



PARTICIPANT 2024-25 MANUAL

Table of Contents

Division III Men's and Women's Track and Field Committee Members	4
NCAA Staff.....	5
Host Personnel	5
Championships Website	5
Championship Week Schedule	6
Checklist	7
Championships Format	8
<i>Declarations</i>	8
<i>Protest Tent</i>	8
<i>Results</i>	8
<i>Heat Sheets</i>	8
Championships Operations	9
<i>Check-In and Clerking</i>	9
<i>Coaches' Boxes</i>	9
<i>Electronic Devices</i>	9
<i>Equipment (Starting Blocks, Weights and Batons)</i>	9
<i>Evaluations</i>	10
<i>Hospitality</i>	10
<i>Implement Weigh-In</i>	10
<i>Lost and Found</i>	11
<i>Packet Pick-Up</i>	11
<i>Pole Vault Storage and Shipping</i>	11
<i>Programs</i>	12
<i>Spikes</i>	12
Awards.....	12
<i>Medals and Trophies</i>	12
<i>Medallions</i>	12
<i>Student-Athlete Participant Award</i>	12
<i>NCAA Academic Recognition Program – Elite 90</i>	12
Coaches' Administrative Meeting.....	13
Credentials - Participants.....	13
Drug Testing.....	13
Competition Site.....	14
<i>Facility</i>	14
<i>Team Parking and Entrances</i>	15
<i>Weight Room Hours</i>	15
Media Services	15
<i>Credentials – Working Media</i>	15
Medical.....	16
<i>Medical Credentials</i>	16
<i>Medical Facilities</i>	16

<i>Athletic Training Services Hours</i>	17
<i>Hospital Information/Directions</i>	17
<i>Medical Disqualification</i>	19
<i>Contact Information</i>	19
Merchandise	20
Participant Expectations and Guidelines	20
<i>Misconduct</i>	20
<i>Failure to Adhere to Policies and Procedures</i>	20
Practice Schedule and Facility Hours.....	20
<i>Stadium hours/practice schedule</i>	20
Seating Areas.....	21
Tickets	21
Travel and Accommodations.....	21
<i>Transportation</i>	21
<i>Lodging</i>	22
<i>Team Dining</i>	22
Uniforms.....	22
<i>Bibs</i>	22
<i>Hip Numbers</i>	23
<i>Uniforms</i>	23
<i>Logo Policy</i>	24
APPENDIX A – Schedule of Events	25
APPENDIX B – Student-Athlete Injury Report.....	26
APPENDIX C – Implement Shipping Directions	27
APPENDIX D – Directions	28
APPENDIX E –Facility Maps.....	30
APPENDIX F –Dining	32

INTRODUCTION

In the event you are selected for the 2025 NCAA Division III Men's and Women's Outdoor Track and Field Championships, this participant manual will be helpful as a guide to the policies and procedures governing the administration and conduct of this championship event. You are responsible for also knowing the policies and procedures as outlined in the 2025 NCAA Division III Outdoor Track and Field Pre-Championships Manual, located on [ncaa.org](https://www.ncaa.org). Further, this official participant manual will provide specific information on hotel arrangements, travel, tickets and a schedule of events at the championships site. This annual event will occur May 22-24, 2025, in Geneva, OH. The Greater Cleveland Sports Commission and the North Coast Athletic Conference will serve as co-hosts.

CHAMPIONSHIPS HISTORY (since 1992)

Men's History

2024	University of Wisconsin, La Crosse
2023	Mass. Institute of Technology
2022	University of Wisconsin, Eau Claire
2021	Wartburg College (Iowa)
2020	Cancelled due to COVID-19
2019	University of Wisconsin, Eau Claire
2018	University of Mount Union
2017	University of Wisconsin, La Crosse
2016	University of Wisconsin, La Crosse
2015	University of Wisconsin, La Crosse
2014	University of Mount Union
2013	University of Wisconsin, La Crosse
2012	McMurry University (Texas)
2011	North Central College
2010	North Central College
2009	University of Wisconsin, Oshkosh
2008	McMurry University (Texas)
2007	University of Wisconsin, La Crosse
2006	University of Wisconsin, La Crosse
2005	Lincoln University (Pennsylvania)
2004	University of Wisconsin, La Crosse
2003	University of Wisconsin, La Crosse
2002	University of Wisconsin, La Crosse
2001	University of Wisconsin, La Crosse
2000	Lincoln University (Pennsylvania)/ North Central College
1999	Lincoln University (Pennsylvania)
1998	North Central
1997	University of Wisconsin, La Crosse
1996	Lincoln University (Pennsylvania)
1995	Lincoln University (Pennsylvania)
1994	North Central College
1993	University of Wisconsin, La Crosse
1992	University of Wisconsin, La Crosse

Women's History

2024	Washington University in St. Louis
2023	University of Wisconsin, La Crosse
2022	Loras College
2021	Loras College
2020	Cancelled due to COVID-19
2019	Loras College
2018	George Fox University/University of Massachusetts, Boston
2017	Washington University in St. Louis
2016	Illinois Wesleyan University
2015	University of Wisconsin, La Crosse
2014	Wartburg College (Iowa)
2013	Wartburg College (Iowa)
2012	Wartburg College (Iowa)
2011	University of Wisconsin, Oshkosh
2010	Illinois Wesleyan University
2009	Wartburg College (Iowa)
2008	Illinois Wesleyan University/ University of Wisconsin, River Falls
2007	University of Wisconsin, Oshkosh
2006	University of Wisconsin, Oshkosh
2005	Wartburg College (Iowa)
2004	University of Wisconsin, Oshkosh
2003	Wheaton College (Massachusetts)
2002	Wheaton College (Massachusetts)
2001	Wheaton College (Massachusetts)
2000	Lincoln University (Pennsylvania)
1999	Lincoln University (Pennsylvania)
1998	Christopher Newport University
1997	University of Wisconsin, Oshkosh
1996	University of Wisconsin, Oshkosh
1995	University of Wisconsin, Oshkosh
1994	Christopher Newport University
1993	Lincoln University (Pennsylvania)
1992	Christopher Newport University

DIVISION III MEN'S AND WOMEN'S TRACK AND FIELD COMMITTEE MEMBERS

Region I / East

Jason Linders
Director of Athletics
Gordon College

Region III / Niagara

Jackie Nicholson
Director of Athletics
Rochester Institute of Technology

Region V / Metro

Jon D'Ottavio
Ass. Track and Field Coach
Moravian University

Region VII / South

Andrew Marrocco
Head Cross Country/Track and Field Coach
Shenandoah University

Region IX / Midwest

Denise Udelhofen
Director of Athletics
Loras College

Secretary Rules Editor

Mark Kostek
Cell: 515-208-8300
Email: kostekmt@gmail.com

Region II / Mideast

David Nicholson
Head Cross Country/Track and Field Coach
Eastern Connecticut State University

Region IV / Mid-Atlantic

Jessica Cooper
Director of Cross Country/Track and Field
Grove City College

Region VI / Great Lakes

Ayanna Tweedy
Director of Athletics
Rose-Hulman Institute of Technology

Region VIII / North

Josh Henry
Head Men's Cross Country/Track and Field Coach
Carthage College

Region X / West

Kennadi Bouyer
Senior Woman Administrator
Pacific Lutheran University

NCAA STAFF

Laura Peterson-Mlynski Director of Championships Cell: 317-544-9245 Email: lpeterson@ncaa.org	Margaret Gaines-Hornberger Asst. Coordinator of Championships Email: mgaines@ncaa.org
---	--

HOST PERSONNEL

Meet Director	Sue Powell	440- 466-1002 x122	spowell@spireacademy.com
Marketing Director	Chris Lewis	216-496-3863	clewis@clevelandssports.org
Facility Director	Cam Cannady	440-466-1002 x115	ccannady@spireacademy.com
Video Board Contact	Jon Kuhn	440- 547-2798	jkuhn@spireacademy.com
Business Development Manager	Julie Drury	440-466-1002 x221	jdrury@spireacademy.com
Events Manager	Reilly Haas	216-363-1117	rhaas@clevelandssports.org
NCAC Executive Director	Keri Alexander Luchowski	440-871-8100 x1	keri@northcoast.org
NCAC Director Athletic Communications	Dani Johnson	440-871-8100 x3	dani@northcoast.org

CHAMPIONSHIPS WEBSITE

The official championships website is located at the following link: <http://www.clevelandssports.org/ncaa>. Start lists and results will be available on this website. For information specific to coaches and administrators, please consult the Outdoor Track and Field Championship landing page on ncaa.org.

CHAMPIONSHIP WEEK SCHEDULE

MONDAY, MAY 19		
TIME	EVENT	LOCATION
12 p.m.	Virtual Coaches Meeting	Microsoft TEAMS
TUESDAY, MAY 20		
TIME	EVENT	LOCATION
8 am – 11:30 am	Weight room open (must request access)	SPIRE Performance
10 am - 5 pm	Athletic Training Open	Indoor Track Building
10 am - 5 pm	NCAA Merchandise on Sale	SPIRE Fuel
10 am - 5 pm	Practice	Outdoor Track & Throws Stadium*
2 pm – 6 pm	Weight room open (must request access)	SPIRE Performance
WEDNESDAY, MAY 21		
TIME	EVENT	LOCATION
8 am – 11:30 am	Weight Room Open (Must Requests Access)	SPIRE Performance
9 am - 5 pm	Athletic Training Open	Indoor Track Building
10 pm - 4 pm	NCAA Merchandise on Sale	SPIRE Fuel
10 am - 5 pm	Practice	Outdoor Track & Throws Stadium*
2 pm – 3:30 pm	Packet Pick-Up	Indoor Track Building
2 pm - 4 pm	Weight Room Open (Must Requests Access)	SPIRE Performance
2 pm - 5 pm	Implement Weigh-In**	Stadium Northwest Locker Room
3 pm – 5 pm	Championships Social	Indoor Track Building
4 pm - 6 pm	Weight Room Open (Must Requests Access)	SPIRE Performance

For the championships schedule of events, please see **Appendix A**.

Any implement may be weighted in and certified, however they will be impounded until competition

**Refer to page 20 for specifics on practice schedules as throwing events have designated practice times each day.*

CHECKLIST

Time	Item	Purpose	Submit to
Thursday, May 15			
11:59 p.m.	Last submission of qualifying marks	Last day a qualifying mark may be made. Marks submitted after deadline will not be eligible for qualifying.	Meet director must submit to TFRRS website
Friday, May 16 <i>Final descending-order lists posted by 9 a.m. and declaration forms open at this time.</i>			
1 p.m.	Challenge period ends	Challenge qualifying marks listed on TFRRS.	Challenges must be submitted by email to Laura Peterson-Mlynski (lpeterson@ncaa.org) and to Tylor Knickerbocker (tylor@leonetiming.org).
1 p.m.	Declaration deadline	All student-athletes must be declared or scratched in every event in which they qualified at this time. <u>No action will automatically result in a scratch.</u> 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.	DirectAthletics website www.directathletics.com
3 p.m.	Late declaration deadline	Late declarations will be accepted from 1 to 3 p.m. A fine will be assessed.	DirectAthletics website www.directathletics.com
8 p.m.	Final lists posted	The final list of meet participants will be available via the NCAA website by 8 p.m.	NCAA.com
Monday, May 19			
5 p.m.	Medical credential requests	Deadline to receive medical credentials. (Available at packet pick-up)	Bob Gray Grayb1@ccf.org
6 p.m.	Medical scratches	Any scratches must be reported	By phone and emailed to Tylor Knickerbocker (tylor@leonetiming.com ; 607-591-5964) and Laura Peterson-Mlynski (lpeterson@ncaa.org)
Tuesday, May 20			
3 p.m.	Media credential requests	Deadline to receive media/photo credentials	Dani Johnson Dani@northcoast.org

Time	Item	Purpose	Submit to
5 p.m.	NCAA Elite 90 nomination	Deadline for submitting nominations for the Elite 90 awards.	Online (See Awards Section)
5 p.m.	Championship meet start lists are posted	Start lists for the championship	NCAA.com and Leone Timing

CHAMPIONSHIPS FORMAT

DECLARATIONS

All information regarding declarations is located in the [Pre-Championships Manual](#).

PROTEST TENT

The protest table will be located on the North end of SPIRE stadium, inside the Fields and Courts building. Protests MUST be made in writing on the official protest form, which will be available at the protest table. The head coach must 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 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 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 outdoor track and field championships.

RESULTS

Results will be posted on the result boards located in the grass area west of the finish line, and at the protest table. Spectators and coaches may also go online to [ncaa.com](#) and on [Leone Timing's site](#) to follow live results.

HEAT SHEETS

All heat sheets will be available online only.

CHAMPIONSHIPS OPERATIONS

CHECK-IN AND CLERKING

The student-athlete clerking area will be in SPIRE's indoor track facility in the northwest lobby. All student-athletes are required to check-in at the clerking area and will be escorted to the staging tent located at the north end of the stadium. Line clerks will escort the student-athletes to the starting line or event area. A clerking schedule will be available at packet pick-up. Student-athletes MUST follow this procedure.

Student-athletes are required to bring their competition spikes and uniforms to the clerking area for inspection. Spike lengths will be checked. Student-athletes will not be allowed to change into their spikes until they are at the staging tent. All running events will leave their warm-ups in the bins at the staging tent. For preliminary round events, warm-ups will be left in the staging tent for student-athletes to retrieve. For all final rounds, warm-ups will be taken to the awards tent on the infield.

All same-day, combined-event competitors must check in for their first event of the day in the clerking area. At this time, same-day, combined-event competitors will be provided the option of clerking/checking in for the individual's remaining events for that day.

COACHES' BOXES

One coach per institution will receive an event-coded band to be placed visibly on their credential for access to the field-event coaches' box in which they have a student-athlete participating. Stickers will be available during packet pick up on Wednesday.

ELECTRONIC DEVICES

Coaches, student-athletes and officials will not use video or audio devices, radio transmitters or receivers, mobile phones, computers or any similar devices in the competition areas, except as authorized by the games committee.

Coaches are permitted to record their student-athletes during the competition from the coaches' box. In accordance with the rules change, it will not be considered assistance for athletes competing in field events to view images of previous trial(s), recorded on their behalf by individuals not placed in the competition area. The viewing device or images taken will not be taken into the competition area, but may stay within the designated coaches' box.

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. A limited number of throwing implements will also be supplied for use by competitors. Competitors may use their own throwing implements if they pass certification and weigh-in. The available implements are as follows:

Shot Put

- Perfect Balance Shot – 4kg, 108mm
- Turned Iron Gill Shot – 4 kg, 104mm
- Perfect Balance Gill Shot – 16lb, 128mm
- Turned Iron Gill Shot – 16lb, 125mm

Hammer

- Stainless Steel Hammer – 4kg, 95mm
- Stainless Steel Hammer – 16 lb, 110mm

Discus

- 1k High-Spin 81% rim weight discus
- 1k High-Spin 83% rim weight discus
- 2k High-Spin 83% rim weight discus
- 2k High-Spin 85% rim weight discus

Javelin

- 600g Javelin OTE XTRA 60m 6.5 flex tailwind
- 800g Javelin OTE XTRA 80m 6.7 flex tailwind

Spikes

- Spikes can be a maximum length of ¼” inch pyramids or trees. Trees, claws and pins are not allowed.

EVALUATIONS

The NCAA will send an evaluation to coaches via email to provide to their participating student-athletes after the championships. We ask that coaches and student-athletes complete the evaluation, as their input is a valuable resource to the continuing improvement of the championships. The survey is also available via a QR code on the back of each participant credential.

HOSPITALITY

Credentials are required.

Student – Athlete Hospitality	Indoor Track Building – near Clerking
Thursday, May 22	10 a.m. – 5 p.m.
Friday, May 23	10 a.m. – 5 p.m.
Saturday, May 24	10 a.m. – 4 p.m.

IMPLEMENT WEIGH-IN

All implements should have an identifiable mark; either a school name or a student-athlete's name. Meet organizers will provide a limited supply of Gill implements for use by competitors not wishing to use their own implements or whose implements have not passed inspection. Student-athletes must present implements for inspection a minimum of two (2) hours before the scheduled start time of the event. Competitors who require implements for practice after inspection should bring secondary implements as competition implements will be impounded and delivered to the venue in time for warm-ups. Equipment bags will be inspected at the clerks' table.

Student-athletes will not be allowed to have any implements in equipment bags taken to the competition venue. Implements not properly weighed in and certified are prohibited at the event site.

Wed. May 21

2 p.m.-5 p.m.	Implement weigh-in	Stadium Visiting LR
---------------	--------------------	---------------------

Thurs. May 22

8 a.m.-10 a.m.	Implement weigh-in	Stadium Visiting LR
12 p.m.-2 p.m.	Implement weigh-in	Stadium Visiting LR

Fri. May 23

8 a.m.-10 a.m.	Implement weigh-in	Stadium Visiting LR
12 p.m.-2 p.m.	Implement weigh-in	Stadium Visiting LR

Sat. May 24

8 a.m.-10 a.m.	Implement weigh-in	Stadium Visiting LR
----------------	--------------------	---------------------

LOST AND FOUND

Lost and found will be in the north garage, located under the north mezzanine. Lost and found can be accessed through meet personnel.

PACKET PICK-UP

Packet pick-up will be held Wednesday, May 21 from 2 to 3:30 p.m. in the indoor track facility. A checklist will be provided to ensure all items are received.

Student-athletes are NOT allowed in the packet pick-up area.

Please contact Laura Peterson-Mlynski (lpeterson@ncaa.org; 317-544-9425) to make late packet pick-up arrangements.

POLE VAULT STORAGE AND SHIPPING

Please note all implements and poles can be shipped to the following address:

Attn: NCAA Track and Field Championships
Julie Drury
SPIRE Academy
Indoor Track Facility
5201 SPIRE Circle
Geneva, Ohio 44041

IMPORTANT - PLEASE READ THE FOLLOWING BEFORE MAILING AN IMPLEMENT: When mailing your implements or pole, also mail a bill of lading to the same address above (or include it with the package) so that we can mail your implements back to you immediately after the meet.

Pole vault poles, bags and tubes may be stored in the indoor track building during championships week.

PROGRAMS

Meet programs are located online at <http://www.ncaa.com/gameprograms>. You can view, save, or print the program directly from the website for free. Additionally, after the championships, there will be pages added to the program that include the winning teams' photos and a championships recap.

SPIKES

Spikes can be a maximum of 7mm on the track and 9mm for the javelin and high jump. Pyramid spikes are preferred. Trees, claws and pins are not allowed. Spikes will be checked at the clerking table.

AWARDS

MEDALS AND TROPHIES

Official NCAA awards will be presented to the top eight finishers in each event of the championships. Team trophies will be awarded to first through fourth place in each of the championships. In case of ties, the awards will be shipped after the championship by the NCAA office.

A team/individual may order additional awards, granted that it is an award they received during competition. A team/individual may not order awards they did not receive. Go to <http://services.mtmrecognition.com/ncaa/> to order additional awards.

MEDALLIONS

Participation medallions will be provided during packet pick-up to all student-athletes (not including alternates) competing at the championships.

STUDENT-ATHLETE PARTICIPANT AWARD

Student-athletes qualifying to the championships will receive a participant award on site.

NCAA ACADEMIC RECOGNITION PROGRAM – ELITE 90

The Elite 90 award is presented to the student-athlete with the highest cumulative grade-point average competing at the final site for each of the 90 NCAA championships. 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. 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 nomination submission deadline for Division III outdoor track and field is 5 p.m. Eastern time, Monday, May 19.

COACHES' ADMINISTRATIVE MEETING

The coaches meeting will be held virtually on Monday, May 19 at 12 p.m. (noon) Eastern time.

The link will be sent in the selections email sent Friday, May 16.

CREDENTIALS - PARTICIPANTS

The following credentials will be distributed at packet pick-up:

1. Each student-athlete registered to compete will receive one credential for access to the championships.
2. Each program will receive up to four coach credentials per gender/program.
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. Medical credentials will be administered by the host agency's sports medicine staff. (See [Medical Credentials](#) on page 16.)
5. Credentials are non-transferable. Any student-athlete, coach, administrator, media or athletic training personnel found giving or selling his/her 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.
6. Coaches with field event student-athletes will receive a color-coded sticker available at packet pick-up which will denote which coaches' boxes they are allowed access to. Only coaches with the correct credentials and the listed event sticker will be allowed in the coaches' box. One coach per institution will be allowed in the coach's box.

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.

If drug testing were to occur, the following format would be followed:

Tested: Division III – 96

Test Plan: Winner and random participant from individual events; winning team and one random from relay after student-athlete's last event of that day.

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.

COMPETITION SITE

FACILITY

See also *Appendix E* for a SPIRE campus map.

- TRACK – This is a 400-meter, nine-lane track, featuring eight 42” wide lanes on a Beynon 2000 texture. All races will use the Finish Lynx Automatic Timing System as primary and back up.
- LONG AND TRIPLE JUMP – Located on the north end of the stadium.
 - Runway for long jump: unlimited.
 - Long jump boards are located at 3.5 and 7.5 feet to the pit.
 - Runway for triple jump: unlimited.
 - Triple Jump boards:
 - Women: 36 ft. (board) and 32 ft. (painted board)
 - Men: 39 ft. (painted board) and 42 ft. (board).
 - The facility is equipped with four separate west/east orientated pits.
- HIGH JUMP – Located at the north end of the stadium.
 - 120 x 140 feet area.
- POLE VAULT – Located at the north end of the stadium.
 - Two-way, west/east orientation with 160’ approaches (if using two pits, unlimited if using only one pit).
- SHOT PUT – Located at the throwing venue; northwest of the track stadium.
 - Surface: Brushed concrete.

- DISCUS THROW – Located at the throwing venue; northwest of the track stadium.
 - Discus Surface: Brushed concrete.
- HAMMER THROW – Located at the throwing venue; northwest of the track stadium.
 - Hammer Surface: Brushed concrete.
- JAVELIN- Located at the throwing venue; northwest of the track stadium.
 - One Runway: 125 feet.
 - Surface: Beynon 2000.

TEAM PARKING AND ENTRANCES

Bus/team parking will be in the yellow lot located north of the indoor track facility (**Appendix E**). Student-athlete drop off will be along the north end of the indoor track facility. The east doors will be open for entrance into the indoor track.

WEIGHT ROOM HOURS

SPIRE Performance is available for student-athlete use during the event. However, coaches must contact Julie Drury to reserve a space in the weight room. Coaches must accompany their student-athletes for liability purposes. Coaches and student-athletes are not permitted inside the weight room outside of the scheduled hours of use. You may reach Julie Drury at 440-466-1002 EXT. 221 or jdrury@spireacademy.com.

SPIRE Performance hours of operation

Tuesday	8 to 11:30 a.m.	2 to 6 p.m.
Wednesday	8 to 11:30 a.m.	4 to 6 p.m.
Thursday	8 to 11:30 a.m.	2 to 6 p.m.
Friday	8 to 11:30 a.m.	4 to 6 p.m.
Saturday	8 to 10 a.m. only	

MEDIA SERVICES

CREDENTIALS – WORKING MEDIA

Anyone requesting media credentials must apply for them through the NCAA. To do so, go to the website <http://www.ncaa.com/media> and scroll down to the “Credential Application” portion of the appropriate event (NCAA Division III Outdoor Track and Field Championships). The North Coast Athletic Conference, Greater Cleveland Sports Commission, and the NCAA will review all requests and approve accordingly. Contact Dani Johnson at dani@northcoast.org with any questions. Sports information credential requests will be accepted until **5 p.m. Eastern, Tuesday, May 20**. Media credentials may be obtained at the SPIRE Academy Will Call table, located in the front lobby of SPIRE’s Fields and Cristal Courts Building, from Thursday, May 22 through Noon Saturday, May 24.

If you have media wishing to cover the event, please forward this information to the appropriate sports writer or editor. Their requests must come on company letterhead. 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 is currently available on the championship website <http://www.ncaa.com/championships/trackfield-outdoor-men/d3>. Links to the results will also be available at this address after the competition.

NCAA guidelines dictate that each institution competing in the championships is entitled to one credential for its sports information staff. The credentialed person **MUST** be an employee of the requesting institution. Each competing team's sports information director should request credentials through the host sports information director.

MEDICAL

MEDICAL CREDENTIALS

Athletic trainers or team physicians traveling with their student-athletes should contact Bob Gray (see contact information below) to secure a team medical credential. This request must be made no later than 5 p.m. Eastern, Tuesday, May 20 to Bob Gray (grayb1@ccf.org). Upon arrival, the AT or MD must present a photo ID at packet pickup to receive their credential. Per NCAA regulations, this credential will allow access to any of our athletic training facilities and into the competition area only under the following conditions:

1. Your credential is visible.
2. Your student-athlete is injured.

If your team is traveling without an athletic trainer or physician, please provide the necessary supplies and documentation. A letter from an AT or MD detailing treatment parameters will be needed for any modalities other than ice-related treatments. Each team is expected to bring a fully-stocked medical kit with emergency contact and insurance information. **Additionally, if your student-athlete requires specific treatment before practice or competition or post-competition, please contact the host medical staff well in advance of the championships so they can try and accommodate your needs.**

MEDICAL FACILITIES

There are several areas that credentialed student-athletes and credentialed team medical personnel will have access to before, during and following the championships.

1. **Athletic Training Area.** The main athletic training area for this event is at the northwest corner of the stadium in the northwest locker room. Additional locations for athletic training are: 1) Northeast of the track next to the jumps apron in the northeast locker room, 2) at the north end of the indoor track, and 3) adjacent to the finish line of the stadium track. The main medical facility will be supplied with electrical stimulation, ultrasound, combination stim/US, cryo-compression unit, hot packs, ice,

along with other general and wound care supplies. Written permission from your institution's athletic trainer will be required in advance for use of modalities.

- a. The athletic training area will open two hours prior to the first event of the day and will remain open until approximately one hour after the final event has been completed.
 - b. If you have any special needs or requests, please notify a host athletic trainer and all efforts will be made to accommodate your request.
 - c. Along with the athletic trainers, a Cleveland Sports Health physician will also be available during all competition times.
2. **Cold baths/tubs** will be provided.
 3. **Hydration.** There will be numerous hydration stations throughout the track complex. Both water and PowerAde will be available and cups will also be provided.

ATHLETIC TRAINING SERVICES HOURS

*Closing times may vary depending on the meet and the progression of the day.

Tuesday, May 20	9 a.m.–5 p.m.
Wednesday, May 21	9 a.m.–5 p.m.
Thursday, May 22	9:30 a.m.–9:30 p.m.
Friday, May 23	10 a.m.–5 p.m.
Saturday, May 24	10:30 a.m.–5 p.m.

HOSPITAL INFORMATION/DIRECTIONS

In case of an emergency, EMS and the Cleveland Clinic athletic trainers will be available. Cleveland Clinic Sports Medicine will provide any emergency needs throughout the championships. Directions to the hospital have been provided in this manual from the stadium.

Medical Emergency Contacts

Bob Gray, MS, ATC Athletic Trainer – 216-217-8726

Physicians Ambulance Services EMS – 216-454-4911

Emergency Equipment

Supplies on-site include - AED and first aid kit.

Emergency numbers and hospital information - Physicians Ambulance Service – will be on-site for the duration of the championships. If additional service is needed, the following emergency numbers are listed below. All northeast Ohio is covered by **9-1-1** service also.

Northwest Ambulance Service

1480 South Broadway

Geneva, Ohio 44041

440-466-4900

Located less than one mile from the SPIRE Academy

If there are any injuries needing medical attention, the following medical centers' information is provided.

ACMC Cleveland Clinic

2420 Lake Avenue
Ashtabula, Ohio 44004
440-997-2262

- Directions (estimated time 21 minutes)
Left out of the complex
I-90 East (left) towards Erie, Pennsylvania)
Route 11 North (exit 228) towards Ashtabula
Exit US-20
Left on Route 20 to Lake Avenue
ACMC on right

Geneva Memorial University Hospitals

870 West Main Street
Geneva, Ohio 44041
440-466-1141

- Directions (estimated time seven minutes)
Take a right out of complex going north on South Broadway
Left on West Main Street/US-20 (Main intersection of town)
Hospital on left

Hillcrest Hospital

6780 Mayfield Road
Mayfield Heights, Ohio 44124
440-312-4500

- Directions (estimated time 35 minutes)
Left out of complex
I-90 West towards Cleveland
I-90 West to I-271 South/Cleveland
Exit on US-322 E/Mayfield Road
Turn right on SOM Center Road
Hospital on left

Brown Memorial University Hospitals

440-593-1131

- Directions (estimated time 26 minutes)
Left out of complex
I-90 East toward Erie, Pennsylvania
Exit on Ohio Route 7
Left on State Street (US-20)
Hospital on right

Tri-Point Medical Center Lake Health Systems

7590 Auburn Road
Painesville, Ohio 44077
440-375-8100

- Directions (estimated time 15 minutes)

Left out of complex
I-90 West towards Cleveland
Ohio Route 44 South towards Chardon
Right on Auburn Road
Hospital on right

Depending on the severity of the injury or emergency, the trainer/physician on duty will recommend which facility will best suit your needs. The trainer will contact the meet director or meet manager and they will call 911 to expedite needed services. Physicians Ambulance Service will remain on property throughout the championships.

If the injury is not severe, proper first aid will be applied.

In the case of a fire, please proceed calmly to the nearest Emergency Exits, away from the buildings until emergency responders declare the facility safe.

MEDICAL DISQUALIFICATION

As the event sponsor, the NCAA has valid authority to ensure that all student-athletes are physically fit and able to participate in its championships. This includes 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, illness, or other medical condition should be able to continue to participate or be disqualified. In the absence of a team physician, the NCAA championships physician, as designated by the host school, has the unchallengeable authority to examine the student-athlete and make a decision regarding 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.

Please refer all medical and athletic training related questions to the medical coordinator.

CONTACT INFORMATION

Medical Coordinator

Bob Gray, MS, ATC
Coordinator of Athletic Training Community Affairs
Cleveland Clinic Sports Health

Sports Medicine Staff

*Certified athletic trainers/sports physical therapist will be available during all competition times.

Team Physicians

*Sports/emergency physicians will be available during all competition times.

MERCHANDISE

NCAA merchandise will be available for sale from 10 a.m. to 4 p.m. Wednesday, May 21 inside SPIRE FUEL and Aquatics building, located on the south end of the stadium. Merchandise will also be available for sale starting at 9 a.m. Thursday, May 22, 10 a.m. Friday, May 23 and 10 a.m. Saturday May 24. All three days' sales will conclude at the start of the last event of the day.

PARTICIPANT EXPECTATIONS AND GUIDELINES

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 will hold an administrative meeting with the coaches of participating institutions to review and explain the policies related to misconduct.

FAILURE TO ADHERE TO POLICIES AND PROCEDURES

A governing sports committee may assess a financial penalty against an institution for failing 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.

PRACTICE SCHEDULE AND FACILITY HOURS

Track lanes will be designated for the following purposes:

- Lanes 1-2 for lap running.
- Lanes 3-6 for relays and starting blocks.
- Lanes 7-9 for hurdles.

STADIUM HOURS/PRACTICE SCHEDULE

Practice on the competition track/field event venues will be available from 10 a.m. to 5 p.m. Tuesday, May 20 and Wednesday, May 21. Please see below for available times for field event practice.

Event	Tuesday	Wednesday	Thursday	Friday	Saturday
Pole Vault	10 am – 5 pm	10 am – 5 pm	No Practice	No Practice	No Practice
High Jump	10 am – 5 pm	10 am – 5 pm	No Practice	No Practice	No Practice
Long/Triple Jump	10 am – 5 pm	10 am – 5 pm	No Practice	No Practice	No Practice
Shot Put	10 am – 5 pm	10 am – 5 pm	8 am – 9:30 am	No Practice	No Practice
Javelin	2:30 pm – 5 pm	10 am – 12 pm	No Practice	No Practice	No Practice
Discus	12 pm – 2:30 pm	12 pm – 2:30 pm	No Practice	No Practice	No Practice
Hammer	10 am – 12 pm	2:30 pm – 5 pm	8 am – 9:30 am	8 am – 9:30 am	No Practice

Warm-Up/Practice Track (Competition days only)

The indoor track will be available for practice during the entire championships. The facility will be open from 8 a.m. to 6 p.m. for the duration of the championships each day starting Thursday, May 22 to Saturday, May 24. Hurdles and blocks will be provided at the indoor practice track for participant use. No throwing implements may be used in the field house. Under no circumstances may an individual or team use their own starting blocks during competition. Starting blocks will be provided by Gill and SPIRE Academy.

SEATING AREAS

Spectator seating will be available in the west and east side grandstands of the SPIRE outdoor stadium. Bleachers will also be available for seating at the jumps/vault area (located on the northeast mezzanine) and at the throw's facility.

TICKETS

Only members of the official travel party receive credentials and are admitted free of charge. Other coaches/administrators and alternates must purchase tickets for access to the facility on the days of competition. Ticket sales will begin each day at 9 a.m. **CREDIT CARD ONLY; NO CASH SALES.**

SPIRE Academy and all competition venues will open to spectators 60 minutes prior to the beginning of competition each day:

- Thursday, May 22, at 9:30 a.m.
- Friday, May 23 at 9 a.m.
- Saturday, May 24 at 10 a.m.

Tickets are also available for purchase online prior to the meet by visiting www.ncaa.org/tickets. Pre-sale tickets purchased online will be sent via e-mail and can be scanned from your phone or printed out to be scanned at the venue.

Tickets will be scanned at the spectator entrance located inside the SPIRE Academy Fields and Cristal Courts Building. Once tickets have been scanned, spectators will receive a wristband each day for entry.

Single Session Tickets	All Session Tickets (Thursday, Friday, Saturday)
Student w/ID - \$10	Student w/ID - \$25
Adult - \$15	Adult - \$35

Students with ID include high school and college with proper school or photo ID.

TRAVEL AND ACCOMMODATIONS

TRANSPORTATION

TRAVEL PARTY

Please refer to the NCAA travel policies for all information regarding transportation and per diem expenses. Travel policies can be found online [here](#). Please reference Appendix A of the travel policies for reimbursable travel party numbers.

Please reference the NCAA travel policies as the NCAA travel policy is updated annually [here](#), and the travel policies supersede all other documents.

TRAVEL INFORMATION

Air Travel. Based on the travel policies, if you are eligible for a flight, please contact Short's Travel Management at 866-655-9215 as soon as possible to arrange your air travel. At any time prior to selection announcements you may access the travel portal at www.shortstravel.com/ncaachamps to update your team contact information, travel party roster, equipment manifest and any preferences. Entering this information prior to selections will help expedite the travel booking process required to issue tickets.

Your institution user ID and password login credentials, for the Short's Portal, were emailed to the university director of athletics prior to Fall 2024 championships. If you still need assistance with your Short's Portal user ID and password, please email ncaaalo@shortstravel.com or travel@ncaa.org.

Ground Travel. Individual sports will be reimbursed a mileage rate per person per mile in accordance with the NCAA travel policy. Individual sports who wish to drive instead of fly will be reimbursed mileage up to the cost of a commercial flight (quote to be obtained from Short's Travel).

Travel Expense System. Per diem will be provided for an official travel party. Please reference the NCAA travel policies for all information regarding transportation and per diem reimbursement. Per diem and other eligible expenses will be reimbursed through the Travel Expense System (TES). Please go to www.travel.ncaa.org to file for reimbursement or request a travel exception. Registration with an institutional email address is required to access TES through NCAA My Apps. The NCAA travel department may be reached at 317-917-6757, or by email at travel@ncaa.org.

The NCAA Championships Travel policies may be found online

Please reference the NCAA travel policies as the NCAA travel policy is updated annually [here](#), and the travel policies supersede all other documents.

LODGING

The NCAA has established courtesy blocks for the championship, and they are available on the Outdoor Track and Field landing page on NCAA.org.

TEAM DINING

All competing teams will have the opportunity to order lunch and dinner online from SPIRE Banquets. When orders are complete, please identify all members of the traveling party that will be eating team meals. The online link for ordering is as follows:

SPIRE Team Menu

All team meals must be purchased by 10:00 a.m. on Monday, May 19. Also see Appendix F for more information.

UNIFORMS

BIBS

Competition bibs for each participating student-athlete will be included in each team's packet along with eight safety pins per competitor. Bibs must be worn on the front and the back of the uniform jersey during

competition. Field event competitors must wear their name bib on the front or back of the uniform jersey during the competition.

HIP NUMBERS

Hip numbers will be provided for all races. For student-athletes competing in races not finishing in lanes (800m and up), three numbers will be given to each student-athlete. The third number should be on the left chest. For relays, all runners will receive numbers.

UNIFORMS

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 will lead to a warning by the nearest official and a report of uncorrected violations will 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 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, sweatpants, 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.
 - 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 competitors' 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.
 - e. All relay and cross country 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.
 - f. 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.
3. Competitors will not use or wear artificial noisemakers.

Note 1: Individual or team uniform, logo, number and shoe rules will be enforced through inspection by the clerk or the head field event official at initial event check-in. Violators will 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’.

Note 3: The effect of this rule is that no imagination will be required to justify a clear sense of belonging to a team.

LOGO POLICY

An institution’s official uniform and all other items of apparel (e.g., team jersey, socks) that are worn by student-athletes in competition may bear a single manufacturer’s or distributor’s normal trademark, not to exceed 2¼ square inches, including any additional material (e.g. patch surrounding the normal trademark or logo). The logo or trademark must be contained within a four-sided geometrical figure (i.e., rectangle, square, parallelogram).

In addition, an institution’s official uniform cannot bear a design element similar to the manufacturer’s that is in addition to another logo or that is contrary to the size restriction.

A student-athlete representing an institution in intercollegiate competition is limited to wearing apparel items that include only the logo of an apparel manufacturer or distributor. This restriction will not include logos that identify the student-athlete’s institution or conference.

These restrictions apply to all apparel worn by student-athletes during the conduct of competition, including pre-meet or post-meet activities.

***IF YOU HAVE ANY QUESTIONS OR CONCERNS PLEASE REFERENCE THE FOLLOWING: [Bylaw 12.5.3 in the NCAA Division III Manual and Rule 4-3 in 2024 and 2025 NCAA Cross Country/Track and Field Rules.**

APPENDIX A – SCHEDULE OF EVENTS

ALL TIMES ARE APPROXIMATE AND IN EASTERN TIME



SATURDAY				
FIELD EVENTS				
Start time	Event	Gender	Description	
11:00 AM	Hammer	Women	Prelims & Finals	
11:00 AM	Triple Jump	Men	Prelims & Finals	
12:00 PM	Pole Vault	Men	Final	
1:45 PM	Hammer	Men	Prelims & Finals	
1:45 PM	Triple Jump	Women	Prelims & Finals	
RUNNING EVENTS				
1:00 PM	National Anthem			
1:05 PM	4x100 M Relay	Men	Final	
1:15 PM	4x100 M Relay	Women	Final	
1:25 PM	1500 Meter	Men	Final	
1:35 PM	1500 Meter	Women	Final	
1:50 PM	110 M Hurdles	Men	Final	
2:00 PM	100 M Hurdles	Women	Final	
2:10 PM	400 Meter	Men	Final	
2:20 PM	400 Meter	Women	Final	
2:30 PM	100 Meter	Men	Final	
2:40 PM	100 Meter	Women	Final	
2:50 PM	800 Meter	Men	Final	
3:00 PM	800 Meter	Women	Final	
3:15 PM	400 M Hurdles	Men	Final	
3:25 PM	400 M Hurdles	Women	Final	
3:40 PM	200 Meter	Men	Final	
3:50 PM	200 Meter	Women	Final	
4:00 PM	5000 Meter	Men	Final	
4:25 PM	5000 Meter	Women	Final	
4:50 PM	4x400 M Relay	Men	Final	
5:00 PM	4x400 M Relay	Women	Final	

FRIDAY - MEN'S DECATHLON				
Start time	Event	Gender	Description	
10:00 AM	110 Meter Hurdles	Men	Decathlon	
~10:45 AM	Discus	Men	Decathlon	
~12:00 PM	Pole Vault (2 pits)	Men	Decathlon	
~2:45 PM	Javelin	Men	Decathlon	
~4:30 PM	1500 Meters	Men	Decathlon	

FRIDAY - WOMEN'S HEPTATHLON				
Start time	Event	Gender	Description	
11:30 AM	Long Jump (2 pits)	Women	Heptathlon	
~12:15 PM	Javelin	Women	Heptathlon	
~2:45 PM	800 Meters	Women	Heptathlon	

FRIDAY				
FIELD EVENTS				
11:30 AM	High Jump	Women	Final	
11:30 AM	Shot Put	Men	Prelims & Finals	
2:00 PM	High Jump	Men	Final	
2:00 PM	Shot Put	Women	Prelims & Finals	
RUNNING EVENTS				
2:05 PM	National Anthem			
2:10 PM	110 M Hurdles	Men	Prelims	
2:30 PM	100 M Hurdles	Women	Prelims	
3:00 PM	400 Meter	Men	Prelims	
3:15 PM	400 Meter	Women	Prelims	
3:30 PM	100 Meter	Men	Prelims	
3:45 PM	100 Meter	Women	Prelims	
4:00 PM	800 Meter	Men	Prelims	
4:15 PM	800 Meter	Women	Prelims	
4:40 PM	3000 M Steeplechase	Men	Final	
4:55 PM	3000 M Steeplechase	Women	Final	

THURSDAY - MEN'S DECATHLON				
Start time	Event	Gender	Description	
11:30 AM	100 Meters	Men	Decathlon	
~12:15 PM	Long Jump (2 pits)	Men	Decathlon	
~1:25 PM	Shot Put	Men	Decathlon	
~2:45 PM	High Jump (2 pits)	Men	Decathlon	
~4:40 PM	400 Meters	Men	Decathlon	

THURSDAY - WOMEN'S HEPTATHLON				
Start time	Event	Gender	Description	
12:30 PM	100 Meter Hurdles	Women	Heptathlon	
~1:15 PM	High Jump (2 pits)	Women	Heptathlon	
~3:10 PM	Shot Put	Women	Heptathlon	
~4:30 PM	200 Meters	Women	Heptathlon	

THURSDAY				
FIELD EVENTS				
Start time	Event	Gender	Description	
10:30 AM	Discus	Men	Prelim & Finals	
12:30 PM	Pole Vault	Women	Final	
1:00 PM	Discus	Women	Prelim & Finals	
2:30 PM	Long Jump	Men	Prelim & Finals	
3:30 PM	Javelin	Women	Prelim & Finals	
5:30 PM	Long Jump	Women	Prelim & Finals	
5:45 PM	Javelin	Men	Prelim & Finals	
RUNNING EVENTS				
5:10 PM	National Anthem			
5:15 PM	4x100 M Relay	Men	Prelims	
5:25 PM	4x100 M Relay	Women	Prelims	
5:35 PM	1500 Meter	Men	Prelims	
5:50 PM	1500 Meter	Women	Prelims	
6:10 PM	400 M Hurdles	Men	Prelims	
6:25 PM	400 M Hurdles	Women	Prelims	
6:40 PM	200 Meter	Men	Prelims	
6:55 PM	200 Meter	Women	Prelims	
7:10 PM	3000 M Steeple Chase	Men	Prelims	
7:35 PM	3000 M Steeple Chase	Women	Prelims	
8:00 PM	4x400 M Relay	Men	Prelims	
8:15 PM	4x400 M Relay	Women	Prelims	
8:30 PM	10,000 Meter	Men	Final	
9:15 PM	10,000 Meter	Women	Final	

APPENDIX B – STUDENT-ATHLETE INJURY REPORT

Track and Field Championships

Host Medical Form

Venue: _____	Host Institution: _____
Name: _____	Time: _____ AM/PM Date: _____
Address: _____	
Sport: _____	Position: _____ Age: _____ Male Female
Medical Insurance: Yes / No Company: _____	Policy #: _____
Team: _____	Contact Person: _____ Contact #: _____

Injured Area: Left / Right ☐ New Injury: Yes / No ☐ Comp / Practice / Warm-up / Non-Athletic

Continued Participation Recommendation? Yes / No

Incident Description: _____

History: _____

Physical Exam: _____

Diagnosis: _____

Treatment: _____

Disposition: <input type="checkbox"/> Return to Competition <input type="checkbox"/> Disqualified from Competition <input type="checkbox"/> EMS/Ambulance Transport <input type="checkbox"/> Released to Parent <input type="checkbox"/> Released to Institutional Representative <input type="checkbox"/> Refusal of Care	Comments (NCAA staff notification for disqualifications): _____ _____ _____ _____
_____ Host Certified Athletic Trainer (if applicable)	_____ Host Physician Signature
_____ Team Medical Staff (if applicable)	

APPENDIX C – IMPLEMENT SHIPPING DIRECTIONS

All implements may be shipped directly to SPIRE Academy. Please fill out your contact information and place the bottom half of this sheet on the outside of the shipping box or pole bag. Contact Julie Drury at 440-466-1002 EXT. 221 or jdrury@spireacademy.com if you have any questions.

Ship to: Attn: NCAA Track and Field Championships
Julie Drury
SPIRE Academy – Indoor Track Facility
5201 SPIRE Circle
Geneva, Ohio 44041

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)

c **Men's Pole Vault (#)** _____ **c** **Women's Pole Vault (#)**

c **Men's Shot (#)** _____ **c** **Women's Shot (#)**

c **Men's Hammer (#)** _____ **c** **Women's Hammer (#)**

c **Men's Disc (#)** _____ **c** **Women's Disc (#)**

APPENDIX D – DIRECTIONS

To SPIRE Academy

5201 Spire Circle
Geneva, Ohio 44041
440-466-1002

FROM CLEVELAND HOPKINS INTERNATIONAL AIRPORT via I-480/I-271/I-90

- Follow Signs to I-480 East
- Take I-480 E to I-271 North
- Take I-271 North towards Cleveland
- I-271 Ends, Keep left to continue on I-90 East
- Exit at OH-534 exit, Exit 218, (Geneva)
- Turn Left onto South Broadway / 534
- SPIRE Academy entrance on the right

FROM THE WEST via I-80/I-90:

- Take I-80 East/I-90 East towards Cleveland
- Merge onto I-90 East via Exit 142 toward OH-2 E/Cleveland
- Keep right to take I-90 toward Cleveland
- Take the OH-534 exit, Exit 218, toward Geneva
- Turn Left onto South Broadway
- SPIRE Academy entrance on the right

FROM THE SOUTH via I-271

- Take I-271 North towards Cleveland
- I-271 becomes I-90 East
- Take the OH-534 exit, Exit 218, toward Geneva
- Turn Left onto South Broadway
- SPIRE Academy entrance on the right

FROM THE SOUTH via I-77

- Take I-77 North towards Cleveland
- Keep left to take OH-8 North via Exit 125A toward Cuyahoga Falls
- Merge onto I-271 North via the exit on the left toward I-90/Erie
- I-271 becomes I-90 East
- Take the OH-534 exit, Exit 218, toward Geneva
- Turn Left onto South Broadway
- SPIRE Academy entrance on the right

FROM THE SOUTH via I-71

- Take I-71 North towards Cleveland
- Merge onto I-271 North via Exit 220 toward Erie
- I-271 becomes I-90 East

- Take the OH-534 exit, Exit 218, toward Geneva
- Turn Left onto South Broadway
- SPIRE Academy entrance on the right

FROM THE EAST via I-90:

- Take I-90 West towards Cleveland
- Take the OH-534 exit, Exit 218, toward Geneva

APPENDIX E –FACILITY MAPS



1 FIELDS & COURTS BUILDING

- Soccer
- Lacrosse
- Football
- Field Hockey
- Volleyball
- Basketball
- Tennis
- Gymnastics
- Wrestling
- Cheerleading
- Drone Training & Competition
- Suites, Press Boxes and Team Rooms
- Overlooking Outdoor Stadium

2 AQUATICS/PERFORMANCE TRAINING

- 10-lane, 50-meter pool
- 4 therapeutic pools
- 25-yard pool
- SPIRE Fit
- SPIRE Fuel
- Rehab
- 1- and 3-meter diving area
- Sports medicine
- SPIRE Performance
- Research & Development
- 9-12 Grade Academy

3 INDOOR TRACK & FIELD BUILDING

- Track & Field
- Soccer
- Football
- Lacrosse
- Baseball
- Softball
- Field Hockey
- Wrestling
- Seats 5,000
- Batting cages
- 25,000 square foot World Class Conference & Banquet Center

4 OUTDOOR STADIUM

- Track & Field
- Multi-use Amphitheater
- Seats 10,000
- Football/soccer/lacrosse stadium

5 TRACK & FIELD/THROWS STADIUM

- Shot Put
- Javelin
- Discus
- Hammer

ATTRACTIONS

- 18-hole Disc Golf course
- Remote control sailboat program
- Walking trail
- 5 guest residence houses
- 10 acres of concord grapes
- Snow sliding hill

COMING SOON

- Outdoor bubbled soccer and lacrosse facility
- 5 more student residence houses
- Cross country running course

SPIREINSTITUTE.ORG





APPENDIX F –DINING

****A reminder that you are prohibited from bringing in outside food and beverage into SPIRE Academy** Student-athletes are permitted to bring snacks and drinks in their bags. Coolers of food are not permitted.**

Team Meals. To order your team meal, please click on the following link: [SPIRE Team Menu](#). From there you will be allowed to order lunch and dinner. Before submitting your order, upload your team/individual roster to the order site and include all of the individuals that you will be purchasing a meal for, such as, trainer, SID, coaches, student-athletes, bus driver, etc. **Also include dietary restriction and allergies.**

All orders are due by 10 a.m. ET, Monday, May 19.

SPIRE Fuel

Located in the Aquatics Building directly south of the Stadium Track. FUEL is a full-service food court with salad bars, grill station, deli station and more.

Hours:

Thursday 5.22 – 11:00 a.m. to 7:00 p.m.

Friday 5.23 – 9:00 a.m. to 7:00 p.m.

Saturday 5.24 – 9:00 AM – 7:00 p.m.

Time Out Cafe

Located in the Fields and Cristal Courts Building. Concession food: coffee, snacks, hot dogs and popcorn, drinks.

Hours:

Thursday 5.22 – 10:00 a.m. to 5:00 p.m.

Friday 5.23 – 10:00 a.m. to 5:00 p.m.

Saturday 5.24 – 10:00 AM – 5:00 p.m.

For a list of other dining options, see the next page and/or click [here](#).