



## MEMORANDUM

Nov. 4, 2024

TO: NCAA Division II Conference Commissioners.

FROM: Lynda Tealer  
Senior Vice President of Championships and Alliances.

SUBJECT: 2025-26 Automatic-Qualification and Earned Access Online Process.

NCAA Division II conferences eligible for automatic qualification and/or earned access (football only) for future championships are required to submit an automatic-qualification and earned access form for all seasons by **Feb. 1, 2025**.

The NCAA currently grants automatic qualification or earned access to the following Division II championships:

Baseball

Men's and Women's Basketball

\*Women's Beach Volleyball

\*Women's Bowling

Field Hockey

-- ^ Football

Men's and Women's Golf

\*Men's Gymnastics

\*Women's Ice Hockey

Men's and Women's Lacrosse

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

\* Denotes a National Collegiate Championship.

^ Denotes earned access eligibility.

-- Please note if Division II Proposal No. 2025-8 is adopted at the 2025 NCAA Convention, automatic qualification will be offered in football. Conferences should plan to submit information

by the Feb. 1 deadline on the appropriate form (automatic qualification if the proposal is adopted, earned access if not), which will be made available by Jan. 22, 2025.

Before completing the forms, please review the legislative provisions outlined in NCAA Bylaw 18.4.3.2 (Bylaw 18.5.3 for National Collegiate Championships) pertaining to automatic qualification along with 18.4.3.3 related to earned access for football only. Links to these bylaws are embedded in the online form for your convenience.

**NEW:** Please note that the automatic qualification application has been refreshed and migrated to the My Apps space. As such, your previous login credentials no longer are valid. Instead, please use your single-source sign-on credentials to access the new AQ Forms application within your existing My Apps account. While the functionality of the application has not changed significantly, it now includes some expanded features.

- Conferences can request to have a sport added to their list of sponsored sports.
- Conferences can request late access to the previous year's automatic qualification forms.
- Conferences can request late access to the current year's automatic qualification forms.
- Easy delete option of schools that need to be removed from the list of conference members.
- Expanded automated email notifications throughout the application process.

Also note that your automatic qualification form history migrated to the new application, so you continue to have access to any previously submitted forms.

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. A \$500 fine (first offense) and a \$2,500 fine (second offense and thereafter) will be assessed to any conference that fails to submit the automatic qualification form by the established deadline and the conference's board chair will be notified.

All automatic-qualification and earned access 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 2025-26. 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 prechampionships manual.

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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](mailto:khunter@ncaa.org) if you have any questions regarding this process or access to the application.

LT:kh

Attachment

cc: Selected NCAA Staff Members



## Division II Championships

### 2025-26 Automatic Qualification

Championship	Selection Announcement Date	Notification Due Date
Baseball	May 10, 2026	May 10, 2026
Men's Basketball	March 8, 2026	March 8, 2026
Women's Basketball	March 8, 2026	March 8, 2026
*Women's Bowling	March 25, 2026	March 23, 2026
Field Hockey	November 10, 2025	November 9, 2025
Football (Earned Access)	November 16, 2025	November 15, 2025
Men's Golf	April 26, 2026	April 24, 2026
Women's Golf	April 26, 2026	April 24, 2026
*Men's Gymnastics	April 7, 2026	April 5, 2026
*Women's Ice Hockey	March 8, 2026	March 8, 2026
Men's Lacrosse	May 3, 2026	May 3, 2026
Women's Lacrosse	May 10, 2026	May 10, 2026
Men's Soccer	November 17, 2025	November 16, 2025
Women's Soccer	November 17, 2025	November 16, 2025
Softball	May 11, 2026	May 10, 2026
Men's Tennis	May 5, 2026	May 3, 2026
Women's Tennis	May 5, 2026	May 3, 2026
*Men's Volleyball	April 26, 2026	April 25, 2026
Women's Volleyball	November 24, 2025	November 23, 2025
*Men's Water Polo	November 24, 2025	November 23, 2025
*Women's Water Polo	April 27, 2026	April 26, 2026

\*Denotes National Collegiate Championship.