



**2021 DIVISION I INDOOR**  
**TRACK & FIELD**  
**CHAMPIONSHIPS**

***PRE-CHAMPIONSHIPS***  
***2020-21 MANUAL***

# NCAA General Administrative Guidelines

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### THE NATIONAL COLLEGIATE ATHLETIC ASSOCIATION

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# Section 1 • Introduction

The Pre-Championship Manual will serve as a resource for institutions to prepare for the championship. This manual is divided into three sections: General Administrative Guidelines, Sport-Specific Information, and Appendixes.

Sections one through eight apply to policies applicable to all 90 championships, while the remaining sections are sport specific.

## Section 1.1 Definitions

**Pre-championship Manual.** Resource for institutions to prepare for the championship.

**Administrative Meeting.** Pre-championship meeting for coaches and/or administrators.

**Appendixes.** Any supplemental documents to be provided and distributed through the various resources.

**Championship Manager.** The NCAA staff member(s) responsible for the operational oversight of the championship.

**Games Committee.** The committee assigned to supervise the conduct of each championship session at a specific site. For finals sites, the games committee is typically the NCAA national committee.

**NCAA National Committee.** The sport committee with direct oversight responsibilities for the championship.

**Non-predetermined Sites.** Those sites that are selected to host at the time of the participant/team selections announcement.

**Playing Rules.** The rules under which the competition will be conducted.

**Predetermined Sites.** Those sites that are selected to host before the participant/team selections announcement.

**Preliminary Rounds.** The rounds of the championship before the final or championship round.

**Regional Alignment.** The geographic location of institutions or regional advisory committees.

**Schedule of Events.** Official event schedule – includes all required activities (e.g., practices, banquets, etc.).

**Selection Criteria.** Policies and procedures in place to guide the team selection process.

**Site Selection Criteria.** Policies and procedures in place to guide the site selection process.

**Squad Size.** Number of student-athletes per team allowed to dress in uniform and participate at the championship.

**Tournament Physician.** The physician designated by the host institution/conference to serve as the chief medical advisor for the championship.

# Section 2 • Championship Core Statement

The championships and alliances staff strives to administer competition in a fair, safe, equitable and sportsmanlike manner so that the experience of the student-athlete is paramount.

This is attained by:

**Ensuring** student-athletes' optimal experience.

**Executing** championship events reflecting appropriate quality and values to/for stakeholders — student-athletes, coaches, administrators, member institutions, sport committees, fans, broadcast partners and corporate champions/partners.

**Coordinating** all aspects of the championship in an efficient, effective manner through common operating policies and practices, using internal and external resources.

**Integrating** championships with broadcast and corporate relationships in a manner that maintains the integrity of the championship.

**Assuring** effective management of the business aspects of the operation.

**Enhancing** the assets of the NCAA and their value by collaborating with internal and external expertise to achieve heightened exposure (e.g., community programs, fan events, banquets, anniversaries, etc.).

## Section 3 • Concussion Management

*[Reference: Concussion Management in Constitution 3.2.4.20 in the NCAA Division I Manual, Constitution 3.3.4.17 in the NCAA Division II Manual, and Constitution 3.2.4.17 in the NCAA Division III Manual.]*

The NCAA has adopted legislation that requires all active member institutions to have a concussion management plan for their student-athletes. Traveling institutions shall follow their concussion management plan while participating in NCAA championships. If a participating team lacks appropriate medical staff to activate its concussion management plan, the host championship concussion management plan will be activated.

The legislation notes, in part, that a student-athlete who exhibits signs, symptoms or behaviors consistent with a concussion shall be removed from athletics activities (e.g., competition, practice, conditioning sessions) and evaluated by a medical staff member (e.g., sports medicine staff, team physician) with experience in the evaluation and management of concussions; a student-athlete diagnosed with a concussion is precluded from returning to athletics activity for at least the remainder of that calendar day; and medical clearance for return to athletics activity shall be determined by the team physician or the physician's designee from the student-athlete's institution. In the absence of a team physician or their designee, the NCAA tournament physician will examine the student-athlete and will determine medical clearance. Within the rules of the sport and policies established for the championship, medical staff should have access to the injured student-athlete without interference (e.g., coach).

A concussion is a brain injury that may be caused by a blow to the head, face, neck or elsewhere on the body with an "impulsive" force transmitted to the head. Concussions can occur without loss of consciousness or other obvious signs. A repeat concussion that occurs before the brain recovers from the previous one (hours, days or weeks) can slow recovery or increase the likelihood of having more severe and/or long-term problems. In rare cases, repeat concussions can result in brain swelling, permanent brain damage and even death.

For further details, please refer to the NCAA [Sport Science Institute website](#) for additional guidance.

## Section 4 • Conduct

### Section 4•1 Certification of Eligibility/Availability

*[Reference: Certification of Eligibility/Availability in Constitution 3.2.4 and Bylaws 12, 13, 14, 15, 16, 31.2.1.7.1, 31.2.1.7.1.2 and 31.2.2 in the NCAA Division I Manual, Constitution 3.3.4 in the NCAA Division II Manual and Bylaws 31.2.1.5 and 31.2.2 in the NCAA Division III Manual.]*

Only student-athletes eligible under Bylaws 12, 13, 14, 15 and 16 may compete in NCAA championships. Member institutions are required to certify the eligibility of their student-athletes before the beginning of each academic year and to withhold ineligible student-athletes from all intercollegiate competition.

Member institutions are reminded to notify the NCAA national office before the selection date for each championship of any student-athlete who may have participated in regular-season competition but subsequently is determined to be ineligible or unavailable for NCAA championship competition.

#### DISCOVERY OF INELIGIBILITY OF A STUDENT-ATHLETE AFTER SELECTION

If an institution fails to report an ineligible student-athlete and the omission is not discovered until after the institution is selected to participate in the championship, necessitating the institution's withdrawal from the championship, that withdrawal shall be considered as one of the years of ineligibility, provided another institution participates in the championship in place of the disqualified institution. If the discovery of the ineligible student-athlete occurs so near the beginning of the championship that the governing sport committee does not have a reasonable period of time to replace the disqualified institution in the bracket, that fact shall be taken into consideration in determining the number of years the disqualified institution shall be ineligible to participate.

### Section 4•2 Drug Testing

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*[Reference: Bylaws 18.4.1.4 and 31.2.2 in the NCAA Division I Manual, Bylaws 18.4.1.4 and 31.2.3 in the NCAA Division II Manual and Bylaws 18.4.1.5 and 31.2.3 in the NCAA Division III Manual.]*

Student-athletes who compete in NCAA championships may be subjected to drug tests in accordance with Bylaws 18.4.1.4 and 31.2.2 (Division I), 18.4.1.5 and 31.2.3 (Division II) and 18.4.1.5 and 31.2.3 (Division III), and may be determined to be ineligible as a result thereof. Only student-athletes who have consented in writing to such testing are initially eligible for these championships; and thereafter, student-athletes who are tested shall remain eligible only if they test negative.

### Section 4•3 Honesty and Sportsmanship

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Individuals employed by (or associated with) a member institution to administer, conduct or coach intercollegiate athletics and all participating student-athletes shall act with honesty and sportsmanship at all times so that intercollegiate athletics as a whole, their institutions and they, as individuals, shall represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports.

### Section 4•4 Misconduct/Failure to Adhere to Policies

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#### MISCONDUCT

Misconduct in an NCAA championship is any act of dishonesty, unsportsmanlike conduct, unprofessional behavior or breach of law, occurring from the time the championship field is announced through the end of the championship, that discredits the event or intercollegiate athletics. Each games committee shall hold an administrative meeting with the representatives of participating institutions to review and explain the policies related to misconduct.

#### FAILURE TO ADHERE TO POLICIES AND PROCEDURES

A governing sport committee may assess a financial penalty against an institution for failure of any of its representatives to adhere to the policies and procedures governing the administration of the competition. This includes, but is not limited to, failure to comply with the procedures and deadlines for submitting scores, score sheets, schedules, rosters and entry/march-in forms for qualification and other materials necessary for the efficient administration of the competition. [Click here to see the full misconduct/failure to adhere to policies and procedures online.](#)

### Section 4•5 Sports Wagering Policy

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Sports wagering includes placing, accepting or soliciting a wager (on a staff member's or student-athlete's own behalf or on the behalf of others) of any type with any individual or organization on any intercollegiate, amateur or professional team or contest. Examples of sports wagering include, but are not limited to, the use of a bookmaker or parlay card; internet sports wagering; mobile betting; auctions in which bids are placed on teams, individuals or contests; and pools or fantasy leagues in which an entry fee is required and there is an opportunity to win a prize.

The current NCAA legislation against sports wagering prohibits NCAA student-athletes, member institutions' athletics staff and non-athletics staff with athletics responsibilities, and conference office staff from participating in sports wagering activities or providing information to individuals involved in or associated with any type of sports wagering activities concerning intercollegiate, amateur or professional athletics practice or competition in a sport in which the NCAA conducts championship competition, in bowl subdivision football and in emerging sports for women.

A wager is any agreement in which an individual or entity agrees to give up an item of value (e.g., cash, shirt, dinner, etc.) in exchange for the possibility of gaining another item of value.

#### STUDENT-ATHLETES

A student-athlete found in violation of the prohibition against knowingly participating in any sports wagering activities or providing information to individuals involved in or associated with any type of sports wagering activity that involves intercollegiate, amateur or professional athletics competition shall be ineligible for further intercollegiate competition, subject to appeal to the Committee on Student-Athlete Reinstatement for restoration of eligibility.

## POSTSEASON

In championships in which a bracket format is used, student-athletes, coaches and administrators may not participate in bracket competitions where there is both a required entry fee and an opportunity to win a prize. Student-athletes and administrators may participate under current NCAA rules in bracket contests where there is no entry fee but a possibility of winning a prize. Some NCAA member schools, however, have chosen to ban student-athletes from participating in these types of bracket contests.

## HOSTING OPPORTUNITIES

It is permissible for NCAA championships to be conducted at locations in states that permit sports wagering.

## Section 4•6 Student-Athlete Experience Survey

After each championship, institutional administrators, coaches and student-athletes will be asked to participate in a post-event survey intended to capture feedback on their recent championship experience. Institutional administrators and coaches will receive an email containing a link to the survey and will be asked to ensure participation from all student-athletes.

## Section 5 • Elite 90™ Award

The Elite 90 award was created to recognize the true essence of student-athletes by honoring individuals who have reached the pinnacle of competition at the national championship level in their sport, while also achieving the highest academic standard among their peers. The award is presented in every sport, every division, and goes to the student-athlete who has the highest cumulative grade-point average of all student-athletes on all teams competing at the finals site. Each institution that has at least one student-athlete qualify for the final round/site is eligible to nominate a student-athlete for the award. One student-athlete per championship will receive the award, and the announcement of the winner will be made at the finals site.

Institutions that wish to nominate a student-athlete must do so through an online nomination process. For more information or access the online form and submit a nomination, go to [ncaa.org](http://ncaa.org).

## Section 6 • Fan Travel

Through support from Marriott International as the Official Hotel Partner of the NCAA, NCAA championships are pleased to provide easy and affordable accommodations for family and fans to follow their favorite student-athlete(s) and team(s) as they participate in NCAA championships competition. Travel arrangements completed through Marriott and NCAA Travel help support NCAA student-athletes. Please direct your fans to [NCAA.com/travel](http://NCAA.com/travel) to search and book online hotel reservations.

## Section 7 • Logo Policy

*[Reference: Bylaws 12.5.4, 31.1.7 and 31.1.8 in the NCAA Division I Manual, Bylaw 12.5.4 in the NCAA Division II Manual and Bylaw 12.5.3 in the NCAA Division III Manual.]*

A student-athlete may use athletics equipment or wear athletics apparel that bears the trademark or logo of an athletics equipment or apparel manufacturer or distributor in athletics competition and pre- and postgame activities (e.g., celebrations on the court, pre- or postgame press conferences), provided the following criteria are met:

1. Athletics equipment (e.g., shoes, helmets, baseball bats and gloves, batting or golf gloves, hockey and lacrosse sticks, goggles and skis) shall bear only the manufacturer's normal label or trademark, as it is used on all such items for sale to the general public; and
2. The student-athlete's institution's official uniform (including numbered racing bibs and warmups) and all other items of apparel (e.g., socks, head bands, T-shirts, wrist bands, visors or hats, swim caps and towels) shall bear only a

single manufacturer's or distributor's normal label or trademark (regardless of the visibility of the label or trademark), not to exceed 2-1/4 square inches in area (rectangle, square, parallelogram) including any additional material (e.g., patch) surrounding the normal trademark or logo. The student-athlete's institution's official uniform and all other items of apparel shall not bear a design element similar to the manufacturer's trademark/logo that is in addition to another trademark/logo that is contrary to the size restriction.

## Section 8 • Research

It is essential that all research efforts be coordinated by a single entity within the national office structure in order to ensure maximum efficiency and quality, avoid unnecessary duplication of effort on the part of staff and membership, allow the NCAA to prioritize research efforts given the limited time and resources of our members and adhere to federal guidelines on the responsibilities of researchers to properly protect research participants from harm.

For the purpose of this policy, "research" is defined as any systematic collection of data for the purpose of drawing generalized conclusions.

Any proposal to conduct research must be submitted to the NCAA research staff for review at least six weeks before the project begins. Research to be conducted during NCAA championships or related events, and which involves competing student-athletes or attendees, is also subject to review. This includes all research, including that conducted by or under the direction of any employee, contractor or paid consultant of the NCAA. It also includes any research conducted by other persons, but funded totally or in part by the NCAA. Any research that detracts from the student-athlete experience or requires physical activity may not be permitted at the championships (preliminary rounds and finals sites). The NCAA retains sole discretion as to whether to allow such research.

Examples of activities considered research include: Conducting surveys of athletics administrators, college presidents, faculty, coaches and student-athletes; leading an organized focus group; funding an outside study under the auspices of the NCAA; conducting market research at championship events; secondary analysis of data originally collected by the NCAA from people for other purposes; any systematic collection of data from the membership or other entities; etc.

## Section 9 • Division I

### Section 9•1 Religious Conflicts

*[Reference: Bylaws 31.1.4.1 and 31.1.4.2 in the NCAA Division I Manual.]*

**Institutional Policy.** If a participating institution has a written policy against competition on a particular day for religious reasons, it shall inform the NCAA national office on or before September 1 of each academic year in order for it or one of its student-athletes to be excused from competing on that day. The championship schedule shall be adjusted to accommodate that institution. (Adopted: 4/22/98, Revised: 8/11/98, 10/28/99, 5/2/13)

**Individual Championships.** In individual championships, an athlete must compete according to the institution's policy regarding Sunday competition (if the institution has no policy against Sunday competition, the student-athlete shall compete on Sunday if required by the schedule).

# Division I Indoor Track & Field

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# Section 1 • General Administration

## Section 1•1 NCAA Tournament Operations Staff Contact Information

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## Section 1•2 National Committee

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*[Reference: Administration and Management in the Division I General Section and Bylaws 31.1.1 and 31.1.2 in the NCAA Manual.]*

The Division I Men's and Women's Indoor Track and Field Championships are under the control, direction and supervision of the NCAA Men's and Women's Track and Field and Cross Country Committee.

### DIVISION I MEN'S AND WOMEN'S TRACK AND FIELD AND CROSS COUNTRY COMMITTEE

**Milan Donley**

Director of Kansas Relays - Meet Management  
University of Kansas

**Amy Horst**

Head Coach - Cross Country/Track & Field  
Loyola University Maryland

**Ervin Lewis**

Senior Associate AD of Facilities and Operations  
University of North Florida

**Sean Harris**

Associate Director  
Pac-12 Conference

**TJ Shelton**

Associate Director of Athletics  
The Ohio State University

**Jennifer Lawlor**

Senior Associate Athletic Director/SWA  
Monmouth University

**Elvis Forde**

Head Coach Cross Country/Track & Field  
Temple University

**Abbie Day**

Assistant Athletic Director  
University of Maryland, Baltimore County

**Blake Bolden**

Senior Associate Athletics Director & Director of  
Drake Relays  
Drake University

**Matt Roe**

Head Coach - Cross Country/Track & Field  
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## Section 1•3 Important Dates

|                            |  |
|----------------------------|--|
| <b>Tuesday, Dec. 1</b>     | First date a qualifying performance may be achieved. Coaches are expected to review qualifying marks on the performance list throughout the season to ensure accuracy. Please see the “Performance Challenge” section of this manual regarding steps to be taken if there is a qualifying performance in question.   |
| <b>Sunday, Feb. 28</b>     | Last date a qualifying performance may be achieved, except for conference championships. Mandatory meet results submission deadline for all regular season and conference championships is 5 p.m. Eastern time, Monday, March 1. Note: the only allowable competition that may occur and be used toward NCAA qualifying on Monday, March 1, is that of a conference championship. Marks must be submitted to TFRRS. Marks submitted after 5 p.m. Eastern time, Monday, March 1, will not be eligible for qualifying.   |
| <b>Monday, March 1</b>     | <p>Last date a qualifying performance may be achieved for conference championships ONLY. Results must be reported to TFRRS by 5 p.m. Eastern time. Marks submitted after 5 p.m. Eastern time will not be eligible for qualifying.</p> <p>Final descending-order list and declarations open at 8 p.m. Eastern time.</p>   |
| <b>Tuesday, March 2</b>    | <p>Coaches must submit electronic declaration through DirectAthletics by 2 p.m. Eastern time. Declarations submitted between 2 p.m. and 4 p.m. Eastern will be accepted as LATE and the institution will be fined \$400 per gendered program. There is no opportunity to submit declaration forms after 4 p.m. Eastern. [Reference: Declaration Process in this manual.]</p> <p>Challenge period ends at noon Eastern time. Challenges must be submitted by email to Sean Laughlin (<a href="mailto:sean@recordtiming.com">sean@recordtiming.com</a>) and Jeff Mlynski (<a href="mailto:jmlynski@ncaa.org">jmlynski@ncaa.org</a>).</p> <p>A performance challenge must be filed within 72 hours after the results of the meet have been posted or by the challenge deadline for the respective divisions, whichever is earlier. If there is a change in the performance list due to updated meet results, a challenge may be filed within 72 hours of the posting of the update.</p> <p>Declarations review window will open at 5 p.m. Eastern time and close at 7 p.m. Eastern time. It is the responsibility of each coach to check this list and report any discrepancies by 7 p.m. Eastern time. To report a discrepancy, the coach will need to contact Jeff Mlynski (<a href="mailto:jmlynski@ncaa.org">jmlynski@ncaa.org</a>). The coach should be prepared to provide a copy of his or her confirmation email.</p> <p>The final list of meet participants shall be available via the NCAA’s website, Division I Championships, Winter Sports, Indoor Track &amp; Field (M/W), by 10 p.m. Eastern time.</p> |
| <b>Friday, March 5</b>     | Deadline for submission of credential requests (coaches, administrators and managers).   |
| <b>Sunday, March 7</b>     | Deadline for medical scratches, 5 p.m. Eastern time. Any scratches must be reported by email to Sean Laughlin ( <a href="mailto:sean@recordtiming.com">sean@recordtiming.com</a> ) and Jeff Mlynski ( <a href="mailto:jmlynski@ncaa.org">jmlynski@ncaa.org</a> ).  |
| <b>Monday, March 8</b>     | Virtual coaches’ meeting - time to be determined.  |
| <b>Wednesday, March 10</b> | Final championships start lists posted on the NCAA website, Division I Championships, Winter Sports, Indoor Track & Field (M/W). Championships packet pickup will be available.  |
| <b>Thursday, March 11</b>  | Day 1 of the 2021 Division I Men’s and Women’s Indoor Track and Field Championships, Randal Tyson Track Center, Fayetteville, Arkansas. Championships packet pickup will be available. Please note, the 2021 banquet has been cancelled.   |
| <b>Friday, March 12</b>    | Day 2 of the 2021 Division I Men’s and Women’s Indoor Track and Field Championships.   |
| <b>Saturday, March 13</b>  | Day 3 of the 2021 Division I Men’s and Women’s Indoor Track and Field Championships.   |

### FUTURE DATES

|                          |  |
|--------------------------|--|
| <b>March 11-13, 2021</b> | The 2021 NCAA Division I Men's and Women's Indoor Track and Field Championships, Randal Tyson Track Center, Fayetteville, Arkansas, University of Arkansas, host.                              |
| <b>March 11-12, 2022</b> | The 2022 NCAA Division I Men's and Women's Indoor Track and Field Championships, Birmingham CrossPlex, Birmingham, Alabama, City of Birmingham and University of Alabama at Birmingham, hosts. |

## Section 1•4 Rules

*[Reference: Bylaw 31.1.6 in the NCAA Manual.]*

Per NCAA Bylaw 17.30, member institutions shall conduct all of their intercollegiate competition in accordance with the playing rules of the Association in all sports for which the NCAA develops playing rules. For those sports in which the Association follows rules that are developed by other governing bodies and modified by the governing sports committee, the adopted playing rules shall be used. The governing sports committee will not consider any results for selection purposes that are not played in accordance with NCAA rules, or those rules adopted by an outside organization.

The 2021 and 2022 NCAA Men's and Women's Cross Country and Track and Field Rules shall be followed, where appropriate. Reference is made in the rules to certain publications of the International Association of Athletics Federations (IAAF), which provide more comprehensive detail in certain instances. Information on obtaining IAAF publications may be obtained by writing USA Track & Field, 132 East Washington Street, Suite 800, Indianapolis, Indiana 46240, or by accessing its website at [www.usatf.org](http://www.usatf.org). The IAAF website address is [www.iaaf.org](http://www.iaaf.org).

All markings must be in accordance with NCAA Men's and Women's Cross Country and Track and Field Rules.

## Section 1•5 Uniforms

*[Reference: Bylaw 12.5.4 in the NCAA Manual.]*

All uniforms must comply with Rule 6.4 - 1 & 2 of the 2021 and 2022 NCAA Men's and Women's Cross Country and Track and Field Rules Book.

### LOGOS

Refer to General Administrative Guidelines, Section 7.

## Section 1•6 Equipment

All student-athletes will be required to use the blocks and batons as supplied by Gill Athletics and exclusive for this NCAA championships.

- Student-athletes may use their own shot put and weight throw implements if they choose, as long as they meet the certification process at the championships. A complete listing of the shot put and weight throw implements provided by Gill Athletics will be provided in the participant manual.

# Section 2 • Determination of Championship Participation

## Section 2•1 Championships Format

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### SCHEDULE OF EVENTS

Please visit [ncaa.org](http://ncaa.org) for the 2021 schedule of events.

### ANNUAL FORMS

[Reference: Budgets and Site Selection in the Division I General Section, Squad Size and Per Diem in the Division I General Section, Bylaw 31.4.6 in the NCAA Manual, and Bylaw 31.4 in the NCAA Manual.]

**Team Roster Form.** NCAA Division I men's and women's track and field programs are required to register or update their official team roster with the Track and Field Results-Reporting System (TFRRS) before entering their first competition. Each student-athlete will be assigned a unique TFRRS tracking ID that will identify the student-athlete throughout his or her collegiate career. This ID will not change from season to season; however, institutions will be required to register their roster each season to confirm eligibility status. Access to and instructions for roster submission can be found at [www.tfrrs.org](http://www.tfrrs.org). (Refer to Declarations of Student-Athletes for more information in this pre-championship manual.)

**Expense Reimbursement.** Institutions with individuals competing in the championships must request reimbursement through the online system in order to receive appropriate reimbursement for their trip to the championships site. For individual-team championships, transportation expenses and per diem allowances shall be provided for all qualifying student-athletes and all eligible non-athletes. The Travel Expense System (TES), as well as per diem allowance policies, are available on [ncaa.org](http://ncaa.org) under Division I Championships, Championships Travel Information.

**Future Championships Bid Packets.** Bid information for all available championships is located on the NCAA website at [ncaa.org](http://ncaa.org), Championships, Championships Bid Information.

### SQUAD SIZE AND TRAVEL PARTY

[Reference: *Per Diem and Transportation in the Division I General Section.*]

Please refer to the NCAA Travel policies for all information regarding transportation and per diem expenses. Travel policies can be found online at [ncaa.org/championships/travel/championships-travel-information](http://ncaa.org/championships/travel/championships-travel-information).

## Section 2•2 Results

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### ADJUSTED PLACE STANDINGS

[Reference: *Bylaw 31.2.2.3-(a) in the NCAA Manual.*]

If a student-athlete is found to be ineligible, that individual's performance shall be stricken from the championships record, the points the student-athlete contributed to the team's total shall be deleted, the team standings may be adjusted accordingly, and any awards involved shall be returned to the Association. Further, the placement of other competitors may be altered and awards presented accordingly.

### PROTEST PROCEDURES

All protests shall be written in triplicate on a form provided by the committee/host at a specified location within the facility. The results will be marked as PROTESTED. The form must be accompanied by a protest fee of \$100 cash. This fee is refundable only if the protest is upheld. The protest form shall be given to the referees.

The referee's decision shall be written on each copy of the protest. One copy shall be returned to the protesting coach, one will be posted with the results and the other copy shall be placed in the committee's files.

The protest rule allows for the use of official photo-timing and official video designated by the games committee before the meet. An immediate and identifiable oral protest may be made by the affected participant or his/her coach to the event's head official in order to preserve a mark. The oral protest must be followed up in writing within the normal time frame. Also, the coach(es) of any participant(s) implicated in a protest must be notified and the results of the protest shall be posted and announced. The coaches of competitors affected by the protest decision shall be notified.

The visible possession or use by competitors of video, audio or communications devices in the competition area is prohibited.

## Section 2•3 Selection Information

### DECLARATION OF STUDENT-ATHLETES

A student-athlete whose institution does not comply with the provisions below will not be allowed to compete in the championships.

**Track and Field Results Reporting.** In order to be considered for selection to the 2021 Indoor Track and Field Championships, all institutions must ensure that the electronic submission of results from any competition in which their student-athletes compete is reported by the meet host to the Track and Field Results-Reporting System (TFRRS) through the online provider DirectAthletics.

Season-best descending-order lists by event, as approved by the NCAA Division I Track and Field and Cross Country Committee, will be made available on a real-time basis at [www.tfrrs.org](http://www.tfrrs.org).

**Meet Results.** It will be the responsibility of the meet HOST to submit meet results to TFRRS by midnight Eastern time, one day after the completion of a competition. Marks may not be considered for championships selection if meet results are not received from the host within the designated time period. Late or incorrect results that are the basis for championships selections will result in a minimum fine of \$200 per team per gender, with potential additional fines for repeated violations. Participating institutions must ensure that the electronic submission of results from any competition in which their student-athletes compete is not only reported, but reported correctly by the meet host within five days of the performance and not later than 5 p.m. Eastern time, Monday, March 1. Results will be accepted only for student-athletes on the institution's TFRRS roster form. The submission of incorrect performances may result in the disqualification of the student-athlete. If a result is submitted more than five days after the qualifying performance and the performance is the basis for championships selection, the institution of the selected student-athlete will be subject to a fine. It is the responsibility of each coach to check his or her team's marks after each meet within the designated time period to ensure it was reported correctly.

**Additional Points.** Meet hosts and host institutions need to ensure the following tasks are completed regarding eligibility of performance marks:

- Correct TFRRS IDs for all student-athletes;
- Relay times submitted without the names of the student-athletes who participated or with incorrect names will not be accepted for championships consideration. It is recommended that meet hosts require relay cards at check-in to assist in this process;
- English marks will not be accepted;
- Field series must be included as a part of the results reporting in order that performances other than the best mark can be considered during the championships selection. Only submitted performances, including field series, will be considered for championships selections and tiebreaking; and
- See qualifying criteria on the NCAA indoor track and field landing page for additional information.

Detailed account information and instructions to set up meets and download team rosters in preparation for uploading 2020-21 indoor track and field results are available for meet hosts, meet directors and timers at [www.tfrrs.org](http://www.tfrrs.org) (select the login/register button and see the Meet Director/Timer information). Take particular note of the Frequently Asked Questions document posted, which highlights the following:

- Meet hosts may use their method of choice to manage meet entries;
- It is the responsibility of the meet directors/timers to collect valid TFRRS IDs from their entering teams, regardless of the meet entry method;
- For the purpose of running a meet, any meet director/timer can download the rosters of TFRRS teams (with a valid single-meet TFRRS ID) at no cost to the meet director/timer; and
- Institutions registered with TFRRS can print out or download their TFRRS rosters (with IDs) to facilitate the entry process.

If you experience technical difficulty using the TFRRS system, please contact DirectAthletics ([support@directathletics.com](mailto:support@directathletics.com); phone: 347-674-3002) and notify the NCAA national office ([jmlynski@ncaa.org](mailto:jmlynski@ncaa.org) or 317-917-6503) if the difficulty will trigger a late fine.

Minimum Contests and Participant Requirements for Championships Eligibility. In order for student-athletes to be eligible to participate in the 2021 NCAA Division I Men's and Women's Indoor Track and Field Championships, the minimum contest and participant requirement for his or her member institution has been eliminated due to COVID-19. For the 2021 championships, as long as the individual/institution earns one qualifying mark, they can be declared for the championships.

Championships Declarations and Performance Challenge Period.

1. The declaration form can be accessed at <http://www.directathletics.com>.
2. Access to the declaration form is controlled through the use of the same username and password assigned for team roster form submission. Any coach unable to access the online declaration form by 9 a.m. Eastern time on Tuesday, March 2 must notify DirectAthletics at 347-674-3002. During the declaration process, coaches will have the opportunity to add in any preferences or comments for a specific student-athlete (e.g., if a student-athlete is accepted into meet in 5000m, please scratch from 3000m). *NOTE: For 2021, institutions declaring student-athletes for the NCAA indoor track and field championships in the 800m, mile, 3000m or 5000m will be allowed to note in the preference section, when declaring those student-athletes, if they would like for those individuals to be scratched from any of those events (800m, mile, 3000m or 5000m) if selected to the NCAA Division I Cross Country Championships, set to be announced on Sunday, March 7. Example of a noted preference for a student-athlete in one of these events: "If Joe Smith is selected as an individual or part of a team to the cross country championships, please scratch him from the 5000m." After cross country selections on Sunday, March 7, any scratches in the 800m, mile, 3000m or 5000m, due to preferences listed for cross country during the indoor track and field declaration window, will be replaced with the next student-athlete on the declared descending order list. These four events are the only exception to the 24-hour replacement window approved by the Division I Competition Oversight Committee.*
3. See technical manual for relay policy.
4. Guidelines for Reporting Qualifying Criteria Violations: One role of the NCAA Division I Men's and Women's Track and Field and Cross Country Committee is to review and act upon reported qualifying criteria violations throughout the indoor and outdoor track and field seasons. Coaches and student-athletes are afforded the opportunity to monitor effective meet management and officiating by following the protest process outlined in the NCAA Cross Country and Track and Field Rules Book. Challenges of qualifying marks made after the completion of a meet must be made according to the Guidelines for Reporting a Qualifying Criteria Violation, which are available online ([ncaa.org](http://ncaa.org), Division I Championships, Indoor Track and Field).
5. For additional information, see "Important Dates," Section 1.3 of this manual.

## COACHES DECLARATION

Refer to the 2021 Indoor Track and Field Participant Manual (Coaches Credentials/Declaration).

## Section 2•4 Selection Criteria

### QUALIFICATION PROCEDURES

**Qualifying Period.** Qualifying performances for the NCAA Men's and Women's Indoor Track and Field Championships must be met during the current season in indoor competition (see important dates).

Minimum Contests and Participant Requirements for Championships Eligibility: In order for student-athletes to be eligible to participate in the 2021 NCAA Division I Men's and Women's Indoor Track and Field Championships, the minimum contest and participant requirement for has been eliminated due to COVID-19. For the 2021 championships, as long as the individual/institution earns one qualifying mark, they can be declared for the championships. Institutions must meet the minimum contest and participant requirements for sports sponsorship as is detailed in the NCAA Division I Manual. Failure to meet these minimum requirements will preclude an institution's student-athletes from being allowed to be declared for participation in the championships.



## DIVISION I INDOOR TRACK & FIELD

**Qualifying Criteria.** A complete listing of indoor track and field qualifying criteria is on [ncaa.org](https://www.ncaa.org) [go to Division I Championships, Indoor Track & Field (M/W)].

Qualification to the championships is based on the descending-order list for the season and adhering to the qualifying regulations/criteria published on [ncaa.org](https://www.ncaa.org). For each men's individual event contested, including the heptathlon, the top 16 declared student-athletes will be accepted into the competition. For each women's individual event contested, including the pentathlon, the top 16 declared student-athletes will be accepted into the competition. For each relay event contested, the top 12 declared relay teams will be accepted into the competition. The stated maximums are absolute and will not be extended as a result of ties. **Note: Field size could be reduced if deemed necessary due to COVID-19 concerns.**

**Ties.** Any descending-order list ties, by mark, for the last position to be accepted will be resolved by examining, of those tied, the second-best valid qualifying meet performance submitted during the season and so on until there is no basis for a mark comparison. For a tie not resolved after all available mark comparisons, acceptance will be awarded to the competitor who achieved the original tying mark later in the season. For a tie still not resolved, acceptance will be awarded to the competitor who achieved the second-best valid qualifying meet performance later in the season and so on until there is no basis for date comparison. As a last resort, the tie for the last qualifying position will be decided by the toss of a coin. After acceptance, compliance with the rules of Failure to Participate, and Honest Effort, are required.

In the combined events (heptathlon/pentathlon), prior to deciding the last qualifying position by the toss of a coin, once all previously described tie-breaking methods have been exhausted, ties will be resolved by examining, of those tied, the student-athlete who, in the greater number of events, has received more points than the other student-athlete(s). If a tie still exists, the student-athlete(s) who have the highest number of points in a second event will win the tie. If a tie still remains, a third event will be examined and so forth until there is no basis for point comparison. As a last resort, the tie for the last qualifying position will be decided by the toss of a coin.

**Medical Scratch.** After being notified of a medical scratch, every appropriate effort will be made by the committee to maintain the desired number of participants in an event (16) through direct contact with head coaches of eligible replacements. No additional participants will be added to the field for the championships competition after 5 p.m. Eastern time on Sunday, March 7. A medical scratch is all-inclusive and not selective by event.

**Standards.** There are no qualifying standards for the championships season. There will be a track indexing standard to delineate the different indexing among flat, undersized, banked and oversized. For information visit [ncaa.org](https://www.ncaa.org), Division I Championships, Indoor Track & Field. Altitude conversions, as well as other conversions, are based on a formula and will be done as results are submitted.

## RELAY PERSONNEL POLICIES

Refer to the Technical Manual for relay personnel policies.

# Appendixes

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## **Appendix A • Qualifying Criteria**

### **2020-21 NCAA TRACK AND FIELD CHAMPIONSHIPS QUALIFYING CRITERIA**

This document can be found [here](#) under the “Links and Resources” section.