for the tournament is Short’s Travel Management, which can be reached at 866-655-9215. Institutions can also enter travel manifest and other travel party information through the travel portal at [www.shortstravel.com/ncaachamps](http://www.shortstravel.com/ncaachamps).

The NCAA has adopted the following policies with respect to the travel and expenses incurred by the competing institution:

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

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

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

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

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

### SECTION 16 – Tickets

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<thead>
<tr>
<th>Non-Playing Participant Seating</th>
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<tr>
<td>Non-participating teams on Friday will be able to sit in the east side bleachers of Trager Stadium.</td>
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<th>Ticket Policies</th>
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<tr>
<td>Every person except children under the age of two must have a ticket to be admitted to the championship. No exit and reentry to the facility will be permitted.</td>
</tr>
<tr>
<td>Tickets may not be returned, refunded or exchanged.</td>
</tr>
<tr>
<td>Unless specifically authorized in advance by the NCAA, tickets may not be offered as a prize in a sweepstakes, contest, auction or fundraising activity.</td>
</tr>
<tr>
<td>Tickets may not be sold or resold above face value.</td>
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<tr>
<td>The NCAA reminds fans that purchasing tickets from secondary unauthorized vendors may result in fraudulent purchases. Fans are encouraged to purchase tickets from the NCAA member institutions and programs authorized by the NCAA to sell or resell championship tickets.</td>
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Ticket Prices

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<tr>
<td>Single Session Youth</td>
<td>$10</td>
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<tr>
<td>Single Session Student/Senior</td>
<td>$10</td>
</tr>
<tr>
<td>Single Session Groups</td>
<td>$10 (groups of 10+)</td>
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<tr>
<td>All Session Adult</td>
<td>$25</td>
</tr>
<tr>
<td>All Session Youth</td>
<td>$15</td>
</tr>
<tr>
<td>All Session Student/Senior</td>
<td>$15</td>
</tr>
</tbody>
</table>

Player/Guest Tickets

NCAA Manual, Article 16.2 Complimentary Admissions and Ticket Benefits

16.2.1.2 General Regulations. Complimentary admissions shall be provided only through a pass list for individuals designated by the student-athlete. “Hard tickets” shall NOT be issued. The institution shall be responsible for this administrative procedure, and the student-athlete’s eligibility shall be affected by involvement in action contrary to the provisions of 16.2.1.1.1 and 16.2.2.1.

16.2.1.1 Exception – Postseason Events. An institution may provide each student-athlete who participates in or is a member of a team participating in a postseason event (e.g., conference championship, NCAA championship, National Invitational Tournament, bowl game) with six complimentary admissions to all intercollegiate athletics events at the site at which the student (or team) participates.

16.2.2.1 Sale of Complimentary Admissions. A student-athlete may not receive payment from any source for his or her complimentary admissions and may not exchange or assign them for any item of value.

Will Call Tickets

No complimentary tickets are permitted for NCAA championship competition. Individuals using players’ tickets should be instructed to access the North ticket booth. The University of Louisville will have representatives available to handle your player guest outside of the main ticket booth. Arrangements need to be made in advance. Each institution will be billed for all tickets requested.

Please fax or email your “Athletic Guest Pass List” Kelly Conklin at 502-852-0968 or at kellyc@gocards.com by Thursday, November 16, 2017 at Noon Eastern.

SECTION 17 – Travel Party

Band/Spirit Squad/Mascots

Spirit squads, not to exceed 12 in number, plus the mascot shall be admitted, if in uniform, via the gate list. A maximum of 25 band members, who are in uniform and performing at the championship, will not be charged admission. Information as to whether spirit squad or band members will need admission to the competition should be provided at the coaches meeting.

Bench Passes/Assignments

The home team will use the bench to the right when facing the scorer’s table.

Bench Size

During the championship, 30 people (per team) are allowed in the bench area. The official travel party will remain at 28 and the 29th and 30th individuals on the bench will pay for their tickets. If an institution has 30 individuals on the bench, one must be an administrator and one must be medical personnel. The institution’s mascot may not be
counted nor included in the bench party. In addition, the tournament doctor and a security representative
designated by the event manager may be in the bench area.

**Squad Size**

*Reference: Bylaw 31.1.5 in the NCAA Manual.*

Teams participating in the championship are limited to a maximum of 24 players in uniform. Players must be
designated at the coaches meeting through the official travel party list. After the game starts, no replacements
will be permitted for any reason. An institution that is advised it is in violation of this regulation and does not
promptly conform to it shall automatically forfeit the competition. There shall be no inordinate delay of the
competition to allow the institution to conform to the rule.

**Travel Party Size**

The official travel party is 28.
**Additional Award Ordering**

Additional awards may be ordered after the championship. An institution may only order the award(s) that their team/individual received at the championship. You may submit the additional award(s) order at the following link: [http://www.mtmrecognition.com/ncaa/](http://www.mtmrecognition.com/ncaa/).

**All-Tournament**

The national committee will select an all-tournament team from among the participants at the site of the finals. Eleven players will be selected – 10 field players and a goalkeeper (a most outstanding player will be chosen from the selected team members). The NCAA office will order all-tournament team plaques for each team member after the championship and will ship these to the appropriate institutions.

**Elite 90 Award**

The Elite 90 award is presented to the student-athlete with the highest cumulative grade-point average competing at the finals site for each of the NCAA’s 90 championships. Each institution that has at least one student-athlete qualify for the finals round/site is eligible to nominate a student-athlete to win the award for that championship. All documents, including deadlines and nomination forms, are available on the [NCAA website](http://www.ncaa.org).

The submission deadline for nomination for the NCAA Division I Field Hockey Championship is **Noon Eastern, Tuesday, November 14**.

If you have any questions concerning this program, please contact Mark Bedics, Andrew Louthain or Quintin Wright of the NCAA national office staff at 317-917-6222 or [elite90@ncaa.org](mailto:elite90@ncaa.org).

**Student-Athlete Participation Award**

For 2017-2018, an online gift-suite will serve as the participation awards provided to members of the official travel party of institutions that advance to the championship final sites.

**Examples of Merchandise Selections:**

- Googie Chromecast
- Drone with Camera
- Ray-Ban Sunglasses
- Amazon Echo Dot + Tile Bundle
- Kate Spade Wallet
- Jacket + Backpack Bundle

After the championship, NCAA partner MainGate 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 official travel party) that can be redeemed only at [www.NCAA-Awards.com](http://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 [www.NCAA-Awards.com](http://www.NCAA-Awards.com) using your Certificate Code.
Your institution may select different items per participant; men’s and women’s sizes are available for apparel items. 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), MainGate Customer Service (866-945-7267), or your NCAA championship manager.

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<th>Team Awards</th>
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<td>Each team will receive a team trophy. Each member of the travel party will receive a mini-trophy. The national champion team will receive watches and a mini-trophy. There will be no awards ceremony after semifinal games; awards will be placed in the non-advancing team’s locker rooms. After the championship game, teams will shake hands and the national runner-up may proceed to their locker room where their team awards will be placed. The on-field ceremony will recognize the national champion by announcing 28 people on the travel party roster form and awarding the national championship trophy. Additional watches will be ordered after the championship. The ceremony shall conclude with the announcement of the all-tournament team. The national champion team will have the opportunity for additional pictures with fans at the Cardinal Park Track Stadium following the conclusion of the ceremony.</td>
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<th>SECTION 19 – Uniforms</th>
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<th>Laundry</th>
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<tr>
<td>The University of Louisville will be able to provide laundry service to all teams competing in the championship. For those teams requesting laundry service, please contact:</td>
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Brent Lamkin  
Asst. Equipment Manager/Cardinal Park Facility Coord.  
Cell: 502-939-5567  
Email: brentl@gocards.com  

Arrangements for pickup and delivery will be determined as the championship times are set for each team. It is recommended that each team requesting laundry service bring a large travel bag (or two) to transport all laundry. Please make all arrangements by **Tuesday, November 14 by 5 p.m. Eastern.**

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

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

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

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

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

**Patches**

At the championship site, each team will receive 48 NCAA blue disk patches for their student-athletes. Each student-athlete that is part of the official team roster should receive two patches. The preferred location for the patch is on the upper left corner of the jersey; however, the left sleeve is an acceptable alternative.

Use of the NCAA patch for NCAA championship participants has been endorsed by NCAA Division I Competition Oversight Committee as a way to recognize the elite level of play that your student-athletes have attained.
Call-in number: 866/590-5055  Call-in number: 866/590-5055
Passcode: 8831253##  Passcode: 8831253##
November 13, 2017  November 13, 2017
11 a.m. Eastern  11 a.m. Eastern

1. Welcome and introductions. (Jamie Mullin, committee chair)
2. Date and time of games. (Mullin)
3. Practice times. (Mullin)
4. Uniform colors. (Mullin)
5. Official travel party form. (Mullin)
6. Travel party, squad size and credentials. (Mullin)
7. Squad list for drug testing. (Mullin)
8. Site, day and time of pre-championship meeting. (Danny Plasencia Tournament Director)
9. Locker rooms. (Plasencia)
10. Athletic training. (Plasencia)
11. Bands and spirit squads. (Plasencia)
12. Radio. (Plasencia)
13. Filming. (Plasencia)
14. Laundry. (Plasencia)
15. Participant guest lists. (Plasencia)
16. Parking/tailgating and family gathering place. (Plasencia/Liz Turner Suscha, NCAA)
17. Louisville events. (Plasencia)
18. Banquet. (Plasencia)
19. Lodging. (Suscha)
20. Elite 90 award. (Suscha)
21. Participation award. (Suscha)
22. Video exchange. (Suscha)
23. Head shots for video board. (Suscha)
24. Questions.
25. Adjournment.
APPENDIX B

AGENDA

National Collegiate Athletic Association
2017 NCAA Division I Field Hockey Championship – Administrative Meeting

Trager Stadium
University of Louisville Belknap Campus
8:30 a.m. Eastern

1. Welcome, congratulations and introductions. (Jamie Mullin)

2. Introduce games committee members. (Mullin)

3. Misconduct, NCAA drug testing and logo statements. (Mullin)

4. Policy on alcoholic beverages and tobacco products. (Mullin)

5. Bench size, squad size and travel party policies. (Mullin)

6. Schedule of events. (Mullin)
   - Practice and game times.
   - Pregame itinerary (timing sheet).

7. Warm-up music – provided by host and will begin when clock begins countdown to game time. (Mullin)

8. Policy on interaction with umpires pregame. (Mullin)

9. Video review. (Mullin)

10. Awards program. (Mullin)

11. Policy and location of filming. (Mullin/Danny Plasencia)
    - Teams may film all games.
    - Each institution is permitted one camera in the designated filming area.
    - Host will not film.

12. Uniform policy; team uniform colors for semifinal games. (Mullin)

13. Bench assignments. (Mullin)

14. Postgame interviews. (Mullin)
    - 10-minute cooling off period.
    - Non-advancing team will go first in the post-game interviews.

National Collegiate Athletic Association
Supporting student-athlete success on the field, in the classroom and for life
Equal Opportunity/Affirmative Action Employer
15. Umpire assignments – Friday. (Mullin)
16. Coaches/administrators meeting Saturday afternoon for advancing teams. (Mullin)
17. Locker rooms assignments. (Plasencia)
18. Review watering schedule for practices and games. (Plasencia)
19. Review parking procedures. (Plasencia)
20. Laundry. (Plasencia)
21. Participant guest lists. (Plasencia)
22. Media arrangements. (Lori Korte)
23. Medical arrangements. (Plasencia)
24. Banquet. (Plasencia)
25. Hospitality. (Plasencia)
26. Family gathering place. (Plasencia)
27. Obtain cell phone numbers from each team’s coach and administrator. (Mullin)
29. Adjournment.
Trager Stadium on the campus of the University of Louisville
NCAA DIVISION I FIELD HOCKEY CHAMPIONSHIP
Travel Party Form

1st Round 2nd Round X Semifinal X Final

Institution: ________________________________

Please list each individual from your institution’s travel party (limit of 28, plus two individuals (medical and administrator) with access who may be in the bench area during the game.) Please denote eligible student-athletes who will be participating in this tournament contest with an asterisk. Student-athletes should be listed in alphabetical order using lines 1-24.

1. ________________________________ 16. ________________________________
2. ________________________________ 17. ________________________________
3. ________________________________ 18. ________________________________
4. ________________________________ 19. ________________________________
5. ________________________________ 20. ________________________________
6. ________________________________ 21. ________________________________
7. ________________________________ 22. ________________________________
8. ________________________________ 23. ________________________________
9. ________________________________ 24. ________________________________
10. ________________________________ 25. ________________________________
11. ________________________________ 26. ________________________________
12. ________________________________ 27. ________________________________
13. ________________________________ 28. ________________________________
14. ________________________________ 29. ________________________________ (ADMIN)
15. ________________________________ 30. ________________________________ (MEDICAL)

Please list up to five (5) VIP’s who may have access to the team pre- and postgame. These VIP’s must have a ticket for admission to the competition site, but will be provided with a credential to give them the necessary access, except to the bench area during the game. The credential will be left at will call.

1. ________________________________
2. ________________________________
3. ________________________________
4. ________________________________
5. ________________________________

Number of individuals attending the banquet (28 + 6 additional optional at $40/person): __________

Please scan and email this form to Liz Turner Suscha (lsuscha@ncaa.org) and Danny Plasencia (dannyp@gocards.com) by Tuesday, November 14 at Noon Eastern.
Date: ____________________

NCAA DIVISION I FIELD HOCKEY CHAMPIONSHIP
TEAM ROSTER SHEET

Please complete lineup for the first game and turn in at the administrative meeting.

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Blood Jersey Numbers: __________________________________________

Uniform color: Home____________________ Away__________________

Umpires will review the selected colors to ensure adequate contrast between the two competing teams.

Color of goalkeeper's shirt (list all possible colors): __________________________________________
## Student Athlete Complimentary Pass List

**Event:** NCAA Field Hockey National Championship  
**Opponent:** ________________

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**Admitted and Authorized by:** ________________  
**Student-Athlete’s Printed Name and Signature Required**  
**I.D. Checked (Ticket Staff):** ________________

---

**NCAA Manual, Article 16.2 Complimentary Admissions and Ticket Benefits**

16.2.1.2, Complimentary admissions shall be provided only through a pass list for individuals designated by the student-athlete. “Hard tickets” shall NOT be issued. The institution shall be responsible for this administrative procedure, and the student-athlete’s eligibility shall be affected by involvement in action contrary to the provisions of 16.2.1.1 and 16.2.2.1.

16.2.1.1, An institution may provide four complimentary admissions per home or away contest to a student-athlete in the sport in which the individual participates (either practices or competes), regardless of whether the student-athlete competes in the contest.

16.2.2.1, A student-athlete may not receive payment from any source for his or her complimentary admissions and may not exchange or assign them for any item of value.

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**Date:** ________________
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<td>(Guest’s signature below indicates compliance with NCAA policy listed above.)</td>
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Video Referral

1. Power to refer decisions for video review:
   
a. The match umpires and student-athletes on the field at the time of the incident are the only persons who can request a referral.

Umpire Referral

1. Referrals shall only relate to whether a goal has been scored legally.
2. The match umpires shall make decisions which include, but are not restricted to:
   
a. whether the ball crossed the goal line (within the area bounded by the goal posts and crossbar);
   
b. whether the ball was legally played or touched inside the circle by the stick of an attacker and did not travel outside the circle before passing completely over the goal-line and under the crossbar;
   
c. whether the ball traveled outside the circle before it entered the goal either from a shot by an attacker during the taking of a penalty corner;
   
d. whether a breach of the rules has been observed within the attacking 23-meter area in the play leading to the awarding or disallowing of a goal. It is then for the match umpires to take any breach into account in reaching their decision.
   
3. The match umpire requests a video referral by calling a timeout and drawing a square box in the air that represents a video monitor and then points to herself/himself indicating this is an umpire referral. The match umpire will then communicate with the technical table/announcer any pertinent information regarding the referral.

Team Referral

1. Each team is allowed one team referral request (which must be made from a student-athlete in the game to the match umpires) during any match (including any extra time periods but not during a shoot-out competition).
   
a. Team referrals will be restricted to decisions within the 23 meter areas relating to the award (or non-award) of goals, penalty corners, and penalty strokes. The award of personal penalty cards may not be the subject of a team referral.
   
b. Any student-athlete, on the field of play at the time of the incident, may request a video referral.
   
c. This student-athlete must indicate to the match umpires that they wish to use their referral. They must do so immediately after the incident or decision which is to be indicated by using the square box signal as well as confirming this verbally to the match umpires.
d. The player requesting the team referral must inform the umpires of the exact nature of the decision (or non-decision) that their team wishes to be reviewed within a maximum of 20 seconds.

e. If no question is received within 20 seconds, the team referral will automatically default to a review of the last decision or non-decision relating to the award (or non-award) of a goal, penalty corner, or penalty stroke.

f. The match umpire then requests video referral assistance using a square box signal along with showing a whole arm “T” to denote a **team referral**. The match umpire will then communicate with the technical table/announcer any pertinent information regarding the referral.

g. In the event that the referral is upheld or the video is determined to be inconclusive (including through not having the correct replays available, the ball never being in the shot in the replays, the footage being of insufficient quality to permit a decision or technical problems with the referral equipment), the referring team retains its right of referral.

h. In the event of the call on the field being confirmed, the referring team loses its right of referral.

i. A team referral that has already been adjudicated upon may not be the subject of a subsequent referral or protest by the opposing team.

**Referral Process**

1. There will be a monitor located at the technical table between the team benches along with a headset connected to the broadcast truck or studio (when available). Coaches and student-athletes are restricted from entering or proceeding past the area defined as the substitution box during a review.

2. The match umpires may communicate with the truck or studio (when available) to view as many replays from every available camera angle as necessary to reach a decision. Any audio or communication from TV talent (i.e., announcer(s)) to umpires shall be prohibited.

3. All reviews shall be completed within a reasonable time. The final decision, including any matter of interpretation, remains with the match umpires.

4. The match umpires should communicate to each head coach the final decision before resuming play.
5. The technical table shall communicate to the PA announcer the match umpire’s decision. The PA announcer shall announce in the following manner:

   a. When the referral upholds the original call:

      i. “After reviewing the play, the umpires have determined the goal called on the field will stand. [Insert referring team] is now out of video referrals.”
      ii. “After reviewing the play, the umpires have determined that the call on the field shall stand, no goal. [Insert referring team] is now out of video referrals.”
      iii. “After reviewing the play, the umpires have determined the penalty corner called on the field will stand. [Insert referring team] is now out of video referrals.”
      iv. “After reviewing the play, the umpires have determined that the call on the field shall stand, no penalty corner. [Insert referring team] is now out of video referrals.”
      v. “After reviewing the play, the umpires have determined the penalty shot call on the field will stand. [Insert referring team] is now out of video referrals.”
      vi. “After reviewing the play, the umpires have determined the call on the field shall stand, no penalty shot will be awarded. [Insert referring team] is now out of video referrals.”

   b. When the referral reverses the original call:

      i. “After reviewing the play, the umpires have determined the goal was scored by legal means.” [Insert referring team] retains their video referral.”
      ii. “After reviewing the play, the umpires have determined that [insert reason for disallowing goal]. Therefore, there is no goal. [Insert referring team] is now out of video referrals.”
      iii. “After reviewing the play, the umpires have determined that [insert reason for awarding penalty corner]. As a result, [insert team] is awarded a penalty stroke. [Insert team] retains their video referral.”
      iv. “After reviewing the play, the umpires have determined that [insert reason for disallowing a penalty corner]. As a result, [insert team] will not be awarded a penalty corner. [Insert referring team] retains their video referral.”
      v. “After reviewing the play, the umpires have determined that [insert reason for awarding a penalty stroke]. As a result, [insert team] is awarded a penalty stroke. [Insert referring team] retains their video referral.”
      vi. “After reviewing the play, the umpires have determined that [insert reason for disallowing a penalty stroke]. As a result, [insert team] will not be awarded a penalty stroke. [Insert referring team] retains their video referral.”

   c. When the referral is inconclusive:

      i. “After reviewing the play, the umpires have determined that the video is inconclusive. The call on the field stands. [Insert team] retains their video referral.”