



2020 DIVISION III INDOOR
TRACK & FIELD
CHAMPIONSHIPS

PRE-CHAMPIONSHIPS
2019-20 MANUAL

NCAA General Administrative Guidelines

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Section 1 • Introduction

During the 2019-20 academic year, the Association will sponsor 90 national championships – 42 for men, 45 for women, and three for both men and women. Of the men's championships, three are National Collegiate Championships, 13 are Division I championships, 12 are Division II championships and 14 are Division III championships. Of the women's championships, six are National Collegiate Championships, 12 are Division I championships, 13 are Division II championships and 14 are Division III championships. The combined men's and women's championships are National Collegiate Championships.

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.

The first section applies to policies applicable to all 90 championships, while the other two 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 Sports 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 31.2.2 and 31.2.1.5 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

[Reference: Bylaws 18.4.1.4 and 31.2.2 in the NCAA Division I Manual and Bylaws 18.4.1.4 and 31.2.3 in the NCAA Divisions II and III Manuals.]

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); 31.2.3 (Divisions II and 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

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

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 outline.

Section 4•5 Sports Wagering Policy

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. To receive more information or access the online form and submit a nomination, go to ncaa.org.

Section 6 • Fan Travel

NCAA Travel provides an easy and affordable way 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 NCAA Travel help support NCAA student-athletes. Please direct your fans to NCAA.com/travel to search and book online hotel, car and air travel, all in one easy transaction.

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

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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 III

Section 9•1 Division III Philosophy

The Division III championships philosophy is to field the most competitive teams possible while minimizing missed class time; to emphasize regional competition in regular-season scheduling; and to provide representation in NCAA championship competition by allocating berths to eligible conferences, independent institutions and a limited number of at-large teams, realizing that this may be done at the expense of leaving out some championship-caliber teams.

Section 9•2 Commencement Conflicts

If an institution's commencement conflicts with participation in the championship, it shall inform the NCAA championship manager in writing one week before the selection date for the governing sport committee to consider an accommodation and a change to the championship schedule.

The following guidelines apply to commencement requests:

- Applies to team sports only.

- The governing sport committee, in consultation with participating institutions, may reschedule the game on the nearest possible date.
- Does not apply to predetermined finals sites.
- The governing sport committee shall make a good-faith effort to accommodate participating institutions in non-predetermined preliminary-round contests with multiple teams participating at the same site.

Section 9•3 Religious Conflicts

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 before May 1 of the preceding academic year to be excused from competing on that day. The notification shall be valid for a period of two years. The championship schedule shall be adjusted to accommodate that institution, and such adjustment shall not require its team or an individual competitor to compete before the time originally scheduled.

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

Division III Indoor Track & Field

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Section 1 • General Administration

Section 1•1 NCAA Championship Operations Staff Contact Information

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Section 1•2 National Committee

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Mike Howard

Director of Athletics
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GREAT LAKES REGION

Dara Ford, chair

Head Men's and Women's Cross Country/Track and Field
Coach
Otterbein University

MIDWEST REGION

Joshua Schroeder

Assistant Commissioner
Northern Athletics Collegiate Conference

SOUTH/SOUTHEAST REGION

Natalie Bach-Prather

Head Men's and Women's Cross Country
and Track and Field Coach
East Texas Baptist University

CENTRAL REGION

TBD

MIDEAST REGION

Greg Cooper

Head Cross Country and Track and Field Coach
Pennsylvania State University Erie, the Behrend College

NEW ENGLAND REGION

Marlee Berg-Haryasz

Assistant to the Athletics Director/Assistant Track and
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Westfield State University

WEST REGION

Kevin Reid

Head Track and Field Coach
University of La Verne

For additional information about the NCAA Men's and Women's Indoor Track Championships, contact the following:

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Section 1•3 Important Dates

CHAMPIONSHIPS DATES

March 13-14, 2020 JDL Fast Track; Winston-Salem, NC; hosted by Guilford College

DATE FORMULA

Second weekend in March (Friday-Saturday).

FUTURE DATES

March 12-13, 2021 SPIRE Institute; Geneva, Ohio; hosted by the University of Mount Union and the Greater Cleveland Sports Commission.

OTHER IMPORTANT DATES

Sunday, Dec. 1	<p>Start of qualifying period.</p> <p>Deadline for applications to host an indoor final qualifying meet to be held between March 2 and March 7, 2020.</p>
Saturday, March 7	<p>Last date a qualifying mark may be made. Mandatory meet result submission deadline, midnight Eastern time. Marks submitted after midnight Eastern time will not be eligible for qualifying purposes.</p>
Sunday, March 8	<p>Final descending-order lists posted by 9 a.m. Eastern time. Declaration forms open at this time.</p> <p>Coaches must complete and submit a declaration electronically through Direct Athletics by 1 p.m. Eastern time. All student-athletes must be declared or scratched in every event in which they qualified at this time. Declaration forms submitted after the 1 p.m. deadline and before 3 p.m. Eastern time will be accepted as LATE and the institution will be fined \$400 per gender. There is no opportunity to submit declaration forms after the absolute deadline of 3 p.m. Eastern time. Any student-athlete not declared by the 3 p.m. deadline will be scratched.</p> <p>Challenge period ends at 2 p.m. Eastern time. Challenges must be submitted via the NCAA violations portal. Click on the 2019-20 Guidelines for Reporting Qualifying Criteria Violations on the indoor track and field landing page (http://www.ncaa.org/championships/division-iii-mens-and-womens-indoor-track-and-field).</p> <p>All student-athletes must be declared or scratched on the declaration form in every event in which they are listed. A declaration is a firm commitment to compete in every declared event, unless a preference statement is filed during declarations to indicate a choice among several declared events.</p> <p>The final list of meet participants shall be available via the NCAA website (NCAA.org) by 7 p.m. Eastern time.</p>
Tuesday, March 10	<p>Deadline for medical scratches, 6 p.m. Eastern time. Any scratches must be reported by phone and emailed to Jimmy Stuart (254-715-1474; jimmy.stuart@deltatiming.com) and Laura Peterson-Mlynski (lpeterson@ncaa.org).</p>
Wednesday, March 11	<p>Championship meet start lists are posted on the NCAA.com by 5 p.m. Eastern time.</p>
Thursday, March 12	<p>Packet pickup, first day that heat/flight sheet will be available to each competing team.</p>

Section 1•4 Equipment

All student-athletes will be able to use the blocks, batons and throwing weights as supplied by Gill and exclusive for this NCAA championships. NEW IN 2020: Student-athletes will be permitted to use their own weights provided they meet the certification process at the championships. Once a weight has been certified for competition, it will become available to all competitors. A complete listing of the weights that will be supplied will be provided in the participant manual.

Student-athletes may use their own shots as long as they meet the certification process at the championships.

Section 1•5 Rules

[Reference: Bylaw 31.1.6 in the NCAA Division III 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 2019 and 2020 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, 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. The IAAF Web site address is www.iaaf.org.

In addition, please refer to the Division III Technical Manual for information regarding the technical conduct of the Division III NCAA Indoor Track and Field Championships. (<http://www.ncaa.org/championships/division-iii-mens-and-womens-indoor-track-and-field>)

The Men's and Women's Track and Field and Cross Country Committee has determined that a student-athlete applying paint or any other permanent marking, other than a material approved by the games committee, to any portion of a permanent facility automatically will be disqualified from competition. All markings must be in accordance with NCAA Men's and Women's Cross Country/Track and Field Rules.

Section 1•6 Uniforms

[Reference: Bylaw 12.5.3 in the NCAA Division III Manual and Rule 4-3 in 2019 and 2020 NCAA Cross Country/Track and Field Rules. Below includes Articles 1 and 2 of Rule 4-3 for your reference.]

When engaged in competition, each competitor must wear an official team uniform with components governed by these rules or be subject to disciplinary action. Wearing any part of the official team competition uniform illegally (that is, top off or intentionally shortened, shoulder straps lowered) while in the area of competition shall lead to a warning by the nearest official and a report of uncorrected violations shall be made to the games committee, referee and offending competitor's coach.

1. On any single day of competition, all team members must wear uniforms clearly indicating through color, logo and combination of all outer garments worn as a uniform, that they are from the same team.
 - a. Teams may change uniform colors from one day to another for multiple-day meets.
 - b. Men's and women's programs are considered separate teams, and are not required to have uniforms of identical color.
2. A uniform consists of two school-issued components — shorts or briefs, and a top. A one-piece body suit is acceptable as a combination of the two components. Any outer garment (that is, sweat pants, tights) that is school-issued becomes the official uniform, when worn.
 - a. The uniform must be of a material and design deemed to not be objectionable or offensive by the athletics department of the issuing institution.

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- b. The uniform top must, by design and size, cover the full length of the torso, meeting or hanging below the waistband of the bottoms, while the competitor is standing, and allow for the competitor's numbers to be placed above the waist, front and back.
 - c. Uniform tops must be worn so to not obscure hip numbers.
 - d. Additional visible clothing is an undergarment. It must be worn under the uniform and be of a solid color.
3. Competitors shall not use or wear artificial noisemakers.

Note 1: Individual or team uniform, logo, number and shoe rules shall be enforced through inspection by the clerk of the course or the head field event official at initial event check-in. Violators shall be warned, given the chance to correct the violation, and reported as provided in the rule.

Note 2: Clothing defined as an 'undergarment' does not include items commonly defined as 'underwear.'

In addition to the uniform guidelines outlined above, the following shall apply in regard to relay uniforms:

4. All relay team members must wear uniforms clearly indicating, through color, logo and combination of all outer garments worn as a uniform, that members are from the same team. Other visible garments useful in team recognition (that is, T-shirts, arm-warmers, tights of any length, leg-warmers, each taken separately) worn by team members must be of an identical solid color. This does not apply to items of apparel above the shoulder or those covering the hands/feet.

Note: The effect of this rule is that no imagination shall be required to justify a clear sense of belonging to a team.

LOGOS

Refer to [General Administrative Guidelines, Section 7](#).

Section 2 • Determination of Championship Participation

Section 2•1 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 Section 1•3).

Qualifying Criteria. A complete listing of indoor track and field qualifying criteria is on NCAA.org at <http://www.ncaa.org/championships/division-iii-mens-and-womens-indoor-track-and-field>.

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](http://www.ncaa.org). For each men's individual event contested, including the heptathlon, the top 20 declared student-athletes will be accepted into the competition. For each woman's individual event contested, including the pentathlon, the top 20 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.

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, including field event series, 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 Rule 4-2-2a., Failure to Participate, and Rule 4-211, Honest Effort, is required.

Any descending-order list ties for combined event student-athletes will be broken by using Rule 7-2.2.

Standards. There are no qualifying standards for the 2020 championships season. There will be a track-indexing standard to delineate the different indexing among flat, undersized, banked and oversized [go to www.ncaa.org, Division III, Championships, Winter Sports, Indoor Track and Field (M/W)]. Altitude conversions, as well as other conversions, are based on a formula and will be done as results are submitted.

Nullification. (Bylaw 31.02.4)

FINAL QUALIFYING MEETS

Division III institutions wanting to host an indoor meet, other than a conference meet, between March 2 and March 7, must petition the NCAA for sanctioning before Dec. 1. Requests should be submitted to Laura Peterson-Mlynski (lpeterson@ncaa.org). Individual institutions may apply to host only one meet during this period. Single-gender meets will not be approved as final qualifying meets. An application is located NCAA.org at <http://www.ncaa.org/championships/division-iii-mens-and-womens-indoor-track-and-field>.

Section 2•2 Results

RESULTS REPORTING

In order to be considered for selection to the 2020 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 TFRRS through the online provider DirectAthletics. Only the official electronically-reported meet results as submitted by the meet host in TFRRS will serve as proof of performance for all NCAA Division III track and field times and marks. Season-best descending-order lists by event, as approved by the Track and Field Committee, will be made available on a real-time basis at 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. Participating institutions must ensure that the electronic submission

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of results from any competition in which their student-athletes competed is reported by the meet host within five days of the performance and not later than 11:59 p.m. Eastern time, March 7. 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. The fine assessed will be \$200 per gender. It is the responsibility of each coach to check his or her team's marks after each meet within the five-day window 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 that 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 tie-breaking; and
- See qualifying criteria on the NCAA DIII 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 2019 indoor track and field results are available for meet hosts, meet directors and timers at www.tfrrs.org (select the link for 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 valid single-meet TFRRS IDs) 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 experienced difficulty using the TFRRS system, please contact DirectAthletics (support@directathletics.com; phone: 617-285-0455) and notify the NCAA national office (lpeterson@ncaa.org or 317-917-6477) if the difficulty will trigger a late fine.

ADJUSTED PLACE STANDINGS

[Reference: Bylaw 31.2.2.4-(a) in the NCAA Division III 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 has contributed to the team's total shall be deleted, the team standings shall be adjusted accordingly, and any awards involved shall be returned to the Association. Further, the placement of other competitors shall be altered and awards presented accordingly.

Section 2•3 Selections Information

DECLARATIONS

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

Championships Declarations. At the end of the season's qualifying period, the final descending-order lists will be posted at www.tfrrs.org and coaches will declare student-athletes for the championships. [Note: The declarations form will be provided through DirectAthletics – the same password for roster submission will enable access to the declarations form.] As a reminder, the qualifying window for the indoor championships is Dec. 1, 2019, through March 7, 2020.

Performance Challenge Guidelines. One role of the NCAA Track and Field and Cross Country Committee is to review and act upon performance challenges 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 Rule 4-1.15a in the NCAA Cross Country and Track & Field Rules Book. Challenges should be submitted via the online NCAA violations portal (<https://extra.ncaa.org/champs/qcvp/>). See guidelines at the following link: <http://www.ncaa.org/championships/division-iii-mens-and-womens-indoor-track-and-field>

The challenge period begins Dec. 1, 2019, and ends at 2 p.m. Eastern time, March 3, 2020.

Late Declarations. Any institution declaring a student-athlete after the deadline of 1 p.m. Eastern time and before 3 p.m. Eastern time Sunday, March 8, will be charged \$400 per institution per gender. There is no opportunity to submit declaration forms after 3 p.m. Eastern time Sunday, March 8.

Sponsoring institutions must complete the online declaration form and adhere to the guidelines below when declaring student-athletes for the indoor championships.

1. The committee will authorize an online posting of a declaration form for each institution by 9 a.m. Eastern time Sunday, March 8.
2. A declaration is a firm commitment to compete in every declared event, unless a preference statement is filed during declarations to indicate a choice among several declared events.
3. 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 3 p.m. Eastern time Sunday, March 8, must notify DirectAthletics at 347-674-3002 and should contact Laura Peterson-Mlynski, championships administrator, at 317-917-6477.
4. Coaches must complete and submit a declaration electronically through DirectAthletics by 3 p.m. Eastern time Sunday, March 8. All student-athletes must be declared or scratched in every event in which they qualified at this time. Declaration forms submitted after the 1 p.m. deadline and before 3 p.m. Eastern time will be accepted as LATE and the institution will be fined (see above). There is no opportunity to submit declaration forms after 3 p.m. Eastern time. All student-athletes not declared by their institution will be scratched from the national championships competition. Coaches will have access to their declaration form at www.directathletics.com and can make changes up to the deadline of 3 p.m. Eastern time.
5. The final list of participants will be available Sunday, March 8 by 7 p.m. Eastern time on the track and field landing page at <http://www.ncaa.org/championships/division-iii-mens-and-womens-indoor-track-and-field>.
6. Coaches are responsible for including a **mobile/cell number on the declaration form** at which the committee can reach him or her, or his or her representatives, if questions arise.
7. Medical Scratch: For a student-athlete who was declared and is accepted into the meet but is unable to compete, the deadline for medical scratches is 6 p.m. Eastern time, Tuesday, March 10. Any medical scratches must be reported by phone and emailed to Jimmy Stuart (254-715-1474; jimmy.stuart@deltatiming.org) and Laura Peterson-Mlynski (lpeterson@ncaa.org). Failure to notify the committee could result in a fine.

Relay Declarations. With regard to relay events, please refer to the Technical Manual listed on [NCAA.org](http://www.ncaa.org).

TRAVEL INFORMATION

Institutions with individuals competing in the championships must request reimbursement through the online Travel Expense System (TES) 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 TES and per diem allowance policies are located on the NCAA website (www.ncaa.org) under Division III, Championships, Division III Championships Resources.

Section 2•4 Championships Format

SCHEDULE OF EVENTS

The full schedule of events for the 2020 Division III Indoor Track and Field Championships will be available later this fall at NCAA.org.

SCORING

The men's and women's championships will use the eight-place scoring system (10-8-6-5-4-3-2-1) in individual and relay events (i.e., first place earns 10 team points, second place earns eight team points, etc.).

TEAM ROSTER FORMS

NCAA Division III men's and women's track and field programs will be required to register and maintain their official team roster with 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.

TRAVEL PARTY

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

Section 2•5 Protest Procedure and Appeals

CHAMPIONSHIPS PROTEST PROCEDURE

All protests must be filed on the official protest form, available at the assigned protest area, along with payment of a \$50 protest fee. One copy shall be posted in the designated protest area, and the other copies shall be given to the referee. A protest must be filed not later than 15 minutes after the official results have been posted (per Rule 4,-1.15). The fee shall be refunded if the decision is reversed in favor of the coach.

The referee's decision shall be written on each copy of the protest. One copy shall be returned to the protesting coach, and the other copy shall be placed in the subcommittee's files.

JURY OF APPEALS

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 decision of the referee has been announced. Any official evidence available to the referee may be reviewed. If such evidence is not conclusive, the decision of the referee shall be upheld. No further appeal is available. The result of an appeal shall 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 indoor track and field championships.

VIDEO REVIEW LANGUAGE

Rule 4-1.15c allows an official video to be designated by the games committee (before the meet) to be used during protests and appeals to aid in the decision-making process. This stipulation and use of an official video will be up to each individual games committee at each regular-season meet, as to ensure the video is useful in providing the proper angle and is in the proper location at the event to be effective in ruling on a protest.

For Division III, this rule will apply to each regular-season meet and it will be up to each games committee to determine if the ability to have a video is necessary and feasible.

Appendix • Sport Sponsorship

MEN'S SPONSORSHIP

ATLANTIC REGION (45)

Alfred University
 College at Brockport, State University of New York
 Buffalo State, State University of New York
 The City College of New York
 State University of New York at Cobleskill
 State University of New York at Cortland
 Farmingdale State College
 The State University of New York at Fredonia
 State University of New York at Geneseo
 Hamilton College
 Hartwick College
 Houghton College
 Hunter College
 Ithaca College
 Lehman College
 Manhattanville College
 Medgar Evers College
 Montclair State University
 Mount Saint Mary College (New York)
 Nazareth College
 New Jersey City University
 The College of New Jersey
 New York University

State University of New York at Oneonta
 State University of New York at Oswego
 Plattsburgh State University of New York
 State University of New York at Potsdam
 Ramapo College
 Rensselaer Polytechnic Institute
 University of Rochester
 Rochester Institute of Technology
 Rowan University
 Rutgers, The State University of New Jersey, Camden
 Rutgers, The State University of New Jersey, Newark
 St. John Fisher College
 St. Joseph's College (Long Island)
 St. Lawrence University
 College of Staten Island
 Stevens Institute of Technology
 Stockton University
 U.S. Merchant Marine Academy
 Union College (New York)
 Utica College
 Westminster College (Pennsylvania)
 York College (New York)

CENTRAL REGION (29)

Augsburg University
 Bethany Lutheran College
 Bethel University (Minnesota)
 Buena Vista University
 Carleton College
 Central College (Iowa)
 Coe College
 Concordia College, Moorhead
 Cornell College
 Crown College (Minnesota)
 University of Dubuque
 Grinnell College
 Gustavus Adolphus College
 Hamline University
 Loras College

Luther College
 Macalester College
 University of Minnesota, Morris
 Nebraska Wesleyan University
 North Central University
 University of Northwestern-St. Paul
 Simpson College
 St. John's University (Minnesota)
 Saint Mary's University of Minnesota
 St. Olaf College
 The College of St. Scholastica
 University of St. Thomas (Minnesota)
 Wartburg College
 University of Wisconsin-Superior

DIVISION III INDOOR TRACK & FIELD

GREAT LAKES REGION (37)

Adrian College
Albion College
Allegheny College
Alma College
Anderson University (Indiana)
Baldwin Wallace University
Bluffton University
Calvin University
Capital University
Case Western Reserve University
Defiance College
Denison University
DePauw University
Earlham College
Franklin College
Hanover College
Heidelberg University
Hope College
John Carroll University

Kenyon College
Manchester University
Marietta College
Mount St. Joseph University
University of Mount Union
Muskingum University
Oberlin College
Ohio Northern University
Ohio Wesleyan University
Olivet College
Otterbein University
Rose-Hulman Institute of Technology
Transylvania University
Trine University
Wabash College
Wilmington College (Ohio)
Wittenberg University
The College of Wooster

MIDEAST REGION (49)

Albright College
Alfred State College
Alvernia University
Bethany College (West Virginia)
Carnegie Mellon University
Chatham University
Delaware Valley University
DeSales University
Dickinson College
Eastern University
Elizabethtown College
Franklin & Marshall College
Frostburg State University
Geneva College
Gettysburg College
Goucher College
Grove City College
Gwynedd Mercy University
Haverford University
Hood College
Immaculata University
Johns Hopkins University
Juniata College
Keystone College
King's College (Pennsylvania)

Lebanon Valley College
Marywood University
McDaniel College
Messiah College
Misericordia University
Moravian College
Muhlenberg College
Neumann University
Pennsylvania State University Erie, the Behrend College
Penn State Harrisburg
Salisbury University
University of Scranton
Shenandoah University
Saint Vincent College
Stevenson University
Susquehanna University
Swarthmore College
Thiel College
Ursinus College
Washington and Jefferson College
Waynesburg University
Wesley College
Widener University
York College (Pennsylvania)

MIDWEST REGION (42)

Augustana College (Illinois)
 Aurora University
 Beloit College
 Carroll University (Wisconsin)
 Carthage College
 University of Chicago
 Concordia University Chicago
 Concordia University Wisconsin
 Edgewood College
 Elmhurst College
 Fontbonne University
 Greenville University
 Illinois College
 Illinois Institute of Technology
 Illinois Wesleyan University
 Knox College
 Lake Forest College
 Lakeland University
 Lawrence University
 Marian University (Wisconsin)
 Millikin University

Milwaukee School of Engineering
 Monmouth College (Illinois)
 North Central College
 North Park University
 Principia College
 Ripon College
 Rockford University
 St. Norbert College
 Washington University in St. Louis
 Webster University
 Westminster College (Missouri)
 Wheaton College (Illinois)
 Wisconsin Lutheran College
 University of Wisconsin-Eau Claire
 University of Wisconsin-La Crosse
 University of Wisconsin-Oshkosh
 University of Wisconsin-Platteville
 University of Wisconsin-River Falls
 University of Wisconsin-Stevens Point
 University of Wisconsin-Stout
 University of Wisconsin-Whitewater

NEW ENGLAND REGION (38)

Amherst College
 Bates College
 Bowdoin College
 Brandeis University
 Bridgewater State University
 Castleton University
 Colby College
 Colby-Sawyer College
 Connecticut College
 Eastern Connecticut State University
 Emmanuel College (Massachusetts)
 Fitchburg State University
 Husson University
 Keene State College
 Lasell University
 Lesley University
 Massachusetts Institute of Technology
 University of Massachusetts, Boston
 University of Massachusetts, Dartmouth

Middlebury College
 Plymouth State University
 Regis College (Massachusetts)
 Rhode Island College
 Saint Joseph's College (Maine)
 University of Southern Maine
 Springfield College
 Suffolk University
 Thomas College
 Trinity College (Connecticut)
 Tufts University
 U.S. Coast Guard Academy
 Wentworth Institute of Technology
 Wesleyan University (Connecticut)
 Westfield State University
 Wheaton College (Massachusetts)
 Williams College
 Worcester Polytechnic Institute
 Worcester State University

SOUTH (33)

Belhaven University
Berea College
Berry College
Birmingham-Southern College
Bridgewater College (Virginia)
Catholic University
Centre College
Christopher Newport University
Covenant College
East Texas Baptist University
Eastern Mennonite University
Emory University
Guilford College
Hardin-Simmons University
Hendrix College
LeTourneau University
University of Lynchburg

University of Mary Washington
McMurry University
Methodist University
Oglethorpe University
University of the Ozarks (Arkansas)
Piedmont College
Randolph College
Rhodes College
Roanoke College
University of the South
Southern Virginia University
Spalding University
Texas Lutheran University
Trinity University (Texas)
Virginia Wesleyan University
Washington and Lee University

WEST REGION (14)

California Institute of Technology
Claremont McKenna-Harvey Mudd-Scripps Colleges
George Fox University
University of La Verne
Lewis & Clark College
Linfield College
Occidental College

Pacific University (Oregon)
Pomona-Pitzer Colleges
University of Puget Sound
University of Redlands
Whittier College
Whitworth University
Willamette University

WOMEN'S SPONSORSHIP

ATLANTIC REGION (45)

Alfred University
 College at Brockport, State University of New York
 Buffalo State, State University of New York
 The City College of New York
 State University of New York at Cobleskill
 State University of New York at Cortland
 Farmingdale State College
 The State University of New York at Fredonia
 State University of New York at Geneseo
 Hamilton College
 Hartwick College
 Houghton College
 Hunter College
 Ithaca College
 Lehman College
 Manhattanville College
 Medgar Evers College
 Montclair State University
 Mount Saint Mary College (New York)
 Nazareth College
 New Jersey City University
 The College of New Jersey
 New York University

State University of New York at Oneonta
 State University of New York at Oswego
 Plattsburgh State University of New York
 State University of New York at Potsdam
 Ramapo College
 Rensselaer Polytechnic Institute
 University of Rochester
 Rochester Institute of Technology
 Rowan University
 Rutgers, The State University of New Jersey, Camden
 Rutgers, The State University of New Jersey, Newark
 St. John Fisher College
 St. Joseph's College (Long Island)
 St. Lawrence University
 College of Staten Island
 Stevens Institute of Technology
 Stockton University
 U.S. Merchant Marine Academy
 Union College (New York)
 Utica College
 Westminster College (Pennsylvania)
 York College (New York)

CENTRAL REGION (30)

Augsburg University
 Bethany Lutheran College
 Bethel University (Minnesota)
 Buena Vista University
 Carleton College
 Central College (Iowa)
 Coe College
 Concordia College, Moorhead
 Cornell College
 Crown College (Minnesota)
 University of Dubuque
 Grinnell College
 Gustavus Adolphus College
 Hamline University
 Loras College

Luther College
 Macalester College
 University of Minnesota, Morris
 Nebraska Wesleyan University
 North Central University
 University of Northwestern-St. Paul
 College of Saint Benedict
 Simpson College
 St. Catherine University
 Saint Mary's University of Minnesota
 St. Olaf College
 The College of St. Scholastica
 University of St. Thomas (Minnesota)
 Wartburg College
 University of Wisconsin-Superior

DIVISION III INDOOR TRACK & FIELD

GREAT LAKES REGION (35)

Adrian College
Albion College
Allegheny College
Alma College
Anderson University (Indiana)
Baldwin Wallace University
Bluffton University
Calvin College
Capital University
Case Western Reserve University
Defiance College
Denison University
DePauw University
Earlham College
Franklin College
Hanover College
Heidelberg University
Hope College

John Carroll University
Kenyon College
Manchester University
Marietta College
Mount St. Joseph University
University of Mount Union
Muskingum University
Oberlin College
Ohio Northern University
Ohio Wesleyan University
Olivet College
Otterbein University
Rose-Hulman Institute of Technology
Transylvania University
Wilmington College (Ohio)
Wittenberg University
The College of Wooster

MIDEAST REGION (50)

Albright College
Alfred State College
Alvernia University
Bethany College (West Virginia)
Bryn Mawr College
Carnegie Mellon University
Chatham University
Delaware Valley University
DeSales University
Dickinson College
Eastern University
Elizabethtown College
Franklin & Marshall College
Frostburg State University
Geneva College
Gettysburg College
Goucher College
Grove City College
Gwynedd Mercy University
Haverford University
Hood College
Immaculata University
Johns Hopkins University
Juniata College
Keystone College

King's College (Pennsylvania)
Lebanon Valley College
Marywood University
McDaniel College
Messiah College
Misericordia University
Moravian College
Muhlenberg College
Neumann University
Pennsylvania State University Erie, the Behrend College
Penn State Harrisburg
Salisbury University
University of Scranton
Shenandoah University
Saint Vincent College
Stevenson University
Susquehanna University
Swarthmore College
Thiel College
Ursinus College
Washington and Jefferson College
Waynesburg University
Wesley College
Widener University
York College (Pennsylvania)

MIDWEST REGION (42)

Augustana College (Illinois)
 Aurora University
 Beloit College
 Benedictine University (Illinois)
 Carroll University (Wisconsin)
 Carthage College
 University of Chicago
 Concordia University Chicago
 Concordia University Wisconsin
 Edgewood College
 Elmhurst College
 Fontbonne University
 Greenville University
 Illinois College
 Illinois Institute of Technology
 Illinois Wesleyan University
 Knox College
 Lake Forest College
 Lakeland University
 Lawrence University
 Marian University (Wisconsin)

Millikin University
 Milwaukee School of Engineering
 Monmouth College (Illinois)
 North Central College
 North Park University
 Principia College
 Ripon College
 St. Norbert College
 Washington University in St. Louis
 Webster University
 Westminster College (Missouri)
 Wheaton College (Illinois)
 Wisconsin Lutheran College
 University of Wisconsin-Eau Claire
 University of Wisconsin-La Crosse
 University of Wisconsin-Oshkosh
 University of Wisconsin-Platteville
 University of Wisconsin-River Falls
 University of Wisconsin-Stevens Point
 University of Wisconsin-Stout
 University of Wisconsin-Whitewater

NEW ENGLAND REGION (40)

Amherst College
 Bates College
 Bowdoin College
 Brandeis University
 Bridgewater State University
 Castleton University
 Colby College
 Colby-Sawyer College
 Connecticut College
 Eastern Connecticut State University
 Emmanuel College (Massachusetts)
 Fitchburg State University
 Husson University
 Keene State College
 Lasell College
 Lesley University
 Massachusetts Institute of Technology
 University of Massachusetts, Boston
 University of Massachusetts, Dartmouth
 Middlebury College

Mount Holyoke College
 Plymouth State University
 Regis College (Massachusetts)
 Rhode Island College
 Saint Joseph's College (Maine)
 Smith College
 University of Southern Maine
 Springfield College
 Suffolk University
 Thomas College
 Trinity College (Connecticut)
 Tufts University
 U.S. Coast Guard Academy
 Wellesley College
 Wesleyan University (Connecticut)
 Westfield State University
 Wheaton College (Massachusetts)
 Williams College
 Worcester Polytechnic Institute
 Worcester State University

DIVISION III INDOOR TRACK & FIELD

SOUTH REGION (35)

Belhaven University
Berea College
Berry College
Birmingham-Southern College
Bridgewater College (Virginia)
Catholic University
Centre College
Christopher Newport University
Covenant College
East Texas Baptist University
Eastern Mennonite University
Emory University
Guilford College
Hardin-Simmons University
Hendrix College
LeTourneau University
University of Lynchburg
Mary Baldwin University

University of Mary Washington
McMurry University
Meredith College
Methodist University
Oglethorpe University
University of the Ozarks (Arkansas)
Piedmont College
Randolph College
Rhodes College
Roanoke College
University of the South
Southern Virginia University
Spalding University
Texas Lutheran University
Trinity University (Texas)
Virginia Wesleyan University
Washington and Lee University

WEST REGION (15)

California Institute of Technology
Claremont McKenna-Harvey Mudd-Scripps Colleges
Colorado College
George Fox University
University of La Verne
Lewis & Clark College
Linfield College
Occidental College

Pacific University (Oregon)
Pomona-Pitzer Colleges
University of Puget Sound
University of Redlands
Whittier College
Whitworth University
Willamette University