



NCAA EMERGING SPORTS FOR WOMEN PROGRAM COMMUNICATION PROCESS WITH NCAA NATIONAL OFFICE

The NCAA Emerging Sports for Women Program's communication process with NCAA national office staff is designed to provide prompt, efficient and effective service to NCAA member institutions and conferences and national governing bodies, associations and organizations regarding NCAA rules interpretations.

- 1. NCAA member institution or conference staff.** NCAA member institutions and conferences that sponsor an emerging sport for women may request interpretive assistance from the NCAA Academic and Membership Affairs (AMA) staff using Requests Online/Self-Reports (RSRO). Contact the compliance administrator at your institution or conference about the process.

If your compliance administrator has questions or has difficulty submitting an interpretation request, send an email with the issue to rsro@ncaa.org. Please include the case number in the email.

- 2. National governing body or a national association/organization.** The national governing body or a national association/organization of an emerging sport for women may request interpretive assistance from the AMA staff using following steps:

- Email interpretive request to Jean Merrill (jmerrill@ncaa.org) in the NCAA Office of Inclusion. Include all relevant facts and documentation about the situation. Explain what you think the answer is and why OR describe the analysis you did in your research.
- The Office of Inclusion will submit an internal interpretive request to AMA staff using RSRO and will note if the interpretation request is for Division I, II or III, or Association-wide. The Office of Inclusion also will email a notification to the emerging sport's AMA liaison with the RSRO case number.
- The Office of Inclusion will email the national governing body or the national association/organization of an emerging sport for women with the interpretation provided by AMA staff using RSRO. Any subsequent or follow-up questions related to the interpretation provided by AMA should be submitted to Jean Merrill (jmerrill@ncaa.org).
- Note: *If the interpretive request is specific to an institution or conference, the compliance administrator at the institution or conference should directly request interpretive assistance using RSRO.*