

PRE-CHAMPIONSHIP 2021-22 Manual

NCAA General Administrative Guidelines

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Section 1 • Introduction

During the 2021-22 academic year, the Association will sponsor 90 national championships - 42 for men, 45 for women and three for both men and women. Of the men's championships, three are National Collegiate Championships, 13 are Division I championships, 12 are Division II championships and 14 are Division III championships. Of the women's championships, six are National Collegiate Championships, 12 are Division I championships, 13 are Division II championships and 14 are Division III championships. The combined men's and women's championships are National Collegiate Championships.

The Pre-Championship Manual will serve as a resource for institutions to prepare for the championship. This manual is divided into three sections: General Administrative Guidelines, Sport-Specific Information, and Appendixes.

Sections one through eight apply to policies applicable to all 90 championships, while the remaining sections are sport specific.

Section 1.1 Definitions

Pre-championship Manual. Resource for institutions to prepare for the championship.

Administrative Meeting. Pre-championship meeting for coaches and/or administrators.

Appendixes. Any supplemental documents to be provided and distributed through the various resources.

Championship Manager. The NCAA staff member(s) responsible for the operational oversight of the championship.

Games Committee. The committee assigned to supervise the conduct of each championship session at a specific site. For finals sites, the games committee is typically the NCAA national committee.

NCAA National Committee. The sport committee with direct oversight responsibilities for the championship.

Non-predetermined Sites. Those sites that are selected to host at the time of the participant/team selections announcement.

Playing Rules. The rules under which the competition will be conducted.

Predetermined Sites. Those sites that are selected to host before the participant/team selections announcement.

Preliminary Rounds. The rounds of the championship before the final or championship round.

Regional Alignment. The geographic location of institutions or regional advisory committees.

Schedule of Events. Official event schedule - includes all required activities (e.g., practices, banquets, etc.).

Selection Criteria. Policies and procedures in place to guide the team selection process.

Site Selection Criteria. Policies and procedures in place to guide the site selection process.

Squad Size. Number of student-athletes per team allowed to dress in uniform and participate at the championship.

Tournament Physician. The physician designated by the host institution/conference to serve as the chief medical advisor for the championship event(s) to be hosted at the host venue.

Section 2 • Championship Core Statement

The championships and alliances staff strives to administer competition in a fair, safe, equitable and sportsmanlike manner so that the experience of the student-athlete is paramount.

This is attained by:

Ensuring student-athletes' optimal experience.

Executing championship events reflecting appropriate quality and values to/for stakeholders – student-athletes, coaches, administrators, member institutions, sport committees, fans, broadcast partners and corporate champions/partners.

Coordinating all aspects of the championship in an efficient, effective manner through common operating policies and practices, using internal and external resources.

Integrating championships with broadcast and corporate relationships in a manner that maintains the integrity of the championship.

Assuring effective management of the business aspects of the operation.

Enhancing the assets of the NCAA and their value by collaborating with internal and external expertise to achieve heightened exposure (e.g., community programs, fan events, banquets, anniversaries, etc.).

Section 3 • Conduct

Section 3-1 Certification of Eligibility/Availability

[Reference: Certification of Eligibility/Availability in Constitution 3.2.4 and Bylaws 12, 13, 14, 15, 16, 31.2.1.7.1, 31.2.1.7.1.2 and 31.2.2 in the NCAA Division I Manual, Constitution 3.3.4 in the NCAA Division II Manual and Bylaws 31.2.1.5 and 31.2.2 in the NCAA Division III Manual.]

Only student-athletes eligible under Bylaws 12, 13, 14, 15 and 16 may compete in NCAA championships. Member institutions are required to certify the eligibility of their student-athletes before the beginning of each academic year and to withhold ineligible student-athletes from all intercollegiate competition.

Member institutions are reminded to notify the NCAA national office before the selection date for each championship of any student-athlete who may have participated in regular-season competition but subsequently is determined to be ineligible or unavailable for NCAA championship competition.

DISCOVERY OF INELIGIBILITY OF A STUDENT-ATHLETE AFTER SELECTION

If an institution fails to report an ineligible student-athlete and the omission is not discovered until after the institution is selected to participate in the championship, necessitating the institution's withdrawal from the championship, that withdrawal shall be considered as one of the years of ineligibility, provided another institution participates in the championship in place of the disqualified institution. If the discovery of the ineligible student-athlete occurs so near the beginning of the championship that the governing sport committee does not have a reasonable period of time to replace the disqualified institution in the bracket, that fact shall be taken into consideration in determining the number of years the disqualified institution shall be ineligible to participate.

Section 3.2 Drug Testing

As part of preparation and planning to participate in championship events, member institutions are reminded and encouraged to review all applicable policy and legislative requirements pertaining to banned substances, drug testing and related eligibility requirements with their student-athletes. Student-athletes who compete in NCAA championships may be subjected to drug tests in accordance with legislation and may be determined to be ineligible as a result thereof. Only student-athletes who have consented in writing to such testing are initially eligible for these championships; and thereafter, student-athletes who are tested shall remain eligible only if they test negative.

Section 3-3 Honesty and Sportsmanship

Individuals employed by (or associated with) a member institution to administer, conduct or coach intercollegiate athletics and all participating student-athletes shall act with honesty and sportsmanship at all times so that intercollegiate athletics as a whole, their institutions and they, as individuals, shall represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports.

Section 3-4 Misconduct/Failure to Adhere to Policies

MISCONDUCT

Misconduct in an NCAA championship is any act of dishonesty, unsportsmanlike conduct, unprofessional behavior or breach of law, occurring from the time the championship field is announced through the end of the championship, that discredits the event or intercollegiate athletics. Each games committee shall hold an administrative meeting with the representatives of participating institutions to review and explain the policies related to misconduct.

FAILURE TO ADHERE TO POLICIES AND PROCEDURES

A governing sport committee may assess a financial penalty against an institution for failure of any of its representatives to adhere to the policies and procedures governing the administration of the competition. This includes, but is not limited to, failure to comply with the procedures and deadlines for submitting scores, score sheets, schedules, rosters and entry/march-in forms for qualification and other materials necessary for the efficient administration of the competition. **Click here** to see the full misconduct/failure to adhere to policies and procedures online.

Section 3.5 Sports Wagering Policy

Sports wagering includes placing, accepting or soliciting a wager (on a staff member's or student-athlete's own behalf or on the behalf of others) of any type with any individual or organization on any intercollegiate, amateur or professional team or contest. Examples of sports wagering include, but are not limited to, the use of a bookmaker or parlay card; internet sports wagering; mobile betting; auctions in which bids are placed on teams, individuals or contests; and pools or fantasy leagues in which an entry fee is required and there is an opportunity to win a prize.

The current NCAA legislation against sports wagering prohibits NCAA student-athletes, member institutions' athletics staff and non-athletics staff with athletics responsibilities, and conference office staff from participating in sports wagering activities or providing information to individuals involved in or associated with any type of sports wagering activities concerning intercollegiate, amateur or professional athletics practice or competition in a sport in which the NCAA conducts championship competition, in bowl subdivision football and in emerging sports for women.

A wager is any agreement in which an individual or entity agrees to give up an item of value (e.g., cash, shirt, dinner, etc.) in exchange for the possibility of gaining another item of value.

STUDENT-ATHLETES

A student-athlete found in violation of the prohibition against knowingly participating in any sports wagering activities or providing information to individuals involved in or associated with any type of sports wagering activity that involves intercollegiate, amateur or professional athletics competition shall be ineligible for further intercollegiate competition, subject to appeal to the Committee on Student-Athlete Reinstatement for restoration of eligibility.

POSTSEASON

In championships in which a bracket format is used, student-athletes, coaches and administrators may not participate in bracket competitions where there is both a required entry fee and an opportunity to win a prize. Student-athletes and administrators may participate under current NCAA rules in bracket contests where there is no entry fee but a possibility of winning a prize. Some NCAA member schools, however, have chosen to ban student-athletes from participating in these types of bracket contests.

HOSTING OPPORTUNITIES

It is permissible for NCAA championships to be conducted at locations in states that permit sports wagering.

Section 3-6 Student-Athlete Experience Survey

After each championship, institutional administrators and coaches will be asked to participate in a post-event survey intended to capture feedback on their recent championship experience. Institutional administrators and coaches will receive an email containing a link to the survey and will be asked to forward the survey to student-athletes.

Section 4 • Elite 90[™] Award

The Elite 90 award was created to recognize the true essence of student-athletes by honoring individuals who have reached the pinnacle of competition at the national championship level in their sport, while also achieving the highest academic standard among their peers. The award is presented in every sport, every division, and goes to the student-athlete who has the highest cumulative grade-point average of all student-athletes on all teams competing at the finals site. Each institution that has at least one student-athlete qualify for the final round/site is eligible to nominate a student-athlete for the award. One student-athlete per championship will receive the award, and the announcement of the winner will be made at the finals site.

Institutions that wish to nominate a student-athlete must do so through an online nomination process. For more information or access the online form and submit a nomination, go to **ncaa.org**.

Section 5 • Fan Travel

Through support from Marriott International as the Official Hotel Partner of the NCAA, NCAA championships are pleased to provide easy and affordable accommodations for family and fans to follow their favorite student-athlete(s) and team(s) as they participate in NCAA championships competition. Travel arrangements completed through Marriott and NCAA Travel help support NCAA student-athletes. Please direct your fans to **ncaa.com/travel** to search and book online hotel reservations.

Section 6 • Health and Safety

As part of preparation and planning to host and/or participate in championship events, member institutions are reminded and encouraged to review all applicable health and safety policy and legislative requirements and guidance including, among others, those relating to concussion management, catastrophic injury prevention, inclement weather and independent medical care. These requirements and related information can be found in applicable division manuals, sports playing rules and the materials located on the NCAA Sports Science Institute website. In addition, a summary of some of the key health and safety considerations related to traveling to championship events can be found in the NCAA's Guidance for Medical Care and Coverage for Student-Athletes at Away Events.

Section 7 • Logo Policy

[Reference: Bylaws 12.5.4, 31.1.7 and 31.1.8 in the NCAA Division I Manual, Bylaw 12.5.4 in the NCAA Division II Manual and Bylaw 12.5.3 in the NCAA Division III Manual.]

A student-athlete may use athletics equipment or wear athletics apparel that bears the trademark or logo of an athletics equipment or apparel manufacturer or distributor in athletics competition and pre- and postgame activities (e.g., celebrations on the court, pre- or postgame press conferences), provided the following criteria are met:

- 1. Athletics equipment (e.g., shoes, helmets, baseball bats and gloves, batting or golf gloves, hockey and lacrosse sticks, goggles and skis) shall bear only the manufacturer's normal label or trademark, as it is used on all such items for sale to the general public; and
- 2. The student-athlete's institution's official uniform (including numbered racing bibs and warmups) and all other items of apparel (e.g., socks, head bands, T-shirts, wrist bands, visors or hats, swim caps and towels) shall bear only a single manufacturer's or distributor's normal label or trademark (regardless of the visibility of the label or trademark), not to exceed 2-1/4 square inches in area (rectangle, square, parallelogram) including any additional material (e.g., patch) surrounding the normal trademark or logo. The student-athlete's institution's official uniform and all other items of apparel shall not bear a design element similar to the manufacturer's trademark/logo that is in addition to another trademark/logo that is contrary to the size restriction.

Section 8 • Research

In order to avoid inappropriate and unnecessary participant distraction and disruption of championship events, it is expected any data collection or other research efforts conducted at or during championship events will be coordinated through the national office, with notice and a description of any research proposal to be submitted to the NCAA research staff at least six weeks before the championships event begins.

Section 9 • 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 they are updated annually **here**, and the travel policies supersede all other documents.

Section 10 • Division II

Section 10-1 Division II Philosophy

In addition to the purposes and fundamental policy of the National Collegiate Athletic Association, as set forth in Constitution 1, members of Division II believe that a well-conducted intercollegiate athletics program, based on sound educational principles and practices, is a proper part of the educational mission of a university or college and that the educational well-being and academic success of the participating student-athlete is of primary concern. (*Revised: 1/14/08 effective 8/1/08*)

Higher education has lasting importance on an individual's future success. For this reason, the positioning statement for the division and the emphasis for the student-athlete experience in Division II is a comprehensive program of learning and development in a personal setting. The Division II approach provides growth opportunities through academic achievement, learning in high-level athletics competition and development of positive societal attitudes in service to community. The balance and integration of these different areas of learning provide Division II student-athletes a path to graduation while cultivating a variety of skills and knowledge for life ahead.

Members support the following attributes in the belief that these attributes assist in defining the division's priorities and emphasize the division's position within the Association: Learning, Service, Passion, Sportsmanship, Resourcefulness and Balance. The positioning statement and the attributes shall serve as a guide for the preparation of legislation by the division and for planning and implementation of programs, initiatives and policies by member institutions, conferences and the Division II governance structure.

Furthermore, a member of Division II believes in a set of common features, which assist in defining the division. Such features include exceptional teacher-to-student ratios that provide student-athletes with a quality education, a unique model of staffing in which coaches provide additional services such as teaching and mentoring, and the development of community partnerships and student-athlete participation in community engagement activities. A member of Division II also believes in the following principles, which assist in defining the division: (*Revised: 1/14/97*)

- a. Promoting the academic success of its student-athletes, measured in part by an institution's student-athletes graduating at least at the same rate as the institution's student body; (*Revised: 1/12/04 effective 8/1/04*)
- b. That participation in intercollegiate athletics benefits the educational experience of its student-athletes and the entire campus community; (*Revised: 1/12/04 effective 8/1/04*)
- c. Offering opportunities for intercollegiate athletics participation consistent with the institution's mission and philosophy; (*Revised: 1/14/97, 1/12/04 effective 8/1/04*)

- d. That championships are intended to provide national-level competition among eligible student-athletes and teams of member institutions; (*Revised: 1/9/06 effective 8/1/06*)
- e. Preparing student-athletes to be good citizens, leaders and contributors in their communities; (*Revised: 1/12/04 effective 8/1/04*)
- f. Striving for equitable participation and competitive excellence, encouraging sportsmanship and ethical conduct, enhancing diversity and developing positive societal attitudes in all of its athletics endeavors; (*Revised: 1/14/97, 1/12/04 effective 8/1/04*)
- g. That institutional staff members, including presidents and athletics personnel, shall hold prospective and enrolled student-athletes and themselves to the highest standards of personal conduct at all times, including exemplary behavior that reflects respect for the rights and dignity of opponents, teammates, officials, other students and the community at large; (Adopted: 1/14/12 effective 8/1/12)
- h. Scheduling the majority of its athletics competition with other members of Division II, insofar as regional qualification, geographical location and traditional or conference scheduling patterns permit; *(Revised: 1/14/97)*
- i. Recognizing the need to "Balance" the role of the athletics program to serve both the institution (e.g., participants, student body, faculty-staff) and the general public (e.g., community, area, state); (*Revised: 1/12/04 effective 8/1/04*)
- j. Offering an opportunity for participation in intercollegiate athletics by awarding athletically related financial aid to its student-athletes; (*Revised: 1/14/07, 1/14/02 effective 8/1/02*)
- k. That institutional control is a fundamental principle that supports the educational mission of a Division II institution and assumes presidential involvement and commitment. All funds supporting athletics should be controlled by the institution. The emphasis for an athletics department should be to operate within an institutionally approved budget, and compliance with and self-enforcement of NCAA regulations is an expectation of membership; and (Adopted: 1/14/02 effective 8/1/02, Revised: 1/12/04 effective 8/1/04)
- I. That all members of Division II should commit themselves to this philosophy and to the regulations and programs of Division II. (*Revised: 1/14/97*)

Section 10-2 Division II Code of Conduct

CONDUCT POLICY STATEMENT

The NCAA expects each championship to exhibit an experience that represents the highest level of fair play and good sportsmanship. The NCAA and the NCAA Division II Championships Committee expect that student-athletes, coaches and administrators do their best to ensure participation in intercollegiate athletics promotes character development for all participants, enhances the integrity of higher education and promotes civility; therefore, championship events should adhere to such fundamental values as respect, fairness, civility, honesty and responsibility. These values should be manifest not only in athletics participation, but also in the broad spectrum of activities associated with the championship event. Accordingly, the Championships Committee will take strong action in response to any form of misconduct by student-athletes, coaches and/or administrators during the entire championship. This includes criticism of officials and a misconduct incident at the competition.

Any institution that fails to submit a complete and accurate Division II Code of Conduct form before the start of the first competition of the championship will be issued a fine of \$500, with a private letter of reprimand to be sent to the conference commissioner, university president, university athletics director, senior woman administrator, sports information director and compliance director.

MISCONDUCT

The NCAA Division II Manual Bylaw 31.02.3 defines misconduct as: "... 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."

EXPECTATIONS

Each games committee shall hold a pre-championship meeting with the representatives of participating institutions to review and explain the policies related to misconduct (as defined in Bylaw 31.02.3). The Division II Championships Code of Conduct is to be part of the championship packet and delivered to all institutional representatives attending the championship events.

If the act of misconduct occurs during the competition, under normal circumstances, the individual shall be allowed to complete the competition. An administrative hearing shall be held at the conclusion of the day's competition, during a break in the continuity of the championship (e.g., between rounds of a basketball tournament) when no competition is being conducted or at the conclusion of the championship. However, if the act of misconduct is so flagrant that it obviously violates the principles of fair play and sportsmanship, the games committee may immediately withdraw the student-athlete or institutional representative from the competition and conduct the hearing after this action. Other actions of misconduct shall be dealt with in a timely manner by the governing sport committee.

EXPECTATIONS FOR STUDENT-ATHLETES, COACHES AND ADMINISTRATORS

- Submit an accurate and complete Division II Code of Conduct Form before the start of the first competition of the championship.
- Cooperate and participate in game ceremonies, team meetings, community engagement and championship events.
- Discuss misconduct and possible consequences with all members of the travel party.
- Have an administrator or designee present at all competitions.
- Communicate issues and concerns in an honest and timely manner with NCAA staff.
- Follow team, university and NCAA guidelines throughout all championship-related activities.
- Be respectful of other participants, spectators, coaches, administrators and other individuals at the championship site.
- Abide by federal, state and local laws and regulations and facility requirements throughout the championship event.
- Display acceptable behavior on and off the playing field to ensure a positive experience for all participants.

POSSIBLE PENALTIES FOR MISCONDUCT

In accordance with Bylaw 31.1.8.3, the governing sport committee (or the games committee authorized to act for it) may impose any one or a combination of the following penalties on an institution or any student-athlete or representative of an institution guilty of misconduct that occurs incident to, en route to, from or at the locale of the competition or practice. The penalties include, but are not limited to:

- a. Public or private reprimand of the individual;
- b. Disqualification of the individual from further participation in the NCAA championship involved;
- c. Banishment of the individual from participation in one or more future championships of the sport involved;
- d. Cancellation of payment to the institution of the Association's travel guarantee for the individual involved;
- e. Banishment of the institution from participation in one or more future championships in which its team in that sport otherwise would be eligible to participate;
- f. Disqualification of an institution for a period of time from serving as host institution for one or more NCAA championships;
- g. Cancellation of all or a portion of the honorarium for hosting an NCAA championship; and
- h. Financial or other penalties different from (a) through (g) above, but only if they have prior approval of the Championships Committee.

All correspondence regarding a violation of the Code of Conduct will be sent to the president/chancellor of the institution, with a copy to the director of athletics and person(s) involved.

Participation in an NCAA championship is an accomplishment and it is expected that individuals and teams are committed to ensuring that the championship is a positive experience for all participants, fans and volunteers. Participation in these championship events is a privilege for the student-athletes, coaches and administrators and should be treated as such.

Section 10.3 On-Site Administrator at Team Championships

All team sports require that a designated individual be identified from each institution participating in the championship as the on-site administrator. This person may be any individual from that school with no on-site responsibilities. The role of the on-site administrator is to be present at the competition site and attend all events that are mandated for the team (e.g., travel from institution to and from the championship site, teleconferences/videoconferences, pre-championship meetings, practices, competition and community engagement, where applicable).

If no one is sent or identified, the site representative is to notify the NCAA championship manager and Division II Championships Committee liaison to administer a fine of \$500, with a private letter of reprimand to be sent to the conference commissioner, university president/chancellor, university director of athletics, senior woman administrator, sports information director and compliance director. The NCAA championship manager will administer the fine and letter of reprimand to the institution(s).

Section 10.4 Religious Conflicts

Institutional Policy. If a participating institution has a written policy against competition on a particular day for religious reasons, it shall inform the NCAA national office prior to September 1 of each academic year in order for it or one of its student-athletes to be excused from competing on that day. The championship schedule shall be adjusted to accommodate that institution. (*Revised: 1/12/99, 1/8/01, 1/9/01*)

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

Division II Football

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Section 1 • General Administration

Section 1.1 NCAA Tournament Operations Staff Contact Information

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Alyssa Rice

Coordinator, Championships and Alliances P.O. Box 6222 / Indianapolis, Indiana 46206-6222 317-917-6627 / arice@ncaa.org

Section 1-2 National Committee

Current members of the committee are:

SUPER REGION 1

Lonny Allen Director of Athletics Tiffin University

SUPER REGION 2

Gary Goff Head Football Coach Valdosta State University

SUPER REGION 3

Mike Babcock, chair Head Football Coach McKendree University

SUPER REGION 4

Jon Anderson Head Football Coach University of Sioux Falls

SUPER REGION 1

Paul Lueken Assistant to the Commissioner Pennsylvania State Athletic Conference

SUPER REGION 2

Monica Gordy Polizzi Assistant Director of Athletics/SWA Mars Hill University

SUPER REGION 3

Matt Mitchell Head Football Coach Grand Valley State University

SUPER REGION 4

Dennis Francois Director of Athletics Central Washington University

For additional information about the NCAA Division II Football Championship, contact:

Randy L. Buhr Director, Championships and Alliances 317-917-6716 / rlbuhr@ncaa.org

Mike Babcock, chair Head Football Coach, McKendree University 618-537-6847 / dmbabcock@mckendree.edu

Section 1-3 Regional Advisory Committees

NAME	INSTITUTION	CONFERENCE
SUPER REGION 1		
Lonny Allen	Tiffin	G-MAC
Andy Beardsley	New Haven	NE10
Nate Burton	West Virginia State	MEC
Mike Kellar	Glenville State	MEC
Rob Keys	Findlay	G-MAC

NAME	INSTITUTION	CONFERENCE
Paul Lueken	N/A	PSAC
Andy McKenzie	Assumption	NE10
Chauncey Winbush	Shepherd	PSAC
SUPER REGION 2		
Reggie Barlow	Virginia State	CIAA
Linda Bell	Fort Valley State	SIAC
Anthony Bennett	Fayetteville State	CIAA
Tim Bowens	Clark Atlanta	SIAC
Todd Cooley	Delta State	GSC
Gary Goff	Valdosta State	GSC
Monica Gordy Polizzi	Mars Hill	SAC
Todd Knight	Newberry	SAC
SUPER REGION 3		
Mike Babcock	McKendree	GLVC
Todd Helton	Southwestern Oklahoma State	GAC
Jerry Hughes	Central Missouri	MIAA
Forrest Karr	Northern Michigan	GLIAC
Josh Lynn	Nebraska-Kearney	MIAA
Matt Mitchell	Grand Valley State	GLIAC
Will Prewitt	N/A	GAC
Brad Wachler	Lindenwood (Missouri)	GLVC
SUPER REGION 4		
Jon Anderson	Sioux Falls	NSIC
Jas Bains	Western Colorado	RMAC
Kevin Buisman	Minnesota State Mankato	NSIC
Dennis Francois	Central Washington	GNAC
Jeff Girsch	Angelo State	LSC
Bryan Rooks	Colorado Mesa	RMAC
Kyle Williams	Midwestern State	LSC

RAC GUIDELINES

The following guidelines shall apply to RACs:

- A. Advisory committees should comprise a minimum of three members, but not more than one representative per institution.
- B. Each conference sponsoring the respective sport (with six or more members) must have equal representation. The co-chair is included in these representatives. (9/97) (1/02)
- C. Each eligible conference shall appoint two individuals to serve as its representatives on the respective sports' RAC's. In order to maintain balance, it is preferred that one coach and one administrator be appointed. Qualified administrators can include assistant or associate directors of athletics, sports information directors, etc. (9/97, 1/99) (1/02)
- D. At least one person should represent independent institutions if there are three to five independent institutions in the super region. If there are more than six independent institutions in a super region, then two individuals shall represent these institutions. (6/02)

- E. A member conference shall be responsible for appointing its RAC representatives. Further, the conference shall be responsible for ensuring that they meet the criteria for service and for ensuring that appropriate representation exists (i.e., all members must be salaried on a regular basis by a member institution or organization and be performing a regular staff function to which they devote at least 50% of their time; and individuals whose institutions belong to both the NCAA and NAIA shall not participate in decisions regarding NCAA championships if their institution declares its intention to participate in the NAIA championship only).
- F. The terms of RAC members are limited to three consecutive years, and a member may be reappointed only after having been off the committee for three consecutive years.
- G. It is preferred that RAC members do not serve on more than one RAC at a time.
- H. The following policies shall be observed when regional advisory and governing sport committees conduct teleconferences/Microsoft Teams meetings to select teams and/or individuals for championship competition:
 - (1) Committee Member Replacement Policy/Super Region Ranking Call. A committee member whose team is under consideration shall remain on the call and take part in discussion regarding team rankings and may vote. (6/02)
 - (2) Committee Member Replacement Policy/RAC Selection Call. A committee member whose team is under consideration shall remain on the call and may participate in discussion regarding team rankings and may vote. (9/97) (6/02) (9/08)
 - (3) National Committee Member Replacement Policy/Selection Call. A Division II governing sport committee member whose team is under consideration shall be removed from the selection call during the time period in which his or her team is being considered for selection and replaced by a member of his or her RAC from a different conference. If the committee member's team is selected into the championship, a RAC member shall replace him or her for discussions regarding pairings and site selection. Replacements may take part in discussions regarding team selection, pairings and site selection and may vote. Replacements should be present on at least one ranking call prior to the selection call. (9/97) (6/02)
- I. A Division II governing sport committee must contact a RAC prior to making its final selection of teams or individuals if the committee selection differs from the RAC's selection. (1/02)
- J. Appointment Procedures Timeline.
 - **April 1**. Each conference commissioner shall receive a list of vacancies for each sport committee from the NCAA national office.
 - June 1. Replacements are due to the national office.

Section 1-4 Division II Code of Conduct

The NCAA expects each championship to exhibit an experience that represents the highest level of fair play and good sportsmanship. The NCAA and the NCAA Division II Championships Committee expect that student-athletes, coaches and administrators do their best to ensure participation in intercollegiate athletics promotes character development for all participants, enhances the integrity of higher education and promotes civility; therefore, championship events should adhere to such fundamental values as respect, fairness, civility, honesty and responsibility. These values should manifest not only in athletic participation, but also in the broad spectrum of activities associated with the championship event. Accordingly, the championships committee will take strong action in response to any form of misconduct by student-athletes, coaches and/or administrators during the entire championship. This includes criticism of officials and misconduct incident to the competition.

Any institution that fails to submit a complete and accurate Division II Code of Conduct form before the start of the first competition of the championship will be issued a fine of \$500, with a private letter of reprimand to be sent to the conference commissioner, university president, university athletics director, senior woman administrator, sports information director and compliance director.

MISCONDUCT

The pre-championship manual and NCAA Division II Manual Bylaw 31.02.3 define misconduct as: "... 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."

EXPECTATIONS

Each games committee shall hold an administrative meeting before the start of the championship with the coaches of participating institutions to review and explain the policies related to misconduct (as defined in Bylaw 31.02.3). The Division II Championships Code of Conduct is to be part of the championship packet and delivered to all institutional representatives attending the championship events.

If the act of misconduct occurs during the competition, under normal circumstances, the individual shall be allowed to complete the competition in which he or she is participating at the time of the incident. An administrative hearing shall be held at the conclusion of the day's competition, during a break in the continuity of the championship (e.g., between rounds of a basketball tournament), or when no competition is being conducted or at the conclusion of the championship. However, if the act of misconduct is so flagrant that it obviously violates the principles of fair play and sportsmanship, the games committee may immediately withdraw the student-athlete or institutional representative from the competition and conduct the hearing after this action. Other actions of misconduct shall be dealt with in a timely manner by the governing sport committee.

EXPECTATIONS FOR STUDENT-ATHLETES, COACHES AND ADMINISTRATORS

- Submit an accurate and complete Division II Code of Conduct form before the start of the first competition of the championship.
- Cooperate and participate in game ceremonies, team meetings, community engagement and championship ceremonies.
- Discuss misconduct and possible consequences with all members of the travel party.
- Have an administrator or designee present at all competitions.
- Communicate issues and concerns in an honest and timely manner with NCAA staff.
- Follow team, university and NCAA guidelines throughout all championship-related activities.
- Be respectful of other participants, spectators, coaches, administrators and other individuals at the championship site.
- Abide by state and federal laws and facility requirements throughout the championship event.
- Display acceptable behavior on and off the playing field to ensure a positive experience for all participants.

POSSIBLE PENALTIES FOR MISCONDUCT

In accordance with Bylaw 31.1.8.3, the governing sport committee (or the games committee authorized to act for it) may impose any one or a combination of the following penalties on an institution or any student-athlete or representative of an institution guilty of misconduct that occurs incident to, en route to, from or at the locale of the championship event. The penalties include, but are not limited to:

- Public or private reprimand of the individual;
- Disqualification of the individual from further participation in the NCAA championship involved and/or banishment of the individual from participating in one or more subsequent championships of the sport involved;
- Cancellation of payment of the Association's travel guarantee to the institution for the individuals involved;
- Withholding of all or a portion of the institution's share of revenue distribution;
- Banishment of the institution from participation in one or more subsequent championships in which its team in that sport otherwise would be eligible to participate;
- Disqualification of an institution for a period of time from serving as host institution for one or more NCAA championships; and/or
- Cancellation of all or a portion of the honorarium for hosting an NCAA championship.

Participation in an NCAA championship is an accomplishment and it is expected that individuals and teams are committed to ensuring that the championship is a positive experience for all participants, fans and volunteers. Participation in these championship events is a privilege for the student-athletes, coaches and administrators and should be treated as such. Again, congratulations to you and your team. We hope this year's championship experience is one that you will cherish for years to come.

Section 1.5 Important Dates

Monday, Oct. 11	Proposed budget and bid information for hosting preliminary rounds of competition will be available on ncaa.org	
Monday, Oct. 25	First regional ranking	
Monday, Nov. 1	Second regional ranking	
Monday, Nov. 1	Deadline for institutions to submit online proposed budgets	
Monday, Nov. 8	Third regional ranking	
Sunday, Nov. 14	Selection and notification of teams for the championship	
Saturday, Nov. 20	First-round games	
Saturday, Nov. 27	Second-round games	
Saturday, Dec. 4	Quarterfinal games	
Saturday, Dec. 11	Semifinal games	
Saturday, Dec. 18	Championship game	

CHAMPIONSHIP DATES

First Round	Saturday, Nov. 20, on campus
Second Round	Saturday, Nov. 27, on campus
Quarterfinals	Saturday, Dec. 4, on campus
Semifinals	Saturday, Dec. 11, on campus
Championship	Saturday, Dec. 18, McKinney, Texas

DATE FORMULA

First Round (12)	Saturday of the 12th week after the first permissible date of competition
Second Round (8)	Saturday of the 13th week after the first permissible date of competition
Quarterfinals (4)	Saturday of the 14th week after the first permissible date of competition
Semifinals (2)	Saturday of the 15th week after the first permissible date of competition; however, the semifinals may be moved to the Sunday of the 15th week after the first permissible date of competition only if there is live television and the provisions of NCAA Bylaws 31.1.4.1 (institutional policy against competition for religious reasons) and 31.1.4.4 (noon start time rule) are satisfied. Such a move to Sunday competition would still require the advance approval of the Division II Football Committee
Final	Saturday of the 16th week after the first permissible date of competition

FUTURE CHAMPIONSHIP DATES

Saturday, Dec. 17, 2022

Saturday, Dec. 16, 2023

Section 1.6 Equipment

BALLS

The Wilson F1001, F1003, F1004 and F1005 are the official balls of the championship and will be used in all rounds of competition. Footballs to be used in all games are to be presented to the game officials at the pregame meeting.

Institutions will be allowed to choose which model of Wilson football they wish to use while on offense throughout the championship. Wilson will make the necessary preliminary arrangements to ensure that the correct model is shipped to each participating institution.

Section 1.7 Rules

[Reference: Bylaw 31.1.6 in the NCAA Manual.]

Per NCAA Bylaw 17.32, member institutions shall conduct all of their intercollegiate competition in accordance with the playing rules of the Association in all sports for which the NCAA develops playing rules. For those sports in which the Association follows rules that are developed by other governing bodies and modified by the governing sport committee, the adopted playing rules shall be used. The governing sport committee will not consider any results for selection purposes that are not played in accordance with NCAA rules, or those rules adopted by an outside organization.

NCAA Football Rules and Interpretations will be followed. Questions regarding rules interpretations should be addressed to: Steve Shaw, Secretary-Rules Editor, NCAA Football Rules Committee, c/o Southeastern Conference, 2201 Richard Arrington Blvd. North, Birmingham, Alabama 35203 (phone: 205-458-3000; email: footballrules@ncaa.org).

Section 1.8 Uniforms

LOGOS

Refer to General Administrative Guidelines, Section 7.

Section 2-1 Championship Format

The Division II Football Championship provides for a maximum field of 28 teams. Twelve (12) first-round games will be conducted on the campus of one of the competing institutions. The top seed in each selection region (super region) will receive a bye in the first round of the playoffs.

The winners of the first-round games in each super region will advance to play either the team that received a bye or the winners of the other first-round game in their super region in the second round, on the campus of one of the competing institutions. The winners will meet in the quarterfinals on the campus of one of the competing institutions. Quarterfinal winners advance to play in the semifinals on the campus of one of the competing institutions.

Effective with the 2016 championship, the Division II Football Committee has seeded the four teams that advance to the semifinals of the championship so that the No. 1 seed will play the No. 4 seed and the No. 2 seed will play the No. 3 seed. All seedings will be determined using the current selection criteria.

BRACKETING PRINCIPLES

The Division II Football Committee has received approval from the Division II Championships Committee to bracket the 28 teams selected to the football playoffs as stated below.

Following the selection of seven teams from each of four Super Regions by the NCAA Division II Football Committee, all pairings will be made using the following principles:

- 1. The teams awarded the #1 seed in each of four Super Regions shall receive a bye in the first round and be placed in the appropriate positions in the bracket in their selected Super-Region (in each Super Region bracket, seeds #1 [bye] and #4 in the upper half with one unseeded team; and seeds #2 and #3 in the lower half with two unseeded teams);
- 2. Teams that are selected in the #5, #6 and #7 spots in each Super Region will be considered 'unseeded' and can be paired with any #2, #3 or #4 seeded team in the first round. Unseeded teams may be placed in any Super Region if doing so reduces the number of flights in the first/second round.
- 3. Teams that reach the field via Earned Access will be paired with a #2 seed in the opening round in their home Super Region (unless preliminary round flights can be reduced by being paired with a #2 in an alternate Super Region). In the event that multiple teams earn berths in the field via earned access, those teams shall compete against seeds #2 and #3 in the first round in an appropriate seed order as determined by the committee.
- 4. Twenty-four teams (all teams that are not #1 seeds) will play first-round games. Seeds #2, #3 and #4 in each Super Region will be paired with any unseeded team using the pairing principles listed below.
 - Teams will be placed on the bracket using the following priorities with the consideration that the NCAA Division
 II mile age threshold for mandatory team travel via ground is 600 miles.
 - (1) **Priority 1:** Unseeded teams will be placed into the bracket in order to maximize reduction of first-round flights.
 - (2) **Priority 2:** Unseeded teams will be placed into the bracket in a fashion that will reduce the likelihood of second-round flights.
 - (3) **Priority 3:** Repeating regular season match-ups in the first round of the championship should be avoided, provided that doing so does not increase the number of flights (per priorities 1 & 2).
 - (4) **Priority 4:** Teams shall be paired accordingly based on what their seed would have been prior to being listed as 'unseeded.'

The Division II Football Championship bracket is listed in Appendix A.

START TIMES

All preliminary-round championship contests (first round, second round and quarterfinals) shall start at 1 p.m. local time. Other times may be established at the discretion of the Division II Football Committee as requested by the host institution or as assigned by the committee. Game times may slide by one hour (earlier or later) than the preferred 1 p.m. start time with approval from the football committee. Semifinal game times may be adjusted for television.

TRAVEL PARTY

[Reference: Per Diem and Transportation in the Division II General Section.]

For the 2021 championship, the official traveling party is 70, including a maximum of 58 players in uniform. The travel party for the teams that advance to the semifinals and subsequently the championship game will be increased to 80. Please refer to the NCAA Travel policies for all information regarding transportation and per diem expenses. Travel policies can be found online at ncaa.org/championships/travel/championships-travel-information.

Section 2.2 Results

SCORE REPORTING/RPI/QUALIFYING INFORMATION/FORMS

The score-reporting and stats-reporting processes are now combined for Division II football. Schools will submit all schedule and results information to the NCAA statistics site, and this information will then be imported into the score-reporting system for use by the sport committee. Specific instructions and reporting deadlines will be communicated to SID's in a memo from the media coordination and statistics staff. For questions regarding the reporting process, please contact Philip Pierce at ppierce@ncaa.org or 317-917-6976.

Section 2.3 Selection Information

EARNED ACCESS

[Reference: Bylaws 31.01.2, 31.01.3, 31.02.4 and 31.3 in the NCAA Manual.]

Earned Access. No conference will receive automatic qualification for the 2021 NCAA Division II Football Championship. Earned access to the playoffs can be gained by a conference if a conference's highest-ranked team is in the top nine of the final super region rankings on the selection Sunday. The conferences with earned access are:

- Central Intercollegiate Athletic Association
- Great American Conference
- Great Lakes Intercollegiate Athletic Conference
- Great Lakes Valley Conference
- Great Midwest Athletic Conference
- Gulf South Conference
- Lone Star Conference
- Mid-America Intercollegiate Athletics Association
- Mountain East Conference
- Northeast-10 Conference
- Northern Sun Intercollegiate Conference
- Pennsylvania State Athletic Conference
- Rocky Mountain Athletic Conference
- South Atlantic Conference
- Southern Intercollegiate Athletic Conference

AT-LARGE SELECTION

All teams will be eligible for the Division II Football Championship in the selection region (super region) in which they are located geographically. There will be seven teams selected per super region to make up the field of 28 teams. The

teams bracketed within each super region will play each other in the first, second and quarterfinal rounds, with the super region winners playing in the semifinals and those four super region winners will be seeded one through four by the Division II Football Committee.

PARTICIPATION PROCEDURES (COUNTABLE COMPETITIONS)

Bylaw 31.3.3.1.1 - Countable Competition. For NCAA team-championship selection purposes, competition is countable only when the teams played are varsity intercollegiate teams of four-year, degree-granting institutions that conduct a majority of their competition in that team sport against varsity intercollegiate teams (see Constitution 3.3.4.4) of United States four-year, degree-granting institutions. Competition against service teams, professional teams, semiprofessional teams, amateur teams, two-year colleges and club teams shall be excluded.

QUALIFYING STANDARDS

In order to be considered during the selection process, a team must:

- Have an overall won-lost record of .500 or better against Division II opponents;
- Play at least eight Division II opponents during the regular season (there will be an appeals process available in 2021 if a given institution is not able to satisfy this requirement); and
- Play at least 10 opponents during the regular season. An institution may submit a waiver request to the football committee for its consideration if a given institution is not able to satisfy this requirement.

Section 2-4 Selection Criteria

SELECTION CRITERIA

The following criteria shall be employed by a governing sport committee in selecting participants for NCAA championships competition [Reference: Bylaw 31.3.3 in the NCAA Manual; Criteria for Selection of Participants]:

- Availability of student-athletes for NCAA championships; and
- Nullification.

Required Selection Criteria. Following confirmation of the availability of student-athletes for NCAA Championships and the application for any nullification, the following selection criteria shall be applied in no particular order:

- In-region winning percentage;
- Division II winning percentage;
- Division II strength of schedule (opponents' average winning percentage and opponents' opponents' average winning percentage);
- Division II head-to-head competition; and
- Results versus Division II common opponents.

In addition to Bylaw 31.3.3, the Division II Football Committee has received approval from the Division II Championships Committee to consider the following criteria in the selection of at-large teams for the Division II Football Championship (not necessarily in priority order):

- Division II results vs. teams with a winning record;
- Performance Indicator (PI); and
- Results versus ranked Division II opponents.

Once the opponents' average winning percentage (OWP) and opponents' opponents' winning percentage (OOWP) are calculated, they are to be combined on a weighted scale (e.g., 2/3 weight for OWP and 1/3 weight for OOWP) and this combined number becomes the strength of schedule.

Additionally, input is provided by regional advisory committees for consideration by the football committee.

FORFEITS

For the purpose of seeding and selection to the NCAA championship, there is no forfeit of a contest until the referee or other appropriate contest official has assumed jurisdiction of the contest in accordance with the applicable playing rules. When a team does not appear (e.g., due to weather conditions, accidents, breakdown of vehicles, illness or catastrophic causes), a forfeit is not recorded. An institution shall not, for statistical purposes, declare a forfeit for nonfulfillment of a contract. Such instances shall be considered a "no contest."

Section 2.5 Site Selection

Any institution interested in hosting preliminary-round competition of the Division II Football Championship must submit a proposed budget, respond to sport-specific questions, and ensure the institution's key contacts and facility information are up to date via the Championships Bid and Host Profile portal. To submit a bid, first search for the desired championship under "championships available for bid" and select "add bid."

Please note the change in process that allows all member institutions to regularly and easily access their profiles by visiting **championships.ncaa.org**. For profile issues, user access or to reset a password, please email **championshipbid@ ncaa.org** or contact the respective championship manager.

CHAMPIONSHIPS BID AND HOST PROFILE PORTAL

The Championships Bid and Host Profile portal can be accessed at **championships.ncaa.org**. The deadline to submit all bid materials for the 2021 NCAA Division II Football Championship is Monday, Nov. 1.

As a reminder, prospective hosts' budgets should include committee/site representative's lodging expense, game officials' lodging expense, state and city taxes/fees, if applicable, and any ticket fees. Committee/site representative's per diem, mileage and luggage fees will now be paid by the NCAA instead of the host institution. Game officials will be reimbursed via the ArbiterPay system for their game fees, per diem, mileage and luggage fees.

FACILITY PROFILES

Institutions interested in hosting preliminary-round competition of the Division II Football Championship must add (or ensure accuracy of) facility information for the applicable competition venue. This information is located at **championships.ncaa**. **org**. Any supporting information (e.g., facility diagram, pictures) may be uploaded and attached to that facility's profile. This information will be made available to the sport committee to aid in their deliberations of prospective host sites.

KEY CONTACTS

Each institution should list and then maintain its key contacts associated with each sport and the institution. Individuals can be added via the Championships Bid and Host Profile portal at championships.ncaa.org.

SAFETY AND SECURITY PLAN

Based on a review of current and future championships competition venues, discussions with safety and security experts, and its own expertise and knowledge, the NCAA has established a Safety and Security Advisory Group (SSAG) to develop a compilation of Best Practices for NCAA championships. We urge each competition venue to take these Best Practices into account when developing its safety and security program. As part of your bid, please submit a safety and security plan for your venue, which would be inclusive of the NCAA Championships Safety and Security Team contact information form, located in Appendix A of the Best Practices document.

The best practices for venue safety and security, along with the safety and security contact form, are located at: ncaa.org/sites/default/files/Best_Practices_for_Venue_Safety_and_Security.pdf

FINAL FINANCIAL REPORT

A final financial report from each championship site must be submitted via the Championships Bid and Host Profile portal under the "budget" tab not later than 60 days after the event.

CONTACT INFORMATION

If you have any questions regarding the bid process, please contact Randy L. Buhr at 317-917-6716 or Alyssa Rice at 317-917-6627. You can also email us at **championshipbid@ncaa.org**.

Appendixes

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Appendix A • Bracket



Appendix B • Sport Sponsorship

SUPER REGION 1

Great Midwest Athletic Conference (8)

Ashland University	Lake Erie College
University of Findlay	Ohio Dominican University
Hillsdale College	Tiffin University
Kentucky Wesleyan College	Walsh University

Mountain East Conference (12)

Alderson Broaddus University University of Charleston Concord University Fairmont State University *Frostburg State University Glenville State College Notre Dame College (Ohio) University of North Carolina at Pembroke West Liberty University West Virginia State University West Virginia Wesleyan College Wheeling University

Southern Connecticut State University

* Ineligible for postseason play

Northeast-10 Conference (9)

American International College Assumption University Bentley University Franklin Pierce University University of New Haven

Pennsylvania State Athletic Conference (16)

Bloomsburg University of Pennsylvania California University of Pennsylvania Clarion University of Pennsylvania East Stroudsburg University of Pennsylvania Edinboro University of Pennsylvania Gannon University Indiana University of Pennsylvania Kutztown University of Pennsylvania

Independent (2)

Bluefield State College

Lock Haven University of Pennsylvania Mercyhurst University Millersville University of Pennsylvania Seton Hill University Shepherd University Shippensburg University of Pennsylvania Slippery Rock University of Pennsylvania West Chester University of Pennsylvania

Post University

Pace University Saint Anselm College

Stonehill College

SUPER REGION 2

Central Intercollegiate Athletic Association (12)

Bowie State University	Livingstone College
Chowan University	Saint Augustine's University
Elizabeth City State University	Shaw University
Fayetteville State University	Virginia State University
Johnson C. Smith University	Virginia Union University
Lincoln University (Pennsylvania)	Winston-Salem State University

Gulf South Conference (8)

Delta State University
Mississippi College
North Greenville University
Shorter University

Valdosta State University University of West Alabama University of West Florida University of West Georgia

South Atlantic Conference (9)

Carson-Newman University Catawba College Lenoir-Rhyne University Limestone University Mars Hill University Newberry College Tusculum University The University of Virginia's College at Wise Wingate University

Southern Intercollegiate Athletic Conference (13)

Albany State University (Georgia) *Allen University (South Carolina) Benedict College Central State University Clark Atlanta University *Edward Waters University Fort Valley State University

Kentucky State University Lane College Miles College Morehouse College Savannah State Tuskegee University

* Ineligible for postseason play

Independent (2)

Barton College

Erskine College

SUPER REGION 3

Great American Conference (12)	
Arkansas Tech University	Oklahoma Baptist University
University of Arkansas, Monticello	Ouachita Baptist University
East Central University	Southeastern Oklahoma State University
Harding University	Southern Arkansas University
Henderson State University	Southern Nazarene University
Northwestern Oklahoma State University	Southwestern Oklahoma State University

Great Lakes Intercollegiate Athletic Conference (8)

Davenport University
Ferris State University
Grand Valley State University
Michigan Technological University

Northern Michigan University Northwood University Saginaw Valley State University Wayne State University (Michigan)

Great Lakes Valley Conference (8)

University of Indianapolis Lindenwood University McKendree University Missouri University of Science and Technology Quincy University Southwest Baptist University Truman State University William Jewell College

Mid-America Intercollegiate Athletics Association (12)

University of Central Missouri University of Central Oklahoma Emporia State University Fort Hays State University Lincoln University Missouri Southern State University Missouri Western State University University of Nebraska at Kearney Northeastern State University Northwest Missouri State University Pittsburg State University Washburn University of Topeka

SUPER REGION 4 Great Northwest Athletic Conference (3)		
Lone Star Conference (8)		
Angelo State University	Texas A&M University-Kingsville	
Eastern New Mexico University	University of Texas of the Permian Basin	
Midwestern State University	West Texas A&M University	
Texas A&M University-Commerce	Western New Mexico University	
Northern Sun Intercollegiate Conference (14)	
Augustana University (South Dakota)	Minot State University	
Bemidji State University	Northern State University	
Concordia University, St. Paul	University of Sioux Falls	
University of Mary	Southwest Minnesota State University	
Minnesota State University, Mankato	Upper Iowa University	
Minnesota State University Moorhead	Wayne State College (Nebraska)	
University of Minnesota Duluth	Winona State University	
Rocky Mountain Athletic Conference (10)		
Adams State University	Colorado State University-Pueblo	
Black Hills State University	Fort Lewis College	
Chadron State College	New Mexico Highlands University	
Colorado Mesa University	South Dakota School of Mines & Technology	
Colorado School of Mines	Western Colorado University	