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Introduction

Congratulations on your selection to the 2018 NCAA Division I Men’s Swimming and Diving Championships! This manual includes important information regarding the championships. This manual is a supplement, not a substitute, for the 2017-18 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 Jean K. Freeman Aquatic Center in Minneapolis, Minnesota, March 21-24, 2018. The University of Minnesota, Twin Cities, will serve as the host for the championships.

Detailed information regarding the selection process for swimmers and divers is included in the 2017-18 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, is located 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) Friday, March 16 (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 Paul Rovnak (psrovnak@umn.edu). The photos will be used in the senior recognition presentation at the competition venue. Photos will be accepted from now until March 16.
### NCAA Swimming and Diving Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Institution</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yariv Amir</td>
<td>Colgate University</td>
<td>609-462-0248</td>
<td><a href="mailto:yamir@colgate.edu">yamir@colgate.edu</a></td>
</tr>
<tr>
<td>Katie Cameron</td>
<td>Bryant University</td>
<td>401-230-0809</td>
<td><a href="mailto:kcameron@bryant.edu">kcameron@bryant.edu</a></td>
</tr>
<tr>
<td>Joe Dykstra</td>
<td>University of Utah</td>
<td>801-581-5480</td>
<td><a href="mailto:jdykstra@huntsman.utah.edu">jdykstra@huntsman.utah.edu</a></td>
</tr>
<tr>
<td>Lisa Ebeling</td>
<td>University of Northern Colorado</td>
<td>970-451-1476</td>
<td><a href="mailto:Lisa.Ebeling@unco.edu">Lisa.Ebeling@unco.edu</a></td>
</tr>
<tr>
<td>Devon Hendricks, chair</td>
<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>
<tr>
<td>Roland McDonald</td>
<td>San Diego State University</td>
<td>703-969-7714</td>
<td><a href="mailto:rmedonald@mail.sdu.edu">rmedonald@mail.sdu.edu</a></td>
</tr>
<tr>
<td>Yahya Radman</td>
<td>North Carolina State University</td>
<td>919-614-4571</td>
<td><a href="mailto:yaradman@ncsu.edu">yaradman@ncsu.edu</a></td>
</tr>
<tr>
<td>Kevin Tyrrell</td>
<td>Harvard University</td>
<td>857-998-0949</td>
<td><a href="mailto:tyrrell@fas.harvard.edu">tyrrell@fas.harvard.edu</a></td>
</tr>
<tr>
<td>Mary Ellen Wydan</td>
<td>LaSalle University</td>
<td>215-951-1991</td>
<td><a href="mailto:wydan@lasalle.edu">wydan@lasalle.edu</a></td>
</tr>
</tbody>
</table>

### NCAA Staff

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liz Homrig</td>
<td>Assistant Director of Championships (Men’s)</td>
<td>317-917-6245</td>
<td><a href="mailto:lhomrig@ncaa.org">lhomrig@ncaa.org</a></td>
</tr>
<tr>
<td>Linda Godby</td>
<td>Assistant Coordinator of Championships (Men’s)</td>
<td>317-917-6507</td>
<td><a href="mailto:lgodby@ncaa.org">lgodby@ncaa.org</a></td>
</tr>
</tbody>
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### Rules

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ben Brownlee</td>
<td>NCAA</td>
<td>317-917-6944</td>
<td><a href="mailto:bbrownlee@ncaa.org">bbrownlee@ncaa.org</a></td>
</tr>
<tr>
<td>Greg Lockard</td>
<td>Secretary Rules-Editor</td>
<td>973-486-5501</td>
<td><a href="mailto:greg@swimdiverules.com">greg@swimdiverules.com</a></td>
</tr>
<tr>
<td>Host Personnel</td>
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<tr>
<td><strong>UNIVERSITY OF MINNESOTA, TWIN CITIES</strong></td>
<td></td>
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</tr>
</tbody>
</table>
| **Director of Athletics**  
Mark Coyle  
Office: 612-626-7000  
Email: mcoyle@umn.edu | **Ticket Sales & Service**  
Michael Chandler  
Office: 612-624-5787  
Cell: 612-516-2481  
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| **Sport Administrator**  
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Email: ryanx011@umn.edu | **Marketing**  
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| **Championships Director**  
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| **Sports Medicine**  
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Email: moor1018@umn.edu | **Jean K. Freeman Aquatic Center**  
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Cell: 425-343-5646  
Email: lmckee@umn.edu |
| **Sports Medicine**  
Julia Olson  
Office: 612-625-2850  
Cell: 612-581-3250  
Email: olso4374@umn.edu | **Sports Medicine**  
Fanchon Ohlrogge  
Office: 612-625-2850  
Cell: 612-297-1950  
Email: fohlrogg@umn.edu |
Host Welcome

NCAA Student-Athletes, Coaches, and Staff:

On behalf of the University of Minnesota, it is our pleasure to welcome you to Minneapolis for the 2018 NCAA Division I Men’s Swimming and Diving Championships. Congratulations to all of you on your successful season thus far. All of your hard work has paid off and we are excited to host your institution and its fans in your quest for this year’s championship title.

We hope you enjoy your time here in Minneapolis. There are so many places to explore in the Twin Cities – sightsee downtown Minneapolis; visit the state capital, St. Paul; shop at the Mall of America; or check out some of the great local restaurants on campus in Dinkytown. All of these areas can be easily accessed by utilizing our Metro Transit Light Rail System.

The Jean K. Freeman Aquatic Center is no stranger to the national spotlight. Since opening in 1990, we have hosted six NCAA Championships, nine Big Ten Championships, as well as many other national and international competitions. The Jean K. Freeman Aquatic Center is one of the best facilities in the country and we are thrilled to host another championship at this venue.

We encourage you to reach out to our staff if there is anything that we can do to ensure that you and your team have an outstanding experience. Again, congratulations on reaching the NCAA Championships and we wish you all the best in your competition.

Sincerely,

Mark Coyle
Athletic Director
University of Minnesota
Schedule

The championships will take place March 21-24. 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 Thursday at 12:15 p.m., Friday at 12:15 p.m. and Saturday at 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 Jean K. Freeman Aquatics Center 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 will 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>
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<tbody>
<tr>
<td>Tuesday</td>
<td>8 a.m. to 10 p.m.</td>
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<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 Jean K. Freeman Aquatics Center will not be available to competing teams prior to 8 a.m. Tuesday of competition week. Teams desiring pool time prior to 8 a.m. on Tuesday may reach out to the following Linda McKee (lmckee@umn.edu) to check on availability of the Cooke Hall facility for swimmers.

Registration/Packet Pick-up

Registration will take place in the lobby of the Jean K. Freeman Aquatic Center. The lobby is accessible from all University parking ramps, but the University Avenue Ramp and the Washington Avenue Ramp are the closest.

<table>
<thead>
<tr>
<th>Day</th>
<th>Hours</th>
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<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 information table in the Aquatic Center Lobby. 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; and
- 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
6–8:30 a.m. Open warm-up.

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
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 in the Recreation and Wellness Center. The diving practice and competition schedule is located in Appendix F.

Administrative Meeting
A mandatory administrative meeting will be held Wednesday, March 21, 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 located in the Beacon Room on the 2nd floor of the Recreation and Wellness Center, which is attached to the Jean K. Freeman Aquatic Center. (see map and directions in Appendix B). 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 and Diving Coaches Association of America will hold a meeting for the coaches during the week of the championships. The CSCAA meeting will be held Tuesday, March 20 at 8 p.m. The CSCAA executive director will update coaches once the location of the meeting has been finalized.

**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 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 after 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 B 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. Eastern Time Friday, March 16**. 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**
Each student-athlete and their travel party who advance to the championship final site will receive a participation awards. See Appendix G for more details.

### 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 Meet Management Office on the 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 ($85). Replacement deck passes can be purchased prior to each session (from two 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/Discover), 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 riser. 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 located on the upper level of the Aquatic Center, adjacent to the lobby. (see Appendix B).

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 B 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. to 5 p.m. Tuesday, 4:30 p.m. until 30 minutes post-event Wednesday and from 8:30 a.m. until 30 minutes post-event Thursday through Saturday. The merchandising area is located in the lobby (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.

**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 after 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 B for more details. The top 12 teams from the 2017 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 2017 championship are as follows:

<table>
<thead>
<tr>
<th>MEN</th>
</tr>
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<tbody>
<tr>
<td>1. Texas</td>
</tr>
<tr>
<td>2. California</td>
</tr>
<tr>
<td>3. Florida</td>
</tr>
<tr>
<td>4. North Carolina State</td>
</tr>
<tr>
<td>5. Stanford</td>
</tr>
<tr>
<td>6. Southern California</td>
</tr>
<tr>
<td>7. Indiana</td>
</tr>
<tr>
<td>8. Georgia</td>
</tr>
<tr>
<td>9. Missouri</td>
</tr>
<tr>
<td>10. Alabama</td>
</tr>
<tr>
<td>11. Louisville</td>
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<tr>
<td>12. Auburn</td>
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**Video Review**
Per rule 4-14-7, video review will be used at the championships. All reviews must be conducted before qualifiers/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.

**Competition Site/Venue Information**

**Competition Site Maps**
Maps of the venue are available in **Appendix B and C.**

**Emergency Action Plan**
The Jean K. Freeman Aquatics Center Emergency Action Plan for Events is available in **Appendix D.** This plan will also be provided in the team packets at registration and reviewed at the coaches meeting prior to the meet.
**Facility Regulations – Prohibited Items**
For reasons of safety, the following items are not permitted in the University Aquatic Center: 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.

The University of Minnesota, Twin Cities, 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 the University of Minnesota, Twin Cities.

**Gym Equipment Area**
There will not be an area with gym equipment available to NCAA participants during the championship weeks.

**Locker Rooms**
The University Aquatic Center has locker rooms dedicated to the users of the competition and warm-up pools. During the championships, both locker rooms will be available for use by the NCAA competitors and male coaches/staff. Additional restrooms can be found in the lobby of the Aquatic Center.

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, University of Minnesota, Twin Cities, Athletics and the University Aquatic Center are not responsible for lost or stolen items.

**Participant Entrance**
Participants will enter through the main lobby entrances of the Aquatic Center.

**Pool Specifics**
The University Aquatic Center main competition pool has a recessed gutter wall on the start/finish 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.

The University Aquatic Center 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 in the lobby of the facility.

**Spectator Entrance**
Spectators must enter the facility through either main entrance of the Aquatics Center. Our physical address is 1926 University Avenue SE. The nearest parking ramps are located on University Avenue, Washington Avenue, Oak Street, and Fourth Street. (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. Refer to the 2017-18 Drug-Testing Programs booklet on the NCAA website 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.

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<tr>
<th>Host City Information</th>
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<th>Lodging – Team Hotels</th>
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<tr>
<td>Due to large events in the city, 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 is located on NCAA.org on the Division I swimming and diving landing page. Additional hotel information can be obtained by contacting the Championships Director, Stephanie Davis, <a href="mailto:daviss@umn.edu">daviss@umn.edu</a>.</td>
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<tr>
<th>Media Services</th>
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<tr>
<td>Important information regarding NCAA media policies is located online at <a href="http://www.ncaa.com/media">www.ncaa.com/media</a>.</td>
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<tr>
<th>Championships Coverage</th>
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<tr>
<td>ESPN3 will stream live the championship finals sessions each Friday and Saturday. Tape delayed coverage of the championships will be broadcast on ESPNU at 5 p.m. Eastern, April 4 for the men’s championships.</td>
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<th>Championship Websites</th>
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<tr>
<th>Credentials for Media</th>
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<tr>
<td>All media credential requests, including requests for institutional sports information personnel, must be submitted online at <a href="http://www.ncaa.com/media">www.ncaa.com/media</a>.</td>
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<th>Footage Usage and Licensing</th>
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<tr>
<td>For more information, go to <a href="http://www.ncaa.com/media/broadcast-services">http://www.ncaa.com/media/broadcast-services</a>.</td>
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</table>
Publicity
Participating colleges and universities are asked to send press guides and other pertinent publicity and promotional materials to the following:

Paul Rovnak
516 15th Avenue SE, Suite 244
Minneapolis, Minnesota 55455
psrovnak@umn.edu

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 Paul Rovnak (psrovnak@umn.edu). He will work with media personnel to distribute media credentials.

Interview Procedures
After a 10-minute cooling off period (i.e., 10 minutes after each event), student-athletes and coaches will be available for interviews 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 student-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 Men’s Swimming and Diving programs can be viewed at 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. In addition, hard copies will be available in the media headquarters. Live results will be available at Meet Mobile and 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 Paul Rovnak (psrovnak@umn.edu). The photos will be used in the senior recognition presentation at the competition venue Saturday evening. Photos will be accepted from now until March 16. Any photos sent after these days are subject to exclusion from the recognition.

**Medical Information**
All medical care will be coordinated through University of Minnesota Athletic Medicine, and specifically by the Championships Medical Director, Erin Moore, M. Ed., ATC and Julia Olson, ATC.

**Staff on Duty**
- At least one certified athletic trainers and one athletic medicine intern will be present during all practice and competition times.
- Lifeguards are on duty at all times the University Aquatic Center is open. Coverage includes both the competition and warm-up pools and the diving well.

**Sick Call**
University of Minnesota Team Physician will conduct a “sick call” Thursday through Saturday in the Athletic Training Room on deck level (see Appendix C). Times will very each day and will be posted in the Athletic Training Room. Anyone needing access to a physician Wednesday can do so through Julia Olson.

**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, University of Minnesota certified Athletic Trainers are 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 University Aquatic Center in the Athletic Training Room on the pool deck, on the southeast end of the facility (see Appendix C), and will be open the entire time the University Aquatic Center is open. Specific requests should be made through Erin Moore or Julia Olson.

Emergency equipment, including AED, oxygen, crutches, splints, spine boards, etc., are available within the pool area and in the Athletic Training Room.

**Other Medical Facilities**
1. For trauma or emergency:
   - University of Minnesota Medical Center, Fairview
     500 SE Harvard St.
     Minneapolis, MN 55455
     ER: 612-273-2700
     Hospital Information: 612-273-3000
   - University of Minnesota Medical Center – Riverside Hospital
     2450 Riverside Ave
     Minneapolis, MN 55455
     ER: 612-273-6402
     Hospital Information: 612-273-8383
2. For non-emergency:
   University of Minnesota Health: Clinics and Surgery Center
   909 Fulton St., SE
   Minneapolis, MN 55455
   Sports Medicine Clinic: 612-884-0406
   Orthopedic Clinic: 612-273-9400

3. Local pharmacy/immediate care information:
   CVS Pharmacy
   818 Washington Ave SE
   Minneapolis, MN 55414
   612-331-4240

   Target Pharmacy – Campus
   1329 5th Street SE
   Minneapolis, MN 55414
   612-355-3858

   CVS Pharmacy 24 Hour (Store #5998)
   499 Snelling Ave North
   Saint Paul, MN 55104
   651-917-2001

Jean K. Freeman Aquatic Center Emergency Medical Plan

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

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

3. Non-Student Athlete Medical Issues (on deck):
   • Will be managed by the University Aquatics Center lifeguard staff and the Championship medical staff.

4. Spectator Medical Issues:
   • Roving guard will radio call to Head Guard or Athletic Training Room Staff for assistance
   • A University Aquatics Center lifeguard or Championship medical staff can provide necessary care.
5. First Aid Kits:
   - Lifeguard Office – On deck in the northwest corner
   - Meet Medical – On deck under each water/PowerAde station

6. Public Access AEDs:
   - Northwest corner of pool deck, outside Lifeguard office
   - Athletic Training Room in the red Emergency Kit, in the office space

**Emergency Medical Service**
EMS personnel will be on-call for all swim and dive practices and competitions.

**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.

**Cold Tub**
There will be multiple cold tubs available in the wet tunnel on the northwest corner of the pool deck, just through the doors exiting the pool deck. **Teams will not be permitted to bring their own ice baths.**

**Massage Therapy Tables**
Massage therapy tables may be set up in the North Star Room in the Recreation Center.

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.

**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 Liz Homrig (men’s) (lhomrig@ncaa.org; 317-966-0035), 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 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) by 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 E) must be completed and either emailed to Liz Homrig (lhomrig@ncaa.org) prior to arriving on site at the championship or turned in to the attendants at registration.

**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 eighth place in the prelims of diving 1-meter, 3-meter or platform events, the tie-breaking method is to take all nine divers to the final. The consolation finals will thus have seven 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 ninth.

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 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 eighth 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 manual, 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 to 5 p.m. for all Friday events
- **Friday** – 8:30 a.m. to Noon, 4 to 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 2017-2018 and 2018-2019 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 2¼ 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 2¼ 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.

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**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**

Concessions will be available during all competition hours in the lobby of the Jean K. Freeman Aquatic Center. The French Meadow Café and Bakery will also be open to spectators and participants on the following schedule:

- Monday-Thursday 7 a.m.-6 p.m.
- Friday 7 a.m.-4 p.m.
- Saturday 9 a.m.-3 p.m.

**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 – in the southwest corner of the pool deck closest to the scoreboard
- Meet Medical – on the southwest side of the pool deck, near the diving well

Public Access AEDs:
- in the southwest corner of the pool deck closest to the scoreboard

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 Jean K. Freeman University Aquatic Center 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 4th Street Ramp (1625 4th St. SE) and the Washington Avenue Ramp (501 Washington Ave. SE).

Tickets
Tickets are available to purchase online at ncaa.com/tickets, and on-site at the Jean K. Freeman Aquatic Center 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 Liz Homrig (lhomrig@ncaa.org).

Allotments
Each university had the opportunity to purchase 40 premium seats on a first-come-first-served 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 Jean K. Freeman Aquatic Center on the campus of University of Minnesota 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. The Jean K. Freeman Aquatic Center will provide
tables inside the natatorium for ticket distribution. Institutions should contact Mike Chandler (chand047@umn.edu) 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 21 through Saturday, March 24. The ticket office will open 90 minutes prior to competition. The ticket office will close at 7 p.m. 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 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 (Bleachers) - $85
- Youth/Student/Senior Citizen All Session (Bleachers) - $85
- Adult Single Session (Bleachers) – Prelims $15.00, Finals $18
- Youth/Student/Senior Citizen Single Session (Bleachers) – Prelims $15, Finals $18

Ticket Prices (On-site)
- Adult All Session (Bleachers) - $85
- Youth/Student/Senior Citizen All Session (Bleachers) - $85
- Adult Single Session (Bleachers) – Prelims $15.00, Finals $18
- Youth/Student/Senior Citizen Single Session (Bleachers) – Prelims $15, Finals $18

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 are located on the [NCAA website](http://www.ncaasite.com).

**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 on the corner of 6th St. and 23rd Ave. Oversized passenger vans that do not fit in the University Ave Ramp will have access to park on the corner of 6th St. and 23rd Ave. east of the Jean K. Freeman Aquatic Center. 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 University Avenue Ramp, connected to the team entry point. Refer to Appendix C for specific parking locations.

If a team has the need to purchase additional parking passes, they may do so by contacting Cam Morris (morr1274@umn.edu) or 612-626-8749 by Tuesday of each event week.

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

**Rental Cars**
There are several Enterprise Rent-A-Car locations in Minneapolis. The closest location to the University is located at 110 S 10th St. Minneapolis, MN (612)824-4433. There is also an Enterprise Rent-A-Car at the airport, their number is (612)970-3753.

**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. Jean K. Freeman Aquatic Center 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. Jean K. Freeman Aquatic Center 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 Jean K. Freeman Aquatic Center
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. **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
Jean K. Freeman Aquatic Center
8:30 a.m. – Noon, 4 – 5 p.m.
Scratch box open
9:50 a.m.
Pool cleared
10 a.m.
Day 3 Swimming Trials
12:15 p.m.
Three-meter Diving Trials
15 min. following trials
Three-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 3 Finals
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
Jean K. Freeman Aquatic Center
9:50 a.m.
Pool cleared
10 a.m.
Day 4 Swimming Trials
Noon
Platform Diving Trials
15 min. following trials
Platform Diving Consolation Finals (9-16)
3:45 p.m. (approx.)
1650 Freestyle (early heats)
5:15 p.m.
Access to competition pool for warm-up
5:50 p.m.
Pool cleared
5:51 p.m.
Opening Ceremonies and National Anthem
6 p.m.
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
APPENDIX B - FACILITY DIAGRAM
APPENDIX C - PARKING MAPS

The University Avenue Ramp (notated by the yellow star) is where staff/coaches/officials will park. There is some spectator parking available here as well. This is located next door to the Jean K. Freeman Aquatics Center (notated by the red star).

- If the University Avenue Ramp is full, spectators may also park at the 4th street Ramp located at 1625 4th St. SE.

Link to University Minnesota East Bank Campus Map: http://www.pts.umn.edu/sites/pts.umn.edu/files/ebank.pdf
APPENDIX D - EMERGENCY ACTION PLAN
Jean K. Freeman Aquatic Center Policies and Rules

Emergency Procedures
**Emergency Action Plan Activated by 3 whistle blows**

Equipment Locations
- First Aid Supplies
  - A box kit will always be at each Lifeguard stand and at each water station.
  - The Lifeguard office and Athletic Training Room have more first aid supplies.
- AED
  - There is an AED outside of the Lifeguard office on the wall in the Natatorium.
  - One in the Athletic Training Room in the red Emergency Kit, in the office space.
- Biohazard Bins
  - One in the Lifeguard office
  - One in the Athletic Training Room
  - One in the Meet Management Suite, under the sink.

Out-of-Water Emergency
- On Deck Emergency
  - Radio Call to Head Guard or Athletic Training Room Staff for assistance
  - Secure scene if necessary
  - Ask or direct staff or patrons to emergency phone and AED
    - If EMS is called, Aquatics Pro Staff radio calls to Rec Staff to direct EMS
  - If the lifeguard has to leave their post, Head Guard begins guarding the pool
  - Athletic Trainer can take over patient care if lifeguards' scope
    - Athletic Trainer from the athlete's team may be allowed to assist
  - Head Guard or Rec Staff will direct EMS to Aquatic Center
  - Fill out accident report
- Emergency in the Fan Areas
  - Roving guard will radio call to Head Guard or Athletic Training Room Staff for assistance
  - Secure scene if necessary
  - Ask or direct staff or patrons to emergency phone and AED
    - If EMS is called, Aquatics Pro Staff radio calls to Rec Staff to direct EMS
  - Head Guard or Rec Staff will direct EMS to Aquatic Center
    - Fill out accident report

In-Water Emergency
- Activate EAP with 3 whistle blows
- Assess the scene
- If needed, Secure additional assistance
  - Radio Call to Head Guard or Aquatics Pro Staff
  - Ask and Direct patrons to phone and AED
  - Head Guard or Rec Staff will direct EMS to Pool
- Guard enters the water and performs appropriate rescue
  - Extrication for passive victim with help from Head Guard
  - Perform necessary first aid/CPR on victim
- After the rescue
  - Recommend further care for victim
- Fill out accident report
- Notify a Head Guard
- Staff Briefing if necessary

**Backboarding Procedure**

**Submerged Spinal**

- Primary guard will enter into the water with a slip in entry.
- Submerge as close to the victim as possible.
- Use the head splint technique. Gently lift victim’s arms and place them alongside their head. Squeeze victim’s arms against their head. Make sure your arm is reaching across the victim’s back.
- Get victim moving forward at a 45° angle and just before you break the surface turn the victim into your shoulder to place them faceup.
- Quickly check for responsiveness and breathing.

**Boarding**

- Secondary guard will bring the backboard into the water.
- Primary guard will pull the victim into their shoulder to switch their arms to being above the victim.
- Place 2 hands on the side of the board and submerge the board under the victim. Be sure to line the head up properly with the head blocks space.
  - If the victim is too low on the board. Primary rescuer continues to hold head splint while the secondary rescuer removes the board and re-sinks it to get proper position.
- A rescue tube should be placed under the head of the backboard for support by the secondary rescuer.

**Strapping**

- The secondary rescuer will take control of the head splint from the head of the board.
- The primary rescuer will secure the strap high across the victim’s chest. Then takes over stabilization using the head-chin technique.
- The secondary rescuer puts the victim’s arms at their sides and places the head blocks and secures the strap across the forehead.
- If not already, bring the victim to the stairs or wall.

**Removal**

- The primary guard can release the victim and exit the water. They should be at the head of the board and place the head of the board on the gutter.
- Working together, the primary guard will pull from the deck while the secondary guard will push from the water.
- Assess the victim and provide appropriate care.

**Bodily Fluid or Biohazard Spill on deck**

- Immediately radio to notify a Head Guard for assistance in cleaning the spill.
- Keep patrons away from area until you clean up the spill.
• There are bottles of RED Z in your first aid kit. Only use RED Z on large spills.
• A Head Guard or pro staff will supply you with Sanizide, a bucket of water, gloves, and paper towels.
• With gloves on, deposit RED Z on any and all fluid. This will clot the liquid and make it easier to remove from deck.
• Put clotting traces in the biohazard bag.
• After all traces of the matter are gone, thoroughly spray the deck with the Sanizide.
• Wipe up the deck and rinse with copious amounts of water (into the drains)
• Deposit all used materials into a biohazard bag.
• Biohazard bags are then tied and put in biohazard bins.

Fire Emergency Procedure

• Alarm sounds to notify Aquatics Staff
• Assess the scene
• An announcement is made in the facility
  o Lifeguards assist in safely clearing the pool
• Direct patrons to the nearest and safest emergency exit.
  o Bring radio from stand to keep in contact
  o A Head Guard or Pro Staff will bring extra towels for patrons
• Alarm will be confirmed either by Facility Supervisor or Aquatics Pro Staff
• Evacuate and escort patrons to The Graduate Hotel during inclement weather.
• Notify Head Guard and Aquatics Pro Staff
• Re-enter the building only when the Fire Department has given the all-clear.
• If necessary, fill out appropriate reports.

Weather Emergency Procedure

• Aquatics Staff is alerted by radio call
• An announcement is made in the facility
  o Lifeguards assist in safely clearing the pool
  o Let patrons grab towels or warm clothes over suit if necessary
• Directs patrons to the Wet Tunnel
  o Dry Tunnel may be used as well, if needed
• Radio Facility Supervisor or Aquatics Pro Staff for further assistance, if needed.
  o Radio equipment room for additional towels
• Notify Head Guard and Aquatics Pro Staff
• Monitor the situation using the radio
• Fill out appropriate reports.

Chemical Emergency Procedure

• Alarm sounds to notify Aquatics Staff
• Assess the scene
• Lifeguard activates the EAP with 3 whistle blows
  o Safely clear pool
• Direct patrons to the nearest and safest emergency exit
  o Bring radio from stand to keep in contact
  o Head Guard or Pro Staff will bring extra towels for patrons
• Evacuate and escort patrons to The Graduate Hotel during inclement weather
• Call 9-1-1
• Notify Head Guard and Aquatics Pro Staff
• Re-enter the building only when Fire Department has given the all-clear
EMERGENCY ACTION PLAN
Jean Freeman - Aquatics Center

ADDRESS: Aquatics Center – 1910 University Avenue SE, Minneapolis, MN 55455

VENUE DIRECTIONS: The AQUATICS CENTER is located off University Avenue – behind the University Ave Parking Ramp. The Emergency Entrance is accessed from Walnut St SE (one-way). Emergency vehicles can park in the alley between the McNamara Alumni Center and the Aquatics Center. Enter the building through the doors marked with a big red cross on the southeast corner of the building.

VENUE MAP:

Emergency Access:
• Turn RIGHT off University Ave SE
• Park Emergency vehicles on Walnut Street SE at the southeast corner of the facility
• Enter facility through the doors marked with a big red cross

Send someone to meet the ambulance if possible.

EMERGENCY PERSONNEL:
Certified athletic trainer and coaches on site for practice and competition. During practice coaches serve as LIFEGUARDS for swimming and diving.

EMERGENCY COMMUNICATION:
Red fixed campus telephones are located on either side of the pool. In addition, there is a fixed telephone in the Athletic Training Room. Additionally coaches and certified athletic trainer carry cell phone.

EMERGENCY EQUIPMENT:
The AED in the Aquatics Center is located on the wall outside the Lifeguard Office in the southwest corner of the Aquatics Center.
Emergency supplies (AED, trauma kit, splint bag) are maintained in the Aquatics Center Athletic Training Room which is located on the off the pool deck in the southeast corner of the Aquatics Center. Spineboards are located outside the Lifeguard’s Office and on either side of the diving well.

ROLES OF FIRST RESPONDERS:
1. Immediate assessment and care of the injured or ill student-athlete.
2. Activate Emergency Medical System (EMS)
   a. 911 Call (provide name, address, telephone number, number of individuals injured; condition of injured; first aid treatment; specific directions to the injured/ill person, including which EMS entrance to use when entering from the facility).
3. Emergency equipment retrieval.
4. Direct EMS to the scene.
   a. Opening of appropriate doors.
   b. Designate individual to “flag down” EMS and direct them to the scene.
   c. Scene control; limit scene to first aid providers and move bystanders away from the area.

If the injured student-athlete is taken by ambulance to the hospital, an Intercollegiate Athletics staff member should accompany them to the emergency room.
Emergency transport preference: University of Minnesota Medical Center - Fairview, 500 Harvard St, Minneapolis, MN • Emergency Room (612) 273-2700.
Contact the Certified Athletic Trainer that provides care for the team IMMEDIATELY. If unavailable, contact the Associate Athletic Trainer, Jeff Winslow.

Certified Athletic Trainers

<table>
<thead>
<tr>
<th>Name</th>
<th>Office Number</th>
<th>Cell Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fanchon Ohriogga, Assistant Athletic Trainer – Men’s Gymnastics</td>
<td>612-625-2850</td>
<td>612-297-1950</td>
</tr>
<tr>
<td>Julia Olson, Graduate Assistant Athletic Trainer – Swimming &amp; Diving</td>
<td>612-625-2850</td>
<td>612-581-3250</td>
</tr>
<tr>
<td>Jeff Winslow, Associate Athletic Trainer</td>
<td>612-626-4499</td>
<td>612-616-7329</td>
</tr>
</tbody>
</table>

CAMPUS POLICE
612-624-COPS (2677)

EAP Updated: Nov 2017
Criminal Activity/Active Shooter

Criminal Activity
See something, say something!
Call the University of Minnesota Police Department at 911 from a campus phone or 612-624-3550 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 612-624-3550 (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
APPENDIX E - 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 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 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. The uninvited relay swimmers declaration form (Appendix E) must be completed and either emailed to Liz Homrig (lhomrig@ncaa.org) prior to arriving on site at the championship or turned in to the attendants at registration.

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:  

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APPENDIX F - 2018 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 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 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 – 8:15 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 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 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 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.
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:**

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

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 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 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 the NCAA championship manager.