

FINAL QUALIFYING MEETS

2020 NCAA Division III Men's and Women's Indoor Track and Field Championships

Division III institutions wanting to host an indoor track and field meet (other than a conference meet) between March 2 and March 7 must petition the NCAA for sanctioning. Marks from non-sanctioned meets during this time period will not be accepted for championships consideration.

Institutions wishing to host a final qualifying meet must understand that they are responsible for the conduct of this meet and must ensure that it is fair for all competitors. This would include ensuring the results are accurate and submitted within the required time schedule.

All materials to host a 2020 final qualifying meet must be submitted to Laura Peterson-Mlynski (email: lpeterson@ncaa.org) by **Dec. 1**. Upon receipt of the form, you will receive an email confirmation from the NCAA stating that they have your form. If you do not receive the receipt, please call or email to ensure your application was received by the deadline. The NCAA Division III Men's and Women's Track and Field and Cross Country Committee will review the application (see second and third pages) and post the approved list online by Jan. 20. Qualifying criteria are located on the NCAA Division III Men's and Women's Indoor Track and Field Landing Page on ncaa.org. Each institution may host only one final qualifying meet prior to the championships. To host a final qualifying meet, institutions must submit the following materials:

- ☐ Final qualifying meet application (second and third pages of this document).
- ☐ Proposed schedule of events and meet information (see attached template).
- ☐ Starting heights and progressions for vertical jumps and advancement procedures for all events (based on anticipated number of entries). (Must be submitted to NCAA by Monday, March 2 or 24 hours prior to meet, whichever is earlier. Must be published to all participants at this time.)
- ☐ Please note that in accordance with the qualifying criteria (4g), if necessary, the Hy-tek results may be required to submit if there are challenges and/or discrepancies.
- ☐ Completed curbing form (fourth page of this document, for submission post-event). Must be submitted within 24 hours after the event.

Additionally, each final qualifying meet shall have live results for the meet. If the above requirements are not met, your institution may lose the opportunity to host a final qualifying meet in the future.

Submit the meet application and proposed schedule of events by Dec. 1 to the following:

Laura Peterson-Mlynski
NCAA Assistant Director of Championships
P.O. Box 6222
Indianapolis, Indiana 46206-6222
E-mail: lpeterson@ncaa.org

FINAL QUALIFYING MEET APPLICATION

2020 NCAA Division III Men's and Women's Indoor Track and Field Championships

**Application Deadline: Dec. 1, 2019*

☐ Female Event ☐ Male Event ☐ Mixed Event

1. Facility Information.

Host Institution: _____

City/State: _____

Facility Name: _____

Track Size (Meters): _____

Banked: ☐ Yes ☐ No

Number of lanes around oval: _____

Number of lanes for straight races: _____

2. Date of Competition.

3. Name of Competition.

4. Meet Referee Contact Information (referee may NOT be on the staff of the host institution).

Name of Referee _____

Address _____

Phone _____

E-mail: _____

5. Meet Director Contact Information.

Name of Meet Director _____

Institution _____

Address _____

City/State/Zip _____

Work Phone	_____	Cell Phone:	_____
Fax	_____		_____
E-mail	_____		

6. Please supply detail of advancement procedures (scenarios based on the anticipated number of entries).

7. **Timing Company Information. (Cannot be affiliated with the host institution)**

Name of Timing Company	_____
Timer's Name	_____
Primary Contact Number	_____
Secondary Contact Number	_____
Email Address	_____

8. Please indicate who will be submitting the results from your meet. _____
9. Please indicate whether you will have live results for your meet. _____

**NCAA DIVISION III INDOOR TRACK AND FIELD
FINAL QUALIFYING MEET
CURBING CLARIFICATION FORM**

Name of Meet

Date Of Meet

Host

Meet Director

Running Referee

NCAA Rule 1-6 specifically mandates the use of a curb at NCAA qualifying track meets when the facility is designed for such, and/or properly placed cones, as appropriate, for situations where a curb is not in use. If cones are used, they are to be continually monitored to ensure proper placement.

CHECK ONLY ONE:

☐

Our facility is designed for the use of a curb **and** it was used.

☐

Our facility is not designed for the use of a curb, but we used properly placed cones that were continually monitored to ensure proper placement.

MEET DIRECTOR SIGNATURE

REFEREE SIGNATURE

Submit this form to the following:

Laura Peterson-Mlynski
NCAA Assistant Director of Championships
P.O. Box 6222
Indianapolis, Indiana 46206-6222
E-mail: lpeterson@ncaa.org