



MEMORANDUM

September 24, 2018

VIA EMAIL

TO: Head Wrestling Coaches and Sports Information Directors at NCAA
Division I Institutions that Sponsor Wrestling.

FROM: Anthony Holman
Managing Director, Championships and Alliances.

SUBJECT: 2018-19 NCAA Division I Wrestling Season Information.

The following information is provided to assist during the wrestling season and in preparing for the 2019 NCAA Division I Wrestling Championships:

1. Travel. Per the NCAA travel policies, you are permitted to book travel for individual team 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:

- Any student-athlete who does not qualify for reimbursement.
- Any student-athlete who becomes injured, has an illness or does not travel for any reason.
- Any non-athlete above the reimbursable number, based on the number of student-athletes who qualify.
- Any name changes or flight changes that result in penalties.
- 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 may book your individual team sports as early as you feel comfortable. If you have any questions about this policy, please feel free to contact Short's Travel at 866-655-9215, or the NCAA travel department at 317-917-6757.

2. Wrestling Interpretations. Wrestling interpretations will be located [here](#) for coaches to review. Coaches are required to review the annual rules video, as well. The video is located at this [link](#).

3. Complimentary Coaches Membership to Arbiter. Head coaches will receive complimentary access to the Center Mat. Please click [here](#) to begin registration. Registrations must be under the head coach's name and email address. This information will be verified by NCAA staff.

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4. **Certified Officials.** The list of NCAA registered officials for the 2018-19 academic year will be posted [here](#) following the Arbiter registration deadline of Oct. 19. If you use an assignor or conference to select officials for matches, please make sure officials used are included in this registration list. Consequences of using a non-registered official will be decided by the NCAA Wrestling Committee.
5. **Championship Registration Portal.** Planning Point will be used again for the team registration portal for the championships in Pittsburgh. The link will be posted [here](#) in late November/early December.
6. **DEADLINE – Coach/Assistant Coach Headshots.** For credentialing purposes, headshots of coaches and assistant coaches are **REQUIRED**. Please follow the instructions below to upload your headshots to the NCAA FTP site. All headshots must be uploaded by Nov. 1. Only those coaches that upload their headshots by the deadline will be issued credentials. **Please note: the FTP site was cleared out in late August. Anything that was uploaded prior to Sept. 7 will need to be resubmitted. We apologize for the inconvenience.**

To Upload:

www.ncaachampionship.info (best used with Google Chrome or Firefox web browsers)

Username: ncaaschools

Password: ncaafpt

- Click on “Institutions.”
 - Enter your official school name in the search box at the top left of the page (ex. University of Maryland, College Park).
 - Click on your official school folder.
 - Scroll down the page and select the “Wrestling” folder.
 - Select the “Headshots of Head Coach and Student-Athletes” folder.
 - After clicking the upload files button, you can drag and drop files or search locally to upload:
 - Label your files in the following manner: LastName_FirstName_School (ex. Doe_John_OhioSt).
 - Make sure to select “start upload” once all files have been added.
7. **Skin Checks.** Coaches are reminded that if a student-athlete has been diagnosed as having a skin condition and is currently being treated by a physician (ideally a dermatologist) who has determined that it is safe for that individual to compete without jeopardizing the health of the opponent, the student-athlete may compete. However, the student-athlete, coach or athletic trainer shall provide current, original written documentation from the treating physician, not the team trainer, to the medical professional at the medical examination with the approved NCAA Skin Evaluation and Participation Status Form. For more information on skin infection prevention, please visit <http://www.nwcaonline.com/nwcawebsite/sportssafetyhome/skinprevention.aspx>.

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8. Championship Tickets. Institutions will receive email communication in late September from the NCAA regarding the ticket request process. Additional ticket ordering information will be distributed Nov. 1. All requests for tickets must be submitted by 5 p.m. Eastern time, Friday, Jan. 4, 2019. Please contact Tricia Krummen at tkrummen@ncaa.org with questions regarding the ticketing process.
9. Pre-Championship Manual. Coaches are reminded to review the 2019 Division I Wrestling Pre-Championship Manual. The pre-championship manual is a resource for institutions to prepare for the championships. The 2019 Division I Wrestling Pre-Championship Manual will be posted [here](#) in mid-October.
10. **DEADLINE – Wrestling Staff Contact Information Form**. Please complete the attached NCAA Wrestling Coaching Staff Contact List and return the form to Heidi Wurster at hwurster@ncaa.org. This form must be verified and signed by the athletic director or sport administrator and returned by Nov. 1.
11. Annual Report. The annual report on the actions taken by the NCAA Division I Wrestling Committee at its April 2018 meeting may be located [here](#) under “Committee Proceedings.”
12. Important Dates and Deadlines. Attached is a 2018-19 calendar of important dates related to the 2019 NCAA Division I Wrestling Championships.

We look forward to assisting you this year and wish you the best of luck this wrestling season.

ADH:hw

Attachments

cc: NCAA Division I Wrestling Committee