



**2023 WOMEN'S
NATIONAL COLLEGIATE
GYMNASTICS
CHAMPIONSHIPS**

DENVER • University of Denver, Host

***PARTICIPANT
2022-23 MANUAL
Regionals***

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SECTION 1 – INTRODUCTION

Congratulations on your qualification to the 2023 National Collegiate Women’s Gymnastics Championships! Regional competition will be held Thursday, March 30 to Sunday, April 2, at the Daniel L. Ritchie Center for Sports & Wellness -Magness Arena hosted by the University of Denver.

As your team/individual competitors prepare for the championships in Denver, this manual will be a helpful guide to the policies and procedures governing the administration and conduct of this championship event. Further, this manual will provide specific information on hotel arrangements, tickets, as well as a schedule of events at the championships.

This outstanding championship opportunity is only superseded by the amazing talents and accomplishments of each of the student-athletes who have qualified. Similar to your coaching approach, we understand that thorough preparation is the key to success – that is why we are excited about the upcoming championships. Good luck and we will see you soon in Denver, Colorado!

SECTION 2 – NCAA STAFF/COMMITTEE

NCAA WOMEN’S GYMNASTICS COMMITTEE

<u>Central Region</u> Erin Kido Senior Associate Athletics Director/SWA Eastern Michigan University Phone: 734-487-8172 Email: ekido@emich.edu	<u>North Central Region</u> Kasey Crawford, chair Head Women’s Gymnastics Coach University of Wisconsin-La Crosse Phone: 608-785-5176 Email: kcrawford@uwlax.edu
<u>North Central Region</u> Guard Young Head Women’s Gymnastics Coach Brigham Young University Phone: 801-358-3622 Email: guard_young@byu.edu	<u>Northeast Region</u> Lauren Procopio Assistant Athletics Director University of Pennsylvania Phone: 267-218-5434 Email: caminl@upenn.edu
<u>South Central Region</u> Cindy Harris Executive Senior Associate AD Illinois State University Phone: 309-438-2677 Email: caharri@ilstu.edu	<u>Southeast Region</u> Jenny Rowland Head Women’s Gymnastics Coach University of Florida Phone: 352-375-4683 Email: jennyrowland@gators.ufl.edu
<u>West Region</u> Jeff Konya Director of Athletics San Jose State University Phone: 714-924-1596 Email: jeff.konya@sjsu.edu	

NCAA STAFF

<p>Noël Couch Assistant Director, Championships and Alliances, Operations Office: 317-917-6658 Cell: 317-209-5324 Email: ncouch@ncaa.org</p>	<p>Michelle Watsky Associate Director, Championships and Alliances <i>Media Coordination and Statistics</i> Office: 317-917-6775 Cell: 317-437-4705 Email: mwatsky@ncaa.org</p>
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<p>Allie Silcox Championships and Alliances, Marketing & Ticketing Phone: 317-917-6341 Email: asilcox@ncaa.org</p>	<p>Natalie Steger Assistant Director, Championships and Alliances, Marketing & Broadcast Phone: 317-917-6690 Cell: 317-966-6450 Email: nsteger@ncaa.org</p>

SECTION 3 – CHAMPIONSHIPS HOST CONTACTS

Tournament Co-Director(s): Julie Campbell	Phone: 303-871-4918
Associate VC Deputy AD	Cell: 303-905-4913
Email: Julie.Campbell@du.edu	
Angel Field	Phone: 303-871-7973
Sr. Associate AD External Operations	Cell: 720-840-5797
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Media Services/Sports Info: Brittany Evans	Phone: 303.871.3829
Asst. Director Comm & Digital Media	Cell: 303.241.7073
Email: Brittany.Evans@du.edu	
Tournament Athletic Trainer: Julie Campbell	Phone: 303-871-4918
Associate VC Deputy AD	Cell: 303-905-4913
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Ticket Manager: Danny Biershaar	Phone: 303-871-6136
Director of Ticketing Sales & Ops	Cell: 303-885-4074
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Facility Manager: Logan Schechter Phone: 303-871-3821
Asst. Director of Events Cell: 303-842-9376
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Facility Manager: Selina Kirwan Phone: 303-871-3854
Director of Events Cell: 703-629-6306
Email: selina.kirwan@du.edu

SECTION 4 – IMPORTANT DATES

SATURDAY, MARCH 18

Deadline for scores that will be used for qualifying purposes.

SUNDAY, MARCH 19

Deadline for institutions to login to Road to Nationals and complete electronic signoff process for confirming national qualifying scores (NQS) for selections. Signoff must be completed by noon Eastern time.

MONDAY, MARCH 20

Team, all-around and individual event specialist selections to the NCAA regionals.

WEDNESDAY, MARCH 22 (Noon Eastern time)

Tournament directors to conduct teleconferences with participating head coaches and administrators [teams, all-arounders (AA) and individual event specialists (IES)] and site representatives. (Four different calls will be conducted.) The assigned site representative along with the tournament director will lead this call. The meet referee also will participate on the teleconference. Teams to submit travel and contact information sheet to regional tournament directors after the call.

WEDNESDAY, MARCH 22

Deadline for institutions/individuals that have qualified for regionals to accept or decline the invitation to participate [Note: Not later than noon (local time of host institution)]. Accept by submitting the official corral/march-in form to the appropriate regional tournament director and the NCAA championship manager. All declines must be in writing to the NCAA championship manager.

MONDAY, APRIL 3

National championship selections are announced by noon on the NCAA website.

TUESDAY, APRIL 4 (Noon Eastern time)

A mandatory administrative meeting of all head coaches will be held. Call-in information will be provided. At this meeting the NCAA site representative, tournament director and meet referee will review meet format, march in, meet procedures, etc. **Please email tentative lineups to tournament director, site rep and NCAA championships manager prior to meeting (Appendix D).**

THURSDAY, MARCH 30- SUNDAY, APRIL 2

NCAA Regional Competition. First round Thursday, second round Friday, and regional final Sunday.

ALTERNATES

For regionals, if a team declines, then the team with the next highest NQS meeting the selection criteria will be selected.

NEW for 2022-23: At selections for regionals and the announcement of national qualifiers, the next highest individual competitor in each event and the all-around will be named as an alternate. If a qualifier declines the invitation within the 24-hour period following the announcement of qualifiers, the alternate will be informed and given the opportunity to accept. The alternate must then accept within 24 hours of notification.

SECTION 5 – VIDEOCONFERENCE

A videoconference will be held March 21 at Noon, Eastern time, to discuss items relevant to regional competition. This call shall include the tournament director, NCAA site representative, participating head coaches/administrators and meet referee. The site representative will lead this call along with the tournament director.

The purpose of the teleconference will be to discuss pertinent information about the regionals. Please be prepared to have the following information available (where applicable):

- Congratulations and introductions.
- Name and contact information for administrator traveling with team.
- Squad size (15), travel party (20 for teams) and corral (25).
- Review schedule of events noting lookthroughs and competitive rotation.
- Travel arrangements; estimated arrivals.
- Parking (hotel and venue).
- Hotel rooming lists.
- Uniform and logo specifications.
- Athletic training/medical staff.
- Competitor numbers.
- Ticket orders.
- Reminder of forms to bring to administrative meeting.

Please refer to the pre-championships manual for additional information.

SECTION 6 – SCHEDULE OF EVENTS

TUESDAY, MARCH 28

Noon (EST) Administrative meeting for all participating teams and individuals (Virtual).

WEDNESDAY, MARCH 29 - Upon arrival of meet referee and site representative

Evening Equipment check with meet referee, tournament director and site representative.

THURSDAY, MARCH 30

10 a.m. Look-through for teams
10:59 a.m. Training room opens

11:59 – 12:19 p.m.	Open stretch
12:19 – 12:21 p.m.	Transition
12:21 – 12:36 p.m.	Warmup rotation 1
12:36 – 12:38 p.m.	Transition
12:38 – 12:53 p.m.	Warmup rotation 2
12:53 – 12:55 p.m.	Transition
12:55 – 1:10 p.m.	Warmup rotation 3
1:10 – 1:12 p.m.	Transition
1:12 – 1:27 p.m.	Warmup rotation 4
1:48 p.m.	March ins/National Anthem
1:54 p.m.	Prepare for first event
1:57 p.m.	Touch warmup start
2:01 p.m.	Competition starts
7 p.m.	Look through for teams/individuals participating in second round

FRIDAY, MARCH 31

10:46 a.m.	Training room opens
11:46 – 12:06 p.m.	Open stretch
12:06 – 12:08 p.m.	Transition
12:08 – 12:25 p.m.	Warmup rotation 1
12:25 – 12:27 p.m.	Transition
12:27 – 12:44 p.m.	Warmup rotation 2
12:44 – 12:46 p.m.	Transition
12:46 – 1:03 p.m.	Warmup rotation 3
1:03 – 1:05 p.m.	Transition
1:05 – 1:22 p.m.	Warmup rotation 4
1:43 p.m.	March ins/National Anthem
1:54 p.m.	Prepare for first event
1:56:30 p.m.	Touch warmup start
2:01 p.m.	Competition starts for Session 1

4:46 – 5:06 p.m.	Open stretch
5:06 – 5:08 p.m.	Transition
5:08 – 5:25 p.m.	Warmup rotation 1
5:25 – 5:27 p.m.	Transition
5:27 – 5:44 p.m.	Warmup rotation 2
5:44 – 5:46 p.m.	Transition
5:46 – 6:03 p.m.	Warmup rotation 3
6:03 – 6:05 p.m.	Transition
6:05 – 6:22 p.m.	Warmup rotation 4
6:43 p.m.	March ins/National Anthem
6:54 p.m.	March to first event
6:56:30 p.m.	Touch warmup start
7:01 p.m.	Competition starts for Session 2

**Time on clock may not reflect actual time on each warmup rotation due to individuals competing with teams.*

SATURDAY, APRIL 1

Teams #1 and #2 from Session 1

10 – 10:20 a.m.	Open stretch on floor exercise
10:20 – 10:45 a.m.	Visualization open to all events
10:45 – 11:30 a.m.	Athletic training available for teams #1 and #2 from Session 1

Teams #1 and #2 from Session 2

11 – 11:20 a.m.	Open stretch on floor exercise
11:20 – 11:45 a.m.	Visualization open to all events
11:45 – 12:30 p.m.	Athletic training available for teams #1 and #2 from session 2

SUNDAY, APRIL 2

1:54 p.m.	Training room opens.
2:54 – 3:14 p.m.	Open stretch
3:14 – 3:16 p.m.	Transition
3:16 – 3:31 p.m.	Warmup rotation 1
3:31 – 3:33 p.m.	Transition
3:33 – 3:48 p.m.	Warmup rotation 2
3:48 – 3:50 p.m.	Transition
3:50 – 4:05 p.m.	Warmup rotation 3
4:05 – 4:07 p.m.	Transition
4:07 – 4:22 p.m.	Warmup rotation 4
4:43 p.m.	March ins/National Anthem
4:54 p.m.	March to first event
4:57 p.m.	Touch warmup start
5:01 p.m.	Competition starts for regional final

SECTION 7 – CHAMPIONSHIP OPERATIONS

For regional competition, the top 36 teams based on the NQS will be selected, with the top 16 teams seeded. Qualification for regional competition is based on a team's, an all-around competitor's and an individual event specialist's four best regular season meet scores, two of which must be contested away. To obtain the NQS, the four scores are averaged. Meet officials must be assigned using the Judges Assigning System (JAS).

In case of ties for the last berth into the regional competition and for seeding purposes, the team, all-around competitor or event specialist with the highest score, not including the six used for the regional qualifying score, will qualify. If a tie still exists, the process is continued until the tie is broken.

The top 12 all-arounders and top 16 event specialists based on national qualifying score and not on a qualifying team will be selected. The list of top 12 all-arounders and top 16 individual event specialists will include individual qualifying scores from the teams competing in the first round to ensure those individuals compete in the individual competition, regardless of whether their teams advance from the first round.

Individuals will compete in the second round at regionals. Scores achieved in the second round will be used to determine advancing individuals once the regional final is finished (to account for individuals on teams that are eliminated in the regional final) and then the top all-arounder (not on an advancing team) and top specialist for each event (not on an advancing team) will advance

to the national championship, in that event only. This method ensures 4 all-arounders and 16 specialists advance to the championship.

COMPETITION ROTATION (provided by NCAA)

First Round: No draw for dual meet. The higher NQS team receives Olympic order. The lower NQS team follows bars, vault, floor, beam.

Second Round:

Event	Team
Beam	Team NQS 1
Floor	Team NQS 2
Vault	Team NQS 4
Bars	Team NQS 3

Regional Final:

Event	Team
Vault	Team NQS 2
Bars	Team NQS 1
Floor	Team NQS 4
Beam	Team NQS 3

LOCKER ROOMS AND CORRALS

Four locker rooms are available in the Ritchie Center (Magness Arena) for teams, all-around and individual event specialists for use during all warm-up and competition sessions (Appendix G). Signs with team/individual competitors' names will be posted on the assigned locker room door. Additionally, separate locker rooms will be provided for male and female coaching staff members. Security personnel will be posted outside each locker room.

The host team shall remain in its regular-season locker room with the next best locker room assigned to the remaining highest seeded team, etc. A copy of the assigned team's march-in order shall be affixed in the locker room along with a timing sheet.

In the second round, teams in the first session must vacate the locker room by the end of the third rotation. A secured area will be provided to store belongings.

PARTICIPANT HOSPITALITY

Hospitality [oranges, bananas, apples, trail mix, yogurt, bagels (cream cheese/peanut butter), power bars, etc. as well as PowerAde and DASANI water] will be provided in each locker room of the Ritchie Center (Magness Arena) during all competition sessions.

LOOK THROUGHGS

All participating teams and individuals will be permitted to look through the competition venue prior to the meet. Visualizations are allowed but no touching or mounting of equipment. Teams may only attend during schedule times and will not be permitted in venue outside of this time.

OPEN STRETCH

Teams/individual competitors will use the matting surrounding the first event for open stretch. There are no restrictions on flight or inverted skills for the duration of the open stretch. Gymnasts warming up on vault, bars and beam may use the apparatus for stretching purposes without

mounting the equipment. On bars, the low bar may be raised or removed only when proper facility staff are present to ensure the bar is replaced safely and correctly; the high bar may not be used.

In the first round, both teams may open stretch on the floor. In the second round, IES/AA competitors may use the floor for open stretch or the matting surrounding their first event.

TIMED WARM UPS

After a 20-minute stretch and two-minute transition, each rotation will be 15 minutes. For regionals round two and nationals semifinals, an additional two minutes will be added to the 15-minute warm-up (total 17 minutes) to accommodate individual event specialists and all-around competitors. For all events, individual event specialists and all-around competitors must be interwoven in the team's warm up rotation starting after the first turn. For example, team rotation is followed by individual event specialist, then repeat.

There will be no pausing of the time on bars to make adjustments; bar changes must be made within the time allotted. Each team and individual event specialist will begin the warmup session on the same event on which they begin the competitive rotation and will follow Olympic order. Teams are not permitted to warm up more than eight individuals.

Teams will not rotate until the 15-minute (or 17-minute) warm-up time expires.

MARCH-IN

NEW for 2022-23: Teams will be introduced in competitive order (vault, bars, beam, floor exercise). An intro video will be played for the first team and they will be introduced shortest to tallest (followed by the name of the head coach), followed by the all-around competitor, and then any event specialists assigned to rotate with the team. Once all individuals have been introduced, the team may proceed to the corral for their first event and may move around to stay warm while other teams are introduced.

NATIONAL ANTHEM

The national anthem will be performed | played prior to each regional competition.

TOUCH WARM-UP

During NCAA postseason competition, as competitors arrive at each event for competition there will be a four-minute touch warm-up on each event. At the NCAA regionals and national championships, 30 seconds will be added for each all-around and individual competitor. All participants on each event may use the entire touch warm-up time and all warm-ups will begin at the same time, regardless of duration. At the NCAA regionals and national championships, the two-minute transition between events will begin at the conclusion of the march-in ceremony, when all teams reach their respective corrals. After each rotation and the initial score is flashed, the PA announcer will announce the beginning of the two-minute transition period. This protocol is also recommended for regular season. For the NCAA regionals and national championships, the two-minute transition will be announced and any adjustments may be made to extend the time, as necessary, for an orderly processional between events.

(Note: During the competition, all participants and coaches must remain in uniform and on the competition floor (or in team seating) until the completion of the awards ceremony.)

(Note: For all competition, if an injury or equipment failure occurs and competition is halted for 20 minutes or more, a 30-second touch warm-up per student-athlete will be allowed.)

CORRAL PROTOCOL

All gymnasts, coaches and team personnel shall be in the designated corral from the end of the timed warm-up to the completion of the competitive rotation.

The next two gymnasts scheduled to compete in any event are the only gymnasts permitted outside of the corral and may warm-up in the designated area.

Teams should remain in the apparatus warm-up area of the current event until announced. They may use the designated warm-up area at that event to prepare for the next rotation.

All support staff must remain in the corral. The athletic trainer may leave the corral only on vault or to address an injury.

Teams and individual competitors are required to take their personal belongings with them as they move from corral to corral.

COACHES (ATHLETIC TRAINING PERSONNEL) VIEWING BOXES

Regional hosts shall use tape to outline designated viewing boxes outside the team corrals (maximum of two per event) for coaches to watch their student-athletes compete. The designated viewing areas will be placed throughout the competition floor to not impede meet operations or jeopardize the safety of the student-athletes.

One athletic trainer per competing institution will be permitted in a designated area near the vault landing area in instances where the vault corral is located at the beginning of the vault runway. The athletic trainer is there to observe and must refrain from engaging in any communication and/or cheering with the student-athlete, coach or other team personnel while in the vault landing area.

EQUIPMENT AND MUSIC

Equipment and matting as listed in Appendix E will be provided. Teams, all-around and individual competitors may bring one vaulting board and one small beam pad (not a sting or suede mat). The small beam pad may not be left on the floor during the competition. Plywood to be used beneath vault boards and spotting blocks will be supplied by the host.

Teams, all-around competitors and those individual event qualifiers on floor exercise are asked to bring their floor exercise music in two different forms. If your primary method is via iPod, please bring a CD and vice-versa as backup.

REGIONAL MAT COLOR

Regional hosts may use any solid color floor exercise carpet, provided any corporate logos are covered. If the host institution rents or borrows a mat for the regional competition, then a blue AAI mat shall be used.

FOREIGN SUBSTANCE

Foreign substances may NOT be placed on the hands and/or feet of the gymnasts or any piece of equipment (e.g., honey and sugar, tuff skin, etc.).

LINEUP/SCRATCHES

A written official team lineup must be submitted to the NCAA scoring coordinator upon arrival to the facility and again 1½ hours before the start of the competition. The lineup may be changed before the competition but is requested in advance for media and administrative purposes. Scratches for individual event finals must be made to the site representative or meet referee in writing by the head coach.

During open stretch on competition day, the official scorer shall print the lineup entered into the ScoreKeeper system. The head coach shall review the official lineup against the one submitted at the administrative meeting for accuracy. Once verified or corrected, the head coach shall initial the official lineup. The site representative will assist with the verification process.

SUBSTITUTIONS

Before the start of an event, changes in the lineup may be made by notifying the NCAA scoring coordinator, who will notify the scoring table personnel, meet referee and chief judge at the event (via the chief judge's headset person).

After the event starts, the head coach must notify the chief judge on the event. The chief judge's headset person will notify the scoring table.

Once a team begins an event (chief judge raises the flag for the first student-athlete), a substitute may replace a gymnast in that same position in the lineup; the order of competition may not be changed. A gymnast who is removed from one event lineup may compete in other events.

RESULTS

The top two teams and the top all-around competitor (who is not on an advancing team) from each regional will receive an automatic berth to the national championships. In addition, the top event specialist not on an advancing team at each regional will advance to the national championships (in that event only). Please refer to the [2022-23 NCAA Women's Gymnastics Pre-Championship Manual](#) for the rotation order for semifinals at the national championship.

TIES

In regional team competition, ties for second place will be broken by counting six scores per event. If a tie still exists, the team score will be determined by using six scores per event, dropping the high and low scores, and adding the four middle scores.

Ties for the advancing all-arounder will be broken by evaluating the highest event score, then the next highest, and will continue until the tie is broken. If not broken, all four judges' scores will be counted for all four events. Ties for advancing event specialists will be broken by counting all four scores on the event. If not broken, the head judge score will be the tiebreaker. If a tie still exists, the advancing individual will be the one with the higher NQS.

The results of the meet will be verified by the on-site scoring director and meet referee immediately after each event.

AWARD CEREMONIES

The top three all-arounders and event winners from the second round will be announced after the second session. Winners should be recognized on an awards stand. The advancing teams will be announced after regional final competition. No awards or mementos should be handed out.

VIDEO REVIEW

For regionals, the video review process will mimic the review process used in the regular season. Please refer to Section 7 of the [2022-23 NCAA Women's Gymnastics Rules Modifications](#) for more details.

JUDGES

Judges will be selected by the NCAA Women's Gymnastics Committee. The meet referee will be present at all competition sessions.

SECTION 8 – LOGOS, UNIFORMS AND COMPETITOR NUMBERS

LOGO POLICY

[Reference: Bylaw 12.5.4 in the NCAA Division I Manual.]

The provisions of Bylaw 12.5.4 indicate that an institution's official uniform and all other items of apparel (e.g., socks, headbands, T-shirts, wristbands, visors or hats, and towels) that are worn by student-athletes in competition may bear a single manufacturer's or distributor's normal trademark, not to exceed 2 1/4-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 restrictions.

A student-athlete representing an institution in intercollegiate competition is limited to wearing apparel items that include only the logo (not to exceed 2 1/4-square inches) of an apparel manufacturer or distributor. The student-athlete may not wear any apparel that identifies any other entity, other than the student-athlete's institution.

These restrictions apply to all apparel worn by student-athletes, and any and all credentialed personnel in the bench area during the conduct of competition, which includes any pregame or postgame activities.

This bylaw will be strictly enforced at all NCAA championships and the names of individuals and institutions that are not in compliance with this bylaw shall be forwarded to the NCAA enforcement staff. Non-compliance with this legislation could result in loss of eligibility, forfeiture of points earned by those ineligible student-athletes and adjustment of team standings.

UNIFORMS AND COMPETITOR NUMBERS

An institution's official uniform and all other items of apparel (i.e., tights, T-shirts, warm-ups, tennis shoes) must be identical if worn on competition day. During the march-in and awards ceremony, team members must be in identical warm-up apparel.

1. Gymnasts must wear one-piece leotards that include briefs and sports bra that are the same color of the leotard or are skin-tone in color.
2. Leotard straps must be a minimum of 2 cm (7/8") in width. Following a warning, a .10 deduction may be assessed for leotards above the hipbone.
3. The meet referee will instruct a gymnast who does not meet the uniform policies that she is "out of uniform."
4. The gymnast must comply with the uniform rules or a .30 team deduction will be taken during team competition or a .30 deduction off the individual's score during individual competition.
5. Gymnasts are only permitted to wear stud earrings. No other jewelry is permitted. After a warning, a .20 deduction will be taken from the gymnast's score for each occurrence.

A gymnast who does not conform to the uniform policies will be considered "out of uniform" and will be required to conform to the uniform rules prior to competing. Being "out of uniform" also applies to wearing an incorrect number, in which case a warning will be issued and the deduction as stated in number five above taken, if not corrected.

Competitor numbers for regionals will be ordered and sent several weeks before the championships. There will be one competitor number sign for each gymnast for the entire weekend. Please be sure coaches collect all numbers at the end of competition to use at the next round. Also, be sure to compile a master list of the assignment of numbers to each competitor and plan to include the numbers with the coach's packets issued on their arrival. The number corresponding with the gymnast competing must be displayed on the stand at each event.

SECTION 9 – COMPETITION SITE

The NCAA is dedicated to fair and equitable competition throughout each round/session of the championships and strongly supports an environment to safeguard the health and safety of the participating student-athletes, coaches, officials and spectators.

BAND/SPIRIT SQUADS/SPIRIT TEAMS/MASCOT

Band members, not to exceed 25, who are in uniform and performing at the championships will not be charged admission to the competition. The host institution must designate seating off the competition floor. Bands, or any component thereof, may play only before the competition when the floor is cleared and during the 4-minute and 30-second touches.

In the event there is more than one band, the tournament director will divide the time before competition and the 4-minute and 30-second touches equally among the bands. The host will play last with all others performing in alphabetical order. Bands MAY NOT interfere with the announcer.

FIGHT SONGS MAY NOT BE PLAYED DURING THE FOUR-MINUTE TOUCHES. A participating institution must notify Angel Field, co-tournament director, angel.field@du.edu no later than Monday, March 27, if it intends to bring a pep band, mascot and/or spirit squad.

BANNERS AND ARTIFICIAL NOISE MAKERS

Any banners other than the approved NCAA and television and radio banners may not be posted on arena walls without the permission of the NCAA Women's Gymnastics Committee or its representatives. Hand-held team banners are permissible as long as they do not interfere with the competition or view of spectators and they do not contain any commercial identification. Banners advertising equipment or manufacturing are prohibited.

Artificial noise makers, laser lights, buttons with flashing lights, air horns, electronic amplifiers and the like are not permitted and shall be removed upon discovery.

COMPETITION SITE MAPS

See Appendixes E, F and G

STUDENT-ATHLETE/TEAM ENTRANCES AND PARKING

All participants will enter through the loading dock located on the east side of the Ritchie Center. Credentials must be worn as specified to gain entry to the arena and for access to designated areas (competition floor, press conferences, locker rooms, etc.). Wristbands will be provided at the venue on arrival each competition day and are needed to access the competition floor. The respective credential or wristband must be worn at all times in order to gain access to the competition floor (this also pertains to any student-athlete NOT competing but traveling with team and included as part of the official travel party). The athletic trainer traveling with the team must be included as one of the 25 individuals permitted to be in the corral.

Coaches and staff will be required to wear the wristband (visible location, i.e., can be affixed to belt loop, etc.), while the laminated bag tag will be secured to the competing student-athletes' equipment/apparel bags.

Team buses will be able to unload in the loading dock and then be directed to parking by facility management personnel. Bus parking will be available in a surface parking lot (Lot 108) located off Buchtel Blvd S. Parking for those in vans or cars will be available in a surface parking lot (Lot W) located off E Jewell Avenue. Coaches will be able to drop off student-athletes in the loading dock prior to parking if they so desire. Parking passes, maps, and directions will be provided by Facility Manager.

ADMINISTRATORS' ENTRANCE

Each participating institution will be provided up to three additional parking passes to be used by team administrators not traveling with the teams or all around/individual event qualifiers. The parking passes will allow the administrators to park in Lot 401 of the Ritchie Center. Entrance into the Ritchie Center for team administrators will be through the loading dock. **See Appendix I.**

EMERGENCY AND EVACUATION PLAN

Evacuation Procedure for Magness Arena

When the Emergency Response Team makes the decision to evacuate the building, they will communicate this to the Evacuation Team. If necessary, an announcement will be made over the emergency address system or the public-address system. The Evacuation Team will then evacuate their assigned areas.

The announcement will be broadcast as follows:

“All building staff please stand by for a code RED announcement.”

“Ladies and Gentlemen”, May I have your attention please. Due to a facility issue, we are asking you to please leave the facility in an orderly fashion. At the direction of the Emergency Response Team Member in your area, please leave the facility in an orderly fashion. Once the problem has been corrected, employees and guests will be led back into the building.”

This code is used to inform our staff of what is going to happen and allow them time to prepare, without alarming patrons. There should be no discussion of evacuation until the public-address announcement has been made. When the announcement is made for all guests to exit the building, all staff should already be prepared to direct guests to the nearest exits.

ELEVATORS ARE NOT TO BE USED DURING AN EVACUATION.

PRIMARY EMERGENCY EGRESS FROM MAGNESS ARENA

The primary emergency egress points from Magness Arena bowl seating areas are as follows:

Section 1

Guests seated in section 1 should be directed through either portal 20 / 1 or 1 / 2, and out the second level west entrance doors.

Section 2

Guests seated in section 2 should be directed through either portal 1 / 2 or 2/3, and out the second level west entrance doors.

Section 3

Guests seated in section 3 should be directed through portal 2 / 3 and out the second level west entrance doors, and through portal 3 / 4 / 5, and out the second level north doors.

Section 4

Guests seated in section 4 should be directed through portal 3 / 4 / 5, and out the second level north entrance doors, and the second level north door adjacent to the box office.

Section 5

Guests seated in section 5 should be directed through either portal 3 / 4 / 5 or 5 / 6, and out the second level north entrance doors and the second level north doors adjacent to the box office.

Section 6

Guests seated in section 6 should be directed through either portal 5 / 6 or 6 / 7, and out the second level north entrance doors and the second level north door adjacent to the box office.

Section 7

Guests seated in section 7 should be directed through either portal 6 / 7 or 7 / 8 / 9, and down the stairs to the Joy Burns Arena entrance doors on the first level.

Section 8

Guests seated in section 8 should be directed through portal 7 / 8 / 9 and down the stairs to the Joy Burns Arena entrance doors on the first level, or through the second level Sodexo Kitchen corridor to the southeast stairs, and out the first level loading dock door. Guests with A.D.A. issues seated in section 8 should be directed to or brought out the second level north entrance doors and the second level north doors adjacent to the box office.

Section 9

Guests seated in section 9 should be directed through portal 7 / 8 / 9 and down the stairs to the Joy Burns Arena entrance doors on the first level, or through the second level Sodexo Kitchen corridor to the northeast stairs, and out the first level loading dock door. Guests with A.D.A. issues seated in section 9 should be directed to or brought out the second level north entrance doors and the second level north doors adjacent to the box office.

Section 10

Guests seated in section 10 should be directed through portal 7 / 8 / 9 and down the stairs to the Joy Burns Arena entrance doors on the first level, or through the second level Sodexo Kitchen corridor to the southeast stairs, and out the first level loading dock door.

Section 11

Guests seated in section 11 should be directed through portal 13 / 14 / 15, and out the second level southeast exit doors, or through the second level southeast door to the southeast stairs, and out the first level southeast emergency exit door.

Section 12

Guests seated in section 12 should be directed through portal 13 / 14 / 15, and out the second level southeast exit doors, or through the second level southeast door to the southeast stairs, and out the first level southeast emergency exit door. Guests with A.D.A. issues seated in section 12 should be directed through portal 13 / 14 / 15, and out the second level southeast exit doors.

Section 13

Guests seated in section 13 should be directed through portal 13 / 14 / 15, and out the second level southeast exit doors. Guests with A.D.A. issues seated in section 13 should be directed through portal 13 / 14 / 15, and out the second level southeast exit doors.

Section 14

Guests seated in section 14 should be directed through portal 13 / 14 / 15, and out the second level southeast exit doors. Guests with A.D.A. issues seated in section 14 should be directed through portal 13 / 14 / 15, and out the second level southeast exit doors.

Section 15

Guests seated in section 15 should be directed through either portal 13 / 14 / 15 or 15 / 16, and out the second level southeast exit doors.

Section 16

Guests seated in section 15 should be directed through portal 15 / 16 or 16 / 17, and out the second level southeast exit doors.

Section 17

Guests seated in section 17 should be directed through portal 16 / 17 and out the second level southeast exit doors, or through portal 17 / 18 / 19 and out the south entrance doors.

Section 18

Guests seated in section 18 should be directed through portal 17 / 18 / 19, and out the south entrance doors. Guests with A.D.A. issues seated in section 18 should be directed or brought through portal 17 / 18 / 19, and out the south entrance doors.

Section 19

Guests seated in section 19 should be directed through portal 17 / 18 / 19 or 19 / 20, and out the south entrance doors.

Section 20

Guests seated in section 20 should be directed through portal 19 / 20 and out the south entrance doors, or through portal 20 / 1, and out the second level west entrance doors.

Gold Club / Gottesfeld Room

Guests in the Gold Club and Gottesfeld Room should be directed to the stairwells on the extreme north and south sides of the respective office suites, and to the west stairwell adjacent to the Gottesfeld Room kitchen. Guests with A.D.A. issues in the Gold Club and Gottesfeld Room should be led to an area near the safest fire egress stairwell--furthest from the problem area. Once the able-bodied patrons are evacuated from the area, the security staff should assist those unable to travel down stairs on their own. When possible, wheelchairs, walkers, etc. should be kept with those who need them.

SECTION 10 – DRUG TESTING

The following statement will be read at the mandatory administrative meeting:

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 championship 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.

STUDENT-ATHLETE NOTIFICATION

For individual championships, testing could occur at any time after the first event and may conclude many hours after the last event of the championships. The individual championship drug-testing program provides for a courier system to facilitate the notification of student-athletes selected for drug testing at individual championships. The courier will hand the student-athlete the *Individual Championship Student-Athlete Notification Form*. The notification form will instruct the student-athlete to accompany the courier to the testing room within **60 minutes** unless otherwise directed by the crew chief or designee. Student-athletes who are scheduled to compete in additional events will be instructed to defer testing until completion of her final event of that session, of that day, or to defer until completion of her final event of the championships. The student-athlete and courier must obtain a signature from an institutional representative.

Typically, nine randomly chosen student-athletes are tested.

MEDIA OBLIGATIONS

Within the allotted 60 minutes, the student-athlete must complete all NCAA required responsibilities (e.g., media obligations, awards ceremonies, etc.). The courier must remain in visual contact with the student-athlete always.

TESTING PROCESS

Student-athletes are drug tested through urinalysis and must provide a specimen in view of a drug-testing collector of the same gender. The length of the collection process depends on the student-athlete's ability to provide an adequate specimen. If a student-athlete provides an adequate specimen immediately on arriving in the drug-testing area, the entire process can be completed within 20 minutes. If the student-athlete is unable to provide an adequate specimen, she must remain in the drug-testing area until one is provided. There is no maximum allotted time for a student-athlete to provide an adequate specimen.

SECTION 11 – LODGING

Twenty non-smoking rooms (mostly doubles) have been reserved for each team. In addition, rooms are being held for all-around and individual event qualifiers and their coaches at the hotels listed below. NEW FOR 2023: A blind draw was conducted to assign each team to a hotel. The host will inform each team which hotel they have been assigned to. Each institution is responsible for contacting its assigned hotel directly and making its own special arrangements for meeting rooms, meals and other functions. Ideally, head coaches shall be provided with a suite and/or team meeting room.

Rooming lists are due to each contact listed below by 5pm ET | 3pm MTN Thursday, March 23.

Four Teams:

Embassy Suites by Hilton Denver Tech Center North
Deanne Harransky (Deanne.Harransky@hilton.com)
7525 East Hampden Avenue
Denver, Colorado 80231
303-923-4057
[Embassy Suites DTC North](#)

Four Teams:

DoubleTree by Hilton Denver Cherry Creek
Tracy Casteel (tracy.casteel@hilton.com)
455 South Colorado Blvd.
Denver, Colorado 80246
303-317-8669
[DoubleTree by Hilton Denver Cherry Creek](#)

Individuals:

Hilton Garden Inn Denver/Cherry Creek
Alex Mikula (alex.mikula@hilton.com)
600 South Colorado Blvd.
Denver, Colorado 80246
303-262-8794
[Hilton Garden Inn Denver/Cherry Creek](#)

An institution is not obligated to stay at the designated property; however, it is responsible for canceling its reservations and then securing its own accommodations. If an institution prefers to stay in another hotel, it must: (1) Obtain a release for the rooms from the hotel manager and tournament director; or (2) use the rooms for persons accompanying the official traveling party. The competing institution is responsible for the first night's room charges even if it fails to use those rooms.

If an institution fails to make satisfactory arrangements for use of rooms with the hotel, full charges for the rooms will be billed to the institution. The tournament director of the host institution is to be advised of the plans of each institution sufficiently before the competition.

SECTION 12 – MEDIA SERVICES

CREDENTIALS

Media credential requests may be obtained by contacting Brittany Evans (Brittany.evans@du.edu). Credentials must be always worn to gain entry to the floor and designated areas. The Magness Arena Press Box will (located on the east side | level 3) serve as media work area and location for post-meet interviews. Credentials are nontransferable; misuse will result in revocation of credential(s) and removal from the arena. Credentials may be claimed at the Lower North Hamilton Lobby, located off Buchtel Blvd., beginning 90 minutes before the start of each competition session.

Selected media outlets will be granted access to the championships to shoot video highlights of the championships for use on their news program under the news access rules. To gain credentials for shooting any video, an ENG Authorization Form available at www.ncaa.com/media must be completed and submitted to the championship's media coordinator. Media cameras must shoot from a designated area determined by the championship's media coordinator.

MEALS

Media meals will be provided as follows:

Box lunches Friday, March 31 between Sessions 1 & Session 2

Dry snacks and Coca-Cola products will be provided throughout each competition session.

PRESS CONFERENCES

Post Meet – Head coach (and requested student-athletes) of the first-place team will meet with the media, followed by the head coach (and requested student-athletes) of the second-place team. All others will be as requested by the media.

News media may attend virtually, more details will be provided closer to the meet. Each head coach of a team/individual that has competed in a session and has been requested by the media is required to attend the press conference. Press conferences will be held 10 minutes after the conclusion of the competition. The coach will be escorted to the Screening Room (located on lower west concourse of Ritchie Center) by an athletics administrator from his or her institution. Student-athletes requested by the media are required to attend. The schools' communications (sports information) department will be responsible for escorting the student-athletes to the Screening Room.

Coaches cannot make themselves available to selected media representatives before the conclusion of the 10-minute cooling-off period.

VIDEOTAPING, FILMING AND STILL PHOTOGRAPHS

Institutions are permitted to videotape championship competition of their teams or their individual student-athletes for archival, coaching or instructional purposes only and not for any commercial purpose. Each institution is permitted to use **one** camera and may videotape only that portion of the competition in which it participates from either the designated area provided by the host institution, or from their respective corral with the following provisions: to shoot video from the corral, the team videographer must have been included as one of the 25 permitted in the corral and must use a hand-held or stationary-tripod camera that does not obstruct fan viewing. A team or individual may have one person video a routine for video review purposes only and that person may be separate from the team videographer. That person must be included in the 25 allowed in the corral.

Still photography is permitted but use of flashes is not. Locations for still photographers will be stipulated by the NCAA media coordinator, with every effort being made to allow photographers to take good shots without interfering with the competition.

RADIO COVERAGE

Space automatically will be reserved for each participating institution's radio station as designated by that institution. All other stations in the institution's area will be served on a space-available basis. Broadcasts of any championship competition must conform to the general broadcasting policies established by the NCAA. All stations broadcasting a game will be required to sign a radio agreement available at www.ncaa.com/media.

TELEVISION/VIDEO

Shooting video for news coverage of event(s) is allowed from designated photo areas. All television media entities observing NCAA championship competition recognize that any representations may be used only in connection with news/sports coverage within a 72-hour period following the competition, and the representations portion of each such showing will not exceed three (3) minutes in length. All internet media entities observing NCAA championship competition recognize that representations may be used only in connection with news/sports coverage within a 24-hour period following the competition, and the representations portion of each such showing will not exceed three (3) minutes in length.

At NONTELEVISED events a television station may be allowed to broadcast a live report and/or competition highlights from the site of the competition, not to exceed three minutes in its regularly scheduled sports-news segment in a 72-hour window, starting with when the event begins. A television station may not sell, loan, or give away tournament footage to any individual or agency, or use it for any non-sports news program produced or aired by the station. A television station may broadcast any news conference live, regardless of whether they hold the broadcast rights. The rights to these news conferences remain with the NCAA and are under the same guidelines as the news footage usage. (For more information, go to www.NCAA.com/media).

FOOTAGE ON THE INTERNET

Under no circumstances may any highlights be broadcast or otherwise distributed on the internet or via any other online service, mobile application, digital medium or computer network, without the prior written permission from the NCAA or its designee.

AMBULANCE

An ambulance will be on site for all competition sessions.

ATHLETIC TRAINING

The athletic training rooms will be located on the lower northeast concourse adjacent to the competition floor for easy access. Access will to services will be during the following hours:

Thursday, March 30	11 a.m. – one-hour post-meet
Friday, March 31	10:45 a.m. – one-hour post-meet
Saturday, April 1	9 a.m. – 1:30 p.m.
Sunday, April 2	2 p.m. - one-hour post-meet

The following health care providers will be available should you need their services:

- **Athletic Training Students:** one assigned to each team during competitions.
- **Certified Athletic Trainers:** stationed in the main athletic training rooms during hours of operation and on the competition floor during all competitions.
- **Emergency Medical Services:** onsite for all competitions.
- **Team physicians (primary care & orthopedic):** onsite for all competitions.

There will be designated seating for medical personnel during the competition for those teams who travel with their own physician, physician assistant, chiropractor, etc. with easy access to the athletic training rooms and competition floor.

CHAMPIONSHIP MEDICAL CONTACTS

Tournament Athletic Trainer: Julie Campbell, ATC
University of Denver Sports Medicine
Email: julie.campbell@du.edu
Cell: 303-905-4913

On-call Physicians:

Dr. Nell Kopp, Primary Care Sport Medicine, 814-449-9291
Dr. Jon-Michael Caldwell, Orthopedic, 404-277-5304

CONCUSSION MANAGEMENT

The NCAA has adopted legislation that requires all active member institutions to have a concussion management plan for their student-athletes. Participating institutions shall follow their concussion management plan while participating in NCAA championships. If a participating team lacks appropriate medical staff to activate its concussion management plan, the host championship concussion management plan will be activated.

The legislation notes, in part, that a student-athlete who exhibits signs, symptoms or behaviors consistent with a concussion shall be removed from athletics activities (e.g., competition, practice, conditioning sessions) and evaluated by a medical staff member (e.g., sports medicine staff, team physician) with experience in the evaluation and management of concussions; a student-athlete diagnosed with a concussion is precluded from returning to athletics activity for at least the remainder of that calendar day; and medical clearance for return to athletics activity shall be determined by the team physician or the physician's designee from the student-athlete's

institution. In the absence of a team physician or their designee, the NCAA tournament physician will examine the student-athlete and will determine medical clearance.

A concussion is a brain injury that may be caused by a blow to the head, face, neck or elsewhere on the body with an "impulsive" force transmitted to the head. Concussions can occur without loss of consciousness or other obvious signs. A repeat concussion that occurs before the brain recovers from the previous one (hours, days or weeks) can slow recovery or increase the likelihood of having long-term problems. In rare cases, repeat concussions can result in brain swelling, permanent brain damage and even death.

For further details please refer to the "NCAA Sports Medicine Handbook Guideline on Concussions" online at www.NCAA.org/health-safety.

EQUIPMENT AND SUPPLIES

The following modalities are available in the athletic training rooms:

- Ice bags and cups
- Warm whirlpool before and cold whirlpool after (Only available in training room A)
- Hydrocollator
- Ultrasound
- Electrical stimulation

The following items will be available at the competition floor entry-ways closest to the two locker room groupings (NW & SW) corners of the arena floor):

- Emergency equipment (biohazard kit, AED, spine board, splint bag)
- Hydrocollator
- Ice bags
- Water and electrolyte replacement drink
- Electrical stimulation
- Ultrasound
- Taping table

If you have a special request for use of the athletic training room and its equipment, please inform Julie Campbell (303-905-4913) in advance, and she will do her best to accommodate you. If a certified athletic trainer will not be traveling with your team/individual competitor, sufficient materials for their needs and written permission for use of modalities must accompany the student-athlete(s).

HOSPITALS AND EMERGENCY SERVICES

Porter Adventist Hospital, 1000 E. Harvard Ave, Denver, CO 80210, 303-778-5666
CareNow Urgent Care, 1405 E. Evans Ave, Denver, CO 80210, 720-449-8050

SECTION 14 – PARTICIPANT EXPECTATIONS AND GUIDELINES

ETHICAL BEHAVIOR BY COACHES

Members of the coaching profession have certain inherent obligations and responsibilities to the profession, to the student-athletes and to all those with whom they come into contact. Coaches are expected to be role models who conduct themselves with integrity and high ethical standards at all times.

The words and actions of a coach carry tremendous influence, particularly on the young people under his or her direction. It is, thus, imperative that he or she demonstrate and demand high principles of sportsmanship and ethical behavior.

FINANCIAL PENALTIES

The NCAA Women's Gymnastics Committee may assess a financial penalty (up to a maximum of \$1,500) against an institution for failure of its representatives to adhere to the policies and procedures governing the administration of the competition. This includes failure to comply with the procedures and deadlines for submitting score sheets, entry forms for qualification, line-ups, failing to attend media obligations and other materials necessary for the efficient administration of the competition.

MISCONDUCT

[Reference: Meetings (see pages in sports-specific handbooks) and NCAA Division I Bylaws 31.1.10 and 31.1.11.]

31.02.4 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. *(Revised: 8/15/89, 8/13/92, 1/14/08 effective 8/1/08)*

Criticism of Officials. Members of the coaching staff or other representatives of participating institutions or conferences shall not make public statements critical of officiating in any NCAA championship event. Failure to comply with this policy may subject the individual, institution or conference to the misconduct provisions of Bylaw 31.1.10.

Hearing Opportunity. An act of misconduct may be found upon an administrative hearing granted to the student-athlete or the institutional representative involved by the governing sports committee or the games committee authorized to act for it.

Misconduct Incident to Competition. 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) 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 acts of misconduct may be dealt with at the governing sports committee's convenience.

Penalty for Misconduct. In accordance with Bylaw 31.1.10.3, the governing sports 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:

1. Public or private reprimand of the individual;
2. Disqualification of the individual from further participation in the NCAA championship involved;
3. Banishment of the individual from participating in one or more subsequent championships of the sport involved;
4. Cancellation of all or a portion of payment to the institution of the Association's transportation and/or per diem allowance for the individuals involved;

5. Withholding of all or a portion of the institution's share of revenue distribution;
6. 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;
7. Disqualification of an institution for a period from serving as host institution for one or more NCAA championships;
8. Cancellation of all or a portion of the honorarium for hosting an NCAA championship; and
9. Financial or other penalties different from Nos. 1 through 8, but only if they have prior approval of the Division I Championships/Sports Management Cabinet.

Ban from Subsequent Championship. When a student-athlete or institutional representative is banned from participation in a subsequent championship, such penalty shall be applied to the next tournament(s) in which the individual's team is involved and the individual otherwise is eligible to participate. In the case of an individual event, the penalty shall be applied to the next meet(s) or tournament(s) for which the individual qualifies and otherwise is eligible to participate.

Review of Action. Any action related to misconduct may be reviewed by the governing sports committee upon request of any institution participating in the championship.

SPORTSMANSHIP

The primary goal of the rules is to maximize the safety and enjoyment of the student-athlete. Sportsmanship is a key part of that goal. Sportsmanship should be a core value in behavior of players and bench personnel, in crowd control by game management and in the officials' proper enforcement of the rules governing related actions.

SPORTS WAGERING

The NCAA defines sports wagering as putting something at risk – such as an entry fee or a wager – with the opportunity to win something in return. The NCAA opposes all forms of legal and illegal sports wagering on college sports. Student-athletes and athletics administrators cannot place a sports wager for any NCAA-sanctioned sport. This includes wagering on the intercollegiate, amateur or professional level.

A student-athlete involved in sports wagering on the student-athlete's institution permanently loses all remaining regular-season and postseason eligibility in all sports. A student-athlete who is involved in any sports wagering activity that involves college sports or professional athletics, through Internet gambling, a bookmaker, a parlay card or any other method employed by organized gambling, will be ineligible for all regular-season and postseason competition for at least one year.

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.

TOBACCO POLICY

The use of tobacco products is prohibited by all game personnel (e.g., coaches, trainers, managers and game officials) in all sports during practice and competition. Uniform penalties (as determined by the applicable rules-making committees and sports committees with rules-making responsibilities) shall be established for such use.

The use of tobacco products by a student-athlete is prohibited during practice and competition. A student-athlete who uses tobacco products during a practice or competition shall be disqualified for the remainder of that practice or competition.

SECTION 15 – SECURITY

MEDIA/INTERVIEW AREA

There will be one security officer in the press box media area throughout the meet and one security officer located outside of the Screening Room where post-meet interviews will take place.

TEAM LOCKER ROOMS

There will be one security officer outside the team locker rooms, throughout all competition sessions that will monitor the locker rooms.

SECTION 16 – TICKETS

1. The location of all team allocations must be approved by the NCAA national office prior to tickets going on sale.
2. The number of tickets allocated to each institution will vary depending on the seating capacity restrictions at each venue. NCAA will work with each host to determine ticket allotments for each participating institution and individuals selected.
3. The host institution is responsible for contacting each participating institution's ticket manager by telephone to determine how many tickets the institution wishes to purchase; those tickets should then be held at the will-call window to be picked up by the visiting institutions on their arrival. The visiting institutions must notify the host no later than noon the day prior to the competition as to whether all the tickets held at will call will be used or whether additional tickets are requested. If the host institution is not notified, the visiting institution must purchase those tickets.
4. All participating teams' unsold tickets will be pooled for equal distribution among the institutions that wish to purchase additional tickets.
5. Medical personnel not included in a team's official party should be permitted to purchase a ticket that provides seating near the competition floor or easy access from the seat to the competition floor.
6. The host institution is responsible for the administration of the competitors' pass gate. Player-Guest Tickets. Participating institutions may purchase tickets for their student-athletes in accordance with the regulations specified in Bylaw 16.2. A pass gate should be established at the arena to administer the student-athletes' tickets. A designated individual from each participating institution will be responsible for submitting the names of the individuals who will use those tickets to the tournament director (or his or her designee). Individuals using those tickets will proceed through the pass, where they will be identified by the appropriate institution's designee and given a ticket to their seats.

ALLOCATIONS

Participant ticket blocks will be held in the following sections: 2, 3, 20 and 19. Each team ticket manager may request to trade in seats from their team ticket allotment for ADA seats as needed.

The host ticketing manager will work to accommodate ADA and additional tickets based on availability.

TICKET PRICES

Ticket pricing is as follows:

Single-session tickets:

Lower Level Reserved	\$22
Upper Center Reserved	\$19
Ends Reserved	\$16
Student Tickets with ID	\$5

Tickets for fans may be purchased at the Ritchie Center Box Office, over the phone at 303-871-4625 or at www.NCAA.com/WGymnastics

BANDS/SPIRIT SQUADS/MASCOT ENTRANCE

Uniformed band members, spirit squad and mascots may be admitted without a ticket. Band, spirit squad and mascots should enter through lower north lobby and be seated in sections assigned to each school based on availability. Please contact Angel Field at angel.field@du.edu by Monday, March 21, if you have plans to bring band and/or cheer.

PLAYER PASS ENTRANCE

The University of Denver Ticket Office, along with the event management staff, will be available to administer participating teams and individuals' player-pass lists. All player-pass lists and tickets **MUST** be delivered to the tournament co-director(s), Julie Campbell and Angel Field, during the administrative meeting Wednesday, March 29.

Player pass gate will be located at the west entrance of the Ritchie Center (signage will be posted). Guests entering the arena via the player pass gate must show photo identification and sign for his/her tickets. Player pass gate will remain open until for one hour after the scheduled start of competition.

SECTION 17 – TRAVEL PARTY

CREDENTIALS

The championships Corral/March-In Form will be sent to all participants via email. **This form must be submitted by noon Eastern time, March 22.** Changes to the 15 student-athletes designated on the corral/march-in form must be made in writing to the NCAA championship manager and the tournament director not later than 10 p.m. Eastern time the day before competition.

General Policies. The corral/march-in form shall serve as the official credential request form. An issued credential may not be given to another team member or individual. If a participant or staff member loses a credential, a fine will be imposed (the price of an all-session ticket to the event) to replace the credential. Wrist bands will be provided to the coaching staff and support personnel as identified on the official corral/march-in form; student-athletes will receive plastic "bag tags" to affix to their gym bags. These credentials will be provided in the Welcome Packet along with the competitor numbers.

Teams. Teams shall receive a total of 25 individual credentials, with a maximum 15 for competing student-athletes. If a team does not have 15 student-athletes, the remaining credentials may be allocated to other necessary institutional staff members or non-competing student-athletes. The athletic trainer must be designated as one of the 25 members of the travel party. For videographer to film from the corral, see policy below. Only 15 athletes will be permitted for warm-ups and competition. Teams must submit an updated march-in list if any changes are made. If an athlete is replaced between rounds, her competitor number will be transferred to the new gymnast.

All-Around and Individual Event Qualifiers. The number of credentials issued will match the travel party number, plus one additional credential.

Team Physician. A medical credential may be issued to a team physician on request via the official corral/march-in form. Hosts shall seat team physicians in an area that is easily accessible to the competition floor in the event of an injury or in designated areas approved by the NCAA.

Sports Information Director. One floor-access credential (non-transferable) for purposes of fulfilling media responsibilities and access to the competition floor and locker rooms as needed. This will be requested through and issued by the *media coordinator*.

Photographers/Videographers from Participating Institutions. Up to two credentials for an institution's photographer and/or videographer may be requested via the media coordinator and removed from the team list. The photographer must cover the event from areas designated by the host institution. *For the videographer to film from the team corral, he or she must be included as part of the 25 permitted in the team corral and listed on the official corral/march-in form.* Photographers are not permitted in the corrals and their credentials will be handled by the *media coordinator*.

SECTION 18 – LOCAL TRANSPORTATION

Ample ground transportation is available at the DIA airport. Please see DU Transportation partners.



Hermes Worldwide

Location: 6240 E. 49th Drive, Denver, CO 80022

Phone: 303-577-7600

Email: reserve@hermesworldwide.com

DU Special: Ask for the special DU rate



Ace Express Coaches

14000 W. 44th Ave., Golden, CO 80403

Phone 303-222-0981, Fax 303-271-9509

Contact: Jill LaCroix

Contact Email: jlacroix@aceexpresscoaches.com

DU Special: 10% off



Enterprise Rent-a-Car

Local reservations in Colorado: Call 303-757-3475

Reservations outside Colorado: Call 1-800-Rent-A-Car

Website: Use corporate account code **NA12DU**.

2023 NCAA Women's Gymnastics Championships
 Student-Athlete Guest List (duplicate as needed)

I received a complimentary admission from the student-athlete named below. By signing this form, I certify that I did not, nor do I plan to, pay or give anything of value to the student-athlete in exchange for the complimentary admission.		
Participant's Name (Last, First)	Name of Guest(s)	Signature
	1.	
	2.	
	3.	
	4.	
	5.	
	6.	
	1.	
	2.	
	3.	
	4.	
	5.	
	6.	
	1.	
	2.	
	3.	
	4.	
	5.	
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	1.	
	2.	
	3.	
	4.	
	5.	
	6.	

2023 NATIONAL COLLEGIATE WOMEN'S GYMNASTICS CHAMPIONSHIPS

LINEUP FORM

Institution _____

Coach _____

VAULT 1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

BARS 1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

BEAM 1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

FLOOR 1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Appendix C • Equipment List

- Reprint -

National Collegiate Women's Gymnastics Championships Equipment List (regionals & nationals) 2023

We verify that this is the equipment that will be used at NCAA Women's Gymnastics Championships.

prepared by AAI-Ken Cysewski, as of December 20, 2022

Host Institution Denver

Signature Meet Director _____

Signature Athletics Director _____

Year(s) 2023

**** circle specific equipment when given more than one option ****

VAULT	800 ELITE SERIES ITEM DESCRIPTION	CATALOG NO.	QTY.	Regionals		Nationals	If something is different please note ref. 2023
				CHECK IF HAVE	WILL GET	AAI PROVIDES	
	TAC/10 Vault Table (with hanging safety pad)	407-557	1	X		x	
	Padded Vaulting Runway (13/8" x 3' x 84')	416-785	1	X		x	Demo preferred
	TAC/10 Board	407-233	2	X		x	
	Contoured Vault Safety Zone	407-238	1	X		x	
	## Monopod Anchor Mat 20 cm or ## Vaulting Anchor Mat	416-549	1			x	416292 new number
	FIG 8' x 15.5' x 20 cm V2 - Firm	416-125	1	X		x	
	FIG 8' x 15.5' x 20 cm V2 - Firm	416-558	1	X		x	416322 new number
	FIG 4' x 8' x 20 cm V2 - Slab	416-553	1	X		x	416308 new number
	Throw Mat 7' x 10' x 10 cm (anti-slip with Dual Density Foam)	416-258	1	X		x	
	Throw Mat 7' x 10' x 10 cm (standard foam mesh bottom)	416-319	1	X		x	
	Throw Mat 8' x 15' x 4" folding	416-140	1	X		x	SPIETH with FIG slide lines only
	8" Skill Cushion 5' x 10' non-slip	416-159	1	X		x	416259 new number
	8" Skill Cushion 5' x 10' "Softy"	416-006	1	X		x	
	Slings Mat 6.6' x 8' x 2"	416-584	2	X		x	
	TAC/10 Round off Pad - 36" x 54" x 1 3/8" (no personal pads)	416-098	1	X		x	
	Mini TAC/10 Round off Pad - 36" x 36" x 1 3/8" (no personal pads)	416-099	1	X		x	
	Low Spotting Block 2' x 1' x 4'	416-042	1	X		x	
	TAC 10/Towel (one bag)	407-571	1	X		3	Increase quantity at Championships
	TAC 10/Surface Cleaner	407-567	1	X		x	
	Step-in Chalk Holder w/ chalk	407-007	2	X		x	include 2 AAI Chalk Carpets
	Score Flasher - 3 digit (panel judges and 1 needed for vault group) handheld	418-002	6^	X			
	Score Flasher - 5 digit (chief judge) (4 digit for regionals)	418-003	1	X		x	DIGITAL & BACK-UP
MISC	Collegiate Vault Value Chart		1	X			
	100 ft. US Metal Tape Measure		1	X		x	
	Start Value Flip Charts		6^	X			
	Green Start Flag		1	X			
BARS	Floor Plates OR <u>Free standing</u>			Regionals		Nationals	If something is different please note
				CHECK IF HAVE	WILL GET	AAI PROVIDES	
	UTB 844 Elite Uneven (with assist step; assist step optional at regionals)	407-080	1	X		x	AAI Assist Step-407059
	Extra Graphite X Bar	407-152	2		X	x	
	Elite Uneven Bars Adapters - if floor plates are not available	407-361/349	1			x	
	FIG 8' X 15.5' x 20 cm V2 - Firm	416-558	2	X		x	416322 new number
	FIG 8' x 12' x 20 cm V2 - Firm	416-557	2	X		x	416317 new number
	FIG 5' x 7.5' x 20 cm V2 - Slab	416-554	1	X		x	416312 new number
	Throw Mat 7' x 10' x 10 cm (anti-slip with Dual Density Foam)	416-258	1	X		x	
	Throw Mat 7' x 10' x 10 cm (standard foam mesh bottom)	416-319	1	X		x	
	Slings Mat 6.6' x 8' x 2"	416-584	1	X		x	
	8" Skill Cushion 5' x 10' "Softy"	416-006	1	X		x	
	8" Skill Cushion 5' x 10' Anti Skid (optional at regionals; required at nationals)	416-257	1	X		x	
	Throw Mat 8' x 15' x 4" folding	416-020	1	X		x	
	TAC/10 Board	407-233	1	X		x	
	Low Spotting Block 2' x 1' x 4'	416-042	1	X		x	
	High Chalk Holder	407-008	3	X		x	include 3 AAI Chalk Carpets
	Block Chalk	407-585	Case	X		x	
	Score Flasher - 3 digit (panel judges) handheld	418-002	6^		X		
	Score Flasher - 5 digit (chief judge) (4 digit for regionals)	418-003	1	X		x	DIGITAL & BACK-UP
MISC	Tablet (iPad or similar) to display timing countdown		2	X			
	Slop Watches (only as backups to tablets)		2	X			
	Scotch bright pad for scraping bars		1		X		
	Start Value Flip Charts		6^	X			
	2' x 4' x .5" plywood mounting boards w/ non-skid surface both sides no logos (w/ rope for handles)		1	X			
	Green Start Flag		1	X			
	Wire Brush		2	X			
	Spray Water Bottles for Bars		3	X			

Throw mats denoted with these symbols are an either/or option at regionals. For regionals and nationals, both types of mats still are required.

*Only 4 handheld flashers/start value flip charts needed at regionals.

**Please note that some items may be added or deleted due to future changes to equipment specifications. Also, some catalog numbers may change.

NATIONAL COLLEGIATE WOMEN'S GYMNASTICS

- Reprint -

National Collegiate Women's Gymnastics Championships Equipment List (regionals & nationals) 2023

We verify that this is the equipment that will be used at NCAA Women's Gymnastics Championships.

prepared by AAI-Ken Cysewski, as of June 24, 2022

Host Institution Denver
Signature Meet Director _____
Signature Athletics Director _____
Year(s) 2023

**** circle specific equipment when given more than one option ****

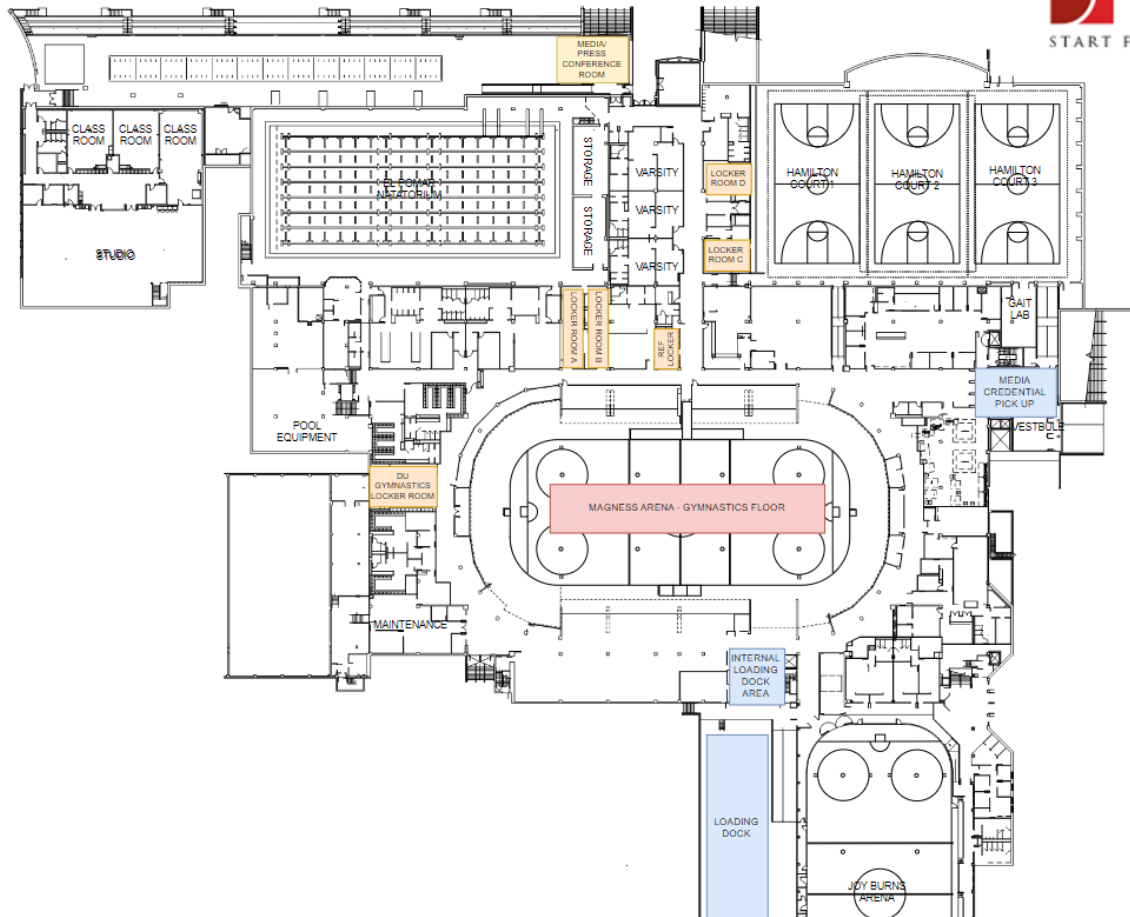
BEAM	800 ELITE SERIES ITEM DESCRIPTION	CATALOG NO.	QTY.	Regionals		Nationals		If something is different please note
				CHECK IF HAVE	WILL GET	AAI PROVIDES		
	Elite Reflex Nonadj Beam	407-430	1	X			x	
	Elite Beam Leg Pads	416-325	1 set	X			x	
	Elite Beam Leg Filler Mat System	416-560	1 set	X			x	
	FIG 8' x 15.5' x 20 cm V2 - Firm	416-558	2	X			x	416322 new number
	FIG 8' x 15.5' x 20 cm V4 - Firm	530-854	2	X			x	
	FIG 8' x 12' x 20 cm V2 - Firm	416-557	1	X			x	416317 new number
	FIG 5' X 8' x 20 cm V2 - Firm Slab	416-553	1	X			x	416308 new number
	## Throw Mat 7' x 10' x 10 cm (anti-slip with Dual Density Foam) or	416-258	1				x	
	## Throw Mat 7' x 10' x 10 cm (standard foam mesh bottom)	416-319	1	X			x	
	8" Skill Cushion 5' x 10' nonslip (nonslip backing optional at regionals only)	416-159	-1	X			x	416259 new number
	Sling Mat 6'6" x 8" x 2"	416-584	1	X			x	
	Throw Mat 8' x 15' x 4" folding	416-020	2	X			x	
	TAC/10 Board	407-233	1	X			x	
	Suede Beam Pad	416-051	1	X			x	
	Step-in Chalk Holder w/ chalk with carpet	407-007	2	X			x	
	Score Flasher - 3 digit (panel judges) handheld	418-002	6^		X			
	Score Flasher - 5 digit (chief judge) (4 digit at regionals)	418-003	1	X				DIGITAL & BACK-UP
MISC	Tablet (iPad or similar) to display timing countdown		2					
	Stop Watches		2					
	Start Value Flip Charts		6^					
	2' x 4' x .5" plywood mounting boards w/ non-skid surface both sides no logos (w/ rope for handles)		1					
	Green Start Flag		1					
	12' panel mat for stretching/warm-up (1 mat at regionals/2 at nationals)		1/2				x	
	Bell (beam warning) loud enough to be heard over crowd		1					
FLOOR				Regionals		Nationals		
				CHECK IF HAVE	WILL GET	AAI PROVIDES		If something is different please note
	Elite Floor Exercise System - 40' x 40' "Stratum"	432-340	1	X			x	EVA Puzzle Foam 13015
	Extra Floor Panel	534-128	2	X			x	
	American Elite Carpet - 45' x 45' (note color in blank column)	(432-504 for nationals)	1	X			x	MAROON & BLUE
	Foam Border	432-891	1	X			x	
	2" QuadLam Foam 6' x 42'	416-773	7 rolls	X			x	
	8" Skill Cushion 5' x 10'	416-663	0	X			x	
	Sling Mat 6'6" x 8" x 2"	416-584	2	X			x	
	## Throw Mat 7' x 10' x 10 cm (anti-slip with Dual Density Foam) or	416-258	2				x	
	## Throw Mat 7' x 10' x 10 cm (standard foam mesh bottom)	416-319	0	X			x	
	Step-in Chalk Holder w/ chalk	417-007	2	X			x	
	Score Flasher - 3 digit (panel judges) handheld	418-002	6^	X				
	Score Flasher - 5 digit (chief judge) (4 digit at regionals)	418-003	1	X			x	
	EZ Roll Corner Mats - set of 4 each	416736	1	X			x	
	Block Chalk	407-585	Case	X			x	
MISC	Start Value Flip Charts		6^	X				
	Sound system including iPod adapter		1	X				
	White gaffers or duct tape for corners (used in practice and competition)		10 rolls	X				
	Green Start Flags		1	X				
	Yellow Flags		2	X				
	Stop Watches		1	X				
	60" x 60" Vinyl Floor Sheets (for gymnasts to apply chalk to their feet - versus crushing chalk on competitive mats) or carpet squares for chalk trays		9				x	AAI Chalk Carpets
	Score Flasher - 5 digit (for finals) Extra Flasher Inserts		2	X			x	DIGITAL
	Additional Panel Mats - for stretching areas (4 areas)		8	X			x	
Meet Referee	Host to provide							
	100 ft. US Metal Tape Measure		1	X				
	20 meter Tape Measure		1	X				
	Stop Watches (3 backups) 7 total		3	X				
	3-4 digit handheld flashers (nationals only)		24					

Throw mats denoted with these symbols are an either/or option at regionals. For nationals, both types of mats still are required.

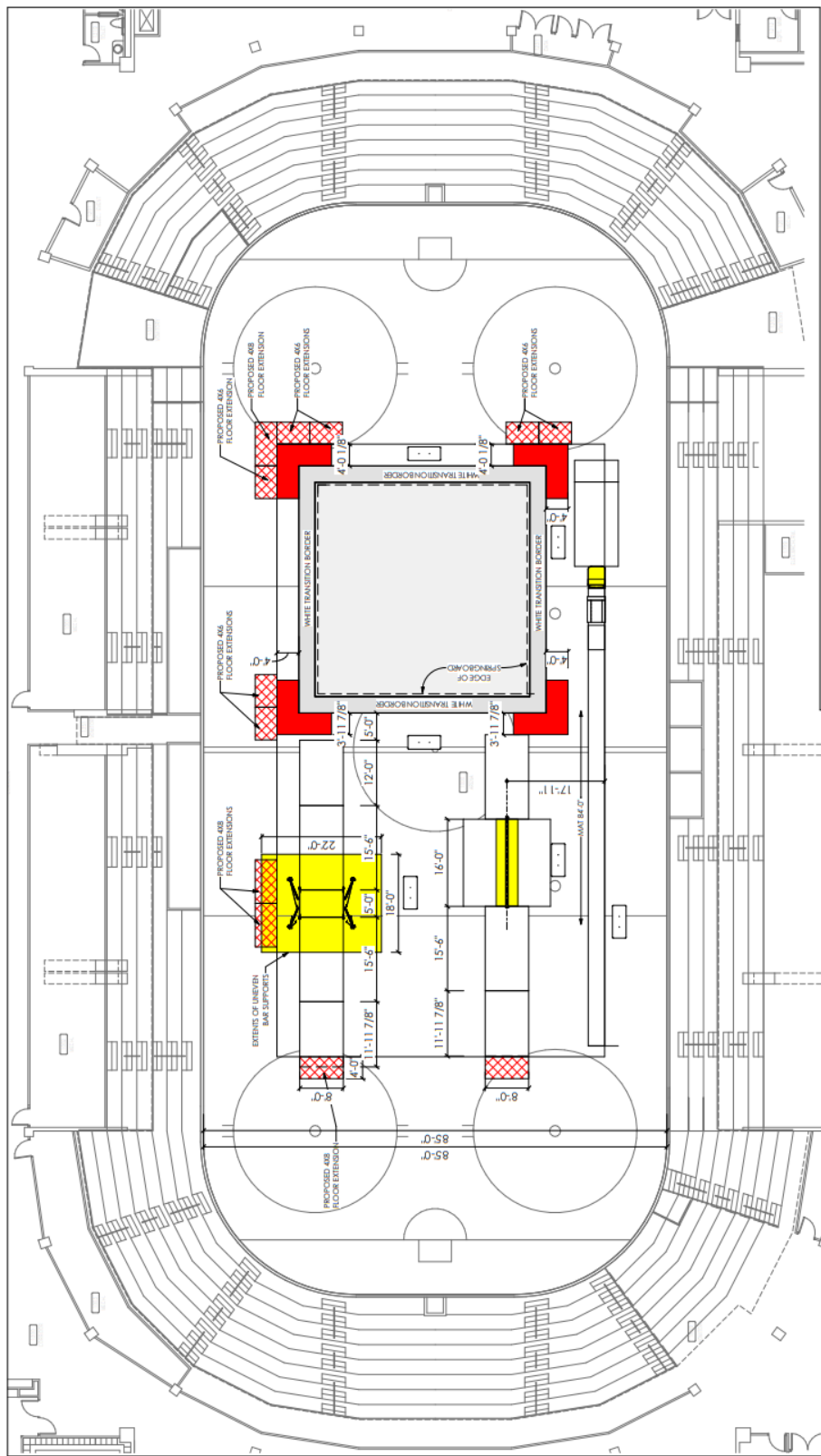
*Only 4 handheld flashers/start value flip charts needed at regionals.

**Please note that some items may be added or deleted due to future changes to equipment specifications. Also, some catalog numbers may change.

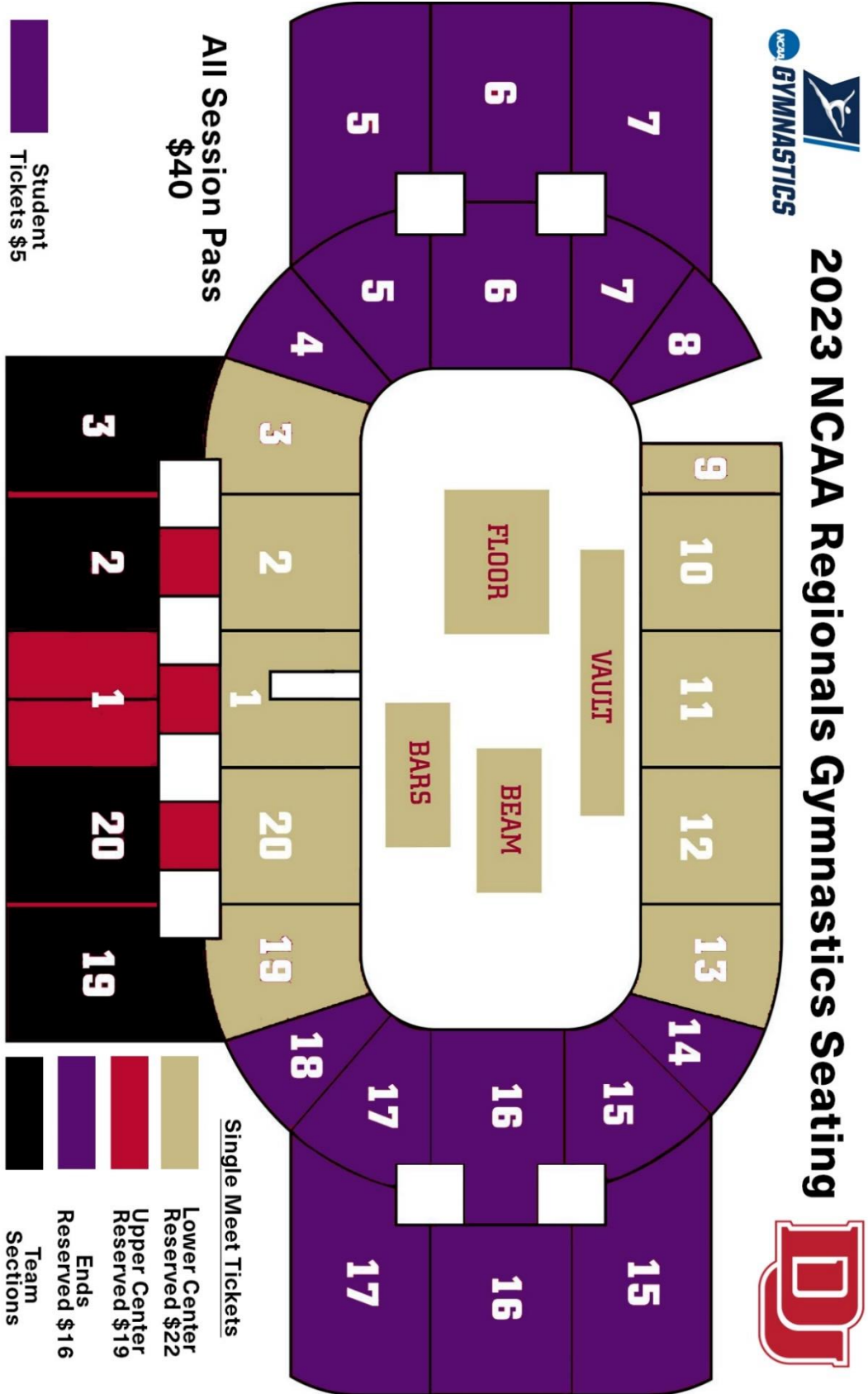
2023 NCAA GYMNASTICS REGIONALS LOCKER ROOMS- DENVER REGIONAL(S)



2023 NCAA GYMNASIICS REGIONALS FLOOR – DENVER REGIONAL(S)

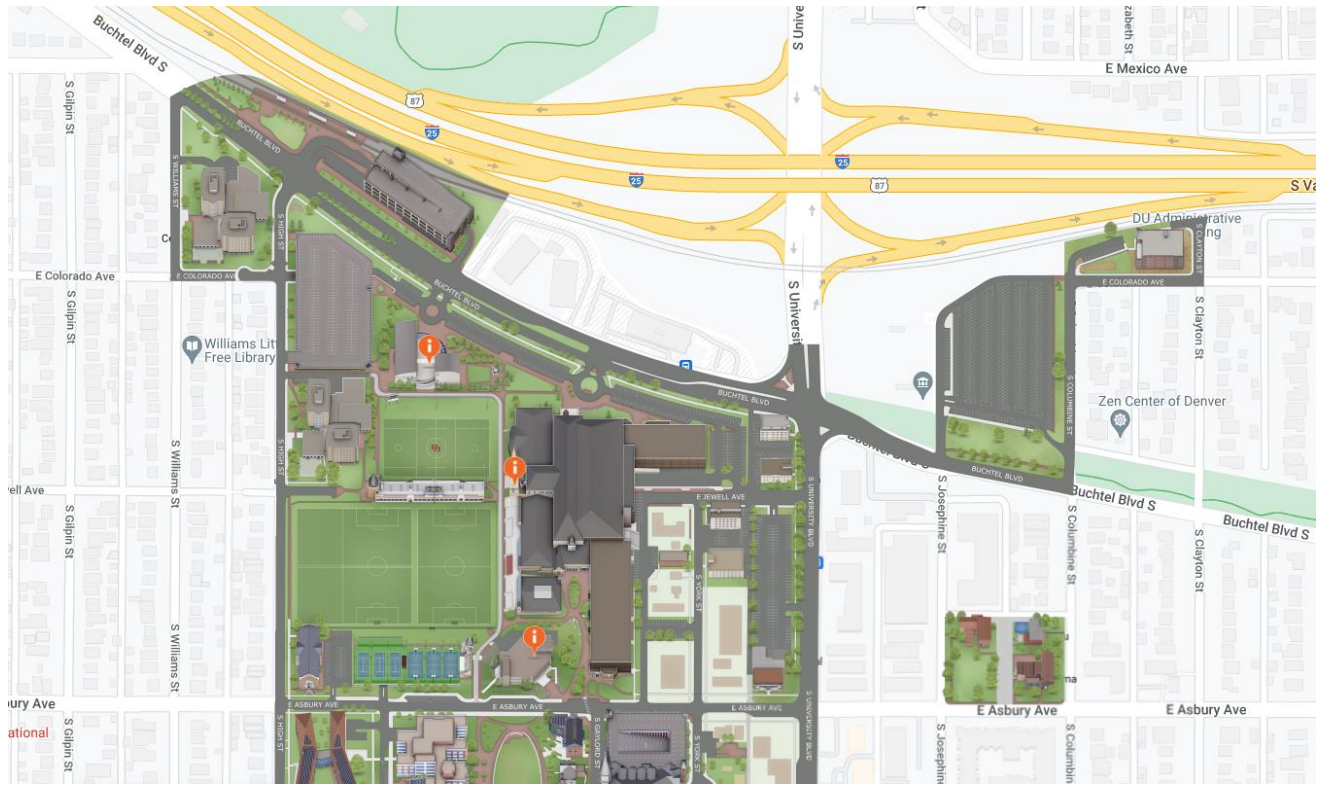


2023 NCAA GYMNASTICS REGIONALS SEATING CHART- DENVER REGIONAL(S)



2023 NCAA GYMNASTICS REGIONALS CAMPUS MAP – DENVER REGIONAL(S)

<https://www.du.edu/site-utilities/maps>



2023 NCAA GYMNASTICS REGIONALS DRIVING DIRECTIONS – DENVER REGIONAL(S)

From I-25 take University Blvd. South. Cross through the Buchtel Blvd S intersection and turn right on E. Jewell Avenue.

Team buses can pull into the loading dock which is also accessed off E Jewell Ave. Once on E Jewell Ave take the second right (the first right is an alley behind an apartment building and the second right will take you to the loading dock area). The loading dock address is 2250 E. Jewell Avenue, Denver, CO 80210.

Team buses will be able to unload in the loading dock and then be directed to parking by Facility Management personnel. Bus parking will be available in a surface parking lot (Lot 108) located off Buchtel Blvd S. Parking for those in vans or cars will be available in a surface parking lot (Lot W) located off E Jewell Avenue. Coaches will be able to drop off student-athletes in the loading dock prior to parking if they so desire. Parking passes, maps, and directions will be provided by Facility Manager.