



**PARTICIPANT
2024-25 MANUAL**

Table of Contents

Welcome from Host Institution.....	2
Schedule of Events.....	3
NCAA Cross Country Championship Committee & Staff.....	5
NCAA Cross Country Championship Meet Officials.....	7
NCAA Cross Country Championship Local Planning Committee.....	8
NCAA Travel Information and Policies.....	9
Athletic Training Services.....	9
Media/Press Conference Information.....	10
NCAA Championship Meet Information.....	13
Tickets and Team Pass List Information.....	17
Uniforms, Logos & Misconduct.....	19
6K Course Map.....	21
10K Course Map.....	22
Facility Layout.....	23
Team Parking Map.....	25
Packet Pickup Parking Map.....	27
Tent Order Form.....	28



Welcome to the 2024 NCAA Cross Country Championship!

On behalf of Wisconsin Athletics and our entire campus community, I want to congratulate all of the student-athletes, coaches and support staff who have worked so hard to arrive at this moment. I also want to welcome the families and friends of the competitors. I encourage you to explore our beautiful campus and the wonderful city of Madison and surrounding areas.

It is a privilege for the University of Wisconsin-Madison to host this prestigious event at our terrific Thomas Zimmer Championship Cross Country Course for the second time in the past seven years. Wisconsin has a proud cross country history that includes a combined seven men's and women's team NCAA titles and eight combined individual national championships.

The opportunity to compete for a national title is afforded only to those who have earned it. This event is the culmination of hours and hours of preparation and training. The student-athletes here this weekend represent the best of the best in their sport and it is an honor for us to serve as host to this championship.

I want to congratulate and wish everyone involved with the 2024 NCAA Cross Country Championship the best of luck. Enjoy the moment!

Chris McIntosh
Director of Athletics
University of Wisconsin-Madison

Schedule of Events (all times Central Time Zone)

Tuesday, November 19

1 p.m. ET

Mandatory Virtual Coaches Meeting

Link will be provided to qualifying team head coaches after selections.

Thursday, November 21

9 a.m. – 4 p.m.

Course Inspection

Thomas Zimmer Championship Cross Country Course
9002 County Rd PD, Madison, WI 53593

Friday, November 22

9 a.m. – 4 p.m.

Course Inspection

Thomas Zimmer Championship Cross Country Course
9002 County Rd PD, Madison, WI 53593

10 a.m. – 2 p.m.

NCAA Declarations & Packet Pickup

Kohl Center, 601 West Dayton Street, Madison, WI 53715

2 – 3 p.m.

NCAA Press Conference

University Ridge Clubhouse, 9002 County Rd PD, Madison, WI 53593

Saturday, November 23

6:30 a.m.

Parking lots open and shuttles begin for spectators

7:30 a.m.

Course open for warm-ups for participants

(Please check Twitter at @BadgerTrackXC for possible frost or weather delays)

8 a.m.

Clerking procedure begins for women's race

8:50 a.m.

Clerking procedure begins for men's race

8:55 a.m.

National Anthem

9 a.m.

First gun fired (20 minutes to start to start of women's race)

Final check-in at clerk's tent for women's competitors

9:10 a.m.

Second gun fired (10 minutes to start of women's race – all women should report to start line)

9:17 a.m.

Third gun fired - NO MORE RUNOUTS (3 minutes until start of women's race)

9:20 a.m.

Women's Championship 6K Race

9:50 a.m.

First gun fired (20 minutes to start of men's race)

Final check-in at clerk's tent for men's competitors

10 a.m.

Second gun fired (10 minutes to start of men's race – all men should report to start line)

 **CROSS COUNTRY CHAMPIONSHIPS**

10:07 a.m.

Third gun fired - NO MORE RUNOUTS (3 minutes until start of men's race)

10:10 a.m.

Men's Championship 10K Race Approx. 11 a.m.

Presentation of Awards

2024-25 DIVISION I MEN'S AND WOMEN'S CROSS COUNTRY/TRACK & FIELD COMMITTEE

<p>Ritchie Beene Head Track and Field Coach Alabama State University Office: 334-229-8331 Email: rbeene@alasu.edu</p>	<p>Cody Brousek Director of Operations University of Nebraska- Lincoln Office: 402-472-6468 Email: cbrousek@huskers.com</p>
<p>Jason Drake Head Track and Field & Cross Country Coach California State University, Fresno Office: 206-240-3343 Email: jdrake@csufresno.edu</p>	<p>Emily Fulton Assistant AD – Operations and Finance, SWA Virginia Military Institute Office: 540-597-5874 Email: fultonee@vmi.edu</p>
<p>Asha Gibson-Smith Director of Track and Field Austin Peay State University Office: 205-612-9699 Email: gibsonsmitha@apsu.edu</p>	<p>Sean Graham Head Track and Field & Cross Country Coach American University Office: 202-885-3026 Email: sgraham@american.edu</p>
<p>Karina Handeland Senior Associate Athletic Director University of Portland Office: 503-943-7808 Email: handelan@up.edu</p>	<p>Shirelle Jackson Executive Associate AD/Student-Athlete Development & Strategic Initiatives University of Miami, Florida Office: 305-2843243 Email: s.jackson2@miami.edu</p>
<p>Funmi Jimoh Director of Administration & Chief of Staff Rice University Office: Email: funmi@rice.edu</p>	<p>Connie Price-Smith Head Track and Field & Cross Country Coach University of Mississippi Office: 253-249-8705 Email: cmprices@olemiss.edu</p>

<p>Dave Smith Director – Track and Field and Cross Country Oklahoma State University Office: 405-742-0725 Email: dave.smith@okstate.edu</p>	<p>Diane Turnham Senior Woman Administrator Middle Tennessee State University Office: 615-898-2938 Email: diane.turnham@mtsu.edu</p>
<p>Secretary Rules Editor Mark Kostek Cell: 515-208-8300 Email: kostekmt@gmail.com</p>	<p>NCAA Jeff Mlynski Associate Director Championships and Alliances P.O. Box 6222 Indianapolis, Indiana 46206 Office: 317-917-6503 Cell: 317-874-7154 Email: jmlynski@ncaa.org</p>

Meet Officials

Meet Referee:	Gary Wilson
Head Clerk of the Course:	Keith Manke
Assistant Clerks:	DJ McHugh / Lil Brunson
Head Starter:	Don McNaughton
Recall Starters:	Tom Johnson / March Thurwachter, Scott Sponholz / John Turner / Mike Powers
Head Marshal:	Dave Gloyer
Head Umpire:	Mark Maas
Head Finish Line Official:	Robert Kern
Announcer:	Mike Jay
Timing and Results:	PT Timing

Host Institution Championship Planning Committee

Title	Name	Cell	Email
Meet Director	Beth Clouser	608-381-9942	bdc@athletics.wisc.edu
Media Relations	AJ Harrison	608-279-8641	ah3@athletics.wisc.edu
Athletic Training	Marlee Gross	608-469-6045	mrg@athletics.wisc.edu
Athletic Training	Brian Hanson	608-999-1366	bth@athletics.wisc.edu
Awards	Katie Pietrowiak	608-630-7385	kp2@athletics.wisc.edu
Marketing/Promotions	John Cornfield	N/A	jac@athletics.wisc.edu
Merchandise	Brent Ruhland	N/A	bjr@athletics.wisc.edu
Officials / Volunteers	Mary Grinaker	N/A	mjgrinaker@gmail.com

NCAA Travel Information & Policies

Travel Party

Please refer to the NCAA travel policies for all information regarding transportation and per diem expenses. Travel policies can be found online [here](#). Please reference Appendix of the travel policies for reimbursable travel party numbers.

Travel Information

Air Travel. Based on the travel policies, if you are eligible for a flight, please contact Short's Travel Management at 866-655-9215 as soon as possible to arrange your air travel. At any time prior to selection announcements you may access the travel portal at www.shortstravel.com/ncaachamps to update your team contact information, travel party roster, equipment manifest and any preferences. Entering this information prior to selections will help expedite the travel booking process required to issue tickets.

Your institution user ID and password login credentials, for the Short's Portal, were emailed to the university director of athletics prior to Fall championships. If you still need assistance with your Short's Portal user ID and password, please email ncaaalo@shortstravel.com or travel@ncaa.org.

Ground Travel. Individual sports will be reimbursed a mileage rate per person per mile in accordance with the NCAA travel policy. Individual sports who wish to drive instead of fly will be reimbursed mileage up to the cost of a commercial flight (quote to be obtained from Short's Travel).

Travel Expense System. Per diem will be provided for an official travel party. Please reference the NCAA travel policies for all information regarding transportation and per diem reimbursement. Per diem and other eligible expenses will be reimbursed through the Travel Expense System (TES). Please go to www.travel.ncaa.org to file for reimbursement or request a travel exception. Registration with an institutional email address is required to access TES through NCAA My Apps. The NCAA travel department may be reached at 317-917-6757, or by email at travel@ncaa.org.

Please reference the NCAA travel policies as the NCAA travel policy is updated annually [here](#), and the travel policies supersede all other documents.

Athletic Training Services

There will be a medical tent set up at the course during practice on Thursday and Friday and for Saturday's competition. The medical tent will be located adjacent to the finish line. It will be equipped with first aid and taping supplies, AED, emergency kit, splints, crutches, hydrocollator, water, and ice. On competition day, there will be water by the start line.

Medical Tent Hours:

Thursday, November 21	9:00a.m. - 4:00p.m.
Friday, November 22	9:00a.m. - 4:00p.m.
Saturday, November 23	7:50a.m. - 30 min. post-award ceremony

Athletic Trainers on course: Athletic trainers will be in a trail vehicle during each race. Athletic trainers may be strategically placed in other areas of the course during competition. EMS will be onsite beginning at 8:30 a.m. If your team is not traveling with an athletic trainer, your studentathlete must present a prescription or letter of treatment from the institution's athletic trainer or team physician. Modality treatment will only be given with written permission from your institution's medical staff.

Physicians: There will be a team physician on call Thursday and Friday, and on site at the meet on Saturday beginning 1 hour prior to competition. Please contact Marlee Gross and Brian Hanson to facilitate seeing a physician. Our main athletic training room in the McClain Center is located on campus, about 25 minutes away from the course. Arrangements can be made in advance to use this facility if needed.

Below is a list of contact information to assist you in caring for your athletes:

Marlee Gross, LAT, ATC, Host Athletic Trainer

Cell: 608-469-6045

Email: mrg@athletics.wisc.edu

Brian Hanson, LAT, ATC, Host Athletic Trainer

Cell: 608-999-1366

Email: bth@athletics.wisc.edu

David Bernhardt, MD

Please contact Marlee and/or Brian to facilitate arrangements to see a team physician

University of Wisconsin Hospital

(10 miles from the Zimmer Cross Country Course)

600 Highland Ave

Madison, WI 53792

Walgreens 24 Hour Pharmacy

7810 Mineral Point Rd

Madison, WI 53717

Phone: 608-833-1222

Please contact us if we can be of any assistance to you and your team. We look forward to meeting you at the 2024 NCAA Division I Cross Country Championship.

Media/Press Conference Information

If you have any questions, please contact AJ Harrison of the University of Wisconsin Brand Communications Department at 608-279-8641 or via email at ah3@athletics.wisc.edu.

NCAA Media Obligations

ALL STUDENT-ATHLETES AND COACHES MUST BE MADE AVAILABLE FOR MEDIA OBLIGATIONS.

Participation applies to all pre- and post-event press conferences and/or interview requests by the NCAA and its broadcast partners.

Failure to participate may result in misconduct, as determined by the NCAA Division I Cross Country/Track and Field Committee.

Student-athletes are allowed a maximum of a 10-minute cooling off period following their race before meeting with the media. If the student-athlete is ready prior to the 10 minutes, he or she can participate in interviews as soon as they are ready. However, they are not allowed to leave the competition area before conducting their media interviews. Interviews will be conducted in the mixed zone or interview room.

In the event that a student-athlete has been selected for drug testing, he or she must fulfill all media obligations before going to the drug testing center.

Website

[DI Women's College Cross Country - Home | NCAA.com](#) and [DI Men's College Cross Country - Home | NCAA.com](#) are the official websites for the NCAA Division I Men's and Women's Cross Country Championships.

The below website will house additional meet information:

- <https://app.bucky.uwbadgers.com/NCAA-Cross-Country-Page>

Credential Requests

For all media related credential requests, please visit <https://www.ncaa.com/media-credentials> to begin the application process for the NCAA Division I Cross Country Championships. A confirmation email with additional information for media will be sent once the request has been approved. Should you experience any difficulties in applying for credentials, please contact AJ Harrison, at University of Wisconsin, via phone 608-279-8641 or email ah3@athletics.wisc.edu.

Meet Results

Meet results can be obtained online and in person.

- Live results will be available at NCAA.COM.
- All results will be electronic.
- Additionally, at the conclusion of the championships and once the results have been deemed final, an email will be sent to all participating schools SID and head coach, from the host institution's SID, AJ Harrison (ah3@athletics.wisc.edu).

Press Conferences Pre-Race:

A pre-race press conference with selected coaches and student-athletes will be held at the University

Ridge Clubhouse on Friday, Nov. 22, from 2 – 3 p.m. A member of the NCAA media team or University of Wisconsin brand communications office will contact selected universities to participate in the premeet press conference.

Post-Race:

A post-race mixed zone area will be implemented for interviews following the conclusion of each respective race. Media members will not be allowed access to the student-athletes during the 10minute cooling off period. At the end of the period, members of the University of Wisconsin brand communications office will escort student-athletes to the mixed zone area, located at the end of the athlete recovery tent. All competing student-athletes will be required to pass through the mixed zone. We remind coaches and student-athletes that all appropriate NCAA regulations regarding participation in post-event interviews and other regulations regarding apparel will apply.

Media Workspace

On meet day, the University Ridge Clubhouse will serve as the media workroom. Results will be printed in the work area and available for working media that needs it. There will be power and internet available. Golf cart drivers will be available to escort media members from the finish line to the University Ridge Clubhouse.

Photography

There will be a photo box at the finish line area as well as near the start line. Photographers are expected to stay inside any roped off areas and must show credentials to gain admittance into mediaonly areas. You are permitted to shoot the runners on the course, but **MAY NOT** interfere with the participants directly or indirectly. Only photographers approved by the NCAA will be allowed into the finish chute area.

Press Materials

Please send all press materials, including notes and information guides, for the event to:

AJ Harrison (ah3@athletics.wisc.edu)
Meet Information

Awards

Awards will be presented at the projected time of 11 a.m. CT for both the women and men. Team awards are presented to the top four teams. The top 15 individuals will be recognized and will receive an NCAA award. The USTFCCCA All America awards presentation, recognizing the top 40 individuals, will take place at this time as well. The award ceremonies will take place on the awards stage located next to the finish line.

Banquet:

The Division I Track and Field and Cross Country Committee has elected to provide enhanced gift options to the student-athletes this year in place of a formal banquet. Gifts will be distributed in conjunction with packet pickup. Gifts will only be provided to competing student-athletes (7 per qualified team and 1 per qualified individual).

Credentials

All credentials will be issued during packet pickup. Each institution that qualifies a team will receive a maximum of 19 credentials (14 student-athletes (seven declared and seven replacements), three coaches, one administrator and one manager). Institutions qualifying individuals to the championships will receive a credential for each student-athlete and up to four additional (three coaches and one administrator/manager). Each institution will be allowed one additional credential if a medical trainer or physician is accompanying the team. The medical credential will be administered by the host school's sports medicine staff at packet pickup. All medical credentials require the individual to be present and show their photo identification to receive the credential.

Teams will also be allowed to purchase up to a maximum of ONE additional manager, administrator OR medical credential at the cost of \$20.

Course Practice

The course will be open for practice at the following times:

- **Thursday, November 21, 9 a.m. – 4 p.m.**
- **Friday, November 22, 9 a.m. – 4 p.m.**

The course **MAY** be closed due to weather or during early-morning hours if there is considerable frost on the course. Runners will not be able to run on the course until it is cleared by meet management in order to preserve the best possible course conditions for Saturday races. Please check Twitter at @BadgerTrackXC for possible frost or weather delays.

Evacuation/Severe Weather Plan

Lightning Policy

Following NCAA protocol, we will be using an online lightning detection and weather monitoring system. Once lightning enters a 30-mile radius of the competition venue, we will begin preparations to protect the student-athletes and spectators. Once lightning enters within an eight-mile radius of our site, competition must stop and student-athletes and spectators will be moved to safe areas. We will not begin any activity until 30 minutes have passed since the last lightning strike inside the warning ring.

Shelter Locations

Coaches and student athletes should return to their vehicles, while spectators are asked to head toward the shuttle bus drop-off/pick-up location at the entrance to the course where there will be shuttle buses waiting to take spectators back to their vehicles and wait for the storm to pass, while staff and media will head up to the clubhouse and training center.

Severe Weather Policy for NCAA Cross Country Championships

For the safety of all spectators, student-athletes, officials and coaches the following will be used in case of severe weather (e.g., cold temperatures, heavy snow, lightning):

1. The meet director and NCAA cross country/track and field committee will monitor the weather during the week and morning of the championships.
2. An X account for information on delays and/or postponement has been established. The X handle is @BadgerTrackXC. The host will X alerting coaches of different start times or a delay in course inspection times due to inclement weather.
3. The NCAA Cross Country/Track and Field Committee, in consultation with the host and head referee, will determine whether the start of the meet should be delayed or if the meet should be postponed until the following day.
4. If the race has already begun and would have to be suspended in the middle of the competition, the cross country/track and field committee would recommend the following:

Men's 10,000 meter - If competition is suspended before the 3,000 meter mark you may run the same day with a two-hour delay. If competition is suspended after 3,000 meters they would recommend postponement until the next day.

Women's 6,000 meter - If competition is suspended before the 2,000 meters mark you may run the same day with a two-hour delay. If competition is suspended after 2,000 meters they would recommend postponement until the next day.

5. If necessary, competition may be postponed until the next day, per NCAA policy, with similar if not the same start times. This information must be communicated with all involved institutions.
- ** Appropriate provisions will be made to the facility to ensure the safety of competitors and spectators. The NCAA Cross Country/Track and Field Committee reserve the right to make changes to the above policies and schedules as they see fit.

Course Markings:

White lines, natural boundaries, and fencing will mark the course. Umpires will be stationed on the course. Kilometer and mile markers will be located at all men's and women's mile and kilometer locations.

Declarations/Entry Forms:

Institutions are required to declare during packet pickup on Friday between 10 a.m. and 2 p.m. at Kohl Center, 601 West Dayton Street, Madison, WI 53703. The runners declared for the national championships may be different than those that competed at the regional meet, but all must have appeared on the original entry form submitted prior to the regional championships. If an institution declares more than seven student-athletes during packet pickup (i.e. takes an eighth or ninth set of chips and bibs), those additional chips and bibs **must** be returned to meet management at the clerking tent no later than 20 minutes prior to the start of the race. **Please note that institutions qualifying as a team will receive no more than 14 total student-athlete credentials.** Teams are encouraged

to declare down as far as possible during packet pickup. For additional information regarding entry forms and declarations please see the NCAA Division I Cross Country PreChampionship Manual.

Championships Clerking, Final Declaration and Check-in Process

NOTE NEW PROCESS FOR 2024: If during initial declarations at packet pickup the institution declared down to seven athletes, or the institution is only contesting an individual(s) and not a team, there is no further action required the day of the race. The only check-in or declaration required the day of the race is for teams that did not declare down to a final seven, for teams that must make a change to the seven declared during packet pickup, or for teams that have to scratch an athlete that will not start (DNS). The head coach of each institution should complete the final check-in process, if necessary, on behalf of their team and/or student-athlete(s). Coaches will be required to ensure student-athletes comply with all uniform and logo requirements as well as ensuring their studentathletes report to the starting line not only wearing their hip numbers, bibs and chips, but wearing the **proper** hip numbers, bibs and chips. Uniform and logo rules contained in Rule 22-3 of the NCAA Cross Country/Track and Field Rule Book and Bylaw 12.5.4 in the NCAA Manual shall apply. Failure to comply with these championship policies and the requirements surrounding uniform and logo rules may result in disqualification.

Coaches needing to complete the final check-in/declaration process the day of the race must do so, with the clerks, at the assigned clerking location up to 80 minutes prior to the start of their race. Coaches needing to complete this process on race day are encouraged to check-in/declare as soon as possible, but not later than 20 minutes prior to the race. Check-in will **NOT** be allowed at the start line and coaches needing to complete this process on race day, must check-in all teams/studentathletes at the assigned clerking location. Again, be reminded that if an institution declares more than seven student-athletes during packet pickup (i.e. takes an eighth or ninth set of hip numbers, chips and bibs), those additional hip numbers, chips and bibs **must** be returned to meet management, in the clerking area, no later than 20 minutes prior to the start of each respective race.

Please note that teams and/or individuals that are checked-in late and not in accordance with the times/policies outlined in this manual will jeopardize participation in their race, will have a letter sent to their institutional athletics director and will have a financial fine assessed for failing to abide by championship policies.

SQUAD SIZE: Teams are limited to a maximum of seven (7) competitors. A team running more than seven will be disqualified and the action will be considered misconduct. Institutions entering **five to seven** runners in the meet must compete as a team. If fewer than five competitors run, they will compete as individuals.

NCAA Division I Cross Country Championships Protest Process

A protest tent/area will be located near the finish line. Forms will be available at the tent for the head coach to provide information about the alleged incident or problem, citing the NCAA rulebook. The head referee's ruling and explanation will be posted along with the results of the race. There will be no jury of appeals and the referee's decision will be final. There will be two 15-minute protest periods, one following each of the races (women and men). Each of the protest windows will begin

when the results of the race have been posted at the protest tent. There is a \$100 protest fee (cash only) for each protest. The \$100 fee will be returned should the protest be upheld.

Locker Rooms/Showers:

Showers will be made available at Camp Randall Stadium (25-30 minutes from course) post-race from 11 a.m. to 2 p.m. Towels will also be available. You MUST notify the meet director, Beth (bdc@athletics.wisc.edu), before Wednesday, November 20th if you plan to use the showers on race day.

Drug Testing:

Please see the NCAA Division I Cross Country Pre-Championships Manual for information.

***If drug testing does not occur during this championship round and/or a test is required outside of the standard championship protocol (e.g. national record, world junior record, etc.), the cost associated with such a test will be the responsibility of the tested studentathlete's institution.**

Packet Pick-Up:

Declarations and packet pick-up will be from 10 a.m. to 2 p.m. on Friday, November 22, at the Kohl Center, 601 W Dayton Street, Madison, WI 53703. Please follow the parking sign directions and the instructions of security.

Coaches Meeting:

NCAA Mandatory Coaches Technical Meeting:

Tuesday, Nov. 19: 1 p.m. ET

Link will be sent to qualifying team head coaches after selections.

NOTE: Failure to attend the coaches' technical meeting will result in a minimum \$200 fine/gender/institution.

Press Conference:

NCAA Press Conference with select student-athletes and coaches.

Friday, Nov. 22: 2- 3 p.m.

University Ridge Clubhouse, 9002 County Rd PD, Madison, WI

Parking will be available in the upper lot, directly across from the clubhouse.

Scoring:

NCAA rules for cross-country scoring will be followed. For scoring procedures, please consult the 2023 and 2024 NCAA Cross Country/Track and Field Rules Book.

Results:

Results will be available at the following websites. No hard copy results will be provided.

- NCAA.COM
- <https://app.bucky.uwbadgers.com/NCAA-Cross-Country-Page>

Tent Rental:

Team tents, tables, chairs, and heaters can be ordered through Lakeshore Athletic Services, Inc. Due to limited space, each institution is allowed to order one tent only (tent sizes: 15x15 or 20x20). Deadline to order is **Monday, November 18 at 12 p.m. (CST)**. Additional tent information can be found on the tent order form located on the final page of this manual.

Mother's Room:

A private Mother's Room will be made available, on request, for use at the competition venue. To secure such a room, please notify Katie Pietrowiak at least 24 hours prior to arrival at kp2@athletics.wisc.edu.

Merchandising and Programs:

Official NCAA cross country championships merchandise and programs may be purchased at the course on November 22 and 23. The merchandise trailer will be open Friday from 10 a.m. to 2 p.m. and on Saturday from 7:30 a.m. until 1 p.m.

NCAA Academic Recognition Program – Elite 90 Award:

The Elite 90 award is presented to the student-athlete with the highest cumulative grade-point average competing at the finals site for each of the NCAA's 90 championships. Each institution that has at least one student-athlete qualify for the finals round/site is eligible to nominate a studentathlete to win the award for that championship. All ties are broken by number of credits completed. For more information regarding this program, please contact Mark Bedics at elite90@ncaa.org or 317-917-6222. All documents, including eligibility and nomination forms can be obtained at the following location – [Elite 90 forms](#). The deadline to submit your student-athlete is 5 p.m. Eastern, Tuesday, November 19.

Student-Athlete Participation Awards

CONGRATULATIONS ON YOUR TEAMS' SUCCESS!

We are excited to share that this year, all Student-Athlete Mementos will be given out ON-SITE at the Championship!



HOW TO PURCHASE ADDITIONAL STUDENT-ATHLETE MEMENTOS FOR YOUR TEAM

The NCAA provides BirdieBox with the email address of a designated point person for each sport and school. Please ensure the correct person is communicated to the NCAA, as they will need access to the website for ordering additional mementos. The designated person will be directed to this site to place your school's order:

<https://ncaainstitutionalportal.com/products/travel-fresh>

The number of mementos you receive will match the NCAA-prescribed travel party size. To purchase additional mementos beyond your travel party allotment, follow the steps below:

1. Navigate to <https://ncaainstitutionalportal.com/products/travel-fresh> OR scan the QR code on this page.
2. Choose the gender for your sport.
3. Select your sport.
4. Choose the quantity of additional gifts you'd like and add them to your cart.
5. At checkout, enter your school name in the required field.
6. Provide your contact information and the shipping address for delivery.
7. Enter your payment information (all gifts must be paid for at checkout).
8. Submit your order.



Please note that the site will close 4 weeks after the championship.

Questions?

Email Katie Czarny: kczarny@BirdieBox.com

At BirdieBox, we redefine collegiate gifting by transforming it into an unforgettable experience. With an unwavering commitment to quality, creativity, and personalization, we craft each BirdieBox to convey a purposeful message.

Tickets and Team Pass List Information

Tickets will be \$20 per person and parking will be \$5 per vehicle. Two and under are admitted free with a paid adult. Tickets are available for purchase both in advance and onsite, however, spectators are **HIGHLY** encouraged to purchase in advance for ease of arrival. Shuttles will begin running from parking lots at 6:30 a.m. and we encourage spectators to arrive no later than 8:15 a.m. to ensure arriving to the course before the first race at 9:20 a.m. Shuttles will run continuously until two hours after awards ceremony. Advance ticket sales are now available and can be purchased at ncaatickets.com.

Team Pass List Information: Participating institutions are not entitled to complimentary tickets. Tickets must be purchased by each team, which are then issued to the guests of student-athletes.

Competing institutions will be sent a form, by the University of Wisconsin, to purchase tickets for guests of student-athletes following the selection show on Saturday, November 16th. A copy of that form will also be attached to the selection email. The completed form should be returned to abo@athletics.wisc.edu. This form will be accepted until **Wednesday, November 20, at Noon Central** and institutions wishing to purchase tickets for guests of participating student-athletes, must do so by this date and time. Mobile tickets will then be sent to the institutional representative on Thursday, November 21st. Each institutional ticket representative will be responsible for purchasing and distributing the mobile tickets to guests. Institutions will also be sent a parking permit link that is to be shared with guests of student-athletes to purchase parking on their own at a cost of \$5 per car.

Institutions will be permitted to assign a maximum of six (6) tickets per qualified student-athlete. For example, if an institution qualifies a team (7 student-athletes), they may assign a maximum of 42 tickets for the championship. All tickets are General Admission. Institutions will be sent an invoice within 24 hours of submitting the form.

Changes/additions along with late requests will not be allowed. All NCAA pass list policies will be applied. Again, please note that all pass list tickets will be sent electronically to the email address of the institutional ticket representative provided, and it will then be the individual school's responsibility to disseminate tickets electronically to their player guests in advance of the championship competition.

If you have any questions regarding the guest tickets, please contact the Wisconsin Athletic Business Office at abo@athletics.wisc.edu.

Uniforms/Logos/Misconduct

[Reference: Rule 22-3 in the NCAA Cross Country Track and Field Rules Book and Bylaw 12.5.4 in the NCAA Manual.]

Uniform and logo rules contained in Rule 22-3 of the NCAA Cross Country Track and Field Rules Book and Bylaw 12.5.4 in the NCAA Manual shall apply in all championship related events, press conferences and award ceremonies. Competitors must wear the proper uniform (warm-ups included) of the institution they represent in the championships.

The bylaw will be strictly enforced at all NCAA championships and the names of individuals and institutions that are not in compliance with this bylaw shall be forwarded to the NCAA enforcement staff.

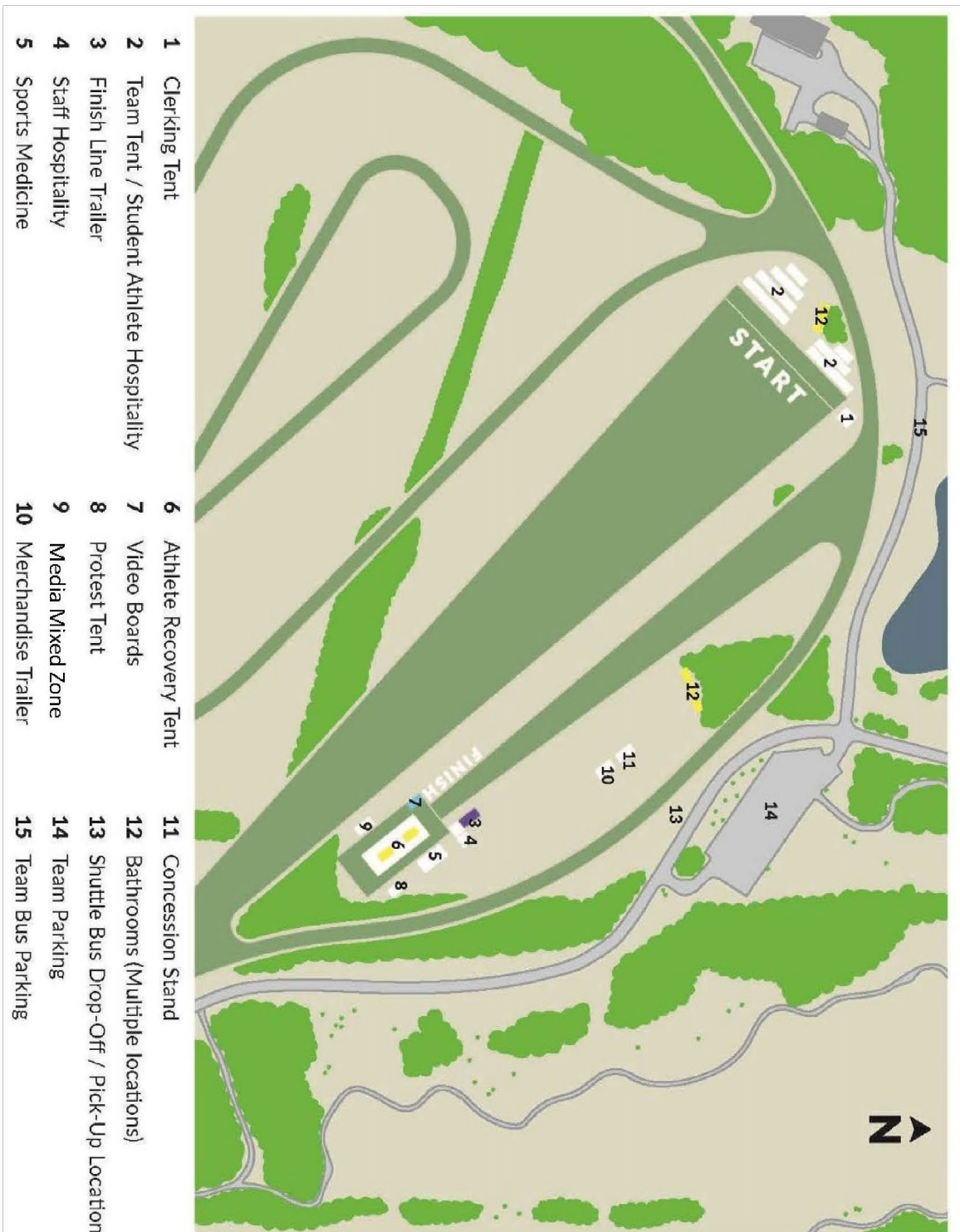
Misconduct (Bylaw 31.1.10)

Misconduct Incident to Competition. If the act of misconduct occurs during the competition, under normal circumstances the individual shall be allowed to complete the competition in which he or she is participating at the time of the incident. An administrative hearing shall be held at the conclusion of the day's competition, during a break in the continuity of the championship (e.g., between rounds of a basketball tournament) when no competition is being conducted or at the conclusion of the championship. However, if the act of misconduct is so flagrant that it obviously violates the principles of fair play and sportsmanship, the games committee may immediately withdraw the student-athlete or institutional representative from the competition and conduct the hearing following this action. Other acts of misconduct may be dealt with at the governing sports committee's convenience.

Penalty for Misconduct. A governing sports committee (or the games committee authorized to act for it) may impose any one or a combination of the following penalties on an institution or any student-athlete or representative of an institution guilty of misconduct that occurs incident to, en route to, from or at the locale of the competition or practice:

- a) Public or private reprimand of the individual;
- b) Disqualification of the individual from further participation in the NCAA championship involved;
- c) Banishment of the individual from participation in one or more following championships of the sport involved;
- d) Cancellation of payment to the institution of the Association's travel guarantee for the individuals involved;
- e) Withholding of all or a portion of the institution's share of revenue distribution;
- f) Banishment of the institution from participation in one or more following championships in which its team in that sport otherwise would be eligible to participate;
- g) Disqualification of an institution for a period of time from serving as host institution for one or more NCAA championships;
- h) Cancellation of all or a portion of the honorarium for hosting an NCAA championship; and
- i) Financial or other penalties different from (a) through (h) above, but only if they have prior approval of the Division I Competition Oversight Committee.





Team Parking

Parking at the course is reserved for teams only. All teams will be provided a vehicle permit(s) to display on the dash of their vehicle(s). The University of Wisconsin Police Department officers will be

staffing the front entrance and only allowing vehicles with a properly displayed permit to enter the facility.

FROM SOUTH/SOUTHWEST, VIA I-90/I-39

Take I-90 to Hwy 12/18 West exit 142 A. Proceed west on Hwy 12/18. After nine miles, take exit 258 (Hwy 18/151, Verona Rd.) and turn left onto Verona Road. After one mile, take exit 83 A-B onto McKee Rd, Township Road PD, keep left. Turn right on County Road PD. After three miles, keep right onto CTH-PD. University Ridge will be on the right.

FROM SOUTHWEST, VIA US 151

Turn left onto County Road PD. After three miles, keep right onto CTH-PD. University Ridge is three miles down on the right side of the road.

FROM NORTHEAST, VIA US 151

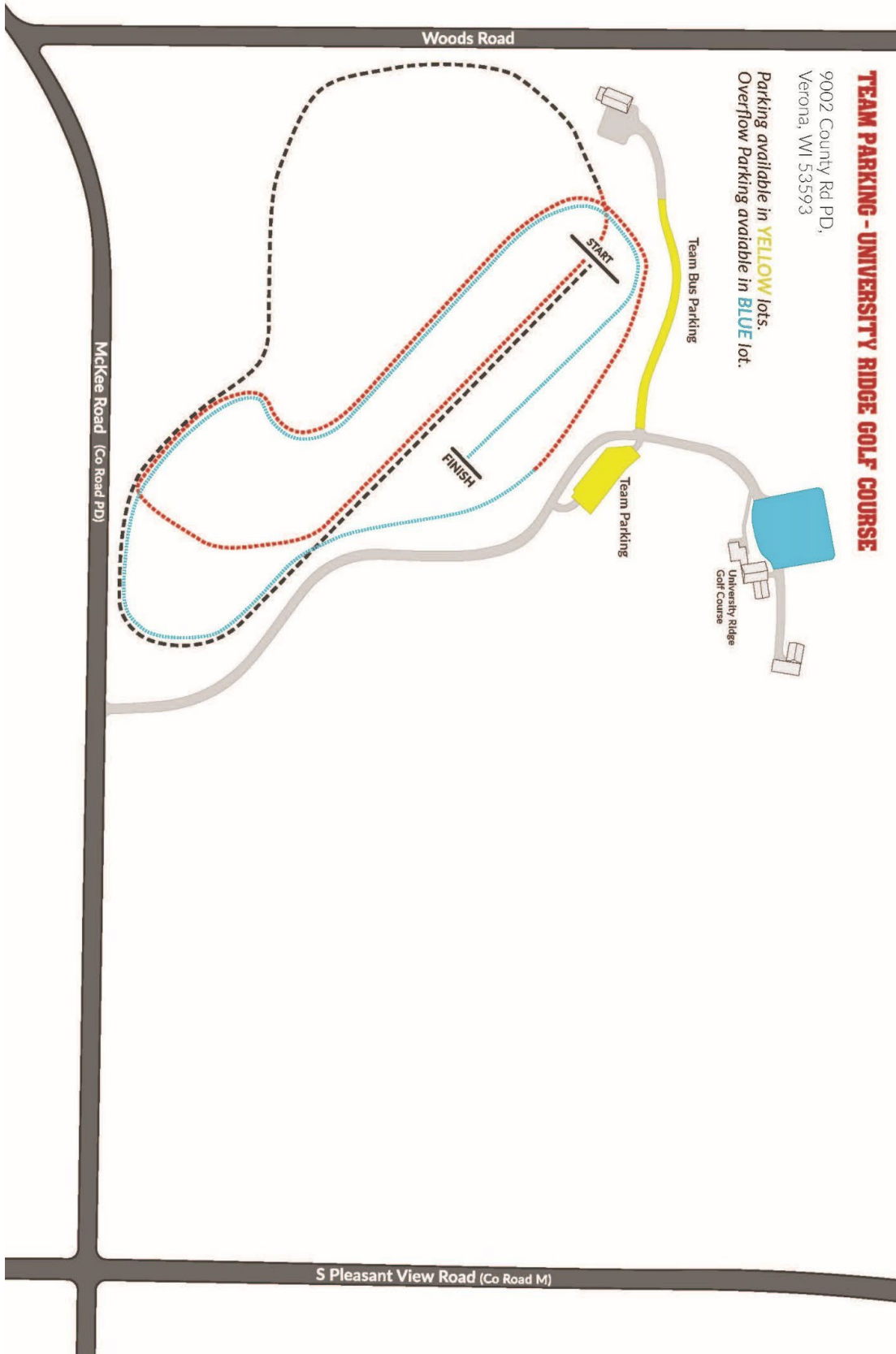
Take I-90 East to Hwy 12/18 West exit 142A. Proceed west on US Hwy 12/18. After nine miles, take exit 258 (Hwy 18/151, Verona Rd.) and turn left onto Verona Road. After one mile, take exit 83 A-B onto McKee Rd, Township Road PD, keep left. Turn right on County Road PD. After three miles, keep right onto CTH-PD. University Ridge will be on the right.

FROM NORTHWEST, VIA I-90/I-39

Continue east-bound I-90/94 to Hwy 12/18 West exit 142A. Proceed west on 12/18. After nine miles, take exit 258 (Hwy 18/151, Verona Rd.) and turn left onto Verona Road. After one mile, take exit 83 A-B onto McKee Rd, Township Road PD, keep left. Turn right on County Road PD. After three miles, keep right onto CTH-PD. University Ridge will be on the right.

FROM EAST, VIA I-94 (MILWAUKEE'S GENERAL MITCHELL INTERNATIONAL AIRPORT)

Take I-94 west to I-90. Continue east-bound I-90/94 to Hwy 12/18 West exit 142A. Proceed west on 12/18. After nine miles, take exit 258 (Hwy 18/151, Verona Rd.) and turn left onto Verona Road. After one mile, take exit 83 A-B onto McKee Rd, Township Road PD, keep left. Turn right on County Road PD. After three miles, keep right onto CTH-PD. University Ridge will be on the right.



Packet Pickup

Kohl Center – 601 West Dayton Street, Madison WI, 53715

Driving Directions

From East, VIA I-94

Take I-94 west to I-90. Travel east on I-90 to Hwy 12/18 west until reaching exit 142 A. Follow Hwy 12/18 for three miles to Park Street exit 261 A-B. Turn right onto Park Street going north. Follow Park Street into campus. Turn right onto Dayton Street. Proceed three blocks past the Kohl Center. Turn right onto North Bedford for one block. Turn right on West Mifflin and continue past the apartment complex. Parking lot entrance will be on your right hand side. Look for UW Transportation Services vehicle.

From South/Southeast, via I-90/I-39

Take I-90 to Hwy 12/18 West exit 142 A. Follow 12/18 for three miles to Park Street exit 261 A-B. Turn right onto Park Street going north. Follow Park Street into campus. Turn right onto Dayton Street. Proceed three blocks past the Kohl Center. Turn right onto North Bedford for one block. Turn right on West Mifflin and continue past the apartment complex. Parking lot entrance will be on your right hand side. Look for UW Transportation Services vehicle.

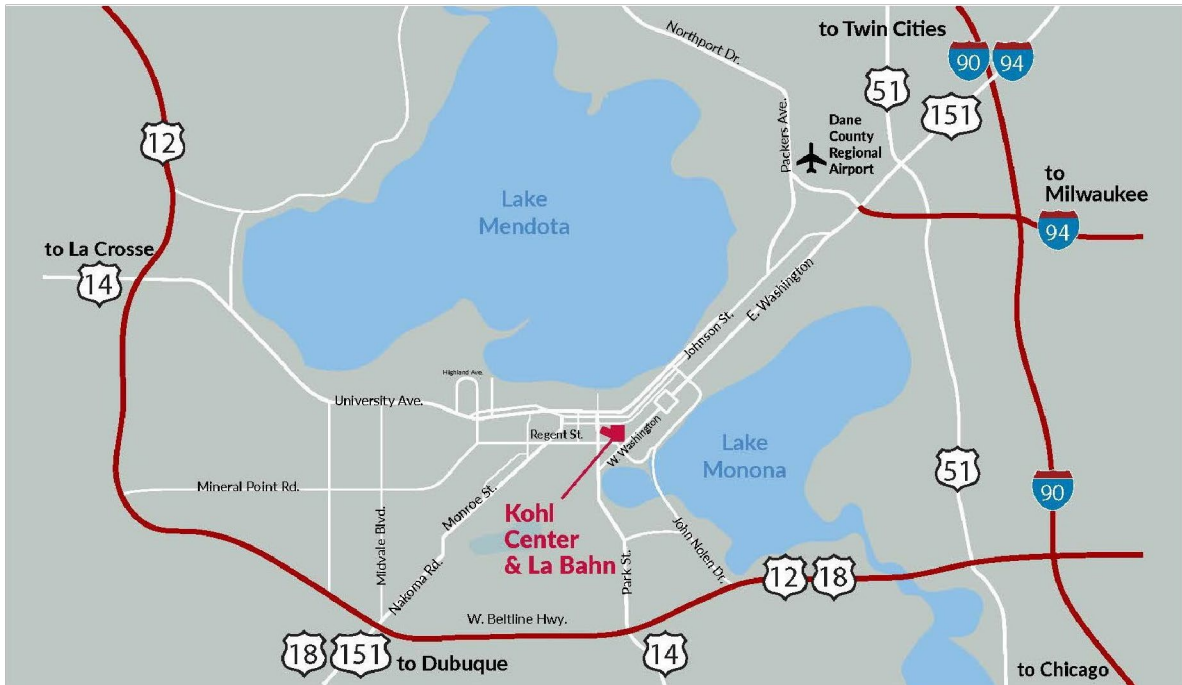
From Northeast, via UA 151

Take I-90 East to US Hwy 12/18 West exit 142 A. Proceed west on 12/18 to Park Street exit 261 A-B. Turn right onto Park Street going north. Follow Park Street into campus. Turn right onto Dayton Street. Proceed three blocks past the Kohl Center. Turn right onto North Bedford for one block. Turn right on West Mifflin and continue past the apartment complex. Parking lot entrance will be on your right hand side. Look for UW Transportation Services vehicle.

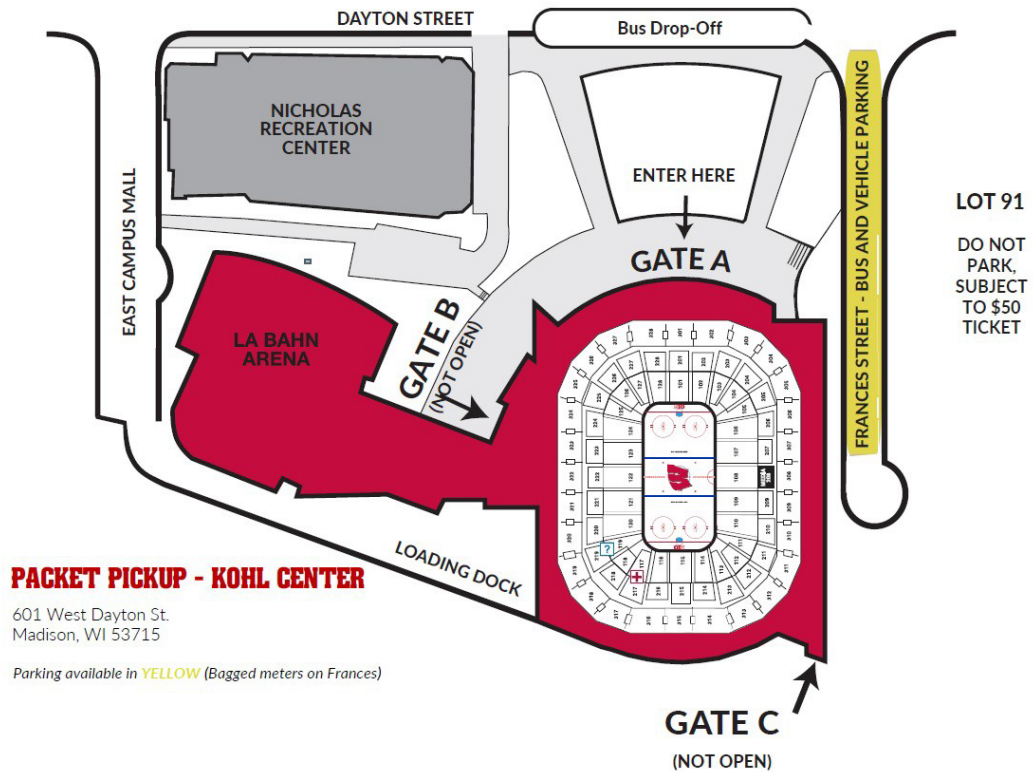
From Northwest via I-90/94

Continue east-bound I-90/94 to Hwy 12/18 West exit 142 A. Proceed west on 12/18 to Park Street exit 261 A-B. Turn right onto Park Street going north. Follow Park Street into campus. Turn right onto Dayton Street. Proceed three blocks past the Kohl Center. Turn right onto North Bedford for one block. Turn right on West Mifflin and continue past the apartment complex. Parking lot entrance will be on your right hand side. Look for UW Transportation Services vehicle.

NCAA CROSS COUNTRY CHAMPIONSHIPS



Parking





LAKESHORE
ATHLETIC SERVICES™

NCAA Championships Hosted by the University of Wisconsin



Saturday, November 23, 2024

TEAM TENT ORDER FORM

DEADLINE: November 18, 2024 Contact Information (please print clearly)

Team/School Name:	Contact Name:
Address:	
City:	State: Zip Code:
Phone Number:	Fax Number:
Contact's Email:	

Order/Invoice with Check

Item	Cost Per	Quantity	Subtotal
10' x 10' Tent Package •Includes: (1) white frame tent with 3 sidewalls, (2) 6' tables, and (2) chairs	\$175.00		
OR			
15' x 15' Tent Package •Includes: (1) white frame tent with 3 sidewalls, (2) 6' tables, and (2) chairs	\$350.00		
OR			
20' x 20' Tent Package •Includes: (1) white frame tent with 3 sidewalls, (2) 6' tables, and (2) chairs	\$450.00		
Add-On: Race Day Heat •Includes: (1) Additional sidewall, (1) tent heater	\$300/tent		
Total Amount:			

Order/Invoice with Credit Card

Item	Cost Per	Quantity	Subtotal
10' x 10' Tent Package •Includes: (1) white frame tent with 3 sidewalls, (2) 6' tables, and (2) chairs	\$185.00		
OR			
15' x 15' Tent Package •Includes: (1) white frame tent with 3 sidewalls, (2) 6' tables, and (2) chairs	\$360.00		
OR			
20' x 20' Tent Package •Includes: (1) white frame tent with 3 sidewalls, (2) 6' tables, and (2) chairs	\$460.00		

Add-On: Race Day Heat •Includes: (1) Additional sidewall, (1) tent heater	\$310/tent	
	Total Amount:	

By submitting this order form, I hereby confirm my order for the University of Wisconsin – Madison Cross Country Events. I understand and agree to the following terms: (a) The Team/Company shall be responsible for the provision of any and all other goods and services (including but not limited to, food, beverages, decorations, etc.). (b) That all orders are final and cannot be transferred, cancelled or refunded under any circumstances, including event cancellation. (c) All items ordered above will be supplied "as is" and Lake Shore Athletic Services, Inc. shall not be responsible for any damage or injury resulting from the use of any equipment supplied. (d) That it is the decision of The Team/Company whether to obtain insurance coverage with respect to the use of the tent(s) and equipment. (e) The Team/Company is responsible for the replacement cost of any equipment that is lost, stolen or damaged. (f) The Team/Company is a tax exempt entity and will submit evidence of tax exempt status with order.

Authorized Signature:	Date:
-----------------------	-------

Return completed form to events@lakeshoreathleticservices.com
An invoice will be generated and emailed for payment via check or credit card
LAKE SHORE ATHLETIC SERVICES, INC. Phone: 847-673-4100
Contact Email: events@lakeshoreathleticservices.com