



MEMORANDUM

October 30, 2023

TO: NCAA Division I Conference Commissioners.

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

SUBJECT: 2024-25 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, 2024**.

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

Baseball
Men's and Women's Basketball
*Women's Beach Volleyball
*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 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. Please review your written conference policy describing how the conference will designate a replacement automatic qualifier per the Division I and National Collegiate Team Replacement Policy.

The automatic qualification application forms may be accessed via the NCAA Championships Bid Portal.

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 2024-25. 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 in 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, coordinator for championships and alliances, at 317-917-6222 or khunter@ncaa.org if you have any questions regarding this process or if you will be adding a sport for 2024-25 that currently is unavailable to you in the system.

JC:kh

Attachment

cc: Selected NCAA Staff Members



Division I Championships

2024-25 Automatic Qualification

Championship	Selection Announcement Date	Notification Due Date
Baseball	May 26, 2024	May 25, 2025
Men's Basketball	March 16, 2025	March 16, 2025
Women's Basketball	March 16, 2025	March 16, 2025
Women's Beach Volleyball	April 27, 2025	April 26, 2025
*Women's Bowling	March 26, 2025	March 24, 2025
Field Hockey	November 10, 2024	November 10, 2024
Football	November 24, 2024	November 23, 2024
Men's Golf	April 30, 2025	April 29, 2025
Women's Golf	April 23, 2025	April 22, 2025
*Men's Gymnastics	April 8, 2025	April 6, 2025
Men's Ice Hockey	March 23, 2025	March 22, 2025
*Women's Ice Hockey	March 9, 2025	March 9, 2025
Men's Lacrosse	May 4, 2025	May 4, 2025
Women's Lacrosse	May 4, 2025	May 4, 2025
Women's Rowing	May 13, 2025	May 12, 2025
Men's Soccer	November 18, 2024	November 17, 2024
Women's Soccer	November 11, 2024	November 10, 2024
Softball	May 11, 2025	May 11, 2025
Men's Tennis	(Teams) April 28, 2025 (Individuals) April 29, 2025	April 27, 2025
Women's Tennis	(Teams) April 28, 2025 (Individuals) April 29, 2025	April 27, 2025
*Men's Volleyball	April 20, 2025	April 19, 2025
Women's Volleyball	December 1, 2024	November 30, 2024
*Men's Water Polo	November 24, 2024	November 24, 2024
*Women's Water Polo	April 28, 2025	April 27, 2025
Wrestling	March 12, 2025	Results from the qualifying tournaments must be submitted by March 9, 2025.

*Denotes National Collegiate Championship.