



2019 DIVISION II WOMEN'S
SOCCKER
CHAMPIONSHIP

PRE-CHAMPIONSHIP
2019-20 MANUAL

NCAA General Administrative Guidelines

Contents

Section 1 • Introduction	2
Section 1•1 Definitions	2
Section 2 • Championship Core Statement	2
Section 3 • Concussion Management	3
Section 4 • Conduct	3
Section 4•1 Certification of Eligibility/Availability	3
Section 4•2 Drug Testing	4
Section 4•3 Honesty and Sportsmanship	4
Section 4•4 Misconduct/Failure to Adhere to Policies	4
Section 4•5 Sports Wagering Policy	4
Section 4•6 Student-Athlete Experience Survey	5
Section 5 • Elite 90 Award	5
Section 6 • Fan Travel	5
Section 7 • Logo Policy	5
Section 8 • Research	6
Section 9 • Division II	6
Section 9•1 Division II Philosophy	6
Section 9•2 Division II Code of Conduct	7
Section 9•3 On-Site Administrator at Team Championships	9
Section 9•4 Religious Conflicts	9

THE NATIONAL COLLEGIATE ATHLETIC ASSOCIATION

P.O. Box 6222
Indianapolis, Indiana 46206-6222
317-917-6222
ncaa.org
October 2019

NCAA, NCAA logo, National Collegiate Athletic Association and Elite 90 are registered marks of the Association and use in any manner is prohibited unless prior approval is obtained from the Association.

Section 1 • Introduction

During the 2019-20 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.

The first section applies to policies applicable to all 90 championships, while the other two 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.

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 • Concussion Management

[Reference: Concussion Management in Constitution 3.2.4.20 in the NCAA Division I Manual, Constitution 3.3.4.17 in the NCAA Division II Manual, and Constitution 3.2.4.17 in the NCAA Division III Manual.]

The NCAA has adopted legislation that requires all active member institutions to have a concussion management plan for their student-athletes. Traveling 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. Within the rules of the sport and policies established for the championship, medical staff should have access to the injured student-athlete without interference (e.g., coach).

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 more severe and/or 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 Sport Science Institute website](#) for additional guidance.

Section 4 • Conduct

Section 4•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 31.2.2 and 31.2.1.5 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 4•2 Drug Testing

[Reference: Bylaws 18.4.1.4 and 31.2.2 in the NCAA Division I Manual and Bylaws 18.4.1.4 and 31.2.3 in the NCAA Divisions II and III Manuals.]

Student-athletes who compete in NCAA championships may be subjected to drug tests in accordance with Bylaws 18.4.1.4 and 31.2.2 (Division I); 31.2.3 (Divisions II and III), 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 4•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 4•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 outline.

Section 4•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 4•6 Student-Athlete Experience Survey

After each championship, institutional administrators, coaches and student-athletes 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 ensure participation from all student-athletes.

Section 5 • 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. To receive more information or access the online form and submit a nomination, go to ncaa.org.

Section 6 • Fan Travel

NCAA Travel provides an easy and affordable way 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 NCAA Travel help support NCAA student-athletes. Please direct your fans to NCAA.com/travel to search and book online hotel, car and air travel, all in one easy transaction.

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

It is essential that all research efforts be coordinated by a single entity within the national office structure in order to ensure maximum efficiency and quality, avoid unnecessary duplication of effort on the part of staff and membership, allow the NCAA to prioritize research efforts given the limited time and resources of our members and adhere to federal guidelines on the responsibilities of researchers to properly protect research participants from harm.

For the purpose of this policy, "research" is defined as any systematic collection of data for the purpose of drawing generalized conclusions.

Any proposal to conduct research must be submitted to the NCAA research staff for review at least six weeks before the project begins. Research to be conducted during NCAA championships or related events, and which involves competing student-athletes or attendees, is also subject to review. This includes all research, including that conducted by or under the direction of any employee, contractor or paid consultant of the NCAA. It also includes any research conducted by other persons, but funded totally or in part by the NCAA. Any research that detracts from the student-athlete experience or requires physical activity may not be permitted at the championships (preliminary rounds and finals sites). The NCAA retains sole discretion as to whether to allow such research.

Examples of activities considered research include: Conducting surveys of athletics administrators, college presidents, faculty, coaches and student-athletes; leading an organized focus group; funding an outside study under the auspices of the NCAA; conducting market research at championship events; secondary analysis of data originally collected by the NCAA from people for other purposes; any systematic collection of data from the membership or other entities; etc.

Section 9 • Division II

Section 9•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: 1/14/97, 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)*
- l. 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 9•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

GENERAL ADMINISTRATIVE GUIDELINES

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 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 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 9•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, 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 9•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 Sept. 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 Women's Soccer

Contents

Section 1 • General Administration	11
Section 1•1 NCAA Tournament Operations Staff Contact Information	11
Section 1•2 National Committee	11
Section 1•3 Regional Advisory Committees	11
Section 1•4 Important Dates	13
Section 1•5 Equipment	14
Section 1•6 Rules	15
Section 1•7 Uniforms	15
Section 2 • Determination of Championship Participation	17
Section 2•1 Championship Format	17
Section 2•2 Results	18
Section 2•3 Selection Information	19
Section 2•4 Selection Criteria	19
Section 2•5 Site Selection	20
Appendix A • Sport Sponsorship	23
Appendix B • Regional Berth Allocations	28

Section 1 • General Administration

Section 1•1 NCAA Tournament Operations Staff Contact Information

Molly Simons

Assistant Director, Championships and Alliances
P.O. Box 6222 / Indianapolis, Indiana 46206-6222
317-917-6785 / msimons@ncaa.org

John M. Kuzio

Coordinator, Championships and Alliances
P.O. Box 6222 / Indianapolis, Indiana 46206-6222
317-917-6384 / jkuzio@ncaa.org

Section 1•2 National Committee

Current members of the committee are:

ATLANTIC REGION**Gary Kagiavas**

Head Women's Soccer Coach
Edinboro University of Pennsylvania

CENTRAL REGION**Chad Markuson**

Deputy Athletic Director
Minnesota State University Moorhead

EAST REGION**James Moore, chair**

Head Women's Soccer Coach
Georgian Court University

MIDWEST REGION**Kelley Kish**

Director of Athletics
Lake Erie College

SOUTH REGION**Larry Carpenter**

Director of Athletics
Lee University

SOUTH CENTRAL REGION**Neil Piper**

Head Women's Soccer Coach
Texas A&M University-Commerce

SOUTHEAST REGION**Jennifer Bell**

Director of Athletics
Converse College

WEST REGION**Jason Carmichael**

Director of Athletics
California State University, East Bay

For additional information about the Division II Women's Soccer Championship, contact

Molly Simons

Assistant Director, Championships and Alliances
317-917-6785 / msimons@ncaa.org

James Moore, chair

Head Women's Soccer Coach, Georgian Court University
jmoore@georgian.edu

Section 1•3 Regional Advisory Committees

NAME	INSTITUTION	CONFERENCE
ATLANTIC REGION		
Gary Kagiavas, chair	Edinboro	PSAC
Kris Decker	Mansfield	PSAC
Kevin Mounce	Urbana	MEC
Adam Zundell	MEC	MEC
CENTRAL REGION		
Chad Markuson, chair	MSU Moorhead	NSIC
Brian Bahl	Minnesota State Mankato	NSIC

DIVISION II WOMEN'S SOCCER

NAME	INSTITUTION	CONFERENCE
CENTRAL REGION CONTINUED		
Chad Edwards	Missouri Western	MIAA
Brittany Lauritsen	Washburn	MIAA
Mike White	Okla. Baptist	GAC
Kevin Wright	Ouachita Baptist	GAC
EAST REGION		
James Moore, chair	Georgian Court	CACC
Cindy Rabideau	USciences	CACC
Christine Lowthert	Assumption	NE10
Laurie Darling Gutheil	Saint Rose	NE10
Brianna Falese	Molloy	ECC
Sarah McClellan	Roberts Wesleyan	ECC
MIDWEST REGION		
Kelley Kish, chair	Lake Erie	G-MAC
Jonathan Meade	Cedarville	G-MAC
Nick Kedzuch	Missouri-St. Louis	GLVC
Erin Egolf	Ill. Springfield	GLVC
Michelle Jacob	Michigan Tech	GLIAC
Adam Bracken	Ashland	GLIAC
SOUTH REGION		
Larry Carpenter, chair	Lee	Gulf South
Stacey Balaam	West Georgia	Gulf South
Samantha Bohon	Embry-Riddle (Florida)	Sunshine State
Amanda Knight	Barry	Sunshine State
SOUTH CENTRAL REGION		
Neil Piper, chair	Tex. A&M-Commerce	Lone Star
Babak Abouzar	Texas Woman's	Lone Star
Tammy McPherson	Colorado Christian	RMAC
Nathan Gibson	Colorado-Colorado Springs	RMAC
SOUTHEAST REGION		
Jennifer Bell, chair	Converse	Conference Carolinas
Mike Lynch	Belmont Abbey	Conference Carolinas
Mary Rob Plunkett	North Georgia	Peach Belt
Hilary George	S.C. Aiken	Peach Belt
Nick Brown	Catawba	SAC
Randy Jones	Anderson (SC)	SAC
WEST REGION		
Jason Carmichael, chair	Cal St. East Bay	CCAA
LeBaron Hollimon	Cal St. San Bernardino	CCAA
Jared Pine	PacWest	PacWest
Rob Podeyn	Fresno Pacific	PacWest
Grant Landy	Concordia Portland	Great Northwest
Jackson Stava	Seattle Pacific	Great Northwest

Section 1•4 Important Dates

Thursday, Aug. 1	Fall schedules due to the statistics website.
Thursday, Sept. 5	First permissible date of competition.
Monday, Oct. 14	Updated scores and statistics from schools and conferences through Sunday's games due.
Tuesday, Oct. 15	RAC Orientation Webinar.
Monday, Oct. 21	Updated scores and statistics from schools and conferences through Sunday's games due.
Tuesday, Oct. 22	RAC calls. (Practice ranking)
Wednesday, Oct. 23	National Committee call. (Practice ranking) National office begins accepting proposed budgets for preliminary-round competition.
Monday, Oct. 28	Updated scores and statistics from schools and conferences through Sunday's games due.
Tuesday, Oct. 29	First RAC call.
Wednesday, Oct. 30	National committee call; first published ranking available on NCAA.com.
Monday, Nov. 4	Updated scores and statistics from schools and conferences through Sunday's games due.
Tuesday, Nov. 5	Second RAC call.
Wednesday, Nov. 6	National committee call; second published ranking available on NCAA.com.
Friday, Nov. 8	Deadline for submitting required bid materials to host preliminary-round competition.
Monday, Nov. 11	Updated scores and statistics from schools and conferences through Sunday's games due.
Tuesday, Nov. 12	Third RAC call.
Wednesday, Nov. 13	National committee call; third published ranking available on NCAA.com.
Sunday, Nov. 17	RAC selection call.
Sunday, Nov. 17	Deadline for eligible conferences to submit their automatic qualifiers.
Monday, Nov. 18	National committee selection call and notification of teams participating in the championship. Selection show on NCAA.com at 6 p.m. Eastern time.
Tuesday, Nov. 19	Teleconference with first- and second-round participants, 2 p.m. Eastern time.
Thursday, Nov. 21 or Friday, Nov. 22	First-round games.
Saturday, Nov. 23 or Sunday, Nov. 24	Second-round games.
Tuesday, Nov. 26	Teleconference with third- and quarterfinal-round participants, 2 p.m. Eastern time.
Thursday, Dec. 5 or Friday, Dec. 6	Third-round games.
Saturday, Dec. 7 or Sunday, Dec. 8	Quarterfinal games.
Monday, Dec. 9	Teleconference with championship participants, 2 p.m. Eastern time.
Thursday, Dec. 12	2019 NCAA Division II Women's Soccer Championship, semifinals.
Saturday, Dec. 14	2019 NCAA Division II Women's Soccer Championship, final.
Wednesday-Sunday, Jan. 15-19	United Soccer Coaches Convention, Baltimore.
Monday-Tuesday, Jan. 27-28	National Committee annual meeting, Indianapolis.

CHAMPIONSHIP DATES

Selections	Monday, Nov. 18
First Round	Thursday, Nov. 21 or Friday, Nov. 22 (Thursday for No Sunday Play institutions.)
Second Round	Saturday, Nov. 23 or Sunday, Nov. 24 (Saturday for No Sunday Play institutions.)
Third Round	Thursday, Dec. 5 or Friday, Dec. 6 (Thursday for No Sunday Play institutions.)
Quarterfinals	Saturday, Dec. 7 or Sunday, Dec. 8 (Saturday for No Sunday Play institutions.)
Semifinals	Thursday, Dec. 12
Final	Saturday, Dec. 14

The 2019 NCAA Division II Women's Soccer Championship will take place in Pittsburgh and will be hosted by Slippery Rock University of Pennsylvania and SportsPITTSBURGH.

DATE FORMULA*

First Round	Weekend before Thanksgiving (Thursday or Friday).
Second Round	Weekend before Thanksgiving (Saturday or Sunday).
Third Round	Weekend after Thanksgiving (Thursday or Friday).
Quarterfinals	Weekend after Thanksgiving (Saturday or Sunday).
Semifinals and Final	Two weekends after Thanksgiving (Thursday and Saturday).

*Starting with the 2019 championship, the championship date formula will shift to one week later. Future dates are listed below.

FUTURE DATES

2020

Selections	Monday, Nov. 16
First Round	Must be played Thursday, Nov. 19 or Friday, Nov. 20
Second Round	Must be played Saturday, Nov. 21 or Sunday, Nov. 22
Third Round	Must be played Thursday, Dec. 3 or Friday, Dec. 4
Quarterfinals	Must be played Saturday, Dec. 5 or Sunday, Dec. 6
Semifinals/Final	Thursday, Dec. 10 and Saturday, Dec. 12

2021

Selections	Monday, Nov. 15
First Round	Must be played Thursday, Nov. 18 or Friday, Nov. 19
Second Round	Must be played Saturday, Nov. 20 or Sunday, Nov. 21
Third Round	Must be played Thursday, Dec. 2 or Friday, Dec. 3
Quarterfinals	Must be played Saturday, Dec. 4 or Sunday, Dec. 5
Semifinals/Final	Thursday, Dec. 9 and Saturday, Dec. 11

Section 1•5 Equipment

BALL

The Wilson Forte FYbrid II NCAA championship soccer ball will be used in all NCAA tournament games. Only Wilson balls may be used for practice and warmups. These balls (Wilson Forte FYbrid II) will be sent by the manufacturer to the tournament manager at the host institution for each round of competition. The host institution is responsible for "breaking in" the game balls for each tournament game. Participating teams may use the same brand of championship ball from their own inventory at practices and pregame.

Following competition, one ball shall be given to the non-advancing team. The host institution may keep the remaining balls or use them as promotional giveaways during the game or donate them to a local youth group.

BALL PERSONS AND ROTATION

The host institution must arrange for a minimum of four ball persons (preferably six). These ball persons must be at least 12 years of age. A six-ball rotation will be used for all rounds of the championship. One ball will be in play. One ball will be on each sideline on each half of the field and one ball will be at the scorer's table.

Section 1•6 Rules

Per NCAA Bylaw 17.30, 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 sports committee, the adopted playing rules shall be used. The governing sports committee will not consider any results for selection purposes that are not played in accordance with the NCAA rules books, or those rules adopted by an outside organization.

The NCAA Men's and Women's Soccer Rules shall be followed to the letter.

SUSPENDED GAMES

In the case of inclement weather or other factors leading the referee to suspend a game, the officials, games committee and coaches shall refer to the NCAA Men's and Women's Soccer Rules. *For NCAA championship competition, a game must be played for the full 90 minutes (as opposed to 70 minutes for the regular season) to be considered a complete game.*

If a game is suspended or postponed, it will be the decision of the games committee and the referee to determine if the game can be continued that day. If conditions dictate that the game cannot be completed, the NCAA site representative and tournament director shall contact Molly Simons (office: 317-917-6785). Only after contacting Ms. Simons may a game be suspended until the next day or moved to an alternate site. Teams should be prepared with footwear for any playing surface.

If a site is experiencing inclement weather prior to kickoff, the decision on safety/field playability will be made in conjunction with the referee, site representative and host athletic trainer.

Section 1•7 Uniforms

Student-athletes competing in an intercollegiate soccer championship shall wear the official uniform of their institution in competition and related ceremonies. This applies to both warmups and competitive uniforms.

PLAYERS' EQUIPMENT

A field player's uniform shall consist of a jersey or shirt, shorts, stockings and shoes (see Rule 4-4).

Players shall wear shin guards under the stockings in the manner intended, without exception. The shin guards shall be professionally manufactured, age and size appropriate and not altered to decrease protection. The NCAA requires players to wear shin guards that meet the standards established by the National Operating Committee on Standards for Athletic Equipment (NOCSAE). Visit www.nocsa.org for more information.

It is recommended that a special armband (which shall be displayed on the upper arm) be worn that distinguishes the team captain(s) from other players on his or her team.

Note: Rule 4-1-c is an administrative rule and may be altered by prior written mutual consent.

CONTRASTING COLORS

All players of a team shall wear matching uniforms. The home team (highest seed) shall wear light uniforms and the visitor shall wear dark uniforms. It is the responsibility of the home team to wear jerseys and stockings in clear contrast to those worn by the visiting team.

Goalkeepers shall wear jerseys that distinguish them from all field players and socks that distinguish them from their opponents.

Shorts may differ in color from that of the stockings and jerseys but shall be matching in color and uniform in style.

DIVISION II WOMEN'S SOCCER

It is required that any visible garment worn under the jersey or shorts shall be a solid color that matches the dominant color of the respective garment.

It is required that players warming up outside the coaching and team areas wear colored jerseys/vests that distinguish them from all other field players.

NUMBERS

Numerals at least eight inches (20.32 cm) in height that are easily distinguishable from the predominant background color(s) and pattern shall be worn on the back of each player's (including goalkeeper's) jersey.

Numerals at least four inches (10.16 cm) in height that are easily distinguishable from the predominant background color(s) and pattern shall be worn on the front of each player's (including goalkeeper's) jersey. The same number shall be displayed on both the front and back of the jersey, and no two teammates may wear the same number.

SHOES

Shoes must be worn by all participants in a game. Shoes with soles containing aluminum, leather, rubber, nylon or plastic cleats, studs or bars, whether molded as part of the sole or detachable, are allowed as long as the referee does not consider them dangerous.

ARTICLES

A player shall not wear anything that is dangerous to any player. Knee braces with any metal parts are permissible provided no metal is exposed. Casts are permissible if they are covered and the referee does not consider them dangerous. Headgear, headbands and hats (goalkeepers only) are legal provided they are not considered dangerous to any player.

It is mandatory that the referee examine the equipment of each player before each game to see that it complies with the foregoing standards.

Prostheses may be worn as long as the equipment is well-padded to protect not only the affected player but also his/her opponents. Any such device with exposed rivets, pins, sharp edges or any form of exterior fastener that would present a hazard must be properly padded.

JEWELRY

A player shall not wear jewelry of any type. Exception: Medical alert bracelets or necklaces may be worn but must be taped to the body.

LOGOS

[Refer to General Administrative Guidelines, Section 7.](#)

Section 2 • Determination of Championship Participation

Section 2•1 Championship Format

The NCAA Division II Women's Soccer Championship provides for a 56-team, single-elimination tournament. A championship bracket can be found online after regional berth allocations are determined in September. Regional berths will be based on access ratio.

The 2019 championship bracket has been established as follows:

First and Second Rounds

Teams will compete in three- or four-team sites in the first and second rounds. Depending on the number of regional berths, the Nos. 1 and 2 seeds may have a bye in the first round.

In regions with six berths, teams will be paired within their respective region with the No. 4 seed vs. No. 5 seed, No. 3 seed vs. No. 6 seed, No. 2 seed vs. the winner of the No. 3/No. 6 seed game and the No. 1 seed vs. the winner of the No. 4/No. 5 seed game.

In regions with seven berths, the No. 2 seed will play the No. 7 seed in the first round. In regions with eight berths, the first-round matchups will be the No. 1 seed vs. No. 8 seed and No. 4 seed vs. No. 5 seed.

The two top-seeded teams in each region shall be offered the opportunity to host, provided minimum site selection criteria are met and a bid has been submitted.

Third and Quarterfinal Rounds

Provided minimum site selection criteria are met and the field is accessible, the host will alternate by region.

2019 Quarterfinals – Host listed first

East vs. Atlantic
Central vs. Midwest
Southeast vs. South
West vs. South Central

2019 Finals

Following the completion of the quarterfinals, the four advancing teams will be seeded based on Division II strength of schedule, Division II won-lost percentage and performance indicator and then placed into the bracket. The data used for seeding advancing teams will only include regular-season results. The 2019 NCAA Division II Women's Soccer Championship will be held at Highmark Stadium in Pittsburgh, and will be hosted by Slippery Rock University of Pennsylvania and SportsPITTSBURGH.

SCHEDULE OF EVENTS

Each participating team shall be assigned to a tournament site within the team's respective region. Regional seeding will be used in making pairings for first- and second-round competition.

1. Six, seven or eight teams will be selected from each of the eight geographical regions, depending on sport sponsorship and access ratio.
2. If, due to unforeseen circumstances, it becomes impossible to play a match(es) during the championship, the sport committee is authorized to determine which team or teams advance in the bracket.

START TIMES

All games will be played at sites and times determined by the NCAA Division II Women's Soccer Committee. The actual playing times of preliminary-round games of the championship shall be approved by the women's soccer committee according to the chart below. Any deviations from the times listed below must be approved in advance.

DIVISION II WOMEN'S SOCCER

Required game times are:

First Round	<i>The first round must be played at 10 a.m. and 1 p.m. or 3 and 6 p.m. (if lights are available). Three-team sites in the first round must choose game times of 10 a.m. or 1 p.m. only.</i>
Second Round	<i>Thursday/Saturday sites: Sites that played the 10 a.m. and 1 p.m. games on Thursday must start not later than 2 p.m. on Saturday. If those sites chose the 3 and 6 p.m. Thursday game times, the Saturday game time must be between 3 and 6 p.m.</i> <i>Friday/Sunday sites: Sunday game time must be between noon and 2 p.m.</i>
Third Round	<i>The third round must be played at 10 a.m. and 1 p.m. or 3 and 6 p.m. (if lights are available).</i>
Quarterfinal Round	<i>Thursday/Saturday sites: Sites that played the 10 a.m. and 1 p.m. games on Thursday must start not later than 2 p.m. on Saturday. If those sites chose the 3 and 6 p.m. Thursday game times, the Saturday game time must be between 3 and 6 p.m.</i> <i>Friday/Sunday sites: Sunday game time must be between noon and 2 p.m.</i>
Semifinals*	<i>11 a.m. and 2 p.m. or 5 and 8 p.m.</i>
Final*	<i>Noon or 3 p.m.</i>

*Women play in the earlier game times in odd years. Men play in the earlier game times in even years.

TRAVEL PARTY

Transportation expenses and per diem will be provided for an official travel party of 28. The squad size for the Division II women's soccer championship is 24. University presidents and directors of athletics will receive a credential and are not included in the official travel party of 28. The bench limit is 32, of which not more than 24 may be in game uniform.

Section 2•2 Results

The sports information director of the host institution, or an appointed representative, is responsible for reporting all tournament results.

REGULAR-SEASON REQUIREMENTS

Score Reporting

The score-reporting and stats-reporting processes are combined for Division II Women's Soccer. Schools will submit all schedule and results information to the NCAA statistics site (<http://web1.ncaa.org/stats/StatsSrv/login>), and this information is transferred into the score-reporting system for use by the sports committees. Specific instructions and reporting deadlines are communicated to SIDs in a preseason memo from the media coordination and statistics staff. For questions regarding the reporting process, please contact Mark Bedics (mbedics@ncaa.org or 317-917-6541).

Stat Crew

All host sites should use Stat Crew programs to submit statistics for the contests. At the end of each game or day of competition, a packed file from each regional/championship contest must be sent to ncaastats@ncaa.org and Mark Bedics (mbedics@ncaa.org) at the NCAA national office. These files should be sent immediately following each contest or day of competition.

If you have any questions, please do not hesitate to contact Mark Bedics.

The regional advisory committee will conduct its weekly rankings on the following Tuesdays: Oct. 22* and 29, and Nov. 5 and 12.

The national committee will conduct its weekly rankings on the following Wednesdays: Oct. 23* and 30, and Nov. 6 and 13.

Please note that these call times are not the same dates as the score-reporting deadlines for teams.

*Practice ranking, non-published.

Scores for the final weekend of the season must be forwarded to the regional chair as soon as they are available, with final results due not later than 5 p.m. Eastern time Sunday, Nov. 17. Additional results must be sent to msimons@ncaa.org. If you have any questions regarding this process, please call Molly Simons at 317-917-6785.

Section 2•3 Selection Information

Bylaw 31.3.3.1 — 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 3.2.4.4) of four-year, degree-granting institutions located in Canada and the United States, its territories or possessions. Competition against service teams, professional teams, semiprofessional teams, amateur teams, two-year colleges and club teams shall be excluded.

ALLOCATION OF BERTHS

Each of the eight regions receive championship berths based on access ratio. Regions will receive six, seven or eight berths.

AUTOMATIC QUALIFICATION

The following conferences are eligible for automatic qualification for the 2019 NCAA Division II Women's Soccer Championship:

California Collegiate Athletic Association	Mid-America Intercollegiate Athletics Association
Central Atlantic Collegiate Conference	Mountain East Conference
Conference Carolinas	Northeast-10 Conference
East Coast Conference	Northern Sun Intercollegiate Conference
Great American Conference	Pacific West Conference
Great Lakes Intercollegiate Athletic Conference	Peach Belt Conference
Great Lakes Valley Conference	Pennsylvania State Athletic Conference
Great Midwest Athletic Conference	Rocky Mountain Athletic Conference
Great Northwest Athletic Conference	South Atlantic Conference
Gulf South Conference	Sunshine State Conference
Lone Star Conference	

AT-LARGE SELECTION

To be considered during the at-large selection process, a team must have an in-region won-lost record of .500 or better.

IN-REGION COMPETITION

Only games listed on the institution's schedule submitted via the statistics website will be considered for selection purposes. A minimum number of 10 in-region games must be scheduled to be eligible for consideration for the Division II Women's Soccer Championship.

TRAVEL INFORMATION

Air Travel. If you are located more than 600 miles from the host site, please contact Short's Travel Management at 866-655-9215 as soon as possible to arrange your air travel. Be prepared to provide the names of the members of the travel party of 28.

Ground Travel. If you are within 600 miles from the host site, you will travel via bus and must make your arrangements via Go Ground at 866-386-4951. The ground transportation portal may be accessed at www.gochampionships.com (same username/password used for Short's Travel expenses).

Transportation expenses and per diem will be provided for an official travel party of 28. Please refer to the NCAA travel policies for all information regarding transportation and per diem expenses. [Travel policies](#) may be found online at www.ncaa.org, Division II Championships, Championships Travel Information. Registration with an institutional email address is required to access the information located on www.ncaa.org. The NCAA travel department may be reached at 317-917-6757, or by email at travel@ncaa.org.

Section 2•4 Selection Criteria

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

DIVISION II WOMEN'S SOCCER

To be considered for championship selection, a team must satisfy all scheduling requirements as outlined by championships policy in that sport (e.g., minimum number of Division II or in-region contests). The following criteria shall be employed by a governing sports committee in selecting participants for NCAA championships competition:

- 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 of any nullification, the following required 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 Women's Soccer 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 Women's Soccer Championship (not necessarily in priority order):

- In-region non-conference won-lost record;
- In-region strength of schedule (opponents' average winning percentage and opponents' opponents' average winning percentage); and
- Performance indicator.

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.

TIE-BREAKER CRITERIA

There is no tie-breaker criteria. All eight criteria are weighted equally and are in no priority order.

Additionally, input is provided by regional advisory committees for consideration by the women's soccer committee. A Division II governing sports committee must contact a regional advisory committee before making its final selection of teams if the committee selection differs from the regional advisory committee's. Coaches' polls and/or any other outside polls or rankings are not used as a criterion by the women's soccer committee for selection purposes.

Section 2•5 Site Selection

Any institution interested in hosting preliminary-round competition of the 2019 NCAA Division II Women's Soccer 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. Please note that in order to submit a bid, you must first locate the desired championship in the "Championships Available for Bidding" section and select "Start 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.

PROSPECTIVE HOSTS

Host bid information and deadlines will be included on the ncaa.org membership website once available.

Note the proposed budget form has changed slightly to allow us to collect more detailed information when relevant. The form is now an expandable/collapsible tree format with the ability to upload supporting documents. As part of the bid, prospective hosts must enter a budgeted amount for the following items:

- Committee/site representative lodging
- Game officials lodging
- State and city taxes/fees
- Ticket and facility fees

For both the game officials and committee/site representatives, hosts will pay for their lodging expenses and be reimbursed by the NCAA.

CHAMPIONSHIPS BID AND PROFILE SYSTEM

The Championships Bid and Host Profile portal can be accessed at championships.ncaa.org. The deadline to submit all bid materials for this championship is Friday, Nov. 8.

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 PROFILE

Institutions interested in hosting preliminary-round competition of the Division II Women's Soccer 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.

All postseason matches must be contested on fields with dimensions of 115 to 120 yards by 70 to 75 yards. If the higher-seeded team cannot accommodate these requirements by modifying its field or finding another field within the community to use, the next highest-seeded team that can accommodate these requirements will be selected to host. Hosts who submit incorrect field dimensions may face disciplinary action by the sport committee.

New in 2019: All preliminary-round hosts are required to webstream all games contested at the site. Additionally, hosts are required to facilitate video exchange and to identify how they will disseminate game footage in the bid process.

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

Each facility profile should include the safety and security plan for that facility. This information can be uploaded and attached to the profile by visiting championships.ncaa.org.

FINAL FINANCIAL REPORT

[Reference: Bylaw 31.4 in the NCAA Manual.]

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 Molly Simons at 317-917-6785 or email us at championshipbid@ncaa.org.

Appendixes

Contents

Appendix A • Sport Sponsorship.....	23
Appendix B • Regional Berth Allocations.....	28

Appendix A • Sport Sponsorship

ATLANTIC REGION

Independent (2)

Salem University (West Virginia)

Shaw University

Mountain East Conference (11)

University of Charleston (West Virginia)

Concord University

Davis & Elkins College

Fairmont State University

*Frostburg State University

Glenville State College

Notre Dame College (Ohio)

Urbana University

West Liberty University

West Virginia Wesleyan College

Wheeling University

Pennsylvania State Athletic Conference (18)

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

Lock Haven University of Pennsylvania

Mansfield University of Pennsylvania

Mercyhurst University

Millersville University of Pennsylvania

University of Pittsburgh, Johnstown

Seton Hill University

Shepherd University

Shippensburg University of Pennsylvania

Slippery Rock University of Pennsylvania

West Chester University of Pennsylvania

CENTRAL REGION

Great American Conference (7)

East Central University

Harding University

Northwestern Oklahoma State University

Oklahoma Baptist University

Ouachita Baptist University

Southern Nazarene University

Southwestern Oklahoma State University

Mid-America Intercollegiate Athletics Association (12)

University of Central Missouri

University of Central Oklahoma

Emporia State University

Fort Hays State University

Missouri Southern State University

Missouri Western State University

University of Nebraska at Kearney

Newman University

Northeastern State University

Northwest Missouri State University

Rogers State University

Washburn University of Topeka

Northern Sun Intercollegiate Conference (16)

Augustana University (South Dakota)

Bemidji State University

Concordia University, St. Paul

University of Mary

Minnesota State University, Mankato

Minnesota State University Moorhead

University of Minnesota, Crookston

University of Minnesota Duluth

Minot State University

Northern State University

University of Sioux Falls

Southwest Minnesota State University

St. Cloud State University

Upper Iowa University

Wayne State College (Nebraska)

Winona State University

EAST REGION

Central Atlantic Collegiate Conference (13)

Bloomfield College
Caldwell University
Chestnut Hill College
Concordia College (New York)
Dominican College (New York)
Felician University
Georgian Court University

Goldey-Beacom College
Holy Family University
Nyack College
Post University
Thomas Jefferson University
Wilmington University (Delaware)

East Coast Conference (10)

University of Bridgeport
Daemen College
Lincoln University (Pennsylvania)
Mercy College
Molloy College

New York Institute of Technology
Queens College (New York)
Roberts Wesleyan College
St. Thomas Aquinas College
*College of Staten Island

Northeast-10 Conference (14)

Adelphi University
American International College
Assumption College
Bentley University
Franklin Pierce University
Le Moyne College
University of New Haven

Pace University
Saint Anselm College
Saint Michael's College
The College of Saint Rose
Southern Connecticut State University
Southern New Hampshire University
Stonehill College

*Institution ineligible for 2019-20 championship per Division II membership guidelines.

MIDWEST REGION**Independent (1)**

Oakland City University

Great Lakes Intercollegiate Athletic Conference (10)

Ashland University

Davenport University

Ferris State University

Grand Valley State University

Michigan Technological University

Northern Michigan University

Northwood University

Purdue University Northwest

Saginaw Valley State University

University of Wisconsin-Parkside

Great Lakes Valley Conference (16)

Bellarmino University

Drury University

University of Illinois at Springfield

University of Indianapolis

Lewis University

Lindenwood University

Maryville University of Saint Louis

McKendree University

Missouri University of Science and Technology

University of Missouri-St. Louis

Quincy University

Rockhurst University

University of Southern Indiana

Southwest Baptist University

Truman State University

William Jewell College

Great Midwest Athletic Conference (11)

Alderson Broaddus University

Cedarville University

University of Findlay

Kentucky Wesleyan College

Lake Erie College

Malone University

Ohio Dominican University

Tiffin University

Trevecca Nazarene University

Ursuline College

Walsh University

SOUTH CENTRAL REGION

Lone Star Conference (14)

Angelo State University
Dallas Baptist University
Eastern New Mexico University
Lubbock Christian University
Midwestern State University
Oklahoma Christian University
St. Edward's University

St. Mary's University (Texas)
Texas A&M International University
Texas A&M University-Commerce
*The University of Texas at Tyler
University of Texas of the Permian Basin
Texas Woman's University
West Texas A&M University

Rocky Mountain Athletic Conference (14)

Adams State University
Black Hills State University
Colorado Christian University
Colorado Mesa University
Colorado School of Mines
Colorado State University-Pueblo
University of Colorado, Colorado Springs

Dixie State University
Fort Lewis College
Metropolitan State University of Denver
New Mexico Highlands University
Regis University (Colorado)
Western Colorado University
Westminster College (Utah)

SOUTH REGION

Independent (1)

University of Puerto Rico, Bayamon

Gulf South Conference (14)

University of Alabama in Huntsville
Auburn University at Montgomery
Christian Brothers University
Delta State University
Lee University
Mississippi College
University of Montevallo

Shorter University
Spring Hill College
Union University
Valdosta State University
University of West Alabama
University of West Florida
University of West Georgia

Sunshine State Conference (11)

Barry University
Eckerd College
Embry-Riddle Aeronautical University (Florida)
Florida Institute of Technology
Florida Southern College
Lynn University

Nova Southeastern University
Palm Beach Atlantic University
Rollins College
Saint Leo University
University of Tampa

*Institution ineligible for 2019-20 championship per Division II membership guidelines.

SOUTHEAST REGION**Conference Carolinas (12)**

Barton College
 Belmont Abbey College
 Chowan University
 Converse College
 Emmanuel College (Georgia)
 Erskine College

King University
 Lees-McRae College
 Limestone College
 University of Mount Olive
 North Greenville University
 Southern Wesleyan University

Peach Belt Conference (12)

Albany State University (Georgia)
 Clayton State University
 Columbus State University
 Flagler College
 Francis Marion University
 Georgia College

Georgia Southwestern State University
 Lander University
 University of North Carolina at Pembroke
 University of North Georgia
 University of South Carolina Aiken
 Young Harris College

South Atlantic Conference (11)

Anderson University (South Carolina)
 Carson-Newman University
 Catawba College
 Coker University
 Lenoir-Rhyne University
 Lincoln Memorial University

Mars Hill University
 Newberry College
 Queens University of Charlotte
 Tusculum University
 Wingate University

WEST REGION**California Collegiate Athletic Association (13)**

California State Polytechnic University, Pomona
 California State University, Chico
 California State University, Dominguez Hills
 California State University, East Bay
 California State University, Los Angeles
 California State University, Monterey Bay
 California State University, San Bernardino

California State University, San Marcos
 California State University, Stanislaus
 University of California, San Diego
 Humboldt State University
 San Francisco State University
 Sonoma State University

Great Northwest Athletic Conference (9)

Central Washington University
 Concordia University Portland
 Montana State University Billings
 Northwest Nazarene University
 Saint Martin's University

Seattle Pacific University
 Simon Fraser University
 Western Oregon University
 Western Washington University

Pacific West Conference (12)

Academy of Art University
 Azusa Pacific University
 Biola University
 Chaminade University
 Concordia University Irvine
 Dominican University of California

Fresno Pacific University
 University of Hawaii at Hilo
 Hawaii Pacific University
 Holy Names University
 Notre Dame de Namur University
 Point Loma Nazarene University

Appendix B • Regional Berth Allocations



NCAA Division II Women's Soccer Championship Regional Berth Allocations

Berths into the 56-team bracket will be allocated as follows,* based on 2019-20 sport sponsorship:

Region	Berths	Teams Ranked per Region
Atlantic	6	8
Central	7	9
East	8	10
Midwest	8	10
South	6	8
South Central	6	8
Southeast	8	10
West	7	9

*Pending Management Council approval during its October 20-21, 2019 in-person meeting.