



**2020 DIVISION III INDOOR**  
**TRACK & FIELD**  
**CHAMPIONSHIPS**

**WINSTON-SALEM, NC** • Guilford College,  
*Visit Winston-Salem, Hosts*

***PARTICIPANT***  
***2019-20 MANUAL***

*Finals*

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## Introduction/Welcome

Congratulations on your selection to the 2020 NCAA Division III Men's and Women's Indoor Track and Field Championships! This manual includes important information regarding the championships. This manual is a supplement, not a substitute, for the [2020 NCAA Division III Men's and Women's Indoor Track and Field Pre-Championships Manual](#). Additional information is available on the championships website at [NCAA.com](http://NCAA.com) and on [NCAA.org](http://NCAA.org).

This participant manual will be helpful as a guide to the policies and procedures governing the administration and conduct of the championships event. Further, this official participant manual will provide specific information on hotel arrangements, travel, tickets and a schedule of events at the championship site. This annual championship event occurs March 13-14, in Winston-Salem, North Carolina; Visit Winston-Salem and Guilford College will serve as the hosts.

We wish you continual success throughout the season, and look forward to putting on a first-class championships event for you and your student-athletes.

## Championships History

<u>Men's History</u>		<u>Women's History</u>	
1993	University of Wisconsin-La Crosse	1993	University of Wisconsin-Oshkosh
1994	University of Wisconsin-La Crosse	1994	University of Wisconsin-Oshkosh
1995	Lincoln University (Pennsylvania)	1995	University of Wisconsin-Oshkosh
1996	Lincoln University (Pennsylvania)	1996	University of Wisconsin-Oshkosh
1997	University of Wisconsin-La Crosse	1997	Christopher Newport University
1998	Lincoln University (Pennsylvania)	1998	Christopher Newport University
1999	Lincoln University (Pennsylvania)	1999	Wheaton College (Massachusetts)
2000	Lincoln University (Pennsylvania)	2000	Wheaton College (Massachusetts)
2001	University of Wisconsin-La Crosse	2001	Wheaton College (Massachusetts)
2002	University of Wisconsin-La Crosse	2002	Wheaton College (Massachusetts)
2003	University of Wisconsin-La Crosse	2003	Wheaton College (Massachusetts)
2004	University of Wisconsin-La Crosse	2004	University of Wisconsin-Oshkosh
2005	University of Wisconsin-La Crosse	2005	University of Wisconsin-Oshkosh
2006	University of Wisconsin-La Crosse	2006	University of Wisconsin-Oshkosh
2007	Lincoln University (Pennsylvania)	2007	Williams College
2008	University of Wisconsin-La Crosse	2008	Illinois Wesleyan University
2009	University of Wisconsin-La Crosse/ University of Wisconsin-Oshkosh (Tie)	2009	Wartburg College
2010	North Central College	2010	Wartburg College
2011	North Central College	2011	University of Wisconsin-Oshkosh
2012	North Central College	2012	Wartburg College
2013	University of Wisconsin-La Crosse	2013	University of Wisconsin-Oshkosh
2014	University of Wisconsin-La Crosse	2014	University of Wisconsin-Oshkosh
2015	University of Wisconsin-Eau Claire	2015	University of Wisconsin-La Crosse
2016	University of Wisconsin-Eau Claire	2016	Baldwin Wallace University
2017	North Central College/ University of Wisconsin-La Crosse (Tie)	2017	Washington University in St. Louis
2018	University of Mount Union	2018	University of Massachusetts Boston
2019	North Central College	2019	Williams College

## Division III Men's and Women's Track and Field and Cross Country Committee

<p style="text-align: center;"><u><b>Atlantic</b></u></p> <p><b>Mike Howard</b>  Director of Athletics  Plattsburgh State University of New York  Email: <a href="mailto:mhowa011@plattsburgh.edu">mhowa011@plattsburgh.edu</a></p>	<p style="text-align: center;"><u><b>Central</b></u></p> <p><b>Amy Maier</b>  Assistant Director of Athletics  Buena Vista University  Email: <a href="mailto:santuccia@bvuu.edu">santuccia@bvuu.edu</a></p>
<p style="text-align: center;"><u><b>Great Lakes</b></u></p> <p><b>Dara Ford</b>  Head MW Cross Country/Track and Field Coach  Otterbein University  Email: <a href="mailto:dford@otterbein.edu">dford@otterbein.edu</a></p>	<p style="text-align: center;"><u><b>Midwest</b></u></p> <p><b>Greg Cooper</b>  Head Cross Country and Track and Field Coach  Pennsylvania State University Erci, The Behrend College  Email: <a href="mailto:gdc120@psu.edu">gdc120@psu.edu</a></p>
<p style="text-align: center;"><u><b>Midwest</b></u></p> <p><b>Joshua Schroeder</b>  Assistant Commissioner  Northern Athletics Collegiate Conference  Email: <a href="mailto:jeschroeder@naccsports.org">jeschroeder@naccsports.org</a></p>	<p style="text-align: center;"><u><b>New England</b></u></p> <p><b>Marlee Berg Haryasz</b>  Assistant Track and Field Coach/Assistant to the AD  Westfield State University  Email: <a href="mailto:mbergharyasz@westfield.ma.edu">mbergharyasz@westfield.ma.edu</a></p>
<p style="text-align: center;"><u><b>South/Southeast</b></u></p> <p><b>Natalie Bach-Prather</b>  Head MW Cross Country/Track and Field Coach  East Texas Baptist University  Email: <a href="mailto:nbachprather@etbu.edu">nbachprather@etbu.edu</a></p>	<p style="text-align: center;"><u><b>West</b></u></p> <p><b>Kevin Reid</b>  Head MW Track and Field Coach  University of La Verne  Email: <a href="mailto:kreid@laverne.edu">kreid@laverne.edu</a></p>
<p><b><i>Secretary Rules Editor</i></b></p>	<p><b><i>Data Services</i></b></p>
<p><b>Mark Kostek</b>  Secretary Rules Editor  Cell: 515-208-8300  Email: <a href="mailto:kostekmt@gmail.com">kostekmt@gmail.com</a></p>	<p><b>Jimmy Stuart</b>  Chief Technology Officer  Delta Timing Group, Inc.  Office: 469-892-8280  Email: <a href="mailto:jimmy.stuart@deltatiming.com">jimmy.stuart@deltatiming.com</a></p>

## NCAA Staff

<b>Laura Peterson-Mlynski</b> Assistant Director, Championships and Alliances Office: 317-917-6477 Cell: 317-544-9425 Email: <a href="mailto:lpeterson@ncaa.org">lpeterson@ncaa.org</a>	<b>Paige Newman</b> Assistant Coordinator, Championships and Alliances Office: 317-917-6660 Email: <a href="mailto:pnewman@ncaa.org">pnewman@ncaa.org</a>
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## Host Personnel

Title	Name	Phone Number(s)	Email Address
Meet/Facility Director	Craig Longhurst	336-448-1656	<a href="mailto:craig@jdlcastlecorp.com">craig@jdlcastlecorp.com</a>
Marketing Director/ Ticketing Manager	Krissy Klos	336-448-1657	<a href="mailto:krissy@jdlcastlecorp.com">krissy@jdlcastlecorp.com</a>
Media/PR Contact	Dave Walters	336-316-2107	<a href="mailto:dwalters@guilford.edu">dwalters@guilford.edu</a>
Hospitality Coordinator	Bonny Bernat	336-829-0149	<a href="mailto:bonny@visitwinstonsalem.com">bonny@visitwinstonsalem.com</a>

## Championships Website

The official championships website is located at <http://www.ncaa.com/championships/trackfield-indoor-men/d3> OR <http://www.ncaa.com/sports/trackfield-indoor-women/d3>. Start lists and results will be available on this website. For information specific to coaches and administrators, please consult the Indoor Track and Field Championship [landing page](#) on NCAA.org.

## Schedule of Events

FRIDAY – MEN’S HEPTATHLON			
Start Time	Event	Gender	Description
11:00 AM	60 Meters	Men	Track
~11:45 AM	Long Jump	Men	LJ “A” & “B”
~1:55 PM	Shot Put	Men	Throws Cage
~3:20 PM	High Jump (2 pits)	Men	HJ & Throws Cage

FRIDAY – WOMEN’S PENTATHLON			
Start Time	Event	Gender	Description
11:30 AM	60m Hurdles	Women	Track
~12:15 PM	High Jump (2 pits)	Women	HJ & Throws Cage
~1:55 PM	Shot Put	Women	HJ Apron
~3:20 PM	Long Jump	Women	LJ “A” & “B”
~4:20 PM	800 Meters	Women	Track

FRIDAY			
FIELD EVENTS			
Start Time	Event	Gender	Description
10:00 AM	Weight Throw	Women	Throws Cage
11:00 AM	Pole Vault	Men	PV “A”
12:50 PM	Long Jump	Women	LJ “B”
3:30 PM	Pole Vault	Women	PV “A”
5:00 PM	Long Jump	Men	LJ “B”
5:45 PM	Weight Throw	Men	Throws Cage
RUNNING EVENTS			
1:00 PM	3000 Meters	Men	Prelims
1:30 PM	3000 Meters	Women	Prelims
2:00 PM	Mile	Men	Prelims
2:20 PM	Mile	Women	Prelims
2:40 PM	60 Meter Hurdles	Men	Prelims
2:55 PM	60 Meter Hurdles	Women	Prelims
3:10 PM	400 Meters	Men	Prelims
3:30 PM	400 Meters	Women	Prelims
3:50 PM	60 Meter Dash	Men	Prelims
4:05 PM	60 Meter Dash	Women	Prelims
4:35 PM	800 Meters	Men	Prelims
4:50 PM	800 Meters	Women	Prelims
5:05 PM	200 Meters	Men	Prelims
5:20 PM	200 Meters	Women	Prelims
5:35 PM	5000 Meters	Men	Final
5:55 PM	5000 Meters	Women	Final
6:15 PM	4x400m	Men	Prelims
6:35 PM	4x400m	Women	Prelims
6:55 PM	DMR	Men	Final
7:10 PM	DMR	Women	Final

SATURDAY – MEN’S HEPTATHLON			
Start Time	Event	Gender	Description
11:00 AM	60m Hurdles	Men	Track
~11:45 AM	Pole Vault (2 pits)	Men	PV “A” & “B”
~2:15 PM	1000 Meters	Men	Track

SATURDAY			
FIELD EVENTS			
Start Time	Event	Gender	Description
11:00 AM	Triple Jump	Women	LJ “A”
11:00 AM	Shot Put	Women	Throws Cage
11:00 AM	High Jump	Men	HJ Apron
2:00 PM	Triple Jump	Men	LJ “A”
2:00 PM	Shot Put	Men	Throws Cage
2:00 PM	High Jump	Women	HJ Apron
RUNNING EVENTS			
2:30 PM	Mile	Men	Final
2:40 PM	Mile	Women	Final
2:50 PM	60 Meter Hurdles	Men	Final
3:00 PM	60 Meter Hurdles	Women	Final
3:10 PM	400 Meters	Men	Final
3:20 PM	400 Meters	Women	Final
3:30 PM	60 Meter Dash	Men	Final
3:40 PM	60 Meter Dash	Women	Final
3:50 PM	800 Meters	Men	Final
4:00 PM	800 Meters	Women	Final
4:10 PM	200 Meters	Men	Final
4:20 PM	200 Meters	Women	Final
4:30 PM	3000 Meters	Men	Final
4:45 PM	3000 Meters	Women	Final
5:00 PM	4x400m Relay	Men	Final
5:15 PM	4x400m Relay	Women	Final



## Coaches Meeting

There will be a **mandatory coaches' meeting** Thursday, March 12, at BB&T Ballpark on the Flow Club level beginning at 5:30 p.m.. BB&T Ballpark is located at 951 Ballpark Way, Winston-Salem, NC 27101.

## Banquet

The banquet will be held Thursday evening at BB&T Ballpark, located at 951 Ballpark Way, Winston-Salem, NC 27101. Doors will open at 5:15 p.m. and the banquet will begin at approximately 6 p.m. upon the conclusion of the coaches' meeting. Free parking for team buses is available at the banquet venue.

**Banquet Games.** Games will be located in the banquet lobby before the program begins starting at 5:30 p.m.. Games will include air hockey tables, corn-hole boards, foosball, a photo booth and table tennis.

## Banquet Tickets

Each qualifying student-athlete will receive a complimentary banquet ticket.

Each coach will receive complimentary banquet tickets based on the criteria below (per gender).

<b><u>Number of Student-Athletes*</u></b>	<b><u>Number of Additional Banquet Tickets</u></b>
1-5	1
6-10	2
11-15	3
16 or more	4

***\*Does not include alternate***

A limited number of additional banquet tickets are available for purchase for \$35 each on a first-come, first-served basis.

### ***Banquet Buffet Menu***

Chopped Salad with dressing

Herb Baked Chicken

Bow Tie Pasta w/Marinara Sauce on the side

Roasted New Potatoes

Vegetable Medley: Broccoli, Carrots & Cauliflower

Assorted Rolls and Butter

Dessert Bar: Soft Serve Ice Cream, Brownies, Fresh Baked Cookies, and Fresh Fruit

Tea & Water

## Practice Schedule

The track will be available for practice during the times listed below. Student-athletes practicing on the track must be accompanied by a coach.

	Wednesday Availability	Thursday Availability	Friday Availability
<b>Oval</b>	Noon to 8 p.m.	8 a.m. to 3 p.m.	8 to 9:30 a.m.
<b>Pole vault</b>	Noon to 8 p.m.	8 a.m. to 3 p.m.	8 to 9:30 a.m.
<b>Long jump (Runway B)</b>	Noon to 8 p.m.	8 a.m. to 3 p.m.	8 to 9:30 a.m.
<b>Triple jump (Runway A)</b>	Noon to 8 p.m.	8 a.m. to 3 p.m.	8 to 9:30 a.m.
<b>Shot put (throws cage)</b>	Noon to 2 p.m. 4 to 6 p.m.	8 to 10 a.m.; Noon to 1:30 p.m.	8 to 9:30 a.m.
<b>Weight throw (throws cage)</b>	2 to 4 p.m.; 6 to 8 p.m.	10 a.m. to noon; 1:30 to 3 p.m.	8 to 9:30 a.m.
<b>High jump (HJ apron)</b>	Noon to 8 p.m.	8 a.m. to 3 p.m.	8 to 9:30 a.m.

## Warm Ups

Friday, March 13 and Saturday, March 14 – An eight lane warm-up track is located immediately behind the backstretch bleachers; see facility diagram (Appendix A). The warm-up area has eight lanes approximately 100 meters in length. Hurdles and starting blocks will be provided for warmup activities.

The warm-up track will be reserved for student-athletes with upcoming events 400M and down requiring starting blocks. The warm up area will be monitored at all times.

## Awards

### Championships Awards

The top eight finishers in each event at the championships will receive official NCAA awards. First through fourth-place team trophies will be awarded in each of the championships. In addition, each national champion team will receive watches. In case of ties, awards will be shipped after the championships.

### Locker Room Program

The national championship teams will receive champion t-shirts and hats as part of the NCAA locker room program. These items will be presented at the team awards ceremony after the final event.

### NCAA Elite 90

The NCAA 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 student-athlete 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, Andrew Louthain or Quintin Wright at [elite90@ncaa.org](mailto:elite90@ncaa.org) or 317-917-6222. All documents, including eligibility, deadlines and nomination forms

are located at <http://www.ncaa.org/about/resources/events/awards/elite-90-academic-recognition-award-program>.

**The deadline for Division III Men's and Women's Indoor Track and Field is Monday, March 9 at noon Eastern time.**

## **Ordering Additional Awards**

Institutions may order additional awards as long as it was the same type received during the championships. All awards orders will be approved by the NCAA. To place an order, please go to <http://www.mtmrecognition.com/ncaa/>.

## **Participation Medallions**

All competing student-athletes (excluding alternates) will receive participation medallions at the championships during packet pick-up.

## **Student-Athlete Participant Award**

Student-athletes advancing to the championships will receive a participant award, which the NCAA will provide after the conclusion of the championships. The NCAA, in conjunction with Main Gate, Inc., **will send an email directly to the participating institutions head coach(es) regarding the ordering and delivery process of championship participant awards.** If you do not receive information for ordering the awards within two weeks post event, would like to purchase additional awards, or have questions with the ordering process, please contact Paige Newmann ([pnewmann@ncaa.org](mailto:pnewmann@ncaa.org)) at the NCAA. See **Appendix J** for more information.

# **Championships Format**

## **Declarations**

All information regarding declarations for the 2020 NCAA Division III Indoor Track and Field Championship is located in the [Pre-Championships Manual](#).

Coaches are encouraged to enter the names of any possible relay alternates in Direct Athletics during the declaration period when declaring their relay team for the championships. This will ensure that bibs will be ready for those athletes at packet pickup should you choose to bring those athletes to the meet. You will still be allowed to add and/or change relay alternates at packet pickup regardless of what you enter online. There are no penalties for entering a student-athlete as an alternate on Direct Athletics, but then not bringing them. When entering student-athletes on Direct Athletics, if you should need to add more names than the declaration form will allow, please enter those names in the preferences for that relay.

## **Heat Sheets**

Heat sheets for Friday will be included in the coaches' welcome packet.

## **Results**

Unofficial results will be posted in the hallways under the bleachers on dedicated boards. After the protest period, final results will be posted on the same boards if a result is overturned.

# Championships Operations

## Check-In and Clerking

Check in will take place at the clerk's table in the Clerk/Check-in Booth at the end of the warm-up track (see Appendix A for facility diagram).

Competition spikes (1/4" exposed or less; Christmas tree spikes or pyramid spikes; no needle or pin spikes of any length.) must be brought to the clerking table in the clerking room for inspection during the check-in time. Spikes for field events will be checked at the event. Spikes will also be checked between prelims and finals. **Spikes that have been approved will receive a colored zip tie each day.** See **Appendix J** for the clerking schedule. This will also be enclosed in the meet information packet and posted at the results area. Baskets for warm up clothes will be provided in the staging area.

## Coaches Boxes

Coaches' boxes will be available on the infield at the designated bleachers at each field event area. Field Event credential stickers will be picked up at the protest table at check-in time (60 or 90 minutes prior to the event). Coaches may check-in at their box 60 minutes prior to the start of the event (90 minutes for pole vault). Coaches may use electronic devices, including video cameras, while in a coaches' box. One coach per institution will be allowed in this area. Only coaches with the correct credentials will be allowed in the coaches' box.

## Competitor Bibs

Competition bibs for each participating student-athlete will be included in each team's packet, along with eight safety pins per competitor. These bibs must be worn on the front and the back of the uniform jersey during competition for running competitors. Field event competitors must wear their name bib on either the front or the back of the uniform jersey during competition.

Designated hip numbers will be given to each track event student-athlete at the clerking area. For relays, only the anchor runner will receive numbers. Numbers will be placed on the uniform shorts/briefs (not on the skin) and on the chest.

## Drug Testing

NCAA championships committees, following a recommendation from the NCAA drug-testing subcommittee, have discontinued the practice of announcing whether drug testing will be conducted at NCAA championship events.

Although knowing prior to competition whether NCAA drug testing was to occur had value for reasons of convenience, it left open the possibility that student-athletes might be tempted to use banned substances if they knew that NCAA testing was not being conducted at the site of competition.

Therefore, all coaches and student-athletes should presume that NCAA drug testing will occur at this championships event. Please inform your student-athletes that in the event they are notified of their selection for drug testing, the student-athlete must inform an official representative of your institution (e.g., coach, athletic trainer) before proceeding to the drug-testing site. Student-athletes will be reminded by the courier to contact their team representative.

## Emergency/Evacuation Plans

In case of an emergency, please follow these action plans or follow the directions of the nearest volunteer.

### Fire Action Plan.

If a fire begins in the competition area, leave the area and locate the nearest pull-station and sound the alarm or call 9-1-1. Exit the building via the nearest exit and meet in the rear parking lot of the facility.

### Tornado and Severe Weather

The meet director and NCAA staff and committee will monitor weather conditions and forecasts during the week and morning of the championships.

In the event of a tornado or severe weather, stay in the nearest building or shelter. Spectators should remain in the building and not evacuate the area, and competitors and staff should proceed to a safe location as necessary by NCAA emergency personnel.

## Electronic Communication

The use of any wireless communication device by a competitor during the competition is prohibited. These prohibited electronics include the use of video or audio devices, radio transmitters or receivers, mobile phones, and computers or any similar devices in the competition area.

## Equipment (Starting Blocks, Weights, and Batons)

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

Gill throwing weights will be available for competition; however student-athletes may use their own implement as long as it meets the certification process. Once an implement is checked in and inspected it becomes available to all competitors. **Student-athletes may use their own shot put implements if they choose as long as they meet the certification process at the championships.**

The implements that will be provided by Gill for the championships are as follows:

Gill Lead Orbiter 20-lb. Indoor throwing weights.

Gill Tungsten Orbiter 20-lb Indoor throwing weights.

Gill Lead Orbiter 35-lb. Indoor throwing weights.

Gill Tungsten Orbiter 35-lb Indoor throwing weights.

## Hospitality

### Student-Athletes

Beverages and snacks will be provided in the athlete hospitality area behind the main homestretch bleachers. Credentials must be provided upon entry.

## Implement Weigh-In

Implements will be weighed and measured at weigh in, located at the implement weigh-in/storage area, next to the Clerking/Check-in Booth. See **Equipment** for information regarding throwing weights.

**Thursday, March 12 (11 a.m.-3 p.m.)**

The implement weigh-in/storage area will be open during this time for anyone who wants to turn in their implements before Friday morning.

**Friday, March 13 (7-9:30 a.m.) and Saturday, March 14 (7-9:30 a.m.)**

All implements must be turned in at least two hours before the start of the first flight of the event. Once an implement passes certification, it will be impounded and delivered to the event site 60 minutes prior to the event start time. Failed implements will remain impounded until the event is over.

Competitors who require implements for practice after weigh-in should bring secondary implements. Illegal implements will be secured until after the meet and may be picked up at the conclusion of competition. A list of non-certified implements will be posted at the weigh-in station.

## **Lost and Found**

Lost and found will be located in the concession stand.

## **Packet Pick up**

Packets are provided for each team and may be picked up Thursday, March 12, from 1 - 2 pm in the packet pickup area behind the main homestretch bleachers.

Coaches will receive the following in each packet:

Student-athlete credentials	Final instruction sheet, if any changes are necessary
Coaches credentials	Relay cards
Parking passes	Friday's heat/flight sheet
Safety pins	Banquet tickets
Participant medallions	Clerking schedule
Competitor numbers	

No student-athletes will be allowed in the packet pick-up area. If you are unable to pick up your team's packet at this time, late packet pick-up will be available at the banquet.

## **Pole Vault/Pole Storage**

Pole vault implements can be shipped to the competition site. Please include implement return shipping form in package (see **Appendix H** for form).

JDL Fast Track  
2505 Empire Drive  
Winston-Salem, NC 27103

(Phone number, if required by shipping company, 336-448-1656)

***Please do not call to verify that your shipment has arrived; use the shipping company's on-line tracking information. It is your responsibility to arrange for shipping your implements home.***

Poles may be brought into the competition arena during practice hours Wednesday or Thursday to store for Friday's competition. All poles should be taken to the pole storage area located at the Implement Weigh-in Storage area next to the Clerking/Check-in Booth. Pole bags need to be clearly marked or labeled. Please include return shipping labels.

## **Post-Championship Evaluations**

NCAA staff will email a link to a site-evaluation form to coaches after the championships. We ask that coaches forward this link to their student-athletes. The evaluation form is also located at [https://ncaa.qualtrics.com/jfe/form/SV\\_6xuXBs7UoUajaQd](https://ncaa.qualtrics.com/jfe/form/SV_6xuXBs7UoUajaQd).

## **Protest Procedures**

A protest/appeals table will be located at the Protest Booth located by the athlete entrance. **See Appendix A for the location.** Forms will be available at the table for the head coach to provide information about the alleged incident or problem, citing the NCAA rulebook. A protest must be filed no later than 15 minutes after the official results are posted. The protest will be in writing and submitted to the referee who will render a decision. All institutions involved in the protest will be notified of the protest and the decision. The referee's decision will be written on each copy of the protest. One copy will be returned to the protesting coach and one will be placed in the committee's files. A \$50 deposit is required for all protests, which will be returned if the protest is successful in reversing the decision. The ruling and explanation will be posted along with the results of the race.

If the violation that is being protested was called by the referee, the protest will be referred directly to the jury of appeals for review. As part of the protest process, the decision of the referee may be appealed through the appointed jury of appeals, in writing, not later than 15 minutes after the referee's decision has been announced. Any official evidence available to the referee may be reviewed. If such evidence is not conclusive, the decision of the referee will be upheld. No further appeal is available. The result of an appeal will be posted and the affected coaches notified. A \$50 deposit is required for all appeals, which will be returned if the appeal is granted. The games committee will serve as the jury of appeals for the DIII indoor track and field championships.

## **Spikes**

Only spikes with a maximum length of ¼" exposed are allowed. Spikes must be pyramid or Christmas tree spikes. No pin or needle spikes will be allowed.

## **Water/POWERADE for Participants**

Water and POWERADE will be available for student-athletes during practice and competition. Equipment carrying any branding other than POWERADE will not be permitted during NCAA championships and all product should be consumed out of the NCAA-provided POWERADE branded water cups only.

# Competition Site

## Building Hours

JDL Fast Track will be open to competing student-athletes two hours prior to the start of competition each day. Doors will open two hours before the start of competition for spectators.

## Facility

Track. Six-lane synthetic (eight-lane straightaway), 200 meter 42" lane width.

Long Jump. Runway "A" – 48m LJ approach, 48" wide runway. 3' from LJ board to pit.

Runway "B" – 41m LJ approach, 48" wide runway. 3' from LJ board to pit.

Triple Jump. Men's Runway- 194' TJ approach, 48" wide runway. Wood take-off boards 10m and 13m from pit; painted take-off boards 8.5m and 11.5m from pit

Women's Runway- 175' TJ approach, 48" wide runway. Wood take-off boards 10m and 13m from pit; painted take-off boards 8.5m and 11.5m from pit

Pole Vault. Runway "A" – 50m approach from back of box, 48" wide runway.

Runway "B" – 45m approach from back of box, 48" wide runway

Shot Put and Weight Throw. UCS wood throwing platforms.

## Participant Entrance

All student-athletes, coaches and institutional personnel must present a credential for access to the facility. Participating student-athletes enter the competition venue via the rear entrance of JDL Fast Track through the marked athlete doors.

Spectators may enter the facility through the main entrance at the front of the facility.

## Participant Parking

Team vehicle parking (mini buses, vans, cars) will be located in the parking lot located in the rear of JDL Fast Track. No student-athletes should be picked up or dropped off at the front of the facility. All student-athletes will enter the facility from the rear athlete entrance.

## Lodging

Schools should contact hotels directly with room requests. A list of hotels is available at the following website: <http://www.ncaa.org/championships/division-iii-mens-and-womens-indoor-track-and-field>.

# Credentials

## Credentials - Participants

Only members of the official travel party receive credentials and are admitted free of charge. The following credentials will be distributed at packet pick-up Thursday:



1. Each institution will receive up to four coaches' credentials per gender/program.
2. Each student-athlete registered to compete will receive one credential for access to the championships.
3. Each team with qualified relays will receive up to two additional participant credentials to allow alternates access to the venue.
4. Each institution will be allowed one additional pass per gender, per program if a medical trainer or physician is accompanying the team. The medical credential will be administered by the host agency's sports medicine staff.
5. Credentials are non-transferable. Any student-athlete, coach, administrator, media or training personnel found giving or selling their credential to another person is subject to sanctions by the NCAA Division III Men's and Women's Track and Field and Cross Country Committee.

## **Credentials – Working Media**

Members of the media wishing to receive media credentials must apply for them through the NCAA's credentialing website [www.ncaa.com/media](http://www.ncaa.com/media). Click on "Credentials" and select the Credential Application link for Division III Indoor Track and Field Championships.

Dave Walter, the media contact, will review all requests and approve accordingly. Please contact Dave by email at [dwalters@guilford.edu](mailto:dwalters@guilford.edu) with any questions. Requests will be accepted until 5 p.m., Wednesday, March 11. Credentials may be picked-up at team registration Thursday from 1 to 2 p.m. or at the ticket booth starting when the facility opens on each day of competition, Friday, March 13 and Saturday, March 14.

Please forward this information to any media wishing to cover the event. Media sending photographers should make arrangements well in advance of the championships date. Photographer access will be tightly controlled and limited to professional photographers who have applied for media credentials. Meet information, including accommodation possibilities, are currently available on the championships website <http://www.ncaa.com/championships/trackfield-indoor-men/d3>. Links to the results will also be available on [NCAA.com](http://NCAA.com).

## **Medical**

### **Medical Disqualification**

As the event sponsor, the NCAA has valid authority to ensure that all student-athletes are physically fit to participate in its championships and that a student-athlete's participation will not expose other participants to a significantly enhanced risk of harm. The student-athlete's team physician can determine whether an individual with an injury, an illness or other medical condition (e.g., skin infection, pregnancy) should continue to participate or be disqualified. In the absence of a team physician, the NCAA tournament athletic trainer, as designated by JDL Fast Track, has the unchallengeable authority to examine the student-athlete and make a decision of continued participation or medical disqualification. If, in the opinion of the tournament physician, continued participation by the injured student-athlete may expose others to a significantly enhanced risk of harm, the tournament physician has the final decision regarding participation by the student-athlete. The chair of the governing sports committee (or a

designated representative) should be responsible for administrative enforcement of the medical judgment, if it involves disqualification.

## **Athletic Training Room and Medical Information**

### **Athletic Training Room and Medical Information**

The athletic training room is located in the front of the facility across from the concession stand of JDL Fast Track. Teams bringing their own trainers will be allowed to set up behind the main bleachers on the homestretch side of the track. The athletic training room will be open when the track opens on practice days and will close at the end of practice sessions. On competition days, the athletic training room will be open the morning through the conclusion of competition.

One medical credential per institution may be requested for a certified athletic trainer by emailing Krissy Klos at [krissy@jdlfasttrack.com](mailto:krissy@jdlfasttrack.com). Approved medical credentials will be available for pick-up on practice days on the second floor of JDL Fast Track.

If student-athletes are not traveling with an athletic trainer, please have your schools' athletic trainer send a request letter to Krissy Klos ([krissy@jdlfasttrack.com](mailto:krissy@jdlfasttrack.com)) describing treatments/tapings. **No electrical modalities, therapeutic ultrasound, or specialty taping will be provided without this letter.**

Each team is required to bring a fully-stocked medical kit with insurance and emergency information. Teams requesting e-stim must provide their own pads. Supplies will be given in emergency situations. All athletic training facilities will be equipped with both hot and cold modalities, hydrocollator, e-stim and ultra sound. Manual therapy will only be provided if medical staff deems necessary. **Plastic Wrap (Flexi-Wrap) will not be provided during the meet.** Please send the team with plastic wrap if they wish to use it. Elastic bandages will be provided in emergency situations.

There will be numerous water stations at JDL Fast Track and cups will be provided. The athletic training facility in the warm-up track will open two hours prior to the first event. The athletic training room will remain open until the conclusion of competition.

### **Concussion Management**

The NCAA has adopted legislation that requires all active member institutions to have a concussion-management plan for their student-athletes. Participating 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.

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 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 [www.NCAA.org](http://www.NCAA.org).

### **In Case of an Emergency**

An EMS will be available throughout the meet. If other care is needed, please refer to the following information:

### **Hospital**

#### **Wake Forest Baptist Health**

1 Medical Center Boulevard  
Winston-Salem, NC 27157  
336-716-2011

#### **Forsyth Medical Center**

3333 Silas Creek Parkway  
Winston-Salem, NC 27103  
336-718-5000

### **PHARMACY INFORMATION**

#### **CVS Pharmacy (Near JDL Fast Track)**

855 Hanes Mall Boulevard  
Winston-Salem, NC 27103  
336-768-2888

#### **Walgreens (Near JDL Fast Track)**

1712 S. Stratford Road  
Winston-Salem, NC 27103  
336-765-2967

#### **CVS Pharmacy (Near Baptist Hospital)**

2221 Cloverdale Avenue  
Winston-Salem, NC 27103  
336-724-7491

#### **Walgreens (Near Baptist Hospital)**

2125 Cloverdale Avenue NW  
Winston-Salem, NC 27103  
336-723-0561

### **Athletic Training Staff**

Brittany Hahn  
Ashley Donahue  
Matt Fortune  
Aaron Parks

### **ATHLETIC TRAINING FACILITY HOURS**

March 11 (Wednesday)	Noon - 8 p.m.
March 12 (Thursday)	8 a.m. - 3 p.m.
March 13 (Friday)	8 a.m. - 8 p.m. (or after last event has completed)
March 14 (Saturday)	8 a.m. - 7 p.m. (or after last event has completed)

## General Public

### Banners and Artificial Noisemakers

No banners may be posted at the tournament other than the NCAA-approved banners. Artificial noise makers, air horns, and electronic amplifiers are not permitted and shall be removed upon discovery.

### Championship Merchandise and Programs

Official NCAA merchandise will be sold during practice hours Wednesday and Thursday, and throughout competition Friday and Saturday. **Championships programs are no longer sold in print.** You can access the program at [ncaa.com](http://ncaa.com).

### Parking

Spectator parking is located in the front of JDL Fast Track. Additional parking is available in the parking lot on the corner of Empire and Kimwell, across from JDL Fast Track. Street parking is also available. Parking is FREE!

### Restrooms

Restrooms for spectators are located in the front of JDL Fast Track on the main level.

### Seating Areas

The championship facility has seating available on the east and west sides of track.

### Security

Security personnel will be on-site throughout the championships to monitor and ensure the safety and security of all participating teams, officials and spectators. In the event of an emergency or fire, security staff will assist with the prompt evacuation of the facility. Important contact information for local police, fire and medical centers is listed below:

**Winston-Salem Police Department – District 3**  
2393 Winterhaven Lane  
Winston-Salem, NC 27103  
336-773-7700

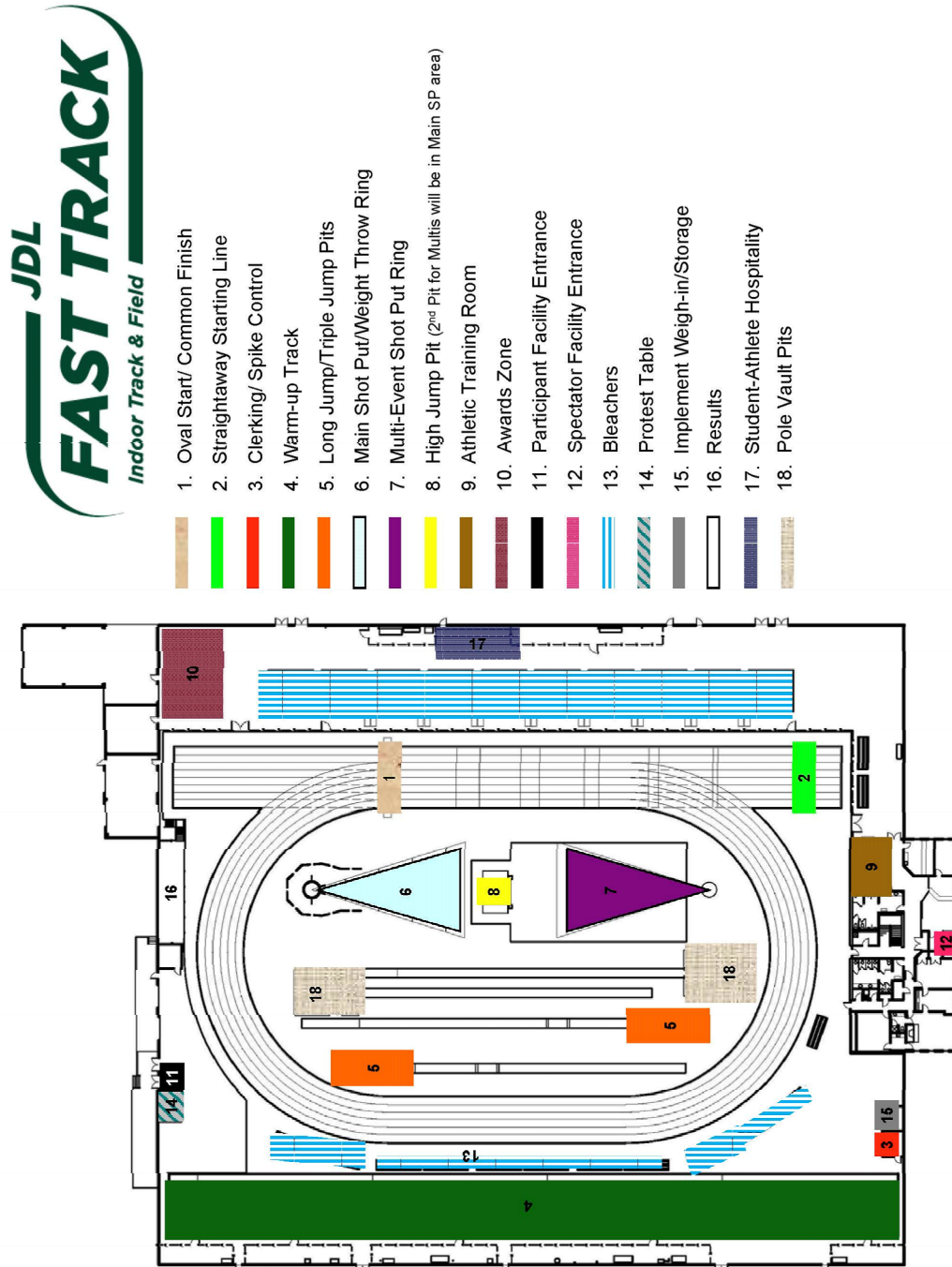
**Winston-Salem Fire Department Station No. 2**  
405 Somerset Drive  
Winston-Salem, NC 27103  
336-773-7900

### Tickets

Tickets will be available for purchase at the front entrance of JDL Fast Track two hours before the first event Friday and Saturday.

Ticket Prices	
<u>Ticket Type</u>	<u>Price</u>
All-Session Adult Tickets	\$20
All-Session Senior/Student Tickets	\$15
Single-Session Adult Tickets	\$15
Single-Session Senior/Student Tickets	\$10

## Appendix A – JDL F Fast Track Facility Layout



## Appendix B – Packet Pick-Up Information

Packet pick up will be held Thursday, March 12 from 1– 2 p.m., behind the main homestretch bleachers at JDL Fast Track.

Packet pick-up stations are as follows:

1. Team packets;
2. Gill gift;
3. Medallions;
4. Relay cards AND bib info;
5. Banquet tickets and credentials;
6. NCAA committee; and
7. Completed packet check-list return.

## **Appendix C – Directions**

### **Directions to JDL Fast Track**

#### **From Interstate 40:**

- Take I-40 to Winston-Salem.
- Take Exit 189 (US 158W / S Stratford Road).
- At the top of the ramp, turn right onto US-158/Stratford Road.
- Proceed approximately 2 miles and turn left on Kimwell Drive.
- JDL Fast Track will be approximately ½ mile down on the corner of Kimwell and Empire Drive.
- Spectator parking is in the front. Additional spectator parking is on the street and in the parking lot directly across from JDL Fast Track
- Athletes and officials should park in the rear of the facility and enter through the Athletes/Officials Entrance.

## Appendix D – Implement Shipping Directions

All implements must be shipped directly to the following address:

JDL Fast Track  
Attention: Craig Longhurst  
2505 Empire Drive  
Winston-Salem, NC 27103

Phone number, if required by shipping company, 336-448-1656

***Please do not call to verify that your shipment has arrived, use the shipping company's on-line tracking information. It is your responsibility to arrange for shipping your implements home.***

Please fill out your contact information and place the bottom half of this sheet on the outside of the shipping box or pole bag. If you have any questions, email Craig Longhurst ([craig@jdlcastlecorp.com](mailto:craig@jdlcastlecorp.com)).

**Please print clearly or type information below and attach to shipping box or pole bag**



Institution \_\_\_\_\_ Coach's Name \_\_\_\_\_

Email Address \_\_\_\_\_ Phone Number \_\_\_\_\_

*Check all that apply for each package (include quantity)*

☐ Men's Pole Vault (#) \_\_\_\_\_

☐ Women's Pole Vault (#) \_\_\_\_\_

☐ Men's Shot (#) \_\_\_\_\_

☐ Women's Shot (#) \_\_\_\_\_



## Appendix E – Clerking Schedule

Friday Field Events							
Event	Start time	Warm-up Begins	Time Allotted	Staging	Final Clerking	Check-in Closes	Check-in Opens
20 lb WT (w)	10:00 AM	9:15 AM	45	9:10 AM	9:05 AM	9:00 AM	8:00 AM
PV (m)	11:00 AM	9:30 AM	90	9:25 AM	9:20 AM	9:15 AM	8:15 AM
LJ (w)	12:50 PM	12:05 PM	45	12:00 PM	11:55 AM	11:50 AM	10:50 AM
PV (w)	3:30 PM	2:00 PM	90	1:55 PM	1:50 PM	1:45 PM	12:45 PM
LJ (m)	5:00 PM	4:15 PM	45	4:10 PM	4:05 PM	4:00 PM	3:00 PM
35 lb WT (m)	5:45 PM	5:00 PM	45	4:55 PM	4:50 PM	4:45 PM	3:45 PM

Friday Track Events							
Event	Start time	Warm-up Begins	Time Allotted	Staging	Final Clerking	Check-in Closes	Check-in Opens
60m (M) Hep	11:00 AM	10:30 AM	30	10:25 AM	10:20 AM	10:15 AM	9:15 AM
60H (W) Pent	11:30 AM	11:00 AM	30	10:55 AM	10:50 AM	10:45 AM	9:45 AM
3000m (M)	1:00 PM	12:45 PM	15	12:40 PM	12:35 PM	12:30 PM	11:30 AM
3000m (W)	1:30 PM	1:15 PM	15	1:10 PM	1:05 PM	1:00 PM	12:00 PM
Mile (M)	2:00 PM	1:45 PM	15	1:40 PM	1:35 PM	1:30 PM	12:30 PM
Mile (W)	2:20 PM	2:05 PM	15	2:00 PM	1:55 PM	1:50 PM	12:50 PM
60H (M)	2:40 PM	2:20 PM	20	2:15 PM	2:10 PM	2:05 PM	1:05 PM
60H (W)	2:55 PM	2:35 PM	20	2:30 PM	2:25 PM	2:20 PM	1:20 PM
400m (M)	3:10 PM	2:55 PM	15	2:50 PM	2:45 PM	2:40 PM	1:40 PM
400m (W)	3:30 PM	3:15 PM	15	3:10 PM	3:05 PM	3:00 PM	2:00 PM
60m (M)	3:50 PM	3:35 PM	15	3:30 PM	3:25 PM	3:20 PM	2:20 PM
60m (W)	4:05 PM	3:50 PM	15	3:45 PM	3:40 PM	3:35 PM	2:35 PM
800m (M)	4:35 PM	4:20 PM	15	4:15 PM	4:10 PM	4:05 PM	3:05 PM
800m (W)	4:50 PM	4:35 PM	15	4:30 PM	4:25 PM	4:20 PM	3:20 PM
200m (M)	5:05 PM	4:50 PM	15	4:45 PM	4:40 PM	4:35 PM	3:35 PM
200m (W)	5:20 PM	5:05 PM	15	5:00 PM	4:55 PM	4:50 PM	3:50 PM
5000m (M)	5:35 PM	5:20 PM	15	5:15 PM	5:10 PM	5:05 PM	4:05 PM
5000m (W)	5:55 PM	5:40 PM	15	5:35 PM	5:30 PM	5:25 PM	4:25 PM
4 x 400 (M)	6:15 PM	5:55 PM	20	5:50 PM	5:45 PM	5:40 PM	4:40 PM
4 x 400 (W)	6:35 PM	6:15 PM	20	6:10 PM	6:05 PM	6:00 PM	5:00 PM
DMR (M)	6:55 PM	6:35 PM	20	6:30 PM	6:25 PM	6:20 PM	5:20 PM
DMR (W)	7:10 PM	6:50 PM	20	6:45 PM	6:40 PM	6:35 PM	5:35 PM

Saturday Field Events							
Event	Start time	Warm-up Begins	Time Allotted	Staging	Final Clerking	Check-in Closes	Check-in Opens
TJ (W)	11:00 AM	10:15 AM	45	10:10 AM	10:05 AM	10:00 AM	9:00 AM
SP (W)	11:00 AM	10:15 AM	45	10:10 AM	10:05 AM	10:00 AM	9:00 AM
HJ (M)	11:00 AM	10:00 AM	60	9:55 AM	9:50 AM	9:45 AM	8:45 AM
TJ (M)	2:00 PM	1:15 PM	45	1:10 PM	1:05 PM	1:00 PM	12:00 PM
SP (M)	2:00 PM	1:15 PM	45	1:10 PM	1:05 PM	1:00 PM	12:00 PM
HJ (W)	2:00 PM	1:00 PM	60	12:55 PM	12:50 PM	12:45 PM	11:45 AM

Saturday Track Events							
Event	Start time	Warm-up Begins	Time Allotted	Staging	Final Clerking	Check-in Closes	Check-in Opens
60H (M) Hep	11:00 AM	10:30 AM	30	10:25 AM	10:20 AM	10:15 AM	9:15 AM
Mile (M)	2:30 PM	2:15 PM	15	2:10 PM	2:05 PM	2:00 PM	1:00 PM
Mile (W)	2:40 PM	2:25 PM	15	2:20 PM	2:15 PM	2:10 PM	1:10 PM
60H (M)	2:50 PM	2:30 PM	20	2:25 PM	2:20 PM	2:15 PM	1:15 PM
60H (W)	3:00 PM	2:40 PM	20	2:35 PM	2:30 PM	2:25 PM	1:25 PM
400m (M)	3:10 PM	2:55 PM	15	2:50 PM	2:45 PM	2:40 PM	1:40 PM
400m (W)	3:20 PM	3:05 PM	15	3:00 PM	2:55 PM	2:50 PM	1:50 PM
60m (M)	3:30 PM	3:15 PM	15	3:10 PM	3:05 PM	3:00 PM	2:00 PM
60m (W)	3:40 PM	3:25 PM	15	3:20 PM	3:15 PM	3:10 PM	2:10 PM
800m (M)	3:50 PM	3:35 PM	15	3:30 PM	3:25 PM	3:20 PM	2:20 PM
800m (W)	4:00 PM	3:45 PM	15	3:40 PM	3:35 PM	3:30 PM	2:30 PM
200m (M)	4:10 PM	3:55 PM	15	3:50 PM	3:45 PM	3:40 PM	2:40 PM
200m (W)	4:20 PM	4:05 PM	15	4:00 PM	3:55 PM	3:50 PM	2:50 PM
3000m (M)	4:30 PM	4:15 PM	15	4:10 PM	4:05 PM	4:00 PM	3:00 PM
3000m (W)	4:45 PM	4:30 PM	15	4:25 PM	4:20 PM	4:15 PM	3:15 PM
4 x 400 (M)	5:00 PM	4:40 PM	20	4:35 PM	4:30 PM	4:25 PM	3:25 PM
4 x 400 (W)	5:15 PM	4:55 PM	20	4:50 PM	4:45 PM	4:40 PM	3:40 PM

## APPENDIX F – Student-Athlete Participant Awards

For 2019-2020 an online gift-suite will serve as the participation awards provided to members of the official travel party of institutions that advance to the championship final sites.

### *Examples of Merchandise Selections:*

Sony Headphones



Roku Streaming Stick



Bluetooth Speaker & Powerbank



Coleman Chair



PhoneSoap



Jacket + Backpack Bundle

After the championship, MainGate will send the head coach an email providing ordering process details, along with a unique Certificate Code (valid for one participation award per member of your official travel party) that can be redeemed only at [www.NCAA-Awards.com](http://www.NCAA-Awards.com). In order to ensure that each participant receives his or her award, a member of your administration must place your team's order, including size information, at [NCAA-Awards.com](http://NCAA-Awards.com) using your Certificate Code.

Your institution may select different items per participant; men's and women's sizes are available for apparel items. If you would like to purchase additional awards, you will have the opportunity to do so online via personal credit card at the end of the checkout process.

Participation award items will be sent to your institution for distribution to your student-athletes within four to six weeks after your order is placed. If you do not receive information for ordering awards within two weeks of the conclusion of the championship, please contact Erin Hannoy ([ehannoy@maingateinc.com](mailto:ehannoy@maingateinc.com)), MainGate Customer Service (866-945-7267) or the NCAA championship manager.

