



MEMORANDUM

Oct. 28, 2019

TO: NCAA Division I Conference Commissioners.

FROM: Joni Comstock
Senior Vice President of Championships and Alliances.

SUBJECT: Automatic-Qualification Online Process.

NCAA Division I conferences eligible for automatic qualification for future championships are required to submit an automatic-qualification form for all seasons by **February 1, 2020**.

The NCAA currently grants automatic qualification to the following Division I championships:

Baseball
Men's and Women's Basketball
*Women's Bowling
Field Hockey
Football (FCS)
Men's and Women's Golf
*Men's Gymnastics
Men's Ice Hockey
*Women's Ice Hockey
Men's and Women's Lacrosse
Women's Rowing
Men's and Women's Soccer
Softball
Men's and Women's Tennis
*Men's Volleyball
Women's Volleyball
*Men's Water Polo
*Women's Water Polo
Wrestling

* Denotes a National Collegiate Championship.

Before completing the forms, review the legislative provisions outlined in NCAA Bylaws 18.5 and 31.3.4 pertaining to automatic qualification. Links to these bylaws are embedded in the online

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form for your convenience. Additionally, please be sure to review your current written conference policy regarding teams subject to postseason restrictions (e.g., APP penalties, reclassifying institutions, etc.). This policy must align with the conference's current practice in consideration of automatic qualification for championships.

The automatic qualification application forms may be accessed via the NCAA Championships Bid and Profile System.

1. Go to <http://championships.ncaa.org/>.
2. Enter your login credentials for the portal. If you have not previously accessed this system, please click on the Request Account link and create your username and password.
3. Once logged on, click on the tab entitled "AQ Forms." This will direct you to your conference's automatic qualification home page.

Please complete the necessary information for all your sports, then fill out the final confirmation and contact section. Submission of this final section will complete the process for all sports. You are not required to complete the form at one time; you may save at any point and continue later. A progress bar, as well as checkmarks next to completed sports, will assist you in keeping track of where you are in the process. You may access and, if necessary, edit the form at any time before the due date.

All automatic-qualification data is retained at the national office. Therefore, for previously submitted applications, most questions will populate with last year's responses. Please confirm information copied from a previous year and make adjustments as necessary.

Also attached for planning purposes is a summary of selection dates and automatic qualifier notification due dates for 2020-21. Conference offices, or their designees, should notify the NCAA of their automatic qualifier by sport via the following link: <https://go.planningpoint.net/Registration/AQ>. Specific information regarding each championship's reporting timeline can be found within the respective pre-championships manual. Selection and notification dates for future years also are available via the [NCAA Championships Schedule](#) application on ncaa.org.

Please contact Kerstin Hunter, assistant coordinator for championships and alliances, at 317-917-6222 or khunter@ncaa.org if you have any questions regarding this process.

JC:kh

Attachment

cc: Selected NCAA Staff Members

Division I Championships
2020-21 Automatic Qualification

Championship	Selection Announcement Date	Notification Due Date
Baseball	May 31, 2021	May 30, 2021
Men's Basketball	March 14, 2021	March 14, 2021
Women's Basketball	March 15, 2021	March 15, 2021
*Women's Bowling	March 24, 2021	March 22, 2021
Field Hockey	November 8, 2020	November 8, 2020
Football	November 22, 2020	November 21, 2020
Men's Golf	May 5, 2021	May 4, 2021
Women's Golf	April 28, 2021	April 27, 2021
*Men's Gymnastics	April 6, 2021	April 4, 2021
Men's Ice Hockey	March 21, 2021	March 20, 2021
*Women's Ice Hockey	March 7, 2021	March 7, 2021
Men's Lacrosse	May 9, 2021	May 9, 2021
Women's Lacrosse	May 9, 2021	May 9, 2021
Women's Rowing	May 18, 2021	May 16, 2021
Men's Soccer	November 16, 2020	November 15, 2020
Women's Soccer	November 9, 2020	November 8 2020
Softball	May 16, 2021	May 16, 2021
Men's Tennis	(Teams) May 3, 2021 (Individuals) May 4, 2021	May 2, 2021
Women's Tennis	(Teams) May 3, 2021 (Individuals) May 4, 2021	May 2, 2021
*Men's Volleyball	April 25, 2021	April 24, 2021
Women's Volleyball	November 29, 2020	November 28, 2020
*Men's Water Polo	November 22, 2020	November 22, 2020
*Women's Water Polo	May 3, 2021	May 2, 2021
Wrestling	March 10, 2021	Results from the qualifying tournaments must be submitted by March 7, 2021.

*Denotes National Collegiate Championship.