



2024 DIVISION III INDOOR
**TRACK & FIELD
CHAMPIONSHIPS**

VIRGINIA BEACH, VA
Norfolk State University, Host

**PARTICIPANT
2023-24 MANUAL**

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Introduction

Congratulations on your selection to the 2024 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 [2024 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](#) and on [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 8-9, in Virginia Beach, Virginia; Norfolk State University and the Virginia Beach Sports Center 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.

Host Welcome

Dear NCAA Division III Men's and Women's Indoor Track and Field Championships Participants,

On behalf of Norfolk State University, the city of Virginia Beach, Visit Virginia Beach, the Virginia Beach Sports Center and the NCAA Division III Men's and Women's Track and Field Committee, we would like to extend a warm welcome to all who have earned the opportunity to represent your institutions and compete in the upcoming 2024 NCAA Division III Men's and Women's Indoor Track and Field Championships. I am excited that you have earned the right to compete in the state-of-the-art Virginia Beach Sports Center for a national championship in one or more events.

Our collaborative goal is to give you the best championship experience possible by providing you with an exceptional, world class venue, which we have in the Virginia Beach Sports Center. We aim to create a hospitable environment that allows the student-athletes to showcase their world-class dedication and talent, with the help of a devoted staff and organized group of volunteers. We sincerely hope our commitment and enthusiasm will contribute to an outstanding experience for your program.

Congratulations on your national qualification to the 2024 NCAA Division III Men's and Women's Indoor Track and Field Championships. I personally wish you the very best in your respective competition(s) and hope your championship stay exceeds your highest expectations, providing a once-in-a-lifetime experience to conclude a remarkable season.

Sincerely,
Melody Webb
Director of Athletics
Norfolk State University

Championships History

Men's History

1993	University of Wisconsin-La Crosse
1994	University of Wisconsin-La Crosse
1995	Lincoln University (Pennsylvania)
1996	Lincoln University (Pennsylvania)
1997	University of Wisconsin-La Crosse
1998	Lincoln University (Pennsylvania)
1999	Lincoln University (Pennsylvania)
2000	Lincoln University (Pennsylvania)
2001	University of Wisconsin-La Crosse
2002	University of Wisconsin-La Crosse
2003	University of Wisconsin-La Crosse
2004	University of Wisconsin-La Crosse
2005	University of Wisconsin-La Crosse
2006	University of Wisconsin-La Crosse
2007	Lincoln University (Pennsylvania)
2008	University of Wisconsin-La Crosse
2009	University of Wisconsin-La Crosse/ University of Wisconsin-Oshkosh (tie)
2010	North Central College
2011	North Central College
2012	North Central College
2013	University of Wisconsin-La Crosse
2014	University of Wisconsin-La Crosse
2015	University of Wisconsin-Eau Claire
2016	University of Wisconsin-Eau Claire
2017	North Central College/ University of Wisconsin-La Crosse (tie)
2018	University of Mount Union
2019	North Central College
2020	Cancelled due to COVID-19
2021	Cancelled due to COVID-19
2022	University of Wisconsin-Eau Claire/ Washington University in St. Louis (tie)
2023	University of Wisconsin-La Crosse

Women's History

1993	University of Wisconsin-Oshkosh
1994	University of Wisconsin-Oshkosh
1995	University of Wisconsin-Oshkosh
1996	University of Wisconsin-Oshkosh
1997	Christopher Newport University
1998	Christopher Newport University
1999	Wheaton College (Massachusetts)
2000	Wheaton College (Massachusetts)
2001	Wheaton College (Massachusetts)
2002	Wheaton College (Massachusetts)
2003	Wheaton College (Massachusetts)
2004	University of Wisconsin-Oshkosh
2005	University of Wisconsin-Oshkosh
2006	University of Wisconsin-Oshkosh
2007	Williams College
2008	Illinois Wesleyan University
2009	Wartburg College
2010	Wartburg College
2011	University of Wisconsin-Oshkosh
2012	Wartburg College
2013	University of Wisconsin-Oshkosh
2014	University of Wisconsin-Oshkosh
2015	University of Wisconsin-La Crosse
2016	Baldwin Wallace University
2017	Washington University in St. Louis
2018	University of Massachusetts Boston
2019	Williams College
2020	Cancelled due to COVID-19
2021	Cancelled due to COVID-19
2022	Loras College
2023	University of Wisconsin-La Crosse

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

<u>Region I / East</u>	<u>Region II / Mideast</u>
<p>Joel Williams Head Cross Country/Track and Field Coach Tufts University Email: joel.williams@tufts.edu</p>	<p>David Nicholson Head Cross Country Track and Field Coach Eastern Connecticut State University Email: nicholsond@easternct.edu</p>
<u>Region III / Niagara</u>	<u>Region IV / Mid-Atlantic</u>
<p>Jackie Nicholson Director of Athletics Rochester Institute of Technology Email: jknatl@rit.edu</p>	<p>Jessica Cooper, chair Director of Cross Country/Track and Field Grove City College Email: cooperjl@gcc.edu</p>
<u>Region V / Metro</u>	<u>Region VI / Great Lakes</u>
TBD	<p>Ayanna Tweedy Director of Athletics Rose-Hulman Institute of Technology Email: tweedy@rose-hulman.edu</p>
<u>Region VII / South</u>	<u>Region VIII / North</u>
<p>Jonathan Morrow Head Cross Country and Track and Field Coach Marymount University (Virginia) Email: jmorrow@marymount.edu</p>	<p>Josh Henry Head Men's Cross Country/Track and Field Coach Carthage College Email: jhenry2@carthage.edu</p>
<u>Region IX / Midwest</u>	<u>Region X / West</u>
<p>Denise Udelhofen Director of Athletics Loras College Email: denise.udelhofen@loras.edu</p>	<p>Lauren Brownrigg Senior Associate Athletic Director/Senior Woman Administrator Pacific University (Oregon) Email: brownrigg@pacifcu.edu</p>
Secretary Rules Editor	Timing and Data
<p>Mark Kostek Secretary Rules Editor Cell: 515-208-8300 Email: kostekmt@gmail.com</p>	<p>Tylor Knickerbocker Leone Timing P.O. Box 1343 Seymour, Tennessee 37865 Email: tylor@leonetiming.com</p>

NCAA Staff

Laura Peterson-Mlynski Director, Championships and Alliances Cell: 317-544-9425 Email: lpeterson@ncaa.org	Margaret Gaines-Hornberger Assistant Coordinator, Championships and Alliances Email: mgaines@ncaa.org
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Host Personnel

Title	Name	Phone	Email
Meet Director	Nolan Jez	(804) 399-4646	Njezva@gmail.com
Assistant Meet Director	Brittney James	(803) 960-5419	bjame87@gmail.com
Host Operations & Tickets	Lamonte Massie-Sampson	(904) 759-5578	ljmassie-sampson@nsu.edu
Director of Sports Medicine	Ney Jimmy Rodriguez Cobos	(757) 823-9547	njrodriguez@nsu.edu
Media/PR Contact	Alex Lehmbeck	(757) 823-8152	aclehmbeck@nsu.edu
Catering	Dr. Paula Jackson	N/A	pljackson@nsu.edu
Merchandise	Tanisha Alston	(757) 823-9539	tjalston@nsu.edu

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.

Virginia Beach Sports Center
<https://vbsportscenter.com>

NCAA DIII ITF Championships Microsite
<https://nsuspartans.com/sports/2023/12/19/meet-information2024.aspx>

Schedule of Events



Friday - Men's Heptathlon			
Start Time	Event	Gender	Description
10:00 AM	60 Meters	Men	Heptathlon
~10:40 AM	Long Jump (<i>Outer Pit</i>)	Men	Heptathlon
~1:00 PM	Shot Put	Men	Heptathlon
~3:00 PM	High Jump (<i>2 pits</i>)	Men	Heptathlon

Saturday - Men's Heptathlon			
Start Time	Event	Gender	Description
10:00 AM	60 Meter Hurdles	Men	Heptathlon
~10:50 AM	Pole Vault (<i>2 pits</i>)	Men	Heptathlon
2:00 PM	1000 Meters	Men	Heptathlon

Friday - Women's Pentathlon			
Start Time	Event	Gender	Description
10:20 AM	60 Meter Hurdles	Women	Pentathlon
~11:20 AM	High Jump (<i>2 pits</i>)	Women	Pentathlon
~1:05 PM	Shot Put (<i>secondary</i>)	Women	Pentathlon
~2:35 PM	Long Jump (<i>Outer Pit</i>)	Women	Pentathlon
~4:20 PM	800 Meters	Women	Pentathlon

Saturday			
Field Events			
Start Time	Event	Gender	Description
11:00 AM	Triple Jump (<i>Inner Pit</i>)	Men	Prelims & Final
11:00 AM	Shot Put	Men	Prelims & Final
12:00 PM	High Jump	Women	Final
2:30 PM	Shot Put	Women	Prelims & Final
2:30 PM	Triple Jump (<i>Inner Pit</i>)	Women	Prelims & Final
3:00 PM	High Jump	Men	Final
Running Events			
10:00 AM	60 Meter Hurdles	Men	Heptathlon
2:50 PM	National Anthem		
3:00 PM	60 Meter Hurdles	Women	Final
3:10 PM	60 Meter Hurdles	Men	Final
3:25 PM	60 Meters	Women	Final
3:35 PM	60 Meters	Men	Final
4:00 PM	Mile	Women	Final
4:15 PM	Mile	Men	Final
4:25 PM	400 Meters	Women	Final
4:40 PM	400 Meters	Men	Final
4:50 PM	800 Meters	Women	Final
5:05 PM	800 Meters	Men	Final
5:15 PM	200 Meters	Women	Final
5:30 PM	200 Meters	Men	Final
5:40 PM	3000 Meters	Women	Final
6:00 PM	3000 Meters	Men	Final
6:20 PM	4x400 Meter Relay	Women	Final
6:40 PM	4x400 Meter Relay	Men	Final

Friday			
Field Events			
Start Time	Event	Gender	Description
10:00 AM	35 lb. Weight Throw	Men	Prelims & Final
11:00 AM	Pole Vault (<i>Outer Pit</i>)	Women	Final
11:00 AM	Long Jump (<i>Inner Pit</i>)	Women	Prelims & Final
2:30 PM	Long Jump (<i>Inner Pit</i>)	Men	Prelims & Final
3:30 PM	20 lb. Weight Throw	Women	Prelims & Final
3:30 PM	Pole Vault (<i>Outer Pit</i>)	Men	Final
Running Events			
10:00 AM	60 Meters	Men	Heptathlon
10:20 AM	60 Meter Hurdles	Women	Pentathlon
1:20 PM	National Anthem		
1:30 PM	60 Meter Hurdles	Women	Prelims
1:45 PM	60 Meter Hurdles	Men	Prelims
2:00 PM	60 Meters	Women	Prelims
2:15 PM	60 Meters	Men	Prelims
2:35 PM	Mile	Women	Prelims
2:50 PM	Mile	Men	Prelims
3:05 PM	400 Meters	Women	Prelims
3:25 PM	400 Meters	Men	Prelims
3:45 PM	800 Meters	Women	Prelims
4:00 PM	800 Meters	Men	Prelims
4:15 PM	200 Meters	Women	Prelims
4:30 PM	200 Meters	Men	Prelims
4:45 PM	5000 Meters	Women	Final
5:10 PM	5000 Meters	Men	Final
5:35 PM	4 X 400 Relay	Women	Prelims
5:55 PM	4 x 400 Relay	Men	Prelims
6:15 PM	Distance Medley Relay	Women	Final
6:30 PM	Distance Medley Relay	Men	Final

~ = approximate time
All times Eastern

Coaches Meeting

There will be a mandatory coaches' meeting at 12 p.m. Eastern time, Monday, March 4, on Microsoft TEAMS.

Banquet

No banquet will be hosted this year. Student-athletes will receive a gift in lieu of the banquet.

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
Oval	4 p.m. to 8 p.m.	8 a.m. to 1 p.m.	8 to 9:30 a.m.
Sprint straight (60)	Noon to 4 p.m.	1 p.m. to 3 p.m.	Not available
Pole vault	Noon to 8 p.m.	8 a.m. to 3 p.m.	8 to 9:30 a.m.
Long jump (Outer Runway)	Noon to 8 p.m.	8 a.m. to 3 p.m.	8 to 9:30 a.m.
Triple jump (Inside Runway)	Noon to 8 p.m.	8 a.m. to 3 p.m.	8 to 9:30 a.m.
Shot put (throws cage)	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.
Weight throw (throws cage)	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.
High jump (HJ apron)	Noon to 8 p.m.	8 a.m. to 3 p.m.	8 to 9:30 a.m.

Warm Ups

Friday, March 8 and Saturday, March 9 – The main warm-up area is located on the basketball side of the Virginia Beach Sports Center, which is connected via the concession and lobby area to the track area. Flooring will be laid to protect the basketball courts. There will be three dedicated lanes for running, sprinting and hurdle warm-ups for athletes in spikes, a spike free area will also be designated for general warm-up activities.

Additionally, there is a warm-up track located underneath the homestretch bleachers. The warm-up track has a Beynon rubberized surface that is open to one-direction warm-ups and start practices. Hurdles and starting blocks will be provided for warm-up activities. The warm-up track during competition will be reserved for student-athletes with upcoming events 400 meters and down requiring starting blocks. All other warm-ups and drills will need to take place in the basketball arena warm-up area.

*For safety reasons, the wearing of headphones or earbuds by athletes is prohibited when actively warming up in the warm-up areas. Coaches will not be allowed on the warm-up track during competition.

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 at 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 5 at p.m. 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 (not including 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 on site during packet pick-up. See **Appendix F** for more information.

Championships Format

Declarations

All information regarding declarations for the 2024 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 main concession area. 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 on the basketball side against the concession stand's wall. (Please reference Appendix A.)

Competition spikes (1/4" exposed or less, no pin or Christmas tree spikes) 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 E** for the clerking schedule. This will also be enclosed in the meet information packet. Baskets for warm up clothes will be provided in the staging area.

Coaches Boxes

Coaches' boxes will be available on the infield in the designated areas at each field event area. Field Event stickers will be picked up during packet pick-up. 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.

Please note, if NCAA drug testing does not occur during a championship round and/or a drug test is required outside of the standard championship protocol (e.g. national record, world junior record, etc.), the cost associated with such a drug test will be the responsibility of the tested student-athlete's institution.

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 main promenade next to the lake adjacent to 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 implements if they choose as long as it meet the certification process at the championships.**

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

Gill Orbiter 20lb Indoor Throwing Weights
Dominator Tungsten 20lb Indoor Throwing Weights
Gill Orbiter 35lb Indoor Throwing Weights
Dominator Tungsten 35lb Indoor Throwing Weights

Field Event Marking Tape

The Virginia Beach Sports Center only allows gaffers tape for marking spots on the track surface. Gaffers tape will be available but athletes can also bring their own. This will be strictly enforced at the high jump, pole vault, long jump, and triple jump competitions. Absolutely no chalk, tacks, athletic tape, or other marking systems aside from gaffers tape.

Hospitality

Student-Athletes

Beverages and snacks will be provided in the hospitality area on the basketball court side of the facility. 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, located on the far side of the facility adjacent the throws cage and underneath the video board. See **Equipment** for information regarding throwing weights.

Thursday, March 7 (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 8 (7-9:30 a.m.) and Saturday, March 9 (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 at the front desk.

Packet Pick up

Packets are provided for each team and may be picked up Thursday, March 7, from 1 – 2:30 pm on the basketball gym floor located at the Virginia Beach Sports Center, 1045 19th Street, Virginia Beach, VA 23451.

Coaches will receive the following in each packet:

- | | |
|-------------------------------|------------------------|
| Student-athlete credential(s) | Coaches credential(s) |
| Parking pass(es) | Safety pins |
| Competitor numbers | Participant medallions |

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 by contacting Laura Peterson (lpeterson@ncaa.org; 317-544-9425 (cell)).

Pole Vault/Pole Storage

Pole vault implements can be shipped to the competition site. Poles may be brought into the facility and stored during practice times, beginning on Wednesday, March 6 and stored at the designated area next to the throws cage. Each institution is responsible for packaging and coordinating shipping arrangements. Please include implement return shipping form in package (see **Appendix H** for form).

Virginia Beach Sports Center
Attention: NCAA Track
1045 19th Street
Virginia Beach, VA 23451

(Phone number, if required by shipping company, 757- 937- 4571)

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.

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 available via the QR code on the back of each credential.

Protest Procedures

A protest/appeals table will be located adjacent to the awards stand. **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 \$100 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.

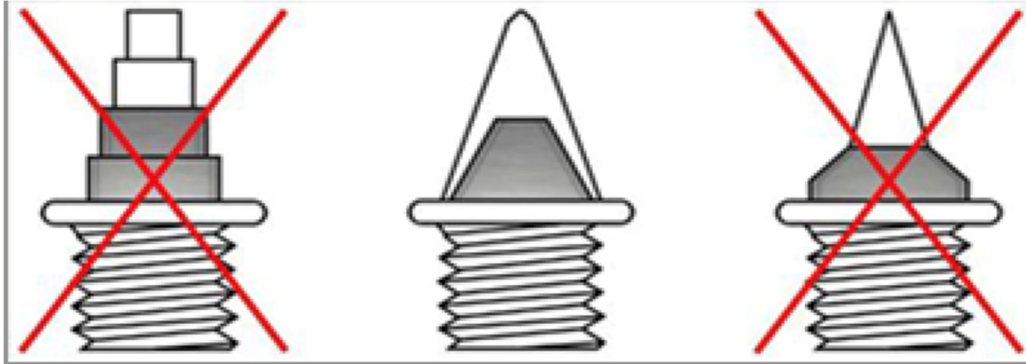
If the violation that is being protested was called by the referee, the protest will be referred directly to the jury of appeals for review. As part of the protest process, the decision of the referee may be appealed through the appointed jury of appeals, in writing, not later than 15 minutes after the 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 \$100 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

The following spike regulations will be strictly enforced for the Virginia Beach Sports Center:

- Only pyramid spikes a maximum of 1/4 inch in length will be allowed for use during practice or competition. For shoes with a recessed spike plate, 1/4 inch of exposed spike is the maximum. Needle spikes and compression spikes or Christmas tree spikes are prohibited.
- All spiked shoes must be checked at the spike-check station on the basketball side of the Virginia Beach Sports center, adjacent to the clerking area. Spikes must be checked once per weekend. Spikes will also need checked before use on Wednesday and Thursday practice sessions.
- Spikes must be checked once per day.

See diagram on the next page.



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

The Virginia Beach Sports Center will be open to competing student-athletes two hours prior to the start of competition each day. Doors will open one hour before the start of competition for spectators.

Facility

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

Long Jump. *Primary Runway-* 164' LJ approach and 3m from LJ board to pit.

Secondary Runway- 144' LJ approach and 3m from LJ board to pit.

Triple Jump. *Primary Runway-* 138' TJ approach from the 11m board and 131' TJ approach from the 12.5m board.

**Please note, the take off boards are manufactured by UCS and will be made of composite material.*

Pole Vault. *Primary Runway –* 131' approach from the back of the box

Shot Put and Weight Throw. The throwing circle for the shot put is a Gill wooden platform. The throwing circle for the weight throw is a smooth concrete sunken ring. The landing area is 99 feet long and the landing area is polyturf-plus SP.

The inside pit to be utilized during the mutlis is also a smooth concrete sunken ring.

Participant Entrance

All student-athletes, coaches and institutional personnel must present a credential for access to the facility. Participating teams may enter the facility at the Jefferson Avenue entrance. All student-athletes, coaches and institutional personnel must present a credential for access to the facility.

Spectators may enter and exit the facility through the main entrance at the front of the Virginia Beach Sports Center. This entrance is located on the 19th street side of the facility.

Participant Parking

After athletes are dropped off at the team entrance, team buses/vans will be directed to the bus parking located on 19th street.

Officials and meet staff parking will be designated to a credentialed area in the front lot next to the Sports Center on Virginia Beach Blvd.

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, per 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 four 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. Click on "Credentials" and select the Credential Application link for Division III Indoor Track and Field Championships.

Alex Lehmbeck, the media contact, will review all requests and approve accordingly. Please contact Alex Lehmbeck by email at aclehmbeck@nsu.edu with any questions. Requests will be accepted until 5 p.m., Wednesday, March 6. Credentials may be picked-up at packet pick-up Thursday from 1 to 2:30 p.m. or at the ticket booth starting when the facility opens on each day of competition, Friday, March 8 and Saturday, March 9.

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.

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 Norfolk State University, 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 along the back stretch of the track, adjacent to the pole vault runways. Teams bringing their own trainers will be allowed to set up only on the basketball side of the facility. Please ensure if you bring massage tables to ask a volunteer for a carpet square to

go underneath the legs. 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 Ney Jimmy Rodriguez Cobos at njrodriguez@nsu.edu. Approved medical credentials will be available for pick-up on Thursday during packet pick up or Friday and Saturday at the will call window located at the front of the Virginia Beach Sports Center in the corner, not on the perimeter.

If student-athletes are not traveling with an athletic trainer, please have your schools' athletic trainer send a request letter to Ney Jimmy Rodriguez Cobos(njrodriguez@nsu.edu) 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. Supplies will be given in emergency situations. All athletic training facilities will be equipped with ice and basic training equipment. **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 the Virginia Beach Sports Center and cups will be provided. Water bottles will not be available for use. 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.

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

- Sentara Princess Anne; 2025 Glen Mitchell Dr; Virginia Beach, 23454 (757)-507-1000
- Sentara Virginia Beach’s Doctor’s Hospital 1060 First Colonial Rd; Virginia Beach, 23456 (757)-395-8000
- Patient First; 1605 General Booth Blvd; Virginia Beach, 23454

PHARMACY INFORMATION

Rite Aid (Near VBSC)
324 Virginia Beach Blvd
Virginia Beach, VA 23451

Walgreens
645 First Colonial Rd
Virginia Beach, VA 23451
United States

Athletic Training Staff

Ney Jimmy Rodriguez Cobos
njrodriguez@nsu.edu
(757) 823-9547

ATHLETIC TRAINING FACILITY HOURS

March 6 (Wednesday)	Noon - 8 p.m.
March 7 (Thursday)	8 a.m. - 3 p.m.
March 8 (Friday)	8 a.m. - 8 p.m. (or after last event has completed)
March 9 (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.

Parking

Parking is free to spectators who will be directed by signage and personnel. Access points for parking are the Sports Center lot 1 on Virginia Beach Blvd or Sports Center lot 2 located on 19th street. Handicap parking is available adjacent to the building on 19th street and the lots next to the convention center.

Link to Parking Map:

<https://vbsportscenter.com/wp-content/uploads/2023/06/Sports-Center-Parking-Map.png>

Restrooms

Spectator restrooms are located in the main concourse.

Seating Areas

The championship facility has first come first serve seating available on either the home stretch or the back stretch of the 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:

Norfolk State University Campus Police
Department Corprew Ave
Norfolk, VA 23504
(757) 823-8102

City of Virginia Beach Fire Department
800 Virginia Beach Blvd
Virginia Beach, VA 23451 (757) 385-8882

City of Virginia Beach Police Department
820 Virginia Beach BLVD
Virginia Beach, VA 23451
757-385-4141

City of Virginia Beach EMS/Ambulance Service
740 Virginia Beach Blvd
Virginia Beach, VA 23451 (757) 437-4830

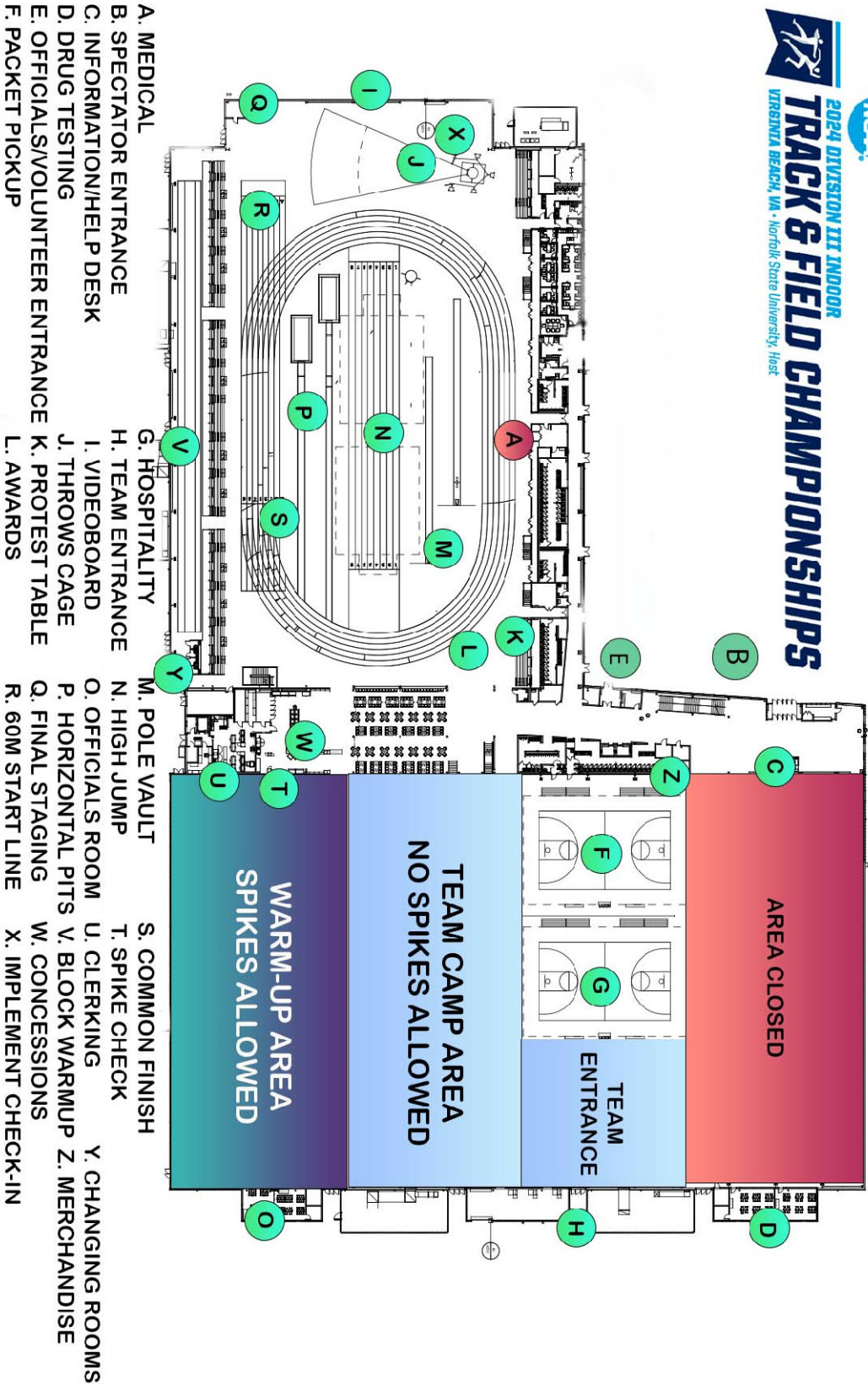
Tickets

Tickets will be available for purchase at both entrances of the Virginia Beach Sports Center one hour before the first event Friday and Saturday.

Ticket Prices	
<u>Ticket Type</u>	<u>Price</u>
All-Session Adult Tickets	\$25
All-Session Senior/Student Tickets	\$22
Single-Session Adult Tickets	\$20
Single-Session Senior/Student Tickets	\$17

The Virginia Beach Sports Center is a cashless facility and tickets must be purchased online or at one of the ticket windows.

Appendix A – Track and Field Floor Layout



Appendix B – Packet Pick-Up Information

Packets are provided for each team and may be picked up Thursday, March 7, from 1 – 2:30 pm on the basketball gym floor located at the Virginia Beach Sports Center, 1045 19th Street, Virginia Beach, VA 23451.

Packet pick-up stations are as follows:

1. Team packets;
2. Gill gift;
3. Medallions;
4. Relay cards AND bib info;
5. Credentials;
6. Student-athlete gift;
7. NCAA Committee; and
8. Completed packet check-list return.

Appendix C – Directions

Directions to Virginia Beach Sports Center

From North:

- Follow I-95 South
- Take Exit 84A onto I-295 South toward VA Beach, Norfolk
- Take Exit 28A onto I-64 East toward VA Beach, Norfolk
- Take Exit 284A onto I-264 East toward VA Beach, Downtown Norfolk
- Take Exit 22 onto Birdneck Rd toward Oceanfront Alt Route
- Turn right at the exit and then make a left at the light

From South:

- Follow I-95 North
- Take Exit 11A onto US-58 East toward Norfolk
- US-58 East turns into US-13 after 45 miles
- Follow US-13 toward Portsmouth and then merge onto I-664 South
- Take Exit 284B onto I-264 East toward VA Beach, Downtown Norfolk
- Take Exit 22 onto Birdneck Rd toward Oceanfront Alt Route
- Turn right at the exit and then make a left at the light

From West:

- Follow I-64 East
- Take Exit 284A onto I-264 East toward VA Beach, Downtown Norfolk
- Take Exit 22 onto Birdneck Rd toward Oceanfront Alt Route
- Turn right at the exit and then make a left at the light

Appendix D – Implement Shipping Directions

All implements must be shipped directly to the following address:

Virginia Beach Sports Center
Attn: NCAA Track
1045 19th St.
Virginia Beach, VA 23451
Phone: 757- 937- 4571

Phone number, if required by shipping company, 757-937-4571

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 Lamonte Massie-Sampson, ljmassie-sampson@nsu.edu

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 Day 1 Events	Initial Check In	Final Check In	Leave Warm-up	Warm-up Begins	Event Start Time	Warm-up Time
Combined Event						
Hepathlon 60 M	8:15 AM	9:15 AM	Coordinator	9:30 AM	10:00 AM	
Pentathlon - 60 M Hurdles	8:35 AM	9:35 AM	Coordinator	9:50 AM	10:20 AM	
Men's 35 lb Weight Throw	8:15 AM	9:15 AM	9:25 AM	9:35 AM	10:00 AM	20 Min FS 5 Min Intro
Women's Pole Vault	8:05 AM	9:05 AM	9:15 AM	9:25 AM	11:00 AM	90 Min - 5 Min Intro
Women's Long Jump	9:15 AM	10:15 AM	10:25 AM	10:35 AM	11:00 AM	20 Min FS 5 Min Intro
Men's Long Jump	12:45 PM	1:45 PM	1:55 PM	2:05 PM	2:30 PM	20 Min FS 5 Min Intro
Women's 20lb Weight Throw	1:45 AM	2:45 AM	2:55 AM	3:05 AM	3:30 AM	20 Min FS 5 Min Intro
Men's Pole Vault	12:35 PM	1:35 PM	1:45 PM	1:55 PM	3:30 PM	90 Min - 5 Min Intro
	Initial Check In	Final Check In	Leaves Warm-up	Event Start Time		
Women's 60 M Hurdles	12:15 PM	1:15 PM	1:20 PM	1:30 PM		
Men's 60 M Hurdles	12:30 PM	1:30 PM	1:35 PM	1:45 PM		
Women's 60 M	12:45 PM	1:45 PM	1:50 PM	2:00 PM		
Men's 60 M	1:00 PM	2:00 PM	2:05 PM	2:15 PM		
Women's Mile	1:20 PM	2:20 PM	2:25 PM	2:35 PM		
Men's Mile	1:35 PM	2:35 PM	2:40 PM	2:50 PM		
Women's 400 M	1:50 PM	2:50 PM	2:55 PM	3:05 PM		
Men's 400 M	2:10 PM	3:10 PM	3:15 PM	3:25 PM		
Women's 800 M	2:30 PM	3:30 PM	3:35 PM	3:45 PM		
Men's 800 M	2:45 PM	3:45 PM	3:50 PM	4:00 PM		
Women's 200 M	3:00 PM	4:00 PM	4:05 PM	4:15 PM		
Men's 200 M	3:15 PM	4:15 PM	4:20 PM	4:30 PM		
Women's 5,000 M	3:30 PM	4:30 PM	4:35 PM	4:45 PM		
Men's 5,000 M	3:55 PM	4:55 PM	5:00 PM	5:10 PM		
Women's 4 x 400 M Relay	4:20 PM	5:20 PM	5:25 PM	5:35 PM		
Men's 4 x 400 M Relay	4:40 PM	5:40 PM	5:45 PM	5:55 PM		
Women's DMR	5:00 PM	6:00 PM	6:05 PM	6:15 PM		
Men's 3,000 DMR	5:15 PM	6:15 PM	6:20 PM	6:30 PM		

Saturday Day 2 Events	Initial Check In	Final Check In	Leave Warm-up	Warm-up Begins	Event Start Time	Warm-up Time
Combined Event						
Hepathlon 60 M Hurdles	8:15 AM	9:15 AM	Coordinator	9:30 AM	10:00 AM	
Men's Triple Jump	9:15 AM	10:15 AM	10:25 AM	10:35 AM	11:00 AM	20 Min FS 5 Min Intro
Men's Shot Put	9:15 AM	10:15 AM	10:25 AM	10:35 AM	11:00 AM	20 Min FS 5 Min Intro
Women's High Jump	9:35 AM	10:35 AM	10:45 AM	10:55 AM	12:00 PM	60 Min - 5 Min Intro
Women's Shot Put	12:45 PM	1:45 PM	1:55 PM	2:05 PM	2:30 PM	20 Min FS 5 Min Intro
Women's Triple Jump	12:45 PM	1:45 PM	1:55 PM	2:05 PM	2:30 PM	20 Min FS 5 Min Intro
Men's High Jump	12:35 PM	1:35 PM	1:45 PM	1:55 PM	3:00 PM	60 Min - 5 Min Intro
	Initial Check In	Final Check In	Leaves Warm-up	Event Start Time		
Women's 60 M Hurdles	1:45 PM	2:45 PM	2:50 PM	3:00 PM		
Men's 60 M Hurdles	1:55 PM	2:55 PM	3:00 PM	3:10 PM		
Women's 60 M	2:10 PM	3:10 PM	3:15 PM	3:25 PM		
Men's 60 M	2:20 PM	3:20 PM	3:25 PM	3:35 PM		
Women's Mile	2:45 PM	3:45 PM	3:50 PM	4:00 PM		
Men's Mile	3:00 PM	4:00 PM	4:05 PM	4:15 PM		
Women's 400 M	3:10 PM	4:10 PM	4:15 PM	4:25 PM		
Men's 400 M	3:25 PM	4:25 PM	4:30 PM	4:40 PM		
Women's 800 M	3:35 PM	4:35 PM	4:40 PM	4:50 PM		
Men's 800 M	3:50 PM	4:50 PM	4:55 PM	5:05 PM		
Women's 200 M	4:00 PM	5:00 PM	5:05 PM	5:15 PM		
Men's 200 M	4:15 PM	5:15 PM	5:20 PM	5:30 PM		
Women's 3000 M	4:25 PM	5:25 PM	5:30 PM	5:40 PM		
Men's 3000 M	4:45 PM	5:45 PM	5:50 PM	6:00 PM		
Women's 4x400 Relay	5:05 PM	6:05 PM	6:10 PM	6:20 PM		
Men's 4x400 Relay	5:25 PM	6:25 PM	6:30 PM	6:40 PM		

Appendix F – Student-Athlete Participant Awards

CONGRATULATIONS ON YOUR TEAMS' SUCCESS!

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

HOW TO PURCHASE ADDITIONAL STUDENT-ATHLETE MEMENTOS FOR YOUR TEAM



The NCAA provides BirdieBox with the email address of a designated point person for each sport and school. Make sure you have communicated to the NCAA the correct person to receive the email which will include your password to access the website for additional mementos. Once the email is sent, you will be instructed to the site to place your school's order: ncaainstitutionalportal.com. The number of mementos you will receive will be the same number as the NCAA prescribed travel party. To purchase additional mementos outside of your travel party allotment, please follow below:

- Enter password
- Click "Purchase Additional Gifts"
- Select your division
- Select your sport
- Pick the quantity of additional gifts you want
- Add to your cart and select your school
- Enter your contact information and the shipping address the gifts should be delivered to
- Enter your payment information (all gifts must be paid for at time of checkout)
- Submit your order

Place your Order at: ncaainstitutionalportal.com

Questions?

Email Christa Selner: CSelner@BirdieBox.com

BirdieBOX New for 2023-2024!

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