



**2019 DIVISION III  
SOCCER  
CHAMPIONSHIPS**

**GREENSBORO, NC**

*The University of North Carolina at Greensboro,  
Greensboro Sports Foundation, Hosts*

***PARTICIPANT  
2019-20 MANUAL***

# Division III Men's and Women's Soccer

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# Section 1. INTRODUCTION

Congratulations on advancing to the 2019 NCAA Division III Men's and Women's Soccer Championships.

The information in this manual has been compiled for your convenience and to help teams, game officials and accompanying media prepare for the championships.

Please check [ncaa.org](http://ncaa.org) regularly for updates to this document. If any questions arise, please contact any person listed on the subsequent pages.

# Section 2. NCAA STAFF AND COMMITTEES

## SECTION 2.1 NCAA STAFF

<b><u>MEN'S SOCCER</u></b>	<b><u>WOMEN'S SOCCER</u></b>
Kevin Alcox Assistant Director, Championships and Alliances NCAA P.O. Box 6222 Indianapolis, Indiana 46206-6222 Phone: 317-917-6085 Cell: 317-749-9783 Email: <a href="mailto:kalcox@ncaa.org">kalcox@ncaa.org</a>	Morgan DeSpain Assistant Director, Championships and Alliances NCAA P.O. Box 6222 Indianapolis, IN 46206 Phone: 317-917-6505 Cell: 317-292-8013 Email: <a href="mailto:mdespain@ncaa.org">mdespain@ncaa.org</a>
Aaron King Coordinator, Championships and Alliances NCAA P.O. Box 6222 Indianapolis, Indiana 46206-6222 Phone: 317-917-6771 Email: <a href="mailto:aking@ncaa.org">aking@ncaa.org</a>	Donisha Carter Coordinator, Championships and Alliances NCAA P.O. Box 6222 Indianapolis, IN 46206 Phone: 317-917-6652 Email: <a href="mailto:dcarter@ncaa.org">dcarter@ncaa.org</a>

## SECTION 2.2 MEN'S COMMITTEE

<b><u>CENTRAL REGION</u></b>	<b><u>EAST REGION</u></b>
Marc Colwell Head Men's Soccer Coach/Asst. Athletic Director Illinois Institute of Technology	Kevin Brenner Head Men's Soccer Coach Elmira College
<b><u>GREAT LAKES REGION</u></b>	<b><u>MID-ATLANTIC REGION</u></b>
Justin Newell Assistant Athletic Director Kenyon College	Kenneth Andrews Commissioner Middle Atlantic Conferences
<b><u>NEW ENGLAND REGION</u></b>	<b><u>NORTH REGION</u></b>
Justin Serpone, chair Head Men's Soccer Coach Amherst College	Joe Mooney Head Men's Soccer Coach University of Wisconsin-Superior
<b><u>SOUTH ATLANTIC REGION</u></b>	<b><u>WEST REGION</u></b>
Jon Waters Director of Athletics University of Lynchburg	Matt Edwards Head Men's Soccer Coach Claremont-Mudd-Scripps

## SECTION 2.3 WOMEN'S COMMITTEE

<b><u>CENTRAL REGION</u></b>	<b><u>EAST REGION</u></b>
Wendy McManus Director of Athletics Elmhurst College	Michael Mooney Director of Athletics State University of New York at Geneseo
<b><u>GREAT LAKES REGION</u></b>	<b><u>MID-ATLANTIC REGION</u></b>
Girish Thakar Head Men's and Women's Soccer Coach Westminster College (Pennsylvania)	Sean Sullivan, chair Athletics Director Catholic University
<b><u>NEW ENGLAND REGION</u></b>	<b><u>NORTH REGION</u></b>
Nicolle Wood Head Women's Soccer Coach/Associate Director of Athletics Salem State University	Jason Murphy Head Women's Soccer Coach/Director of Athletic Facilities University of Wisconsin-La Crosse
<b><u>SOUTH ATLANTIC REGION</u></b>	<b><u>WEST REGION</u></b>
Beverly Biancur Head Women's Soccer Coach North Carolina Wesleyan College	Frank Marino Head Women's Soccer Coach California Lutheran University

# Section 3. HOST PERSONNEL

## SECTION 3.1 PERSONNEL

<b><u>HOST</u></b>	
<p>The University of North Carolina at Greensboro and Greensboro Sports Foundation  <a href="#">2019 NCAA DIII Soccer Tickets</a>            Ticket purchase number: 336-334-3250</p>	
<b><u>TOURNAMENT MANAGERS</u></b>	
<p>Kim Strable            Deputy Director            Greensboro Sports Foundation            Office: 336-335-1589            Cell: 336-944-3871            Email: <a href="mailto:kim@greensborosf.com">kim@greensborosf.com</a></p>	<p>Jennifer Aguilar            Associate Athletic Director            University of North Carolina at Greensboro            Office: 336-937-0334            Cell: 336-209-3308            Email: <a href="mailto:jaguila@uncg.edu">jaguila@uncg.edu</a></p>
<b><u>HOST ATHLETIC DIRECTOR</u></b>	<b><u>PROMOTIONS/MARKETING DIRECTOR</u></b>
<p>Kim Record            Director of Athletics            University of North Carolina at Greensboro            Office: 336-944-6206            Email: <a href="mailto:ksrecord@uncg.edu">ksrecord@uncg.edu</a></p>	<p>James Nance            Assistant Director of Marketing            University of North Carolina at Greensboro            Phone: 336-466-3743            Email: <a href="mailto:jrnance2@uncg.edu">jrnance2@uncg.edu</a></p>
<b><u>SPORTS INFORMATION CONTACT</u></b>	<b><u>TICKET MANAGER</u></b>
<p>Mark Pinkerton            Assistant Director            Phone: 757-812-1926            Email: <a href="mailto:mdpinker@uncg.edu">mdpinker@uncg.edu</a></p>	<p>Tyler Weedon            Director of Ticket Sales            University of North Carolina at Greensboro            Phone: 336-334-3250            Email: <a href="mailto:t_weedon@uncg.edu">t_weedon@uncg.edu</a></p>
<b><u>FACILITY DIRECTOR</u></b>	<b><u>DRUG TESTING COORDINATOR</u></b>
<p>Dennis Jansen            Assistant Director- Facilities and Event Operations            University of North Carolina at Greensboro            Office: 570-985-4891            Cell: 570-985-4891            Email: <a href="mailto:dgjansen@uncg.edu">dgjansen@uncg.edu</a></p>	<p>Jay McCloy            Assistant Director of Athletics for Health and Sports Performance            University of North Carolina at Greensboro            Office: 336-334-5925            Cell: 336-209-7439            Email: <a href="mailto:jmmccloy@uncg.edu">jmmccloy@uncg.edu</a></p>
<b><u>BANQUET CONTACT</u></b>	<b><u>HOTEL CONTACT</u></b>
<p>Ahdarah Eller, Convention Services Manager            Phone: 336-323-4865            Email: <a href="mailto:aeller@sheratongreensboro.com">aeller@sheratongreensboro.com</a></p>	<p>Tamara Ward, Sales Manager            Phone: 336-323-4851            Cell: 336-455-0726            Email: <a href="mailto:tward@sheratongreensboro.com">tward@sheratongreensboro.com</a></p>
<b><u>LAUNDRY CONTACT</u></b>	<b><u>LAUNDRY CONTACT</u></b>
<p>Marcus Jennings            Phone: 573-881-0368            Email: <a href="mailto:mdjenni2@uncg.edu">mdjenni2@uncg.edu</a></p>	<p>Jane Long            Phone: 336-392-8577            Email: <a href="mailto:jelong@uncg.edu">jelong@uncg.edu</a></p>

## SECTION 3.2 CHAMPIONSHIPS WEBSITES

Men's Soccer - <http://www.ncaa.com/championships/soccer-men/d3>

Women's Soccer - <http://www.ncaa.com/championships/soccer-women/d3>

Host Microsite- [http://www.uncgspartans.com/ViewArticle.dbml?DB\\_OEM\\_ID=32200&ATCLID=211673401](http://www.uncgspartans.com/ViewArticle.dbml?DB_OEM_ID=32200&ATCLID=211673401)

# Section 4. CHECKLIST

### Monday, November 25

1. Mandatory conference call for all teams (men's and women's) that advance to the finals. The conference call will be held at **11 a.m. Eastern time**, and participating institutions should use conference call number 866-590-5055 (access code: 6759952). The conference call is for administrators, coaches, sports information directors and athletic trainers for each of the participating schools. Representatives from each committee, the hosts and the NCAA will lead the call.
2. Deadline for submitting video and photos for championship banquet video at [www.ncaachampionship.info](http://www.ncaachampionship.info) with username **ncaaschools** and password **ncaafpt**.

### Tuesday, November 26

3. Sports information sends the following to Mark Pinkerton:
  - \_\_\_ a. College information piece, four paragraphs, coach's bio and quick facts.
  - \_\_\_ b. Numerical roster and updated stats through quarterfinal play.
  - \_\_\_ c. Notes of media interest (3-5 solid notes featuring player and/or coach, records or other items of interest).
  - \_\_\_ d. Preliminary media list to include any radio stations likely to be broadcasting.
  - \_\_\_ e. SIDs are asked to poll members of their local media to determine who will accompany their team to the finals and provide a list.

### Wednesday, November 27

4. Deadline to submit the Team Travel/Banquet Information form to Morgan DeSpain ([mdespain@ncaa.org](mailto:mdespain@ncaa.org)) and Kim Strable ([kim@greensborosf.com](mailto:kim@greensborosf.com)). (Appendix C).

### Sunday, December 1

5. Deadline for submitting preorder for championship shirts at 11 p.m. Eastern time.

### Monday, December 2

6. Deadline to submit Elite 90 award nominee to Mark Bedics at the NCAA at [elite90@ncaa.org](mailto:elite90@ncaa.org) (5 p.m. Eastern).
7. Deadline for contacting team headquarters hotel and providing rooming list (Appendix D).

### Thursday, December 5

8. Each team should bring one or two items from their institution for distribution to the Special Olympian that will join them at the championship banquet.
9. Championship banquet to be held beginning at 6:30 p.m. Eastern time. The championship banquet is a time for all student-athletes to be recognized for their outstanding accomplishments. Please remember that you are representing your institution and should dress appropriately. Teams and other guests are encouraged to wear professional business attire (i.e. suit or dress slacks and sport coat for the gentlemen, dresses for the ladies); however, tennis shoes, flip flops, open midribs, bare shoulders, T-shirts and torn jeans should not be worn. Absolutely no sweats or warm-up suits allowed.



# Section 5. SCHEDULE OF EVENTS

## Section 5.1 SCHEDULE OF EVENTS

### *All Times Eastern*

#### **Wednesday, December 4**

All day	NCAA staff, NCAA committee, and participating teams arrival
5 p.m.	Men's and women's committee walkthrough (UNCG Soccer Stadium)

#### **Thursday, December 5** *(more detailed schedule below)*

7 – 10:30 a.m.	Student-athlete breakfast (Sheraton Greensboro Hotel)
8 – 8:30 a.m.	Administrative meeting (Sheraton Greensboro Hotel)
All day	Community engagement activities
10 – 10:55 a.m.	Women's practice/walkthrough (Practice fields and UNCG Soccer Stadium)
11 – 11:55 a.m.	Women's practice/walkthrough (Practice fields and UNCG Soccer Stadium)
12 – 12:55 p.m.	Men's practice/walkthrough (Practice fields and UNCG Soccer Stadium)
1 – 1:55 p.m.	Men's practice/walkthrough (Practice fields and UNCG Soccer Stadium)
5:45 – 6:20 p.m.	Team Pictures - (Sheraton Greensboro Hotel: Times to be assigned)
6:30 p.m.	Student-athlete banquet (Sheraton Greensboro Hotel)

#### **Friday, December 6**

*Note: All awards ceremonies will take place immediately following each semifinal game.*

7 – 10:30 a.m.	Student-athlete breakfast (Sheraton Greensboro Hotel)
8:30 a.m.	Game officials meeting (UNCG)
10 a.m.	Women's Semifinal game #1 warm-up begins (UNCG Soccer Stadium)
11 a.m.	Women's Semifinal game – Messiah vs. Carnegie Mellon (UNCG Soccer Stadium)
1:05 p.m.	Women's Semifinal game #2 warm-up begins (UNCG Soccer Stadium)
1:45 p.m.	Women's Semifinal game – Pomona Pitzer vs. William Smith (UNCG Soccer Stadium)
4 p.m.	Men's Semifinal game #1 warm-up begins (UNCG Soccer Stadium)
5 p.m.	Men's Semifinal game – Amherst vs. Centre (UNCG Soccer Stadium)
7:05 p.m.	Men's Semifinal game #2 warm-up begins (UNCG Soccer Stadium)
7:45 p.m.	Men's Semifinal game – Tufts vs. Calvin (UNCG Soccer Stadium)

#### **Saturday, December 7**

*Note: All awards ceremonies will take place immediately following each championship game.*

7 – 10:30 a.m.	Student-athlete breakfast (Sheraton Greensboro Hotel)
1:30 p.m.	Women's Championship game warm-up begins (UNCG Soccer Stadium)
2:30 p.m.	Women's National Championship game (UNCG Soccer Stadium)
6 p.m.	Men's Championship game warm-up begins (UNCG Soccer Stadium)
7 p.m.	Men's National Championship game (UNCG Soccer Stadium)

## Section 5.2 BANQUET

The NCAA Banquet will take place Thursday, December 5, at 6:30 p.m. Eastern time. Institutions will receive 29 complimentary tickets for their official travel party. Each team may purchase a maximum of 15 additional banquet tickets, which may be purchased in advance for \$40. Additional banquet tickets are intended only for additional institutional guests (i.e. student-athletes, administrators, etc.). The banquet is not open to parents and families.

We request that each team fill out the Team Travel Roster/Banquet Information form (Appendix C) and email it Morgan DeSpain ([mdespain@ncaa.org](mailto:mdespain@ncaa.org)) and Kim Strable ([kim@greensborosf.com](mailto:kim@greensborosf.com)) no later than **Wednesday, November 27 by 5 p.m. Eastern time.**

## POST-BANQUET DESSERT RECEPTION

Following the banquet in the Sheraton's Imperial Ballroom, all banquet attendees are invited to the Club Fifth Seasons for dessert, dancing and socializing from 8:15-9:30pm. Our DJ will be rolling out the tunes in this multi-level, retro-style entertainment venue just down the hall from our banquet celebration.

## BANQUET SPEAKERS

The NCAA will allow one student-athlete from each team to speak at the banquet. Coaches should nominate one student-athlete to speak on behalf of each team.

Speeches are limited to two minutes and must be limited to the following:

- Simply put, in two-three sentences describe your school to others so that they will have an appreciation for your institution and community. The effort that it takes for all teams to get to this point; the work involved (ex: team building, attention to detail, etc.).
- Express what it means to you on a personal level to be a student-athlete and team member representing your school, family and hometown in this national tournament event.
- Describe any challenges you and/or your team faced to make it to the championship.
- Express thanks to whomever (coaches, teammates, professors, etc.) for making this opportunity possible and make sure to wish the other teams luck at the championship.
- In addition, student-athletes may be asked to introduce their Special Olympian honorary captain.
- Please refrain from inside jokes and inappropriate comments towards opponents.

## Section 5.3 COMMUNITY ENGAGEMENT AND SPECIAL OLYMPICS INVOLVEMENT

Each team will participate in a community engagement activity on Thursday. The community engagement activities will be scheduled around practice times and will last for approximately 45 minutes to an hour. The community engagement sites and associated activities will be assigned based upon practice times and elementary school availability.

*Elementary school visits:* The student-athletes will engage with the students at the school.

Organization	Practice	Walkthrough	Visit Time	Team
Greensboro Day School	10 – 10:55 a.m.	11 – 11:55 a.m.	12:45-1:30 p.m.	Messiah
Clara Peck Elementary	10 – 10:55 a.m.	11 – 11:55 a.m.	1-2 p.m.	Carnegie Mellon
Irving Park Elementary	11 – 11:55 a.m.	10 – 10:55 a.m.	1-2 p.m.	Pomona Pitzer
Lindley Elementary	11 – 11:55 a.m.	10 – 10:55 a.m.	1-2 p.m.	William Smith
Washington Montessori School	Noon – 12:55 p.m.	1 – 1:55 p.m.	10:15-11:15 a.m.	Amherst
Friendly Elementary	Noon – 12:55 p.m.	1 – 1:55 p.m.	10:15-11:15 a.m.	Centre
Lindley Elementary	1 – 1:55 p.m.	Noon – 12:55 p.m.	10:15-11:15 a.m.	Tufts
Archer Elementary	1 – 1:55 p.m.	Noon – 12:55 p.m.	10:15-11:15 a.m.	Calvin

At the 2011 NCAA Convention, the NCAA Division III Student-Athlete Advisory Committee and Special Olympics announced their partnership. This partnership is designed to improve the lives of Special Olympics athletes through their involvement with Division III student-athletes and to foster a mutual learning experience between Division III student-athletes and Special Olympics athletes.

The City of Greensboro embraces the partnership between Division III and Special Olympics. Each team will have a North Carolina Special Olympian join them at the championship banquet and some will be recognized as honorary captains for our games. We

encourage all participating student-athletes to freely interact with the Special Olympians at the banquet and when they are recognized as honorary captains. Additionally, local Special Olympics soccer teams will participate in a halftime penalty kick shoot-out during both men’s and women’s finals as together we celebrate ‘the beautiful game’ on championship Saturday.

## Section 5.5 PRACTICES

### EARLY ARRIVAL

Teams desiring to practice before December 5 should contact Kim Strable ([kim@greensborosf.com](mailto:kim@greensborosf.com)) to request assistance in securing practice time at an alternate practice facility.

### SCHEDULED PRACTICES

All scheduled practices will take place at UNC Greensboro practice facilities.

## Section 5.6 PREGAME

The following schedule should be used for all games during the championships:

GAME CLOCK	DESCRIPTION
60:00	Teams may begin warm-up.
30:00	Game rosters submitted and exchanged.
10:00	Captains and officials meet. Teams clear field. Public-address welcome. Introduction of officials, coaches, players and honorary captains.
	<ol style="list-style-type: none"> <li>1. Officials. (In center circle)</li> <li>2. Visiting team nonstarters, followed by starters. (All to midfield, facing press box)</li> <li>3. Home team nonstarters, followed by starters. (All to midfield, facing press box)</li> <li>4. Honorary team captains</li> </ol>
	National anthem.
	Teams shake hands; designated away team moves to shake designated home team’s hands.
0:00	Game begins.
45:00	Kickoff • First half
0:00/15:00	Halftime
	Start immediately as teams exit field
0:00/45:00	Kickoff • Second half

### OVERTIME PROCEDURE

The following procedures shall be used when a game is tied after the regulation 90 minutes: Two sudden-victory overtime periods of 10 minutes each shall be played. If the score is still tied, the game shall be recorded as a draw and the tiebreaker procedure of taking kicks from the penalty-kick line or spot, as set forth in Rule #7 of the [2018 and 2019 NCAA Men’s and Women’s Soccer Rules Book](#), shall be used to determine a winner.

GAME CLOCK	DESCRIPTION
5:00	Intermission following regulation time.
10:00	First overtime period (sudden victory).
2:00	Intermission.
10:00	Second overtime period (sudden victory).
5:00	Intermission.
0:00	Penalty kick procedure.

### SECOND GAME OF SESSION

Teams for second game are guaranteed a 30-minute warm-up on the game field.

GAME CLOCK	DESCRIPTION
40:00	Teams may begin warm-up.
30:00	Game rosters submitted and exchanged.
10:00	Captains and officials meet. Teams clear field. Introduction of officials, coaches and players.
	<ol style="list-style-type: none"> <li>1. Officials. (In center circle)</li> </ol>

	2. Visiting team nonstarters, followed by starters. (All to midfield, facing press box)
	3. Home team nonstarters, followed by starters. (All to midfield, facing press box)
	4. Honorary team captains
	Teams shake hands; designated away team moves to shake designated home team's hands.
0:00	Game begins.
45:00	Kickoff • First half
0:00/15:00	Halftime
	Start immediately as teams exit field
0:00/45:00	Kickoff • Second half

[Note: Teams in the second, third or fourth game should begin their pregame warm-ups on an alternate field. Once the first game is concluded and the field is cleared, the game clock will be set at 40 minutes, team introductions will begin promptly at 10 minutes, and play will begin when it reaches 0:00.]

## Section 6. CHAMPIONSHIP OPERATIONS

### Section 6.1 SCOUTING/VIDEOTAPING

The videotaping or filming of an opponent's game is not permitted. If in-person scouting occurs, the individual(s) shall pay the regular admission price. Institutions are permitted to videotape championship competition by their teams or their individual student-athletes for archival, coaching or instructional purposes. Each institution is permitted to use one camera and may videotape only that portion of the competition in which it participates. The videotapes may not be used for any commercial purposes. An institutional representative shall contact Jennifer Aguilar at UNC Greensboro (336-209-3308) to arrange for camera space at the stadium. The host institution shall provide a comparable location for both competing teams. The host will be handling the filming of the games for all contests and will supply the teams a copy via flash drive.

### Section 6.2 HOSPITALITY

#### TEAM HOSPITALITY

Team hospitality will be located in each of the team locker rooms located at the stadium.

#### VIP HOSPITALITY

There will be a VIP hospitality area at the venue for event staff and team administrators, accessible only with proper credentials. The area will be available for all games and is located in the Coleman Building, inside the Practice Gym, adjacent to the stadium.

### Section 6.3 NATIONAL ANTHEM

The national anthem ("Star Spangled Banner") shall be played/performed before the first women's semifinal game, the first men's semifinal game and before both championship games. The national anthem will be played/performed after player introductions.

### Section 6.4 OFFICIALS

Officials for the championships will be assigned by the NCAA national coordinator of officials in conjunction with the men's and women's soccer committees. Assignments will be shared with the teams at the administrative meeting.

### Section 6.5 PLAYER INTRODUCTIONS

The following procedure will be used for the soccer championships: The teams are led onto the field in two lines by the four officials. Near midfield the teams will form a line facing the press box (See Section 5.6 Pregame on Page 10).

## **Section 6.6 CHAMPIONSHIP AND OFFICIALS EVALUATIONS**

The championship evaluation form is available at: [Championship Evaluation](#)

The officials' evaluation form is available at: [Officials Evaluation](#)

## **Section 6.7 COMMITTEE LIAISONS**

Each participating institution will have a designated NCAA committee liaison to assist with logistical requests or needs (e.g., postgame interviews, drug testing, interpretations, etc.).

### **Men's Committee Liaisons**

Amherst – Joe Mooney  
Centre – Kevin Brenner  
Tufts – Marc Colwell  
Calvin – Matt Edwards

### **Women's Committee Liaisons**

Carnegie Mellon – Girish Thankar  
William Smith – Mike Mooney  
Pomona Pitzer – Frank Marino  
Messiah – Nicolle Wood

## **Section 6.8 WEATHER POLICY**

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 [2018 and 2019 NCAA Men's and Women's Soccer Rules Book](#). 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, it shall be the decision of the games committee to suspend play until the following day. See Appendix G for UNCG lighting policy.

# Section 7. COMPETITION SITE

## Section 7.1 LOCKER ROOMS

Each team will have access to the locker rooms for approximately two hours prior to the start of competition and 45 minutes following the awards ceremony. Security personnel will be stationed outside of the team locker rooms during both competition days.

### SCHEDULE

#### Friday, December 6

*Note: An awards ceremony will follow each game.*

<p><b><u>11 a.m. – Women’s Semifinal 1</u></b></p> <p>9 a.m. Locker rooms open</p> <p>10 a.m. Warm-ups begin</p> <p>11 a.m. Game begins</p> <p>1:15-2 p.m. Return to locker rooms to shower and change</p> <p>2:15 p.m. Depart locker rooms</p> <p><b><u>1:45 p.m. – Women’s Semifinal 2</u></b></p> <p>Noon Locker rooms open</p> <p>1:05 p.m. Warm-ups begin</p> <p>1:45 p.m. Game begins</p> <p>3:45-4:30 p.m. Return to locker rooms to shower and change</p> <p>4:45 p.m. Depart locker rooms</p>	<p><b><u>5 p.m. – Men’s Semifinal 1</u></b></p> <p>3 p.m. Locker rooms open</p> <p>4 p.m. Warm-ups begin</p> <p>5 p.m. Game begins</p> <p>7:15-8 p.m. Return to locker rooms to shower and change</p> <p>8:15 p.m. Depart locker rooms</p> <p><b><u>7:45 p.m. – Men’s Semifinal 2</u></b></p> <p>6 p.m. Locker rooms open</p> <p>7:05 p.m. Warm-ups begin</p> <p>7:45 p.m. Game begins</p> <p>10-10:45 p.m. Return to locker rooms to shower and change</p>
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#### Saturday, December 7

*Note: An awards ceremony will follow each game.*

<p><b><u>2:30 p.m. Women’s Championship</u></b></p> <p>12:30 p.m. Locker rooms open</p> <p>1:30 p.m. Warm-ups begin</p> <p>2:30 p.m. Game begins</p> <p>4:45-5:30 p.m. Return to locker rooms to shower and change</p>	<p><b><u>7 p.m. Men’s Championship</u></b></p> <p>5 p.m. Locker rooms open</p> <p>6 p.m. Warm-ups begin</p> <p>7 p.m. Game begins</p> <p>9:15-10 p.m. Return to locker rooms to shower and change</p>
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## LOCKER ROOM ASSIGNMENTS

Game	Home Locker Room	Away Locker Room
Women's Semifinal 1	Messiah	Carnegie Mellon
Women's Semifinal 2	Pomona Pitzer	William Smith
Men's Semifinal 1	Amherst	Centre
Men's Semifinal 2	Tufts	Calvin
Women's Final	Semifinal #1 Winner	Semifinal #2 Winner
Men's Final	Semifinal #1 Winner	Semifinal #2 Winner

### Section 7.2 TEAM PARKING

Teams must unload/load in the Walker Avenue bus cutout. Buses are to stage on Kenilworth Lane, between Theta and Spring Garden. Parking passes will be distributed.

### Section 7.3 PARTICIPANT ENTRANCE

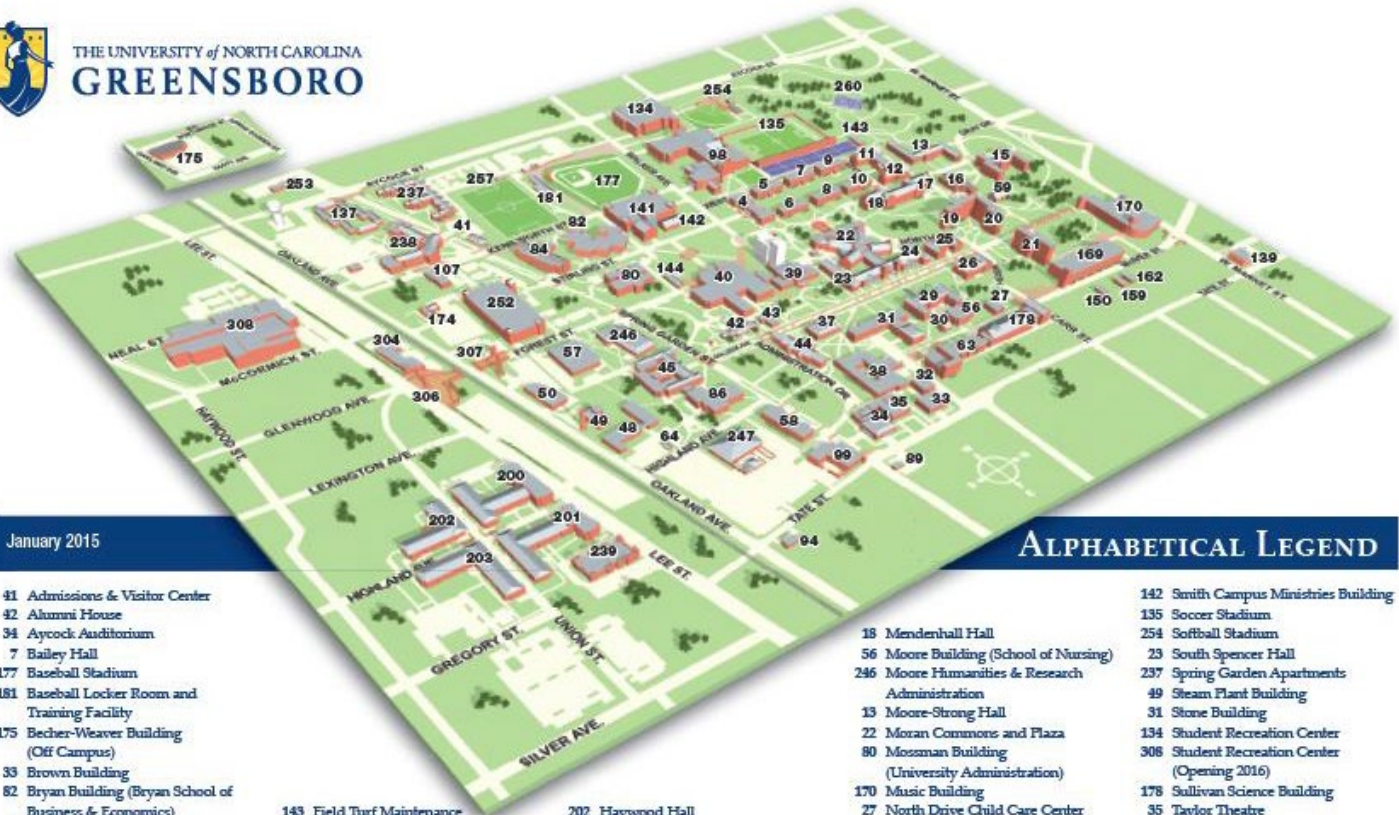
All teams (student-athletes, coaches, team personnel) shall enter the Stadium through the southeast field level entrance near the VIP Parking area. Participant credentials will be provided to each team and MUST be displayed for entrance into the venue.

**Section 7.4 COMPETITION SITE MAPS**

# UNCG Campus Map



THE UNIVERSITY of NORTH CAROLINA  
**GREENSBORO**



January 2015

## ALPHABETICAL LEGEND

- |  |  |   |  |  |
|--|--|---|--|--|
| <ul style="list-style-type: none"> <li>41 Admissions &amp; Visitor Center</li> <li>42 Alumni House</li> <li>34 Aycock Auditorium</li> <li>7 Bailey Hall</li> <li>177 Baseball Stadium</li> <li>181 Baseball Locker Room and Training Facility</li> <li>175 Becher-Weaver Building (Off Campus)</li> <li>33 Brown Building</li> <li>82 Bryan Building (Bryan School of Business &amp; Economics)</li> <li>50 Campus Supply Store</li> <li>32 Carmichael Building</li> <li>162 Carter Child Care Center</li> <li>174 Chemical Safety Facility</li> <li>10 Coit Hall</li> <li>21 Cone Hall</li> <li>99 Cone Building</li> <li>8 Cotten Hall</li> <li>45 Curry Building</li> <li>63 Eberhart Building</li> <li>40 Elliott University Center</li> <li>43 Faculty Center</li> <li>64 Family Research Center</li> <li>86 Ferguson Building</li> </ul> | <ul style="list-style-type: none"> <li>143 Field Turf Maintenance Building</li> <li>107 Financial Aid</li> <li>37 Forney Building</li> <li>44 Foust Building (College of Arts &amp; Sciences)</li> <li>247 Gatewood Studio Arts Center</li> <li>159 Genetic Counseling</li> <li>16 Gove Student Health Center</li> <li>144 Graduate School Welcome Center</li> <li>58 Graham Building</li> <li>6 Gray Hall</li> <li>59 Gray Home Management House</li> <li>20 Grogan Hall</li> <li>25 Guilford Hall</li> </ul> | <ul style="list-style-type: none"> <li>202 Haywood Hall</li> <li>201 Highland Hall</li> <li>5 Hinchaw Hall</li> <li>39 Jackson Library</li> <li>9 Jamison Hall</li> <li>238 Jefferson Suites</li> <li>200 Lee Hall</li> <li>239 Lofts on Lee</li> <li>98 Mary Channing Coleman Building</li> <li>26 Mary Foust Hall</li> <li>38 McIver Building</li> <li>30 McIver House Nursing School Annex</li> <li>169 McIver St. Parking Deck</li> <li>57 McNutt Building</li> </ul> | <ul style="list-style-type: none"> <li>18 Mendenhall Hall</li> <li>56 Moore Building (School of Nursing)</li> <li>246 Moore Humanities &amp; Research Administration</li> <li>13 Moore-Strong Hall</li> <li>22 Moran Commons and Plaza</li> <li>80 Mossman Building (University Administration)</li> <li>170 Music Building</li> <li>27 North Drive Child Care Center</li> <li>24 North Spencer Hall</li> <li>30 Nursing Annex Building</li> <li>252 Oakland Ave. Parking Deck</li> <li>306 Pedestrian Plaza</li> <li>307 Pedestrian Underpass</li> <li>29 Petty Science Building</li> <li>15 Phillips-Hawkins Hall</li> <li>17 Ragsdale Hall</li> <li>257 Recreational Field</li> <li>260 Recreational Track and Sports Area</li> <li>19 Reynolds Hall</li> <li>84 School of Education</li> <li>4 Shaw Hall</li> <li>48 Sink Building (800 Oakland Ave.)</li> </ul> | <ul style="list-style-type: none"> <li>142 Smith Campus Ministries Building</li> <li>135 Soccer Stadium</li> <li>254 Softball Stadium</li> <li>23 South Spencer Hall</li> <li>237 Spring Garden Apartments</li> <li>49 Steam Plant Building</li> <li>31 Stone Building</li> <li>134 Student Recreation Center</li> <li>308 Student Recreation Center (Opening 2016)</li> <li>178 Sullivan Science Building</li> <li>35 Taylor Theatre</li> <li>137 Tower Village</li> <li>203 Union Hall</li> <li>94 University Graphics &amp; Printing</li> <li>253 University Police (Administration)</li> <li>89 University Police Station</li> <li>304 University Police Station</li> <li>141 Walker Ave. Parking Deck</li> <li>99 Weatherspoon Art Museum (Cone Building)</li> <li>12 Weil Hall</li> <li>11 Winfield Hall</li> <li>150 127 McIver St.</li> <li>139 1100 West Market St. (University Offices)</li> </ul> |
|--|--|---|--|--|



# UNCG Soccer Stadium



## UNCG ATHLETICS EVENTS MAP

**GPS ADDRESS TO ATHLETICS**  
1508 Walker Avenue,  
Greensboro, NC 27402

### CHARTER BUSES

Buses may load, unload, and park in the cutout on Walker Avenue (headed West). Please make sure you are facing west when you park.

### VAN/BUS OVERFLOW PARKING

Vans should proceed to park along the right side of Kenilworth Street beyond Theta Street, at the neon green cones. If a bus is already parked in the cutout, please proceed to Kenilworth. Do not park on the street.

### DRIVING NOTICE FOR BUSES

The train bridge at Aycock Street (11'9"), Tate Street (11'11"), and Chapman Street (12'-9") may be too low for your bus to travel under. Teams should use Wendover Avenue to Spring Garden Street (when coming from the west) or Spring Garden Street (from Downtown.)

### SPECTATOR PARKING

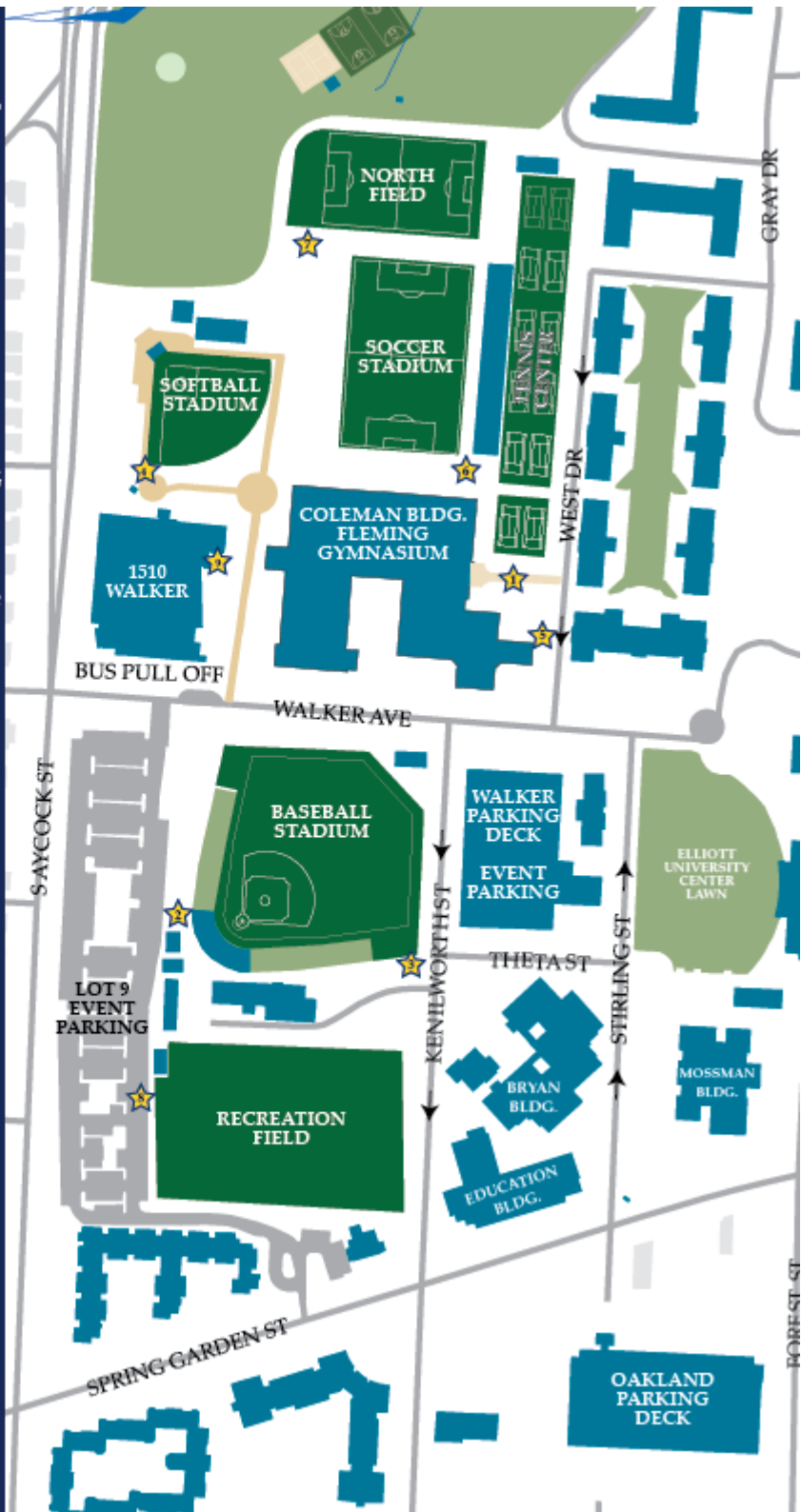
Spectators should park in Walker Deck or Lot 9. Parking is at your own risk. Those illegally parked are subject to fines or tow.

### SPECTATOR ENTRANCES

Notated with Gold Star and No.

- 1 - Fleming Gymnasium
- 2 - Baseball Home Plate Gate
- 3 - Baseball 1st Base Gate
- 4 - Softball Stadium
- 5 - Tennis Center
- 6 - Soccer Stadium
- 7 - North Field (Practice Field)
- 8 - Recreation Field
- 9 - 1510 Walker Facility

VISITING TEAM MAP\*



# Bus Parking



-  Drop off/pick up
-  yellow cones  
PLEASE PARK HERE!
-  orange cones  
DO NOT PARK HERE

**Section 7.6 STADIUM EVENT RULES**

# EVENT RULES

Permitted and Prohibited items can be specific to the event and are subject to change; University of North Carolina at Greensboro reserves final decision on items brought into the venue.

## PERMITTED ITEMS

- **Personal possessions** must fit under patron's designated seat (18" x 22")
- **Empty, reusable water bottles** e.g., Nalgene bottles, Camelbaks, aluminum bottles (32oz or less)
- **Cloth bags, soft packs** (12" x 17" x 12" or smaller)
- **Binoculars**
- **Blankets**, must not extend beyond designated seat (max size 40" x 60")
- **Cameras** without removable lenses.

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Guests and their possessions are subject to inspection as a condition of admittance. Intoxicated patrons may be denied admittance.

## PROHIBITED ITEMS

- **Liquids** in non-factory sealed container
- **Alcoholic beverages, marijuana and illegal drugs**
- **Glass Bottles/objects and beverage cans**
- **Laser Pointers**
- **Outside Foods, Drinks, or Coolers**
- **Audio or video recording devices**, go Pros, and cameras with removable lenses
- **Weapons** of any kind (e.g., guns, knives, chains, studded/spiked jewelry)
- **Bullhorns and noisemakers**
- **Masks**
- **Confetti**, glitter and other items that can be thrown
- **Umbrellas**
- **Animals** (except service animals)
- **Remote control flying devices** or Unmanned Aerial Vehicles
- **Heaters** of any type

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Violators are subject to citation and ejection: Items subject to confiscation

## TOBACCO FREE POLICY

The use of all tobacco products and electronic nicotine devices are strictly prohibited in and within 25 feet of any part of the venue.

## Section 8. DIRECTIONS

### FROM THE SHERATON GREENSBORO AT FOUR SEASONS TO UNCG SOCCER STADIUM AT UNCG

- From the Sheraton parking lot turn right on to Koury Blvd and continue to the stop light
- At the stop light turn right onto Pinecroft Road and then take your next right at the light on to West Gate City Blvd
- Follow West Gate City Blvd for 2.2 miles and then turn left on to South Aycock Street
- Follow S Aycock Street for 0.1 miles and turn right onto Spring Garden Street
- Follow Spring Garden Street for 0.2 miles and turn left on Stirling
- Follow Stirling for 0.2 miles then turn left on Walker Ave.
- Once on Walker Ave. head 0.2 miles and on your right will be the team drop off area

## Section 9. DRUG TESTING

### Section 9.1 PARTICIPATING INSTITUTION'S NOTIFICATION

The institutional representative will be notified of drug testing no sooner than two (2) hours prior to the start of the game by the drug-testing crew chief. After the game, a member of the drug-testing crew will provide the institutional representative with the names of the selected student-athletes.

### ATHLETE NOTIFICATION

Immediately after any established NCAA cool-down period, a member of the drug-testing crew will notify student-athletes selected for drug testing. Each student-athlete will be instructed to read and sign the Team Championship Student-Athlete Notification Form. The notification form will instruct the student-athlete to report to the testing room within 60 minutes, unless otherwise directed by the crew member. **Any selected student-athlete must complete his/her interview before reporting for drug testing.** An institutional representative must be present in the drug testing venue.

### Section 9.2 MEDIA OBLIGATIONS

Each team is provided a 10-minute postgame cool-down period. At the conclusion of the cool-down period, a member of the drug-testing crew will notify the student-athletes who have been selected for testing. Notification may take place in the locker room (if applicable) or on the field of play. If a selected student-athlete is scheduled to participate in any postgame news conference, he/she is required to attend the news conference first. The student-athlete will be escorted to the drug-testing area after all of his/her media obligations have been fulfilled.

### Section 9.3 NEXT DAY TESTING

If competition begins at 10 p.m. or later (local time), both teams will be given the option to defer testing until the next morning. If a team decides to test the next morning, that determination must be confirmed by the institution no later than immediately following the contest. Once testing has begun, testing must be completed and cannot be deferred until the next morning. If deferred until the following day, the testing must begin no later than 10 a.m. (local time) at the original test site.

### Section 9.4 PROLONGED TEST

If the student-athlete's team must depart the championship prior to a student-athlete completing drug testing, an institutional representative must remain with the student-athlete. If the student-athlete and/or institution incur additional expenses because of the delay (e.g., hotel, transportation back to campus, etc.), the institution may request reimbursement from the NCAA. The designated team host is prepared to assist if needed.

## **Section 9.5 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 upon 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, he/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 10. EQUIPMENT**

## **Section 10.1 SOCCER BALLS**

The Wilson Forte FYbrid II, the NCAA championship soccer ball, will be used in all NCAA tournament games. These balls 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 before each tournament game.

Each participating team will receive one game ball as a memento following the conclusion of the championship.

NOTE: Balls will be provided on each field for practices. Teams will also receive scrimmage vests that must be worn by individuals on the sidelines during the semifinals and championship games.

# **Section 11. GENERAL PUBLIC**

## **Section 11.1 BANNERS AND ARTIFICIAL NOISEMAKERS**

No banners may be posted at the tournament other than the NCAA and approved media banners. New rules allow for selected artificial noisemakers to be allowed during play (cowbells, drums, thunder sticks, etc.). Whistles, air horns and electric amplification are still prohibited. During NCAA post-season play, the permitted noisemakers will be allowed unless the venue has prohibited these items. Additionally, any artificial noisemakers that event management staff deems as interfering with spectators' ability to enjoy or watch the game will be removed.

## **Section 11.2 PARKING**

The primary spectator parking location is the Walker Parking Deck. The spectator's game ticket is their parking/exit pass and must be shown when exiting the deck for them to not be charged. Spectators are to leave out of the deck's 3<sup>rd</sup> floor exit only. Overflow parking for Friday only is available at the Oakland Deck.

There are coned off meter and designated spots on West Drive, near the Coleman Building Bridge for ADA parking.

## Section 12. LODGING

### Section 12.1 TEAM HOTEL

UNC Greensboro and the Greensboro Sports Foundation are the hosts for this NCAA event. Those entities will incur no liability to any person in connection with the rental of rooms mentioned herein. An institution is obligated to stay at the assigned hotel property. If an institution prefers to relocate to a different hotel, which is generally not approved by the NCAA, the following must occur:

- The participating institution must obtain a release for the rooms from the hotel manager in writing and approval from the NCAA. Please note, the institution is responsible for the first night's room charges even if it fails to use those rooms.
- The participating institution may use the rooms for persons accompanying the official traveling party if relocating the team only. If a team chooses to relocate to a different hotel, the team is not permitted to move to a hotel (if applicable) where another team or the game officials and designated headquarters hotel.

Additionally, if an institution fails to make satisfactory arrangements for use of assigned rooms with the hotel, full charges for the rooms will be billed to the institution. If an institution chooses not to stay at one of the designated hotels, the participating institution must notify both the hotel and the tournament manager by 5 p.m. on Monday, December 2. The NCAA shall provide final approval.

Each participating institution has a designated number of rooms. Rooms have been reserved for participating teams at the hotel listed below. Please forward the rooming list in Appendix D on page 38 of this manual by Monday, December 2, to Tamara Ward.

Sheraton Greensboro  
Contact: Tamara Ward  
Sales Manager  
Phone: 336-323-4851  
Cell: 336-455-0726  
Email: [tward@sheratongreensboro.com](mailto:tward@sheratongreensboro.com)

## Section 13. MEDIA SERVICES

### Section 13.1 CREDENTIALS (PARTICIPANT, TV, PHOTO)

The NCAA shall control the issuance of working press and photography credentials for each of its championships. NCAA policy shall limit the issuance of working press credential to the Associated Press, United Press International, newspaper, magazines and radio or television stations, and/or networks or cable systems and shall preclude the issuance of press credentials to representatives of any organization that regularly publishes, broadcasts or otherwise promotes the advertising of "tout sheets" or "tip sheets" or other advertising designed to encourage gambling on college sports events.

Subject to limitations of space, seats in the press box area and photo credentials shall be assigned to working press in accordance with the following priorities:

- Campus media certified by the director of athletics or sports information director of each participating and host institution;
- Certified media from the immediate locale of the championship and the immediate locale of the competing teams; and
- Other certified media filing from the scene. Other restrictions for obtaining credential may be implemented, based on the circumstances at the host institution and availability of seating.

## Section 13.2 POSTGAME INTERVIEWS

Immediately after a 10-minute cooling-off period (e.g., 10 minutes after a competing team enters its locker room or designated postgame area), an interview area will open to all certified members of the news media; any coach and student-athletes requested by the media will be available for interviews. If a team or individual is participating in an awards ceremony, the cooling-off period will begin immediately after the presentation.

Regardless of regular-season radio or television contract(s), the coach is obligated to the entire covering media during the championship and must report to the interview room immediately after the 10-minute cooling-off period. The coach cannot delay a post-competition interview with the covering media to conduct a program for a single newspaper, radio or television reporter unless requested to remain for a short interview (not to exceed four minutes) by the television entity that has been granted television rights by the NCAA.

Coaches cannot make themselves available to selected media representatives before the conclusion of the 10-minute cooling-off period. They may, however, open their locker rooms or designated postgame area and/or report to the interview area before the cooling-off period ends, and make themselves available to all media representatives staffing the championship. Should a coach permit one media agency to enter the dressing room before the 10-minute cooling-off period has ended, the locker room or designated postgame area shall be opened to all other media representatives desiring access to the area. The NCAA championships have an "open locker room policy," which is administered by the media coordinator on site.

## Section 13.3 WEBCASTS

For the soccer championships, Turner will stream the semifinal and championship games on ncaa.com.

Press box space is limited. Positions for participating institutions home radio personnel will not be reserved in the press box. Participating team radio personnel seating will be above the press box outside. Seating is based upon availability. Participating teams will not be permitted to webcast live video during competition.

## Section 13.4 WORKING MEDIA FACILITIES

A working media room will be located in the Coleman Building. This area will be restricted to working media and game administration personnel. The Media Interview area will also be located in the Coleman Building, Wireless internet service is available and telephone lines are available to be used to file stories. Press guides, tournament press kits and other miscellaneous material will be located in the working media room. NO credentials will be mailed. Credentials may be picked up at Will Call on competition days. Working media credentials must be worn at all times during the games.

# Section 14. MEDICAL

## Section 14.1 ATHLETIC TRAINING

The host sports medicine staff will provide a certified athletic trainer and physician to be available on-site for games to assist the participating institutions' sports medicine staffs. A member of the host sports medicine team will be available and on-site for practice days. Physicians will be on call for all practices.

**Location:** The athletic training area will be located in the basketball practice facility on the first floor of the Coleman Building, which is adjacent to the competition field.

**Hours:** The athletic training area will be open during Thursday practices, Friday's semifinal matches and Saturday's championship matches at the following times:

Thursday: 9 a.m. – 3 p.m.

Friday: 8:30 a.m. – One hour after play has concluded

Saturday: Noon – One hour after awards ceremony has concluded

**Equipment and supplies:** The athletic training area will be equipped with ultrasound, electrical stimulation, hydrocollator and ice for use by licensed/certified athletic trainers traveling with their respective teams. Ice baths can be available upon request with at least

24-hour notice. During competition and practice, water, PowerAde, ice, and emergency equipment will be available on the sideline. Each locker room will also be supplied with water, PowerAde, cups and injury ice. To best accommodate each team, it is requested that each team's athletic trainer contact Jay McCloy regarding their treatment needs prior to their arrival.

The NCAA will provide cups, water bottles and coolers for all scheduled practices and games for use during the tournament. No other cups, coolers, or water bottles with commercial corporate identification are allowed for use during the tournament.

**Head Athletic Trainer:**  
Jay McCloy LAT, ATC  
Assistant AD for Health and Sports Performance  
Email: [jmmccloy@uncg.edu](mailto:jmmccloy@uncg.edu)  
Cell: 336-209-7439

## **Section 14.2 CONCUSSION MANAGEMENT**

[Reference: Concussion Management in Bylaw 3.2.4.16 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 championships, 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 Medicine Handbook for additional guidance on concussions" online at: <http://www.ncaapublications.com/p-4328-2013-14-ncaa-sports-medicine-handbook.aspx>.

## **Section 14.3 MEDICAL EXAMINATIONS**

As the event sponsor, the NCAA seeks to ensure that all student-athletes are physically fit to participate in its championships and have valid medical clearance to participate in the competition. The NCAA tournament physician, as designated by the host school, has the unchallengeable authority to determine whether a student-athlete with an injury, illness or other medical condition (e.g., skin infection) may expose others to a significantly enhanced risk of harm and, if so, to disqualify the student-athlete from continued participation. For all other instances, the student-athlete's on-site team physician can determine whether a student-athlete with an injury or illness should continue to participate or is disqualified. In the absence of a team physician, the NCAA tournament physician will examine the student-athlete and has valid medical authority to disqualify him or her if the student-athlete's injury, illness or medical condition poses a potentially life threatening risk to himself or herself. The chair of the governing sports committee (or a designated representative) shall be responsible for administrative enforcement of the medical judgment, if it involves disqualification.

## **Section 14.4 HOSPITALS AND EMERGENCY SERVICES**

### **EMERGENCY NUMBERS**

Greensboro Police Department, non-emergency	336-373-2222
Greensboro Fire Department, non-emergency	336-373-2356



All other Emergency needs	911
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## LOCAL HOSPITALS

Moses Cone Hospital	1200 N. Elm Street Greensboro, NC 27401	336-832-7000
Cone Health Wesley	2400 W. Friendly Ave. Greensboro, NC 27403	336-832-1000

### Section 14.5 PHYSICIANS

A physician will be on-site for all games.

## Section 15. PARTICIPANT AWARDS

### Section 15.1 ALL-TOURNAMENT TEAM

An All-Tournament Team will be selected at the championship. The 12-person all-tournament team will be selected by the national committee only. There are no position limitations on the all-tournament team. Of the 12 athletes on the all-tournament team, one will be named the outstanding offensive player and another will be named the outstanding defensive player of the championship.

### Section 15.2 ELITE 90 AWARD

The Elite 90 award is presented to the student-athlete with the highest cumulative grade-point average competing at the final site for each of the 90 NCAA championships. Each institution that has at least one student-athlete qualify for the final round/site is eligible to nominate a student-athlete for the award. All ties are broken by number of credits completed.

For more information regarding this program, please contact Mark Bedics, Andrew Louthain or Quintin Wright (317-917-6222; [elite90@ncaa.org](mailto:elite90@ncaa.org)). All documents, including deadlines and nomination forms, can be obtained at [Elite 90 forms](#).

The submission deadline for nomination for men's and women's soccer is Monday, December 2 at 5 p.m. Eastern time.

### Section 15.3 PARTICIPANT AWARDS

Please see appendix H for information on how to get your participant awards.

### Section 15.4 PARTICIPANT TROPHIES

#### NATIONAL CHAMPION TEAMS

The men's soccer championship team, during the awards ceremony, will receive 29 watches, 29 mini trophies and one team trophy. The women's soccer championship team will receive 24 watches, 29 mini trophies and one team trophy. An additional five watches will be sent to the women's team following the conclusion of the championship.

#### SEMIFINAL AND RUNNER-UP TEAMS

Each semifinalist and runner-up team will receive 29 mini trophies and one large trophy. Trophies will be handed out during the awards ceremony, following the end of competition.

## AWARDS CEREMONIES

At the end of each game an awards ceremony will take place. Teams will not have their postgame meeting before the awards ceremony. Each team will line up on each side of the center circle facing each other with their backs facing the goal. The public address announcer will begin the presentation once all student-athletes and coaches are lined up. For the semifinals, the non-advancing team will be recognized first followed by the advancing team. For the national championship game, the runner-up will be recognized first followed by the national champion. The public address announcer will read the list of names from the travel party roster (Appendix C) and the first 29 individuals will receive mini-trophies. After the awards ceremonies, teams should clear their bench and the field to allow the next game's teams access to the field to begin the pre-game warmup.

## ORDERING ADDITIONAL TROPHIES

To order additional trophies, please go to <http://www.mtmrecognition.com/ncaa/>.

# Section 16. PARTICIPANT EXPECTATIONS & GUIDELINES

## Section 16.1 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.

## Section 16.2 FAILURE TO ADHERE TO POLICIES

A governing sports 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.

## Section 16.3 MISCONDUCT

### 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 31.1.8.

### 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

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 coaches of participating institutions to review and explain the policies related to misconduct.

### PENALTY FOR MISCONDUCT

In accordance with Bylaw 31.1.8.3, 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. See Bylaw 31.1.8.3. for more information.

## **Section 16.4 RED CARDS**

Please review Rule 12, Fouls and Misconduct in the 2018 and 2019 NCAA Men's and Women's Soccer Rules Book for information on red card policies and procedures.

## **Section 16.5 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.

## **Section 16.6 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.

## **Section 16.7 STUDENT-ATHLETE EXPERIENCE RESEARCH**

The NCAA will use a web-based survey targeted at student-athletes participating in final rounds of NCAA Championships. Coaches will be provided with the link to the survey via email in order to improve response. Therefore, participating institutions are requested to forward the survey link to participating student-athletes.

## **Section 16.8 TOBACCO BAN**

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 17. SECURITY

## Section 17.1 BENCH

Security personnel may be stationed behind or at the end of each team bench to protect players from spectators if necessary and to accompany the teams to and from the locker room.

## Section 17.2 MEDIA/INTERVIEW AREA

Security personnel will be instructed to protect the working media areas and interview area especially before and after each game, and to limit access in all restricted areas to individuals wearing credentials. Security will be stationed outside the postgame interview room and should check all credentials.

## Section 17.3 TEAM LOCKER ROOM

Security personnel will be stationed in the locker room area (competition days only) after accompanying the teams and officials to the field.

# Section 18. TEAM TRAVEL/ TRANSPORTATION

## Section 18.1 TRAVEL POLICIES

The 2019-20 NCAA Division III Championships Travel Policies can be found online at the following link: <http://www.ncaa.org/championships/travel/championships-travel-information>. Please review prior to making travel arrangements. All transportation arrangements must follow these policies. Any travel booked outside of these policies will not be reimbursed.

## Section 18.2 TRANSPORTATION

**Championships Air Travel Portal:** [www.shortstravel.com/ncaachamps](http://www.shortstravel.com/ncaachamps)  
Phone: 866-655-9215; email: [ncaaalo@shortstravel.com](mailto:ncaaalo@shortstravel.com)

**Championships Ground Travel Portal:** [www.gochampionships.com](http://www.gochampionships.com)  
Phone: 866-386-4951; email: [wmarie@goground.com](mailto:wmarie@goground.com)

## Section 18.3 PER DIEM

A per diem rate of \$95 will be paid for the allowable travel party (29). The allowable days are as follows:

- One day for the day prior to the competition, if travel occurred on or before that day.
- One day for each day a team competes.
- One-half day for the day after competition, if travel occurred on that day.

## Section 18.4 EXPENSE REIMBURSEMENT

Expense reimbursement for participation in the championships will be filed through the NCAA's online system. The Travel Expense System (TES) can be found online at [travel.ncaa.org/](http://travel.ncaa.org/). The login information for the system is the same as that used for the Short's Travel portal. All competing institutions must request reimbursement through the TES system in order to receive the appropriate reimbursement.

All institutions, including hosts, must complete the online reimbursement process in order to receive the appropriate reimbursement. Institutions have 45 days from the end of the championship to submit reimbursement requests. After 45 days have passed, the institution will be reimbursed the minimum amount of per diem allotted and no further reimbursement will be provided.

# Section 19. TICKETS

## Section 19.1 BENCH SEATING

Please see Bench Credentials/Assignments on page 29 for more information.

## Section 19.2 COMP/PASS LIST

Any individuals (excluding spirit squad, mascots and band members) not listed on the pass list must purchase a ticket from the institution's allocation.

**NO** complimentary tickets may be provided by tournament personnel in accordance with NCAA policy. Please be advised that if transportation personnel such as a bus driver are not part of the official team party, he or she will have to buy a ticket.

## Section 19.3 PRICES

*Day Passes	Type of Admission	All-Tournament Pass
\$15	Adult General Admission	\$20
\$10	Student/Senior General Admission	\$15

\*Day passes are for all games taking place (both genders) on either December 6 or 7.

## Section 19.4 TICKET SALES

Visit [ncaa.com](http://ncaa.com) for ticket sales and more information pertaining to the championships.

# Section 20. TRAVEL PARTY

## Section 20.1 BAND/SPIRIT/MASCOTS

Cheerleaders and/or spirit team members, not to exceed 12 in number, plus the mascot shall be admitted, if in uniform, via the pass gate list furnished to the host institution by the competing institution's director of athletics; all other institutional representatives will be admitted only upon presentation of a ticket. A maximum of 12 cheerleaders and/ or spirit team members shall be allowed on the field during the progress of the game. The cheerleaders shall be seated on the apron of the playing area designated by the tournament manager.

Band members, not to exceed 25 in number, who are in uniform and performing at the championship will not be charged admission to the competition. Bands, or any component thereof, are allowed to play during timeouts, between games, and before and after the competition.

All cheerleading squads must conform to the guidelines set by the American Association of Cheerleading Coaches and Advisors (AACCA). Neither the NCAA nor the host institution shall be responsible for supervising or monitoring routines performed by cheerleaders at championship events. Except as noted in this section, supervision of cheerleading squads, their activities, yells and stunts is solely the participating institution's responsibility. The participating institution shall ensure that the squad has sufficient training, supervision and equipment for any and all routines its squad may choose to perform.

Tournament managers must inform participating institutions if the host facility has more stringent requirements. If so, the director of athletics at each institution must apprise his or her cheerleading squad of such requirements and ensure compliance. The use of trampolines, stunts more than two persons high, "basket tosses" and cheerleader flips is not permitted. Tournament managers must inform participants if the host facility has more stringent restrictions, which shall be applied. If necessary, the director of athletics at each institution shall be asked to apprise the appropriate individuals of this policy and ensure their cooperation.

## Section 20.2 BENCH CREDENTIALS/ASSIGNMENTS

### BENCH CREDENTIALS

All bench personnel must wear bench credentials while entering and leaving the field. Credentials may not be shared with any other person. Each team will receive a maximum of 34 bench credentials at the administrative meeting. Please note: two credentials are designated for medical personnel. All individuals in the bench area must be institutional personnel or team members.

Teams will not be allowed to request additional bench credentials.

### BENCH ASSIGNMENTS

The team on the top of the bracket will wear the light (white) color jersey. In addition, the team on the top of the bracket will sit on the bench to the right of the scorer's table when sitting at the scores table facing the field. For team assignments please refer to Section 7.1.

## Section 20.3 BENCH SIZE

The bench size for men's and women's soccer is 34. Of the maximum of 34 credentials to be distributed for the bench area, two are designated for institutional medical personnel. The maximum number of student-athletes in uniform in the bench area is limited to the squad size of 24.

## Section 20.4 TRAVEL PARTY SIZE

The official travel party for the championship is 29. This number includes the 24 members of the squad and five non-athletes.

For travel policies, please visit the NCAA's travel page at <http://www.ncaa.org/championships/travel/championships-travel-information>.

# Section 21. UNIFORMS

## Section 21.1 UNIFORMS

Student-athletes competing in the championship shall wear the official uniform of their institution in competition and related ceremonies. This applies to both warm-ups and competitive uniforms. Competing teams shall have both light- and dark-colored jerseys, and light- and dark-colored stockings available. The home team will wear a uniform white in color and in clear contrast with the visiting team. The games committee will determine the home teams.

## Section 21.2 LOGO POLICY

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

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 2¼ square inches, including any additional material (e.g., patch) surrounding the normal trademark or logo. The logo or trademark must be contained within a four-sided geometrical figure (i.e., rectangle, square, parallelogram).

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 practices and 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.

## Section 21.3 LAUNDRY

Laundry service will be provided by the host and can be coordinated through:

Marcus Jennings  
Phone: 573-881-0368  
Email: mdjenni2@uncg.edu

Jane Long  
Phone: 336-392-8577  
Email: jelong@uncg.edu

## Section 21.4 PATCHES

Participating teams will receive student-athlete patches for each game. Patches are to be worn on the left chest of the uniform. If a logo is present where the patch should be, student-athletes are to wear the patch on the right chest.

# Appendixes

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## Appendix A.

### Administrative Meeting Agenda

1. Introductions and welcome.
2. Games committee.
3. Review schedule of events.
4. Review parking, locker room and ticketing policies.
5. Pregame warm-ups.
6. Review pregame schedule.
7. Pregame ceremonies.
8. Halftime arrangements.
  - a. Length.
  - b. Tents.
9. Overtime procedures.
10. Postgame.
  - a. Awards ceremony format.
  - b. Media obligations (10-minute cooling off period).
  - c. Locker room championship apparel program.
11. Red card procedures.
12. Security.
13. Rosters.
14. Uniforms.
  - a. Team uniform colors.
  - b. NCAA uniform policies.
15. Balls.
16. Rules.

17. Scorers and timers.

18. Injuries.

- a. Field access/coaching.
- b. Review medical procedures.

19. Sports Information.

- a. Videotaping and photographer areas.
- b. Press conference.

20. Misconduct.

21. Drug testing.

22. Evaluations.

23. Adjournment.

# Appendix B.

## TRAVEL INFORMATION/ROSTER/BANQUET

### Contact Information

Title	Name	Cell Phone	Email
Institution			
Head Coach			
Administrator Traveling			
Sports Information Director			
Athletic Trainer			
Player Guest Ticket Contact			

### Travel Logistics

Arrival Date		Arrival Time		Check here if you are driving	<input type="checkbox"/>
Airline		Flight Number		Departure Airport	
Number of vehicles you will have on site:	Buses	Vans	Cars	President/Chancellor Attending?	<input type="checkbox"/>

### Travel Party Roster

Please list each individual from your institution's travel party (limit of 34, with up to two medical). Please list your squad size numerically. This roster will be utilized as the awards ceremony list as well.

	#	Student Athlete		#	Student Athlete
1.			13.		
2.			14.		
3.			15.		
4.			16.		
5.			17.		
6.			18.		
7.			19.		
8.			20.		
9.			21.		
10.			22.		
11.			23.		
12.			24.		
Institution Staff			Title (coach, athletic trainer, manager, non participating student athlete, etc.)		
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					(medical)
10.					(medical)
GUESTS ATTENDING BANQUET					
Total number of banquet guests (29 will be paid by NCAA; up to 15 additional can be purchased at \$40/person.)					
Number of additional guests x \$40 =		\$	Make checks payable to <b>UNCG Athletics</b>		
Name of Student-Athlete Banquet Speaker					
Please note any food allergies/dietary restrictions:					

Please submit to [mdespain@ncaa.org](mailto:mdespain@ncaa.org) and [kim@greensborosf.com](mailto:kim@greensborosf.com) by **5 p.m. Eastern time on Wednesday, November 27.**

## Appendix C.

### Team Rooming List

Please complete this form and email by **Monday, December 2 at 5 p.m. Eastern time** to Tamara Ward ([tward@sheratongreensboro.com](mailto:tward@sheratongreensboro.com)).

**INSTITUTION** \_\_\_\_\_

**CONTACT NUMBER** \_\_\_\_\_

ROOM #	NAME 1	NAME 2



# Appendix D.

## NCAA Soccer Game Roster

Team:
Opponent:
Division/Gender:
Date:
Location:

In accordance with Rule 3.2.1 in the NCAA Men’s and Women’s Soccer Rules, a completed roster form, including the names and numbers of all players, coaches and other bench personnel, shall be submitted to the referee, official scorekeeper and opposing coach not later than 30 minutes before game time. The game roster submitted to the official scorekeeper and the opposing coach shall include each player’s total number of cautions and ejections in the columns beside the players’ names, however, the copy submitted to the referee should not include each player’s total number of cautions and ejections. **Suspended players and other bench personnel are permitted in the coaching and team areas. Suspended coaches shall not be in the venue from one hour before the scheduled start of the game and 30 minutes after the completion.**

Jersey No.	Ineligible for this contest	PLAYER	Total Cautions	Total Ejections	Suspension Date(s)

Name of soccer athletic administrator: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Duties	Ineligible for this contest	BENCH PERSONNEL	Total Cautions	Total Ejections	Suspension Date(s)

Signed (Coach): \_\_\_\_\_

## Appendix E.


### Band, Spirit and Mascot Pass List

Institution: \_\_\_\_\_

	Band Member Name		Spirit Squad Member Name
1.		1.	
2.		2.	
3.		3.	
4.		4.	
5.		5.	
6.		6.	
7.		7.	
8.		8.	
9.		9.	
10.		10.	
11.		11.	
12.		12.	
13.		13.	
14.			
15.			
16.			
17.			
18.			
19.			
20.			
21.			
22.			
23.			
24.			
25.			

Please submit to NCAA staff at the administrative meeting on **Thursday, December 5.**

## Lightning Policy

	<p>University of North Carolina Greensboro Department of Athletic Training Policy and Procedure Manual 2016-2017</p>	<p>Environmental Policy</p>
<p>Lightning</p>		

### Background

Lightning is the most frequently encountered severe-storm hazard endangering student-athletes (S-A), athletic department personnel, and spectators of outdoor sporting events hosted by UNCG. Cloud-to-ground lightning averages 3-5 miles in length, and most strikes (90%) occur within the rain producing region of a storm.<sup>1</sup> The remaining 10% of strikes typically range from 5-10 miles in length and can occur where no rain is falling.<sup>1</sup>

### Weather Monitoring System

The UNCG Department of Intercollegiate Athletics (ICA) uses the weather monitoring system MxVision™ developed by Schneider Electric. This weather monitoring system has the capability to alert users of impending weather conditions including but not limited to thunderstorms, heat indexes and heavy rain.

### Protocol

#### Chain of Command



JNCG Athletic Training (AT) staff is responsible for monitoring weather will be done with information provided by MxVision™. The AT in charge shall unchallengeable authority to remove individuals from the field in a practice situation. In AT staff is not present, this duty shall fall to the coaching staff, and activity as soon as thunder is heard.

Responsible Events. The hosting AT, in consultation with the UNCG ICA Facilities Operations Staff, is responsible for monitoring and informing game officials of suspensions. Upon notification from the host AT or UNCG ICA Facilities and Game Operations Staff, the game officials are to suspend an event and remove individuals from the field-of-play in the interest of participant safety. Again, the unchallengeable authority to suspend an event and remove individuals from the field-of-play comes from the hosting AT. If the game official does not adhere to the stated policy, then the hosting UNCG ICA game administrator shall intervene in the interest of participant safety. For events that do not have an UNCG AT staff member present, the hosting UNCG event administrator (or representative) shall be responsible for monitoring and informing event officials of weather conditions and making the final determination to suspend an event should the game official fail to do so.

Should weather conditions cause a delay in team members and staff accessing the field prior to the official warm-up period, the sport oversight or designee, in consultation with the UNCG ICA

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Game Operations staff, will be responsible for communicating weather updates, revised timelines and the all clear message to game officials, coaching staffs and student-athlete participants.

Criteria for Postponement, Suspension & Resumption of UNCG ICA-Sponsored Events

Postponement. If hazardous weather conditions appear imminent; options for postponement should be considered for events that may be affected.

Suspension. When lightning and/or a potentially hazardous storm is detected within 10-20 miles of affected venues (UNCG campus, Bryan Park, etc); an initial notification will be sent to ICA staff members included on “List A” (see Appendix A). This list is inclusive of AT, Facilities and Game Operations Staff, and coaches who regularly utilize off-campus outdoor practice and competition venues. When lightning has been detected within 10 miles; a second notification will be issued. Following the second notification; play should be suspended, evacuation plan should be enacted, and a lightning safety announcement shall be read over the public address system.

On-site weather observations should always be taken into account to determine if an event should be suspended and individuals should be removed from the field of play.

Special Considerations - Baseball and Softball. The UNCG Baseball and Softball venues have the added task of placing a tarp over the field in the event of rain/inclement weather. At the time of the 20 mile notification, activity will be suspended and the tarp will be placed over the field. If it is only rain that is expected, both teams will retire to the dugouts. If lightning or other hazardous conditions have been detected, the teams and spectators will be evacuated to their designated locations.

Safe Locations

An enclosed building with plumbing and wiring or a fully enclosed metal vehicle is always preferred.<sup>1</sup> A structure with open sides is considered by experts to be an unsafe shelter.<sup>1</sup> Time permitting, primary shelter should be sought. However, in the event of imminent danger; secondary locations may be utilized. The following locations shall be used for participants (and recommended for spectators) in the event of hazardous weather:<sup>6</sup>

SPORT	PARTICIPANTS			SPECTATORS (Suggested)	
	HOME PRIMARY	VISITING PRIMARY	SECONDARY	PRIMARY	SECONDARY
Baseball	Team Locker Room	Team Bus	Baseball Field House	Coleman Building	Coleman Building
Soccer	Team Locker Room	Team Locker Room	Under Stadium	Coleman Building	Coleman Building
Tennis	Team Locker Room	Coleman Building	Fleming Gym	Coleman Building	Coleman Building
Softball	Team Locker Room	Team Locker Room	Softball Batting Cages	Coleman Building	Coleman Building
Golf	Clubhouse	Clubhouse	Shelters*	Clubhouse	Shelters*

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*\*Please note that a shelter is not considered a safe zone for protection from lightning or from other hazardous weather conditions.*

Shelters are located on the following golf courses:

Starmount (6<sup>th</sup> green and 14<sup>th</sup> tee), Grandover East (6<sup>th</sup>, 8<sup>th</sup>, 11<sup>th</sup>, and 15<sup>th</sup> holes), Grandover West Course (9<sup>th</sup> and 15<sup>th</sup> holes), Bryan Park Player's Course (7<sup>th</sup> and 14<sup>th</sup> tees), and Bryan Park Champions Course, (3<sup>rd</sup>, 6<sup>th</sup>, and 13<sup>th</sup> tees).

*\*In the event of severe weather, i.e. tornado warnings, safe locations will need to be moved more interior and away from glass windows and doors.*

Resumption. Individuals may return to the field-of-play following an all clear notification provided by MxVision™ or 30 minutes absent of lightning strikes within a 10 mile radius of the venue, if data from MxVision™ is not available. This may be calculated on-site using the flash-to-bang method. In the event of hazardous weather without the presence of lightning, the decision to resume activity will be made in conjunction with MxVision™ data.

#### Lightning Safety Strategies

- Avoid wire fencing, metal poles and pipes, tents, metal sheds, open water, and the highest point in an open field.
- Avoid using plumbing facilities and land-line phones.
- Remove or put down any metal equipment
- Individuals who feel their hair stand on end or skin tingle or who hear crackling noises should assume the lightning-safe position (crouching on knees, weight on balls of feet, feet together, head lowered, and ears covered). Do not lie flat on the ground.

#### First Aid Procedures for Lightning Victims

Observe the following basic first-aid procedures in order to manage victims of a lightning strike:

1. Survey the scene for safety
2. Activate the Emergency Management Plan for the appropriate venue
3. Perform secondary survey and monitor ABC's
4. Move the victim, carefully, to a safer location, if needed
5. Evaluate and treat for apnea and asystole
6. Evaluate and treat for hypothermia and shock
7. Evaluate and treat for fractures
8. Evaluate and treat for burns

1. Walsh, K. M., et al. National athletic trainers' association position statement: lightning safety for athletics and recreation. *J Athl Train.* 2013;48(2):258-270.

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## Appendix G.

**NCAA-Awards.com**

# HOW TO GET YOUR **Student-Athlete Participation Awards**

For 2019-2020, an online gift-suite will serve as the participation awards provided to members of the official travel party of institutions that advance to the championship final sites.

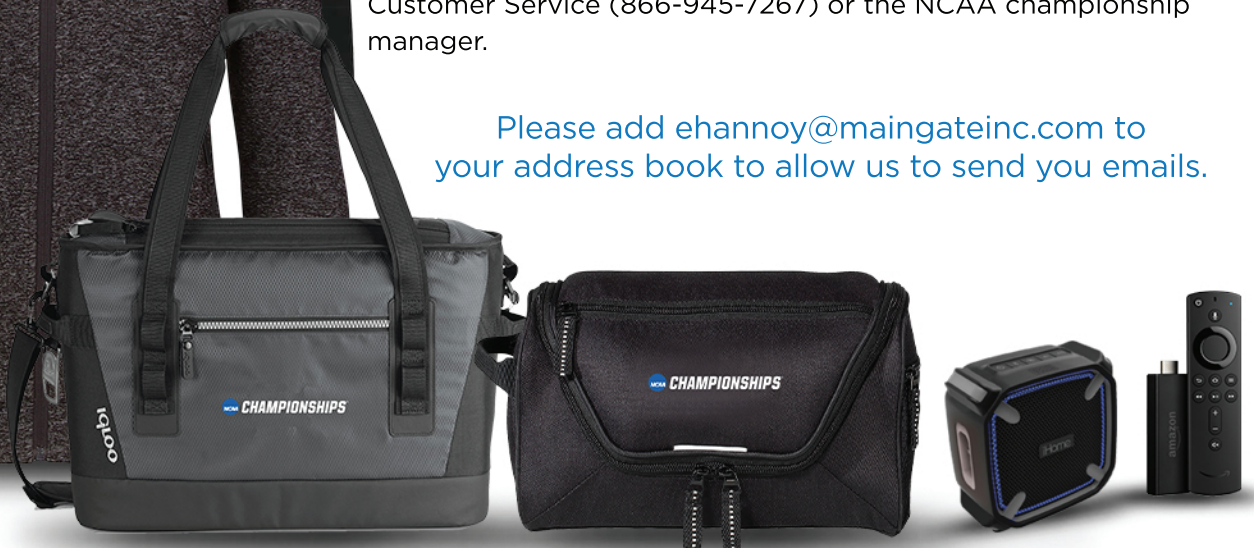


After the championship, MainGate will send the head coach an email providing ordering process details, along with a unique Certificate Code (valid for one participation award per member of your official travel party) that can be redeemed only at [www.NCAA-Awards.com](http://www.NCAA-Awards.com). In order to ensure that each participant receives an award, a member of your administration must place your team's order, including size information, at [NCAA-Awards.com](http://NCAA-Awards.com) using your Certificate Code.

Your institution may select different items per participant; men's and women's sizes are available for apparel items. If you would like to purchase additional awards, you will have the opportunity to do so online via personal credit card at the end of the checkout process.

Participation award items will be sent to your institution for distribution to your student-athletes within four to six weeks after your order is placed. If you do not receive information for ordering awards within two weeks of the conclusion of the championship please contact Erin Hannoy [ehannoy@maingateinc.com](mailto:ehannoy@maingateinc.com), MainGate Customer Service (866-945-7267) or the NCAA championship manager.

Please add [ehannoy@maingateinc.com](mailto:ehannoy@maingateinc.com) to your address book to allow us to send you emails.



**Place your order at [NCAA-Awards.com](http://NCAA-Awards.com)**

