



PARTICIPANT 2024-25 MANUAL

Division III Men's and Women's Soccer

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Section 1. INTRODUCTION

Congratulations on advancing to the 2024 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 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

<u>MEN'S SOCCER</u>	<u>WOMEN'S SOCCER</u>
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: kalcox@ncaa.org	Kelly Whitaker Associate Director, Championships and Alliances NCAA P.O. Box 6222 Indianapolis, Indiana 46206-6222 Phone: 317-917-6511 Cell: 317-476-6867 Email: kwhitaker@ncaa.org
Bryce Peters Coordinator, Championships and Alliances NCAA P.O. Box 6222 Indianapolis, Indiana 46206-6222 Phone: 317-917-6222 Email: bpeters@ncaa.org	Ethan Walker Coordinator, Championships and Alliances NCAA P.O. Box 6222 Indianapolis, Indiana 46206-6222 Phone: 317-917-6476 Email: ewalker@ncaa.org

SECTION 2.2 MEN'S COMMITTEE

<p>Region One</p> <p>David Kulik Assistant Athletic Director/Head Men's Soccer Coach Johnson & Wales University (Providence)</p>	<p>Region Two</p> <p>Patrick Colbert Commissioner Conference of New England</p>
<p>Region Three</p> <p>Brian Marcantonio (<i>Chair</i>) Head Men's Soccer Coach Utica College</p>	<p>Region Four</p> <p>Mark Griffin Director of Athletics/Recreation Rutgers University - Newark</p>
<p>Region Five</p> <p>Megan Patruno Associate Athletic Director Muhlenberg University</p>	<p>Region Six</p> <p>Nate Stewart Assoc. VP/COO Development & Alumni Relations Centre College</p>
<p>Region Seven</p> <p>Dejan Mladenovic Head Men's Soccer Coach John Carroll University</p>	<p>Region Eight</p> <p>Michael Zapolski Director of Athletics Augustana College</p>
<p>Region Nine</p> <p>Brian Sisson Director of Athletics Saint Mary's University of Minnesota</p>	<p>Region Ten</p> <p>Miguel Ruiz Head Men's Soccer Coach California Lutheran University</p>

SECTION 2.3 WOMEN'S COMMITTEE

<p>Region One</p> <p>Brianne Smithson Head Women's Soccer Coach Bowdoin College</p>	<p>Region Two</p> <p>Stephanie Smyrl Director of Athletics Emerson College</p>
<p>Region Three</p> <p>Matthew Webb Director of Athletics Houghton University</p>	<p>Region Four</p> <p>Jess Huda (<i>Chair</i>) Assistant Athletics Director Montclair State University</p>
<p>Region Five</p> <p>Susan Kolb Director of Athletics Hood College</p>	<p>Region Six</p> <p>Tiffany Pins Head Women's Soccer Coach Washington and Lee University</p>
<p>Region Seven</p> <p>Adam Sprague Head Women's Soccer Coach Mount Aloysius College</p>	<p>Region Eight</p> <p>Katari Key Director of Athletics Alverno College</p>
<p>Region Nine</p> <p>Crystal Lanning Director of Athletics University of Wisconsin-River Falls</p>	<p>Region Ten</p> <p>Andy Foltz Associate Athletic Director Pacific Lutheran University</p>

Section 3. HOST PERSONNEL

SECTION 3.1 PERSONNEL

HOST TOURNAMENT CONTACT INFORMATION – LVCVA/UNLV			
Tournament Director		Tournament Director	
Name:	Spencer Schaff	Name:	Abriana Buffolino
Title:	LVCVA	Title:	LVCVA
Email:	SSchaff@lvcva.com	Email:	abuffolino@lvcva.com
Cell Phone:	308-672-4018	Cell Phone:	702-927-2695
Facilities/Venue Manager		Athletic Training Coordinator	
Name:	Brittany Meade	Name:	Garrett Thompson
Title:	Assistant AD, Facilities & Operations	Title:	Associate, Athletic Trainer
Email:	brittany.meade@unlv.edu	Email:	garrett.thompson@unlv.edu
Cell Phone:	520-360-4556	Cell Phone:	701-771-2016
Media Relations Manager		Equipment Coordinator	
Name:	Andy Grossman	Name:	Larry Chin
Title:	Senior Assoc. AD., Media Relations	Title:	Equipment Manager
Email:	Andy.grossman@unlv.edu	Email:	larry.chin@unlv.edu
Cell Phone:	702-630-3949	Cell Phone:	702-525-7851
Communications Coordinator		Merchandise Coordinator	
Name:	Tim Castaneda	Name:	Karl Feak
Title:	Assistant Director, Communications	Title:	Assistant AD, Marketing
Email:	adam.castaneda@unlv.edu	Email:	karl.feak@unlv.edu
Cell Phone:	530-605-7176	Cell Phone:	734-546-7896
Marketing Coordinator		Ticketing Coordinator	
Name:	Gene Canal	Name:	Kelli McGinnis
Title:	Sr. Assoc. AD. Marketing	Title:	Director, Ticket Operations
Email:	gene.canal@unlv.edu	Email:	kelli.mcginis@unlv.edu
Cell Phone:	505-240-7777	Cell Phone:	724-840-3994
Video Production Manager		IT Manager	
Name:	Brian Williams	Name:	Pete Kertis
Title:	Video Prod Manager	Title:	Director of IT
Email:	brian.williams@unlv.edu	Email:	peter.kertis1@unlv.edu
Cell Phone:	702-806-9061	Cell Phone:	702-895-1294
Drug Testing Coordinator		Hotel Banquet Contact	
Name:	Chip Schaefer	Name:	Darlene Fitzgerald
Title:	Associate AD, Sports Performance Health & Wellness	Title:	Assistant Director of Sales
Email:	robert.schaefer@unlv.edu	Email:	darlene.fitzgerald@stationcasinos.com
Cell Phone:		Cell Phone:	702-845-9983

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: <https://www.UNLVrebels.com/D3soccer>

Section 4. CHECKLIST

Monday, November 25

1. Mandatory conference call for all teams (men's and women's) that advance to the finals. The participant virtual meeting will be held at **11 a.m. Eastern**. Participating institutions will be sent a meeting invitation Microsoft Teams link. The virtual meeting 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.

Tuesday, November 26

2. Sports information sends the following to Andy Grossman (agrossman@unlv.edu):
 - ___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.
 - ___f. Deadline to apply for media credentials. www.ncaa.com/media
3. Deadline 5 p.m. Eastern time to submit the Team Travel Information form to Kevin Alcox (kalcox@ncaa.org) for the men and Kelly Whitaker (kwhitaker@ncaa.org) for the women (Appendix B).
4. Deadline 5 p.m. Eastern time to submit the band/cheer/mascot pass list (Appendix E).
5. Deadline 5 p.m. Pacific time to submit your rooming list/needs to the hotel contact (Appendix C).

Tuesday, December 3

6. Deadline 5 p.m. Eastern time to submit Elite 90 award nominee to:
<https://www.ncaa.org/about/resources/events/awards/elite-90-academic-recognition-award-program>.

Sunday, December 15

7. Deadline for submitting Event 1 preorder for championship shirts: 11 p.m. Eastern. Preorders will be sent to your campus.

Section 5. SCHEDULE OF EVENTS

Section 5.1 SCHEDULE OF EVENTS

All Times Pacific

Tuesday, December 3

All day	NCAA staff (M/W), NCAA men's committee and men's participating teams' arrival
4:30 p.m.	Committee walkthrough (UNLV Peter Johann Memorial Field)

Wednesday, December 4

All day	NCAA women's committee and women's participating teams' arrival	
Men's Team #1 – Middlebury	Practice: 9-10 a.m.	Community Engagement: 12:30-1:30 p.m.
Men's Team #2 – Amherst	Practice: 10:10-11:10 a.m.	Community Engagement: 1:30-2:30 p.m.
Men's Team #3 – Wash & Lee	Practice: 11:20-12:20 p.m.	Community Engagement: 2:30-3:30 p.m.
Men's Team #4 – Conn Coll.	Practice: 12:30-1:30 p.m.	Community Engagement: 3:30-4:30 p.m.
4:30 p.m.	Unofficial walkthrough for women's committee (UNLV/Peter Johann Memorial Field)	
6:30 – 8 p.m.	Men's Soccer Banquet	

Thursday, December 5

Women's Team #1 – WashU	Practice: 9-10 a.m.	Community Engagement: 12:30-1:30 p.m.
Women's Team #2 – CNU	Practice: 10:10-11:10 a.m.	Community Engagement: 1:30-2:30 p.m.
Women's Team #3 – Wm. Smith	Practice: 11:20-12:20 p.m.	Community Engagement: 2:30-3:30 p.m.
Women's Team #4 – Emory	Practice: 12:30-1:30 p.m.	Community Engagement: 3:30-4:30 p.m.
1:30 p.m.	Gates Open for Men's Semifinals	
2:30 p.m.	Men's Semifinal #1 – Middlebury vs. Amherst	
6 p.m.	Men's Semifinal #2 – Washington and Lee vs. Conn College	

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

6:30 – 8 p.m.	Women's Soccer Banquet
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Friday, December 6

Men's Team #1 – TBD	Practice: 10-11 a.m.
Men's Team #2 – TBD	Practice: 11:10-12:10 p.m.

1:30 p.m.	Gates Open for Women's Semifinals
2:30 p.m.	Women's Semifinal #1 – WashU vs. CNU
6:00 p.m.	Women's Semifinal #2 – William Smith vs. Emory

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

Saturday, December 7

11 a.m. Gates Open for Final
Noon. Men's Final – TBD vs. TBD

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

Women's Team #1 – TBD Practice: 4-5 p.m.
Women's Team #2 – TBD Practice: 5:10-6:10 p.m.

Sunday, December 8

11 a.m. Gates Open for Final
Noon Women's Final – TBD vs. TBD

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

Section 5.2 BANQUET

The NCAA banquet for the men will be held on Wednesday, December 4, beginning at 6:30 p.m. and for the women it will begin at 6:30 p.m. on Thursday, December 5. Both banquets will be held at Club Madrid at Sunset Station Hotel (1301 W. Sunset Rd., Henderson, NV 89014). The meals will be served buffet style. Each team will have 29 tickets provided for your travel party. Additional tickets may be purchased for **\$55 each**. Banquet reservations must be received not later than 5 p.m. on Tuesday, November 26, so food may be ordered. To purchase additional tickets, please use the following link: <https://unlvtickets.venue.net/promotions/NCAAD3>.

If you have any questions, please reach out to Kevin Alcox (kalcov@ncaa.org) or Kelly Whitaker (kwhitaker@ncaa.org) This includes if you need a special meal or have guests with specific allergies, please reach out and we can relay any special requests as they will try to accommodate as best they are able.

Menu includes: Salad w/toppings and assorted dressings, Penne Pasta Primavera, Roasted Chicken, Grilled Salmon, Penne Pasta Pomodoro, Seasonal Vegetables, Mashed Potatoes, Assorted Desserts, and Sweet Tea/Lemonade/Water/Coffee.

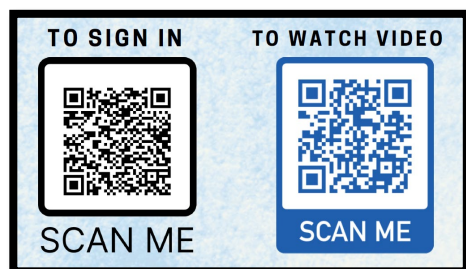
Section 5.3 COMMUNITY ENGAGEMENT AND SPECIAL OLYMPICS INVOLVEMENT

Community Engagement

Men's
Wed., Dec. 4 **Spread the Word – Nevada** (1065 American Pacific Dr Ste 160, Henderson, NV 89074)
12:30 – 4:30 p.m. Cici Duron, cduron@stwn.org, 702-592-8363 (cell), 702-564-7809 (office)

Women's
Wed., Dec. 5 **Spread the Word – Nevada** (1065 American Pacific Dr Ste 160, Henderson, NV 89074)
12:30 – 4:30 p.m. Cici Duron, cduron@stwn.org, 702-592-8363 (cell), 702-564-7809 (office)

To find the location, they recommended typing "Spread the Word Nevada" into your GPS as it more accurately brings you to the location than the actual address when using GPS. The location for volunteers is through the main entrance. The student-athletes will be working to clean and repair gently used books that Spread the Word Nevada will then distribute to students at underserved schools. Teams are encouraged to wear closed-toe shoes and comfortable clothes. **The QR codes below will help get you all signed up and signed in** – plus a video to watch in preparation for what to expect.



Special Olympics

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.

We plan to have a Special Olympics presence at both the men's and women's banquets, as well as during pregame introductions and at halftime of the championship contests.

Section 5.4 PRACTICES

SCHEDULED PRACTICES

All practices will take place at UNLV on the practice field, just west of the championship field. Address: 4505 S. Maryland Parkway, Las Vegas NV 89154. No additional practices will be permitted at UNLV. Please reference the facility map for additional details. ATC staff will be present during assigned practice times. Teams will be provided with cups, water, Powerade. Please contact Garrett Thompson (garrett.thompson@unlv.com) in advance if there are any ATC/medical special requests.

There will be no access to locker rooms for practice.

Section 5.5 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	Teams clear field. Captains and officials meet. Public-address welcome. Introduction of officials, coaches, players and honorary captains. <ol style="list-style-type: none">1. Officials. (In center circle)2. Visiting team nonstarters lined up on sidelines, followed by starters already at midfield, facing stands3. Home team nonstarters lined up on sidelines, followed by starters already at midfield, facing stands4. Honorary team captains
0:00	National anthem. Teams shake hands; designated away team moves to shake designated home team's hands. 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 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 the 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.
2:00	Intermission.
10:00	Second overtime period.
5:00	Intermission.
0:00	Penalty kick procedure.

SECOND GAME OF SESSION

Teams for second game are guaranteed a minimum 30-minute warm-up (40-minutes on clock) up to the full hour on the game field.

GAME CLOCK	DESCRIPTION
40-60:00	Teams may begin warm-up.
30:00	Game rosters submitted and exchanged.
10:00	Teams clear field. Captains and officials meet. Public-address welcome. Introduction of officials, coaches, players and honorary captains. <ol style="list-style-type: none">1. Officials. (In center circle)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
0:00	Teams shake hands; designated away team moves to shake designated home team's hands. 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 game of the day 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, meaning teams should begin taking the field prior to the clock reaching 0.00.]

Section 6. CHAMPIONSHIP OPERATIONS

Section 6.1 SCOUTING/VIDEOTAPING

The host will be responsible for all videotaping and film exchange within HUDL. Institutions are permitted to videotape championship competition from the sidelines for their teams. Each institution is permitted to use one camera and may videotape only that portion of the competition in which it participates.

Section 6.2 HOSPITALITY

TEAM HOSPITALITY

Team hospitality tented area will be set up on the field immediately south of the game field. Various snacks and drinks will be available throughout the duration of the championship to team personnel starting two hours prior to the first match of the day.

VIP HOSPITALITY

The Staff/VIP hospitality tented area will be setup on the field immediately south of the game field. Various meals, snacks and drinks will be available to coaches, tournament staff, and media personnel with proper credentials. Staff/VIP hospitality will be available for all matches.

Section 6.3 NATIONAL ANTHEM

The national anthem ("Star Spangled Banner") shall be played/performed before the first semifinal games 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

World Cup introductions will be used. The starters will be led onto the field in two lines by the four officials. Near midfield the teams will form a line facing the press box. All remaining student-athletes in the bench limit will line up along the sidelines with the coaches for introductions. We will announce everyone listed on the bench limit form.

Section 6.6 CHAMPIONSHIP AND OFFICIALS EVALUATIONS

The championship evaluation form is available at: [Championships Insight Survey](#)

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.).

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 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.

Section 7. COMPETITION SITE

Section 7.1 LOCKER ROOMS

Each team will have access to a pre- and post-match locker room starting two (2) hours prior to match time. Locker rooms are located in the Lied Athletic Complex (LAC). The locker rooms are not on-site at the soccer complex, but only a four-minute walking distance south of the game field. Locker rooms will **NOT** be available for practice sessions due to practices and games occurring on the same day.

Locker rooms will be easily identifiable with signage on the doors and onsite event staff will help direct teams to their designated locker room. Restrooms and showers will be available in the locker rooms. **Locker room assignments will be provided on the final tournament schedule.**

Follow link for directions to the LAC: <https://maps.app.goo.gl/g1oAYPQfzsFBFHjK8>

Section 7.2 TEAM PARKING

Team Bus or Vans Parking Information:

Designated Visiting Team vans/vehicles may park in TEAM RESERVED SPACES immediately outside of Peter Johann Memorial Field. Follow link to Field: <https://maps.app.goo.gl/mkxvpFizkpeYzxx57>

Team Buses: Pick-up and drop-off along the curb in front of the soccer facility or in the back lot of the Lied Athletic Center.

Buses are not permitted to stage in front of the facility or in the back lot. All buses must drop off and relocate to the designated bus parking in LOT R (east of the soccer field - please refer to the facility map).

Section 7.3 PARTICIPANT ENTRANCE

Teams (student-athletes, coaches, administrators etc.) shall enter Peter Johann Memorial Field through the south gates or front gates of the venue. NCAA Participant credentials will be provided to each team and MUST be displayed to staff for entry into the venue.

Section 7.4 COMPETITION SITE MAPS

UNLV Campus Map

Interactive Campus Map may be viewed at the following link: <https://www.unlv.edu/maps>

ABBREV.	BUILDING NAME	NUMBER
ALB	Accelerator Lab Building (B1)	5
ARC	Paul B. Soggy Architecture Building (D4)	90
ASC	Academic Success Center - Claude I. Howard Bldg (C4)	73
BDC	Bennett Professional Development Center (B2)	14
BEH	Frank and Estella Beam Hall (C3)	60
BGC	John D. "Jackie" Gaughan Boys and Girls Club (B1)	7
BHS	Rod Lee Bigelow Health Sciences (B2)	16
BKS	UNLV Bookstore (D4)	67
BMC	Lee and Thomas Beam Music Center (B2)	35
BFB	Robert L. Bigelow Physics (B2)	19
BSL	William S. Boyd School of Law (C3)	53
CBC	Carol C. Harter Classroom Building Complex (C3)	58
ODC	Central Desert Complex (C3)	61
CEB	William D. Carlson Education (C2)	29
CHE	Chemistry (C2)	27
CNC	Catholic Newman Center (C4)	81
COX	Cox Pavilion (B4)	70
CSB	Campus Services Building (A4)	68
DAY	Dayton Residence Complex (C5)	83
DIN	Hazel M. Wilson Dining Commons (C4)	74
EMS	Eller Media Softball Stadium (A2)	10
EPA	Environmental Protection Agency (C3)	38
FAB	Flamingo Auxiliary Building (D1)	8
FDH	Flora Dungan Humanities (D3)	65
FMA	Facilities Management Administration (B3)	39
FND	Foundations Building (D2)	32
FTC	Frank and Vicki Fertitta Tennis Complex (A2)	11
GRA	Archie C. Grant Hall (D2)	37
GRS	Graduate Arts Studios (D3)	63
GUA	Greenbaum Hall (D4)	64
HAB	Hospitality Hall (C3)	59
HBL	High Bay Lab (C2)	22
HCH	Artemus W. Ham Concert Hall (C2)	26
HEA	Holbert H. Hendrix Education Auditorium (C2)	30
HFA	Alta Han Fine Arts (D2)	36
HOU	Housels House - Center for Social Justice (C4)	82
HRB	Herman Westfall Building (B3)	40
JBT	Judy Bayley Theatre (B2)	34
LAC	Lied Athletic Complex (B2)	13
LBC	Lynn Bennett Early Childhood Education Center (B2)	15
LDS	LDS Institute of Religion Student Center (C4)	77
LFG	Lilly Fong Geoscience (C3)	62
LIL	Lied Library (C3)	55
MAB	Maryland Administrative Building (D2)	33
MBG	Anthony and Lyndy Marrell III Baseball Clubhouse (A2)	12
MCB	Thomas & Mack Moot Court (C3)	69
MDG	Montenith Center (B4)	71
MPE	Paul McDermott Physical Education (B2)	17
MSB	Robert Miller Soccer Building (B1)	4
MSM/MRC	Marjorie Barrick Museum and Harry Reid Center (C3)	46
O&M	Operations and Maintenance (B3)	46
PAR	Paradise Campus (B5)	90
PES	Paradise Elementary School (B2)	6
PHQ	Police Headquarters (D3)	64
PKG1	Cottage Grove Parking Garage (C2)	21
PKG2	Tropicana Parking Garage (C4)	78
PKG3	University Gateway Parking Garage (D4)	89
PRO	Publications/Reprographics/Copy Center (B3)	44
PSB	Claude I. Howard Public Safety (B3)	41
RAB	Research Administration Building (B3)	47
RLI	Beverly Rogers Literature and Law Building (C2)	31
RHW	Gynn Road South Resident Services Building (C4)	86
RPL	Radiation Protection Laboratory (C3)	51
RRC	Rebel Recycling Center (B1)	3
RWC	Student Recreation and Wellness Center (C4)	79
SAM	Student Affairs Maintenance (C4)	84
SCS	System Computing Services (C3)	52
SEB	Science and Engineering Building (C2)	20
SFB	Stan Fulton Building - Informational Gaming Institute (B1)	1
SOU	South Residence Complex (C5)	85
SSC	Student Services Complex (C4)	72
STL	Science Teaching Labs (B2)	18
SU	Student Union (B3)	66
SWC	Sidewalk Cafe (C2)	28
TAC	Richard Tan Alumni Center (D3)	62
TAY	William D. Taylor Hall (B1)	2
TBE	Thomas T. Bean Engineering Complex (C2)	25
TEC	Technology Building (C3)	49
TMC	Thomas & Mack Center (B4)	69
TMW	Thomas & Mack Warehouse (B3)	45
TON	Tonopah Residence Complex (C4)	75
TWH	Thunder Warehouse (B3)	76
UCG	Upper Class Residence Complex (C4)	76
UNH	University Hall (B3)	42
USB	University Systems Building (B3)	43
UTC	UNLV Transit Center (D3)	88
WBS	Earl E. Wilson Baseball Stadium (A2)	9
WHA	White Hall Annex (C2)	24
WHI	Juanita Greer White Life Sciences (C2)	23
WHI	John S. Wright Hall (C3)	57
WRL	Eugene R. Warner Residential Life Building (C4)	80



UNLV
Campus Map
Main Campus
4505 S. Maryland Pkwy.
Las Vegas, NV 89154
[unlv.edu/maps](https://www.unlv.edu/maps)
[unlv.edu/parking](https://www.unlv.edu/parking)

LEGEND:

- Construction Zone
- CAT Paratransit Bus Stop
- Emergency Phones
- Information Booth (open 7 a.m. - 6 p.m.)

PARKING ACCESS:

FACULTY/STAFF PARKING:
A, B, C, D, E, I, J, K, L, M, N, O, P, Q, X, Y, Z, Red Lot, White Lot, and Tropicana Garage

STUDENT PARKING:
A, F, H, L, M, O, P, Q, R, T, U, X, Black Lot, Red Lot, White Lot, and Tropicana Garage

RESIDENT PARKING:
Res. A and B

METERED PARKING:
A, C, D, I, K, L, N, O, U, V, X, Y, Z, Red Lot, and White Lot

PAY SPACE PARKING:
Tropicana Garage

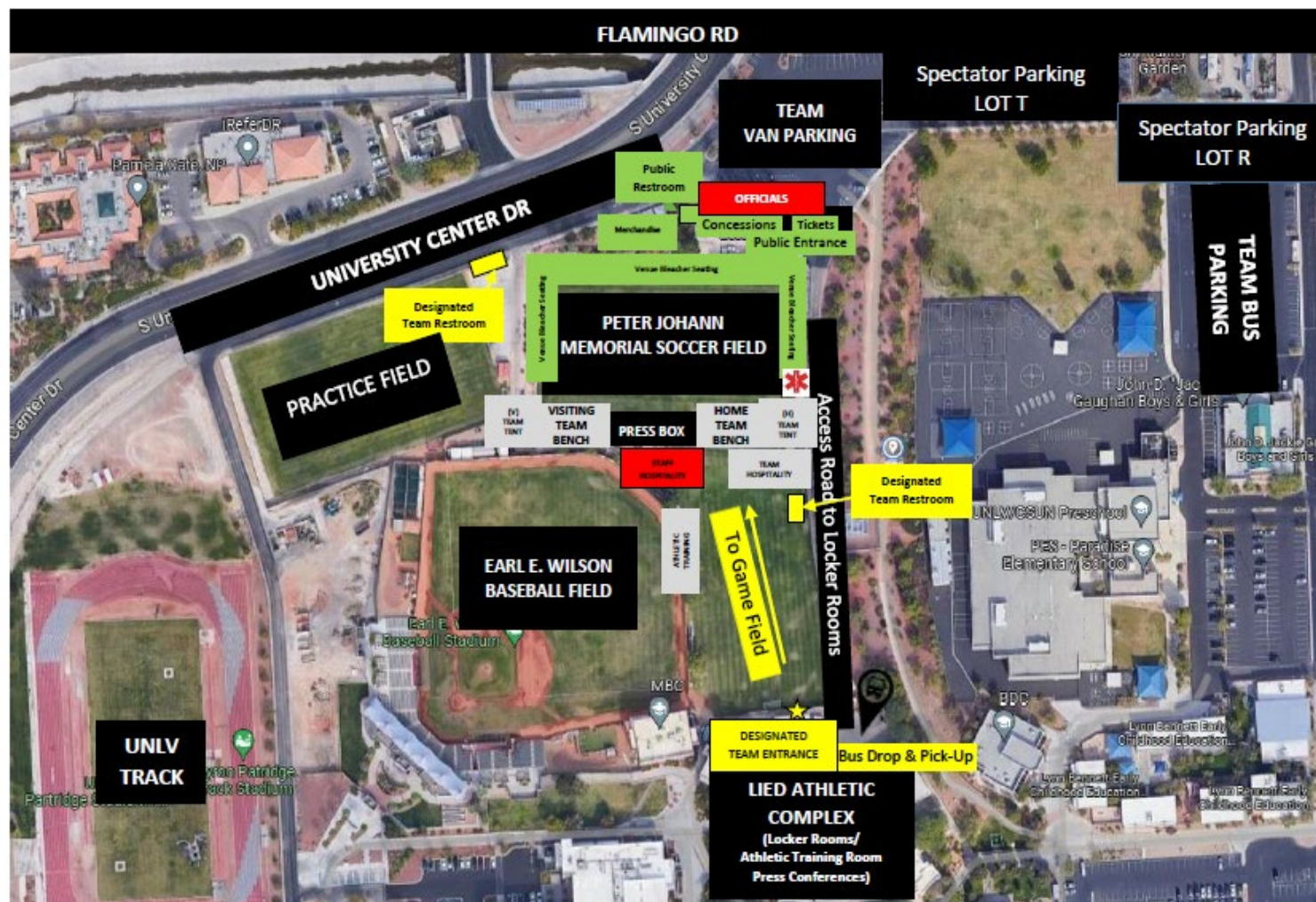
NO PARKING PERMIT REQUIRED:
S

HANDICAP PARKING:
All lots and garages except M & V

RESERVED PARKING:
A, G, and N

Peter Johann Memorial Field Map

4505 S. Maryland Parkway, Las Vegas, NV 89154 (please note all of campus uses this address)



Section 8. DIRECTIONS

Parking and directions to Peter Johann Memorial Fields (practices & competition):

<https://maps.app.goo.gl/BccgAehu1eDJXFng7>

Directions to Lied Athletic Complex (LAC) - Locker Rooms/Press Conferences/Athletic Training Room

<https://maps.app.goo.gl/wj18Adn1VfWWGvZ27>

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.

STUDENT-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 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

Wilson, the NCAA championship soccer ball supplier, will provide balls to be used in all NCAA tournament games. These balls will be sent by the manufacturer to the tournament manager at the host institution. 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 postseason 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

Spectator Parking:

Parking will be open and available in the surrounding Lots T, R, Q & S starting (2) hours prior to the first match time of the day on a first come, first served basis.

Directions to Lot T: <https://maps.app.goo.gl/1HGc4G7bsQKoauAA9>

Directions to Lot R: <https://maps.app.goo.gl/6ZoeHbvUcHWanoke9>

Directions to Lot Q: <https://maps.app.goo.gl/awJueKfhDEW4agYJ7>

Directions to Lot S: <https://maps.app.goo.gl/kPiSa2rGoMXi7h6MA>

Please visit <https://www.unlv.edu/parking/lots> for the full 3D campus map and additional parking information.

Section 12. LODGING

Section 12.1 FAN HOTELS

For more information on hotels and dining, please visit: VisitLasVegas.com

Section 12.2 TEAM HOTEL

An institution is obligated to stay at the assigned team 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, November 25. The NCAA shall provide final approval.

Each participating institution has a designated number of rooms. For women, each team will have 22 doubles and one executive King. For the men, each team will have 22 doubles and one executive King. Rooms have been reserved for participating teams at the hotel listed below. Please forward the rooming list in Appendix C of this manual by Tuesday November 26, to your respective hotel contact.

Hotel:

Sunset Station Hotel and Casino
1301 W. Sunset Road
Henderson, Nevada 89014
702-547-7777
Shar Costello
Shar.costello@stationcasinos.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.

All postgame interview will be recorded and made accessible at the following link:

<https://www.youtube.com/channel/UCT2XhZzza0rfNtX6qAfWLNA>

Section 13.3 WEBCASTS

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

Press box space is extremely limited. Positions for participating institutions home radio personnel will not be reserved in the press box. Participating team radio personnel seating will be outside of the press box at field level. Teams must request and schedule any press box seating and radio needs in advance with Andy Grossman (andy.grossman@unlv.edu). Participating teams will not be permitted to webcast live video during competition.

Section 14. MEDICAL

Section 14.1 ATHLETIC TRAINING

Host Institution certified athletic trainers will be available and onsite for practice and competition days. A medical/athletic training tent will be setup on the field immediately south of the game field and will be available for all teams use throughout the duration of the tournament. Two (2) training tables for treatment and taping will be available in the tented area. Various modalities will be available for team use including hot packs, ice and ice bags, and a marc pro stim unit. Use of the UNLV Athletic Training room and Ice baths will be available upon request and must be coordinated in advance.

To best accommodate each team, we request for teams to please contact Garrett Thompson, M.ED, LAT, ATC at garrett.thompson@unlv.edu or (702) 553-9180 and Carla Flores to communicate and arrange any special athletic training needs of participating student-athletes. Also, any teams traveling without a Certified Athletic Trainer should notify Garrett Thompson and Carla Flores.

Secondary ATC's and a designated Physician will also be onsite and or on call to assist throughout the tournament. For non-medical emergencies the Physician's Office in the Lied Athletic Building (south of the game field) will be available if needed. EMS with an ambulance will be on-site for all matches. Prior to arrival a Visiting Team ATC Letter will be distributed to each institution.

Powerade 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 permitted for use during the tournament.

Athletic Trainer Contacts:

Garrett Thompson (Men's Soccer)
M.ED, LAT, ATC

701-771-2016 garrett.thompson@unlv.edu

Carla Flores (Women's Soccer)
LAT, ATC

702-553-9780 carla.flores@unlv.edu

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

UNLV Campus Police Services	702-895-3669
Clark County Fire Department	702-455-7311
Community Ambulance	702-438-9100

LOCAL HOSPITALS/EMERGENCY CARE

Sunrise Hospital 3186 S Maryland Pkwy Las Vegas, NV 89109 (702) 961-5000 Open 24 hours a day	Elite Medical Center (Urgent Care) * Closest to UNLV Campus 150 E Harmon Ave Las Vegas, NV 89109 (702) 546-0911 Open 24 hours a day
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Dental Emergencies Hybrid Dental - Dr. Lee 7730 W Cheyenne Ave Ste 108 Las Vegas, NV 89129 Office: (702) 658-8008 Email: hybridwellnesslv@gmail.com <ul style="list-style-type: none"> • Mon-Fri - 8am-5pm • Sat - 8am - 2pm • Sun - By appointment 	Eye & Vision Emergencies Eye & Vision Care - Dr. Kohorst 2190 E Pebble Rd Ste 140 Las Vegas, NV 89123 Office: 702-456-1669 <ul style="list-style-type: none"> • Mon-Fri - 9am-4pm
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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, or Quintin Wright (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 Tuesday, December 3 at 5 p.m. Eastern time.

Section 15.3 PARTICIPANT AWARDS

Please see Appendix G for information on how to get your participant awards.

Section 15.4 PARTICIPANT TROPHIES

NATIONAL CHAMPION TEAMS

SEMIFINAL AND RUNNER-UP TEAMS

Each semifinalist and runner-up team will receive 29 mini trophies and one team 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. 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 B) 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 pregame warmup.

ORDERING ADDITIONAL TROPHIES AND MEMENTOS

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 2024 and 2025 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

The team benches are covered by awnings and an ATC tent will be staged next to each bench. Event Staff/Security will be onsite through the duration of the tournament. Spectators will not be permitted on the team bench sideline.

Team bench assignments will be provided on the final tournament schedule.

- Home team to occupy the East Bench (right of press box when facing the bench)
- Visiting team to occupy the West Bench (left of press box when facing the bench)

Section 17.2 MEDIA/INTERVIEW AREA

Event and Security personnel will be present during the media/post-match press conferences in the Lied Athletic Complex (LAC). Access will be restricted in the working media areas and interview room to those with proper tournament credentials.

Section 17.3 TEAM LOCKER ROOM

Event and Security personnel will monitor the locker room areas (competition days only) and restrict access to those with proper tournament credentials. Post-match teams will be escorted to the Lied Athletic Complex Locker rooms and media interview room (LAC Auditorium). Event and Security personnel will escort Officials to and from their locker room and on and off the game field.

Section 18. TEAM TRAVEL/ TRANSPORTATION

Section 18.1 TRAVEL POLICIES

The NCAA Division III Championships Travel Policies can be found online at the following link:

- [2024-25 NCAA Division III Championships Travel Policies](#)

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
Phone: 866-655-9215; email: ncaaalo@shortstravel.com

Championships Ground Travel Information: <https://www.ncaa.org/championships/travel/championships-travel-information>

Section 18.3 PER DIEM

A per diem rate of \$135 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/. 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 PRICES

Day Passes	Type of Admission
\$15	Adult General Admission
\$10	Student/Senior General Admission
\$5	Children (10 and under)

Ticket Office:

All Team Passlist Guests should visit the ticket tent located at the front of the soccer facility. Guests must provide a photo ID at this location and will then be provided with a printed ticket for entry.

Public Entrance: The venue will open to the public one (1) hour prior to the first scheduled match of the day.

Team Pass Lists:

Per NCAA rules, complimentary tickets shall not be issued for the tournament. Each institution may elect to purchase tickets via team passlist for student-athlete/staff guests. All team passlists must be submitted in advance. Please contact Kelli McGinnis at kelli.mcgininis@unlv.edu or tmcboxofficesupervisor@unlv.edu for all team ticket questions, requests and passlist submissions.

Section 19.2 TICKET SALES

Visit 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 40 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 when facing/looking at the benches from the field.

Section 20.3 BENCH SIZE

The bench size for men’s and women’s soccer is 40. Of the maximum of 40 credentials to be distributed for the bench area, two are designated for institutional medical personnel. All student-athletes in the bench area may be in uniform and warm-up with the team.

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. No other gear or outfits should be worn on the bench outside approved team gear and/or professional dress.

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 available through UNLV Equipment Services and should be coordinated through:

Larry Chin, Equipment Manager
Cell Phone: 702-525-7851
Email: larry.chin@unlv.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. Patches cannot be placed on a sleeve. **It is the responsibility of the team to remove patches from the uniform prior to sending them to launder.** They should be removed to avoid the adhesive from damaging the uniforms. Any teams that advances will receive a new set of patches for the finals.

Appendixes

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Appendix A. Participant Call Agenda

Microsoft Teams Virtual Meeting
Link to be distributed directly to teams

November 25, 2024
11 a.m. Eastern

1. Welcome/introductions. (NCAA staff)
 - a. Roll call.
 - b. Contact information.
2. Elite 90 award. (NCAA staff)
3. NCAA.com live webcast. (NCAA staff)
4. Hotels. (Host)
 - a. Rooming lists.
 - b. Meeting room.
5. Men's games committee. (NCAA staff)
6. Men's game times. (NCAA staff)
 - a. Semifinals: Thursday, December 5 - 2:30 p.m. and 6 p.m.
 - b. Championship game: Saturday, December 7 - Noon.
7. Men's committee liaisons to the teams. (NCAA staff)
8. Men's uniforms/bench assignments. (NCAA staff)
 - a. 2:30 p.m. – Middlebury (light uniform/left bench) vs. Amherst (dark uniform/right bench)
 - b. 6 p.m. – Washington and Lee (light uniform/left bench) vs. Conn College (dark uniform/right bench)
 - c. Noon Championship game – winner of first game wears light; winner of second game wears dark.
9. Official travel (29) / bench policy (40) / squad size (24)
10. Women's games committee. (NCAA staff)
11. Women's game times. (NCAA staff)
 - a. Semifinals: Thursday, December 6 - 2:30 p.m. and 6 p.m.
 - b. Championship game: Saturday, December 8 - Noon
12. Women's committee liaisons to the teams. (NCAA staff)

13. Women's uniforms/bench assignments. (NCAA staff)
 - a. 2:30 p.m. – WashU (light uniform/left bench) vs. CNU (dark uniform/right bench)
 - b. 6 p.m. – William Smith (light uniform/left bench) vs. Emory (dark uniform/right bench)
 - c. Noon Championship game – winner of first wears light; winner of second game wears dark.
14. Final team roster form. (NCAA staff)
15. Schedule of events. (NCAA staff/Host)
16. Community Engagement (NCAA staff/Host)
17. Parking. (Host)
18. Locker rooms. (Host)
19. Credentials. (Host)
 - a. Participating teams.
 - b. Media credential request form. (Host)
20. Hospitality. (Host)
21. Videotaping and Exchange. (Host)
22. Medical services/Drug Testing. (Host)
23. Media services. (Host)
 - a. Statistics.
 - b. Postgame interviews.
24. Evaluations. (NCAA staff)
25. Other business.
26. Adjournment.

Appendix B.

Travel Roster/Banquet Information

TRAVEL INFORMATION/ROSTER: [Institution]

Contact Information

Title	Name	Cell Phone	Email
Head Coach			
Administrator Traveling			
Sports Information Director			
Athletic Trainer			

Travel Logistics

Arrival Date	Click here to enter a date.	Arrival Time	Check here if you are driving	<input type="checkbox"/>
--------------	-----------------------------	--------------	-------------------------------	--------------------------

Travel Party Roster

Please list each individual of your squad size numerically for introductions and awards presentation.

#	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 (we will read in order everyone below for awards. So put any additional athletes first and then list anyone else in order that you would like them announced)		Title (coach, trainer, student-athlete, etc.)	
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			(medical)
16.			(medical)

All names will be read in order they are listed. Only 29 awards will be presented.

Please submit to kalcox@ncaa.org (men) or kwhitaker@ncaa.org (women)

by 5 p.m. Eastern time on Tuesday, November 26.

Appendix C.

Team Rooming List

Please complete the Sunset Station Room List that was sent to you in the participant email and submit to the Sunset Station Hotel - Courtney Santiago by **5 p.m. Pacific Time, Tuesday, November 26.**

Courtney Santiago - Courtney.Santiago@StationCasinos.com – 702-221-6639

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 by email by **5 p.m. Eastern time, Tuesday, November 26.**

Appendix F.

University of Nevada, Las Vegas Sports Medicine

Intercollegiate Athletics 4505 S Maryland Pkwy, Las Vegas, NV 89154
Sports Medicine Phone: (702) 895-3702

Welcome to Las Vegas, Nevada! The UNLV Sports Medicine Staff would like to make your upcoming travels as easy as can be. If you have any questions about the following information, or will not be traveling with an athletic trainer, please contact:

Women's Soccer:
Carla Flores
C: 702-553-9180
carla.flores@unlv.edu

Men's Soccer:
Garrett Thompson
C: 701-771-2016
garrett.thompson@unlv.edu

Practices and games will take place at: **Peter Johann Soccer Field**

The EAP for this location and the location of local hospitals and medical facilities can be found at the end of this document.

Practice Set-Up

- One 10 Gallon of water with cups
- AED and a copy of the EAP
- Other emergency equipment will be available in the athletic training room in the event of an emergency

Game Set-Up

- One 10 Gallon of water
- One 10 gallon of gatorade
- 3-4 sleeves of cups
- 1 ice chest with ice bags and wrap
- A copy of the EAP
- Treatment table
- 1 small biohazard kit and bin
- Towels
- AED, crutches and splint bag
- home bench

If you have any questions, please do not hesitate to reach out. Safe Travels!

University of Nevada, Las Vegas
4505 S Maryland Parkway Las Vegas, NV 89154
Sports Medicine: (702) 895-3702

University of Nevada, Las Vegas
Sports Medicine

EMERGENCY ACTION PLAN

Peter Johann Soccer Field

Emergency Personnel: The first responder to an emergency situation is typically a member of the sports medicine team, most commonly a certified athletic trainer. However, in some instances the first responder may be a coach, physician, athletic training intern, or other institutional personnel.

Emergency Communication: Cellular phone carried by Athletic Trainer or any personal cellular device.

Emergency Equipment: AED, Rapid Form Immobilizers, and Ice behind home bench. Braces, Boots, and Crutches within the Lied Athletic Training Room per request.

Roles Within the Emergency Team:

1. Immediate care of the student-athlete
2. Activation of the Emergency Medical System - 911
 - Notify campus police at (702) 895- 3669
3. Emergency equipment retrieval
4. Direction of EMS to scene

Activating the EMS System:

- From a cell phone, call 911
- UNLV Campus Police
 - Emergency - 702-895-3669
 - Non Emergent - 702-895-3668

Provide the Following Information:

- Location: Peter Johann Soccer Field at UNLV
 - Enter campus from Flamingo Rd., turn south on the service road between University Center Dr. and Claymont St.
- Nature of emergency
- Number of student-athlete(s) injured
- Condition of student-athlete(s)
- First aid treatment initiated by first responder
- Other possible information requested by dispatcher
- Hang up when advised by dispatcher

When possible, post people outside of the entrance and inside to direct EMS to the scene. Have them wave their arms to flag down emergency personnel and direct them to the correct location.

Lied Athletic Complex (LAC)

Weightroom/Locker rooms/Athletic Training Room

Address: 4505 S. Maryland Parkway Las Vegas, NV 89154

GPS Coordinates: 36.111055, -115.146068

Door Access: Athletic staff has keys



Roles of First Responders:

1. Identify immediate care of the injured or ill student-athlete
2. Activation of emergency medical system (EMS)
 - a. call 911 (provide name, address, telephone number, number of individuals injured, condition of injured, first aid given, specific directions, other information as requested.)
 - b. notify campus police at (702) 895-3669
3. Emergency equipment retrieval
4. Direction of EMS to scene
 - a. open appropriate gates
 - b. designate individual to “flag down” EMS and direct to scene
 - c. scene control: limit scene to first aid providers and move bystanders away from the areas

Venue Direction: Enter campus from Flamingo Rd., Turn south on the service road between University Center Dr. and Claymont Street. At the first opportunity turn west (right) and continue straight past lot R. Take the first turn south (left) into lot T and continue south past the Soccer field. LIED athletic complex (X) will be at the end of the road. An athletic staff member will escort EMS to the location of the emergency.

Emergency Personnel: A certified athletic trainer will be on site for normal business hours.

Emergency Equipment: AED, BVM, O2 tank, red splint bag (rapid form immobilizers), spine board, and crutches accessible from the athletic training room located in room 105.

AED Location: AED is Located past Main entrance on Left side wall next to water fountains. An AED unit is also located in the Lied Strength and Conditioning room, wall mounted on Left side of entry way.

CONGRATULATIONS ON YOUR TEAMS' SUCCESS!

We are excited to share that this year, all Student-Athlete Mementos will be given out ON-SITE at the Championship!



HOW TO PURCHASE ADDITIONAL STUDENT-ATHLETE MEMENTOS FOR YOUR TEAM

The NCAA provides BirdieBox with the email address of a designated point person for each sport and school. Please ensure the correct person is communicated to the NCAA, as they will need access to the website for ordering additional mementos. The designated person will be directed to this site to place your school's order:

<https://ncaainstitutionalportal.com/products/breakaway-power>

The number of mementos you receive will match the NCAA-prescribed travel party size. To purchase additional mementos beyond your travel party allotment, follow the steps below:

1. Navigate to <https://ncaainstitutionalportal.com/products/breakaway-power> OR scan the QR code on this page.
2. Select your division.
3. Choose the gender for your sport.
4. Select your sport.
5. Choose the quantity of additional gifts you'd like and add them to your cart.
6. At checkout, enter your school name in the required field.
7. Provide your contact information and the shipping address for delivery.
8. Enter your payment information (all gifts must be paid for at checkout).
9. Submit your order.



Please note that the site will close 4 weeks after the championship.

Questions?

Email Katie Czarny: kczarny@BirdieBox.com

At BirdieBox, we redefine collegiate gifting by transforming it into an unforgettable experience. With an unwavering commitment to quality, creativity, and personalization, we craft each BirdieBox to convey a purposeful message.

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<https://ncaainstitutionalportal.com/products/lulu-obsessed>

The number of mementos you receive will match the NCAA-prescribed travel party size. To purchase additional mementos beyond your travel party allotment, follow the steps below:

1. Navigate to <https://ncaainstitutionalportal.com/products/lulu-obsessed> OR scan the QR code on this page.
2. Select your division.
3. Choose the gender for your sport.
4. Select your sport.
5. Choose the quantity of additional gifts you'd like and add them to your cart.
6. At checkout, enter your school name in the required field.
7. Provide your contact information and the shipping address for delivery.
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