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SECTION 1 • INTRODUCTION

Congratulations on advancing to participate in the 2019 NCAA Women’s College World Series. We hope your experience with this year’s championship will be a rewarding one for your team.

The purpose of this manual is to provide information to the participants in this year’s WCWS to be held May 30 through June 5 in Oklahoma City, Oklahoma. The NCAA Division I Softball Committee, in cooperation with the University of Oklahoma and USA Softball, and the City of Oklahoma, have compiled the information contained in this manual to assist you in your preparations.

Best of luck.

NCAA Division I Softball Committee

SECTION 2 • NCAA MISSION STATEMENT

The NCAA’s core purpose is to govern competition in a fair, safe, equitable and sportsmanlike manner, and to integrate intercollegiate athletics into higher education so that the educational experience of the student-athlete is paramount.

The Championships and Alliances staff strives to govern competition in a fair, safe, equitable and sportsmanlike manner so that the experience of the student-athlete is paramount. This is attained by:

Ensuring student-athletes’ optimal experience.

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

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

Integrating championships with broadcast and corporate relationships in a manner that maintains rich tradition and decorum of such events.

Assuring effective management of the business aspects of the operation.

Enhancing the assets of the NCAA and their value by collaborating with internal and external expertise to achieve heightened exposure (e.g. youth clinics, community programs, fan events, banquets, anniversaries, etc.)
This checklist was designed to highlight important arrangements that must be made before, during and after the Women’s College World Series. Please refer to the pages indicated for further information and direction.

- Review the WCWS schedule of events (section 4) with the head coach and key staff members.
- Make travel arrangements through Short’s Travel Management (866-655-9215) or Go Ground (866-386-4951).
- Contact your assigned hotel contact (section 12.1) and submit the hotel rooming list by Noon Central time, Monday, May 27.
- Complete and return the following by 5 p.m. Central time, Monday, May 27 to Sharon Cessna, (scessna@ncaa.org):
  - Travel Information Form (Appendix B) once arrangements are confirmed.
  - Courtesy Vehicle Driver Form (Appendix C)
  - Travel Party List (Appendix D)
- Submit Elite 90 academic award information online and send to Mark Bedics (mbedics@ncaa.org) no later than 5 p.m. Central time, Monday, May 27 (section 19).
- Ensure team information and championship materials have been uploaded to IMG College and Van Wagner Sports & Entertainment (section 11).
- Deliver uniforms to Sheraton, Room 413 not later than 5 p.m. Central time, Tuesday, May 28 so WCWS patches can be sewn on a maximum of two sets of uniforms. Please identify uniforms of left-handed players (section 20).
- Contact Lori Wolf about ticket needs and player guest needs. (section 18).
- Complete post-championship NCAA evaluations within 30 days after the competition (July 5).
- Team expense report must be submitted online to the NCAA within 30 days after the competition (July 5).
- Travel part gift order must be submitted online through MainGate within 30 days after the competition (July 5).
### NCAA Division I Softball Committee

#### EAST REGION
- Jenny Allard  
  Head Softball Coach  
  Harvard University

#### MIDWEST REGION
- Sarah Baumgartner  
  Senior Associate Athletics Director  
  Rutgers, The State University of New Jersey, New Brunswick

#### SOUTH REGION
- Matthew Larsen  
  Director of Athletics  
  North Dakota State University

#### SOUTH EAST REGION
- Sandy Atkins  
  Senior Woman Administrator  
  Troy University

#### SOUTHEAST REGION
- Jamie Pinkerton  
  Head Softball Coach  
  Iowa State University

#### WEST REGION
- Michelle Meadows  
  Senior Woman Administrator  
  Longwood University

#### WEST REGION
- Brandi Stuart  
  Senior Associate Athletic Director  
  University of Central Florida

#### WEST REGION
- Erika Barnes  
  Senior Woman Administrator  
  University of Arizona

#### WEST REGION
- Ashlie Kite  
  Senior Associate Athletic Director  
  Long Beach State University

#### WEST REGION
- Shalini Shanker  
  Senior Associate Athletic Director  
  Colorado State University
# Tournament Personnel

<table>
<thead>
<tr>
<th>Title</th>
<th>Name</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
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</tr>
</tbody>
</table>
SECTION 4 • SCHEDULE OF EVENTS

Tuesday, May 28
6 - 7:30 p.m. Championship Reception and VWSE shoot—OKC Farmer’s Market.
8 p.m. Coaches meeting – Sheraton, Century Ballroom (second floor)
8:15 p.m. Trainers’ meeting – Sheraton, Frontier Room (second floor)
8:15 p.m. Sports information directors’ meeting—Sheraton, Great Plains Room (second floor)

Wednesday, May 29
8:30 a.m. to 7:35 p.m. Team Practices/ESPN head shots & interviews/NCAA interviews.

Thursday, May 30
9 a.m. to 6:30 p.m. Fan Festival.
11 a.m. and 1:30 p.m. Session 1 game times (Live ESPN).
6 p.m. and 8:30 p.m. Session 2 game times (Live ESPN2).
Postgame (each game) Autograph sessions.

Friday, May 31
4 p.m. to 6:30 p.m. Fan Festival.
6 p.m. and 8:30 p.m. Session 3 game times (Live ESPN2).

Saturday, June 1
9 a.m. to 6:30 p.m. Fan Festival.
11 a.m. and 1:30 p.m. Session 4 game times (Live ESPN).
6 p.m. and 8:30 p.m. Session 5 game times (Live ESPN2).

Sunday, June 2
10 a.m. to 6:30 p.m. Fan Festival
Noon and 2:30 p.m. Session 6 game times (Live ESPN).
6 and 8:30 p.m. Session 7 game times (if necessary) (Live ESPN2)

Monday, June 3
10 a.m. Strikeout Cancer Night
Championship Series Interviews with ESPN, espnW and Westwood One Sports
First team to advance
Administrative meeting for two teams (administrators required to attend)
Championship Series Interviews—Second team to advance

6:30 p.m. Session 8 game time (Championship Game 1 - Live ESPN).

Tuesday, June 4
7:30 p.m. Military and Public Service Appreciation Night
Session 9 game time (Championship Game 2 - Live ESPN).
Postgame Championship Awards Presentation. All-Tournament Team Announcement.
(if champion is determined)

Wednesday, June 5 (if necessary)
7:30 p.m. Session 10 game time (Championship Game 3 - Live ESPN).
Postgame Championship Awards Presentation & All-Tournament Team Announcement.
Section 4•1 Administrative Meetings

Administrative Meeting. The NCAA Division I Softball Committee conducts a pre-championship meeting Tuesday, May 28 at 8 p.m. in the Century Ballroom at the Sheraton (2nd floor). The head coach, team administrator, and director of softball operations are required to attend the meeting. NCAA staff, the national coordinator of umpires, secretary rules editor and USA Softball representatives will also be in attendance. Details of the tournament will be discussed, and the games committee will be present to answer any questions concerning tournament operations.

Administrators are asked to bring the following type written lists:
1. Official travel party (28) to be admitted free of charge (Appendix D).
2. Awards list (note players and coaches) (Appendix E).

At this meeting, you will receive credentials and parking passes.

Sports Information Directors Meeting. This meeting will be held at the Sheraton, Great Plains Room (2nd floor) at 8:15 p.m., Tuesday, May 28. At this meeting, the NCAA media coordinator, LOC media coordinator, NCAA social media contact, NCAA broadcast department representative and ESPN producer will review media policies and procedures, answer any questions the SIDs may have and distribute SID credentials (considered one of your 35 official travel party credentials).

Trainers Meeting. This meeting will be held at the Sheraton, Frontier Room (2nd floor) at 8:15 p.m., Tuesday, May 28. At this meeting, the on-site trainer will cover medical procedures and answer any questions.

Championship Series Administrative Meeting

Note: There will be an administrative meeting Monday, June 3 in the Tournament Operations building at 11 a.m. Team administrators are required to attend.

Section 4•2 Autograph Sessions—Postgame, Thursday, May 30

The NCAA will sponsor autograph sessions for the Women’s College World Series fans. Sessions will be held following each team’s first game on Thursday, May 30 for 30 minutes. We ask that you inform your players of these autograph sessions. The autograph area will be on the concourse following your 10-minute cooling off period. Tournament officials will assist teams in the mechanics of these sessions and will provide markers for autograph signing. Your cooperation with this promotion is appreciated and will enhance the interest and excitement among the young people in the community.

Section 4•3 Practice and Media Schedule—Wednesday, May 29

Practice. Teams will be assigned a practice schedule on Wednesday, May 29, according to the order of play. Teams will be notified via email once the game lineup has been determined. Teams will be provided access to the stadium fieldhouse (prior to) and team rooms behind the dugouts (during) their scheduled practices on Wednesday. The following practice schedules should be followed (practices last 50 minutes with 10 minutes for field preparation allowed before the next team begins). (See Appendix F for the practice schedule).

In addition to your practice time, the institution’s squad will need to arrive at Hall of Fame Stadium for media obligations including ESPN/espnW/NCAA social media interviews and press conferences.
Section 4•4 Special Events

Championship Reception. A celebration reception for the official travel party of the participating teams will take place Tuesday, May 28 beginning at 6 p.m. at the OKC Farmer’s Market (311 S. Klein Street). Teams will enjoy heavy appetizers, photo opportunities and in a community engagement project for StrikeOut Cancer. Additionally, there will be a short program honoring them for their regular season achievements and advancing to the 2019 Women’s College World Series, along with the announcement of the USA Collegiate Player of the Year, NCFA National Freshman of the Year and NCAA Elite 90® award.

The menu at the Championship includes:
- Bacon Wrapped Shrimp
- Honey Pepper Bacon Skewers
- Stuffed Mushrooms
- Slider Bar
- Coleslaw
- Macaroni and Cheese
- Chicken Pasta Salad
- Queso Dip
- Fresh Fruit
- Chocolate Chip Cookies
- Fudge Brownies
- Lemon Bars
- Water, Tea and Lemonade

For the reception, please email Amanda Benzine (abenzine@ncaa.org) with any questions.

Please dress in team travel/warm-up outfits as there will be photo/video shoots for in game vignettes. Team captains will work with their SIDs and Van Wagner Sports and Entertainment (the company who oversees the WCWS stadium video board) to create content to use during games. Please have four to five student-athletes designated to film the team welcomes, crowd prompts and player introductions during this time. No video may be taken during this event.

Open Practice-Public Activities - Wednesday, May 29
USA Softball Hall of Fame Stadium – OGE Energy Field will be open to the public on Wednesday, May 29. Fan activities will include unique photo opportunities, lawn games, music from a live DJ and more. Inside of the stadium, stadium practices will be open for public viewing. Official fan merchandise will also be on sale at the merchandise tent in the concourse area behind home plate. Please note that all media obligations as well as practices on the practice fields will be CLOSED to the public.

In-game Activities
National Anthem
The “Star-Spangled Banner” shall be played before each session.

Ceremonial First Pitch
The ceremonial first pitch will occur prior to the start of the first game of each session. The catcher or designated player from the home team shall catch the first pitch.

On-Field Promotions
The NCAA will conduct on-field promotions during every WCWS game during the break between the bottom of the 3rd inning and the top of the 4th inning, along with the break between the bottom of the 5th inning and the top of the 6th inning. Promotions may take up to 2 minutes and will take place on the in-field or in right field.

Fan Fest. The NCAA, in conjunction with Turner Events, will manage a Fan Fest area on the spine leading to the front of USA Softball Hall of Fame Stadium. The Fan Fest will include interactive exhibits featuring NCAA corporate partners.
and licensees, food vendors, musical performances, and other fan-targeted exhibits and presentations. The Fan Fest will open Thursday, May 30, and continue through Sunday, June 2.

**NCAA Experience/PrimeSport**. The NCAA, in conjunction with Prime Sports, shall also manage the NCAA Experience/PrimeSport tent located adjacent to the USA Softball Hall of Fame. Please see the NCAA website (www.ncaa.com/wcws) for more details, as hours vary daily.

**Championship Series Promotions**

**Monday, June 3 – Strikeout Cancer Night**
The annual event is in partnership with the Oklahoma Region American Cancer Society and the National Fastpitch Coaches Association (NFCA) will include a special on-field recognition of cancer survivors that will take place in the outfield during the break at the end of the 3rd inning.

**Tuesday, June 4 – Military and Public Service Appreciation Night**
The NCAA has invited military personnel to join us at the WCWS for an Appreciation Night. Pre-game festivities will include a large American flag presented in the outfield and a special military themed fan fest.

### SECTION 5 • CHAMPIONSHIP FORMAT

**Section 5•1 Bracket Format**

**Bracket Format.** The 2019 NCAA Women's College World Series is an eight team, double-elimination tournament. The NCAA will determine first-round game orders and times after all super regional competition has concluded. The dates and times will be announced via ESPN broadcast or an email directly to each advancing team. A championship bracket can be found in Appendix A.

**Section 5•2 Game Schedule**

<table>
<thead>
<tr>
<th>Game 1</th>
<th>May 30</th>
<th>11 a.m.</th>
<th>Game 10</th>
<th>June 1</th>
<th>8:30 p.m.</th>
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<tr>
<td>Game 2</td>
<td>May 30</td>
<td>1:30 p.m.</td>
<td>Game 11</td>
<td>June 2</td>
<td>Noon</td>
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<tr>
<td>Game 3</td>
<td>May 30</td>
<td>6 p.m.</td>
<td>Game 12</td>
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<td>2:30 p.m.</td>
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<td>Game 4</td>
<td>May 30</td>
<td>8:30 p.m.</td>
<td>Game 13</td>
<td>June 2</td>
<td>6 p.m. (if necessary)</td>
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<tr>
<td>Game 5</td>
<td>May 31</td>
<td>6 p.m.</td>
<td>Game 14</td>
<td>June 2</td>
<td>8:30 p.m. (if necessary)</td>
</tr>
<tr>
<td>Game 6</td>
<td>May 31</td>
<td>8:30 p.m.</td>
<td>Game 15</td>
<td>June 2</td>
<td>11 a.m. (if necessary)</td>
</tr>
<tr>
<td>Game 7</td>
<td>June 1</td>
<td>11 a.m.</td>
<td>Game 16</td>
<td>June 3</td>
<td>6:30 p.m.</td>
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<td>Game 8</td>
<td>June 1</td>
<td>1:30 p.m.</td>
<td>Game 17</td>
<td>June 4</td>
<td>7:30 p.m.</td>
</tr>
<tr>
<td>Game 9</td>
<td>June 1</td>
<td>6 p.m.</td>
<td>Game 18</td>
<td>June 5</td>
<td>7:30 p.m. (if necessary)</td>
</tr>
</tbody>
</table>

All games will be broadcast live on ESPN or ESPN2 and available on WatchESPN.

*The above schedule is subject to adjustment to address inclement weather, adjusted first pitch times, special recognitions, promotions, etc. All attempts will be made to provide the final pregame timing sheets to the participating teams approximately 24 hours in advance of their game.*

The procedures outline below shall be used in the conduct of the Women's College World Series.

If the regular game schedule is altered because of weather or unforeseen circumstances, the following guidelines may be used and teams will be informed by the NCAA softball committee: (1) no more than three games by any one team will be scheduled in one day; and (2) if possible, games will not be scheduled to begin before 9 a.m. or after 11 p.m.

**Additional Information:**

1. The above-mentioned schedules shall be followed; however, due to inclement weather or administrative
demands or unforeseen circumstances, the schedule may be adjusted.

2. Between the last out of the first game and the start of the second game a minimum of 30 minutes is allowed.

3. Team introductions are made prior to each game. The visiting team is introduced first [non-starters (numerically)/starters (line-up order)/head coach], and the first person shall proceed to a point on the foul line between home plate and first base (next to first base then home plate). The remaining individuals will be introduced and join the first person on the foul line and extend the line towards first base. The home team shall be introduced in the same manner and follow the same procedures along the foul line between home plate and third base.

4. The National Anthem shall be performed prior to the first game of each session.

5. The umpires’ meeting times may be adjusted for Game Nos. 1-4, due to first-time discussion of ground rules.

6. Team members may stretch and short toss prior to their line drills in foul territory or in the deep part of the outfield down their respective foul line. Teams must assume risks associated with this activity.

**Section 5•3 Home/Away Teams and Uniform Designation**

The home team will occupy the third base dugout, warm-up on Field 4 and wear a uniform color of their choosing. The visiting team will occupy the first base dugout, warm-up on Field 3 and must wear a contrasting uniform top. The committee will resolve any conflict in the selection of uniforms. As a reminder, when teams play back-to-back games, they must be prepared to change uniforms, if necessary. Determination of uniform colors must be approved by the NCAA softball committee. Noncompliance with this policy may result in misconduct as outlined in the Softball Pre-Championship Manual.

1. The games committee shall designate as home team the institution that has been home team the fewest times (regionals and finals are considered separately).

2. If two teams have been home team an equal number of times but visiting team an unequal number of times, the team that has been the visitor most often shall be designated as home team.

3. If two teams have been both home team and visiting team an equal number of times, and if the two teams previously met, the visitor in the initial game shall be the home team in the second game.

4. If games between the same teams are back to back, the home teams shall be the visitor in the previous game regardless of the number of times either team have been home or visitors.

5. If two teams have been both home team and visiting team an equal number of times, the team that was the visitor in its preceding game shall be the home team, unless both teams were the visitor in their preceding games.

6. If the preceding formula does not prevail, the higher seeded team shall have the choice of being home team or visitors.

7. When teams play back-to-back games, they must be prepared to change uniforms and dugouts, if necessary.

**Section 5•4 Order of Games**

The NCAA will determine first-round games order and times after all super regional competition has concluded. The dates and times will be announced via the ESPN broadcast or an email directly to each advancing team.
SECTION 6 • GAME MANAGEMENT

Section 6•1 Dugouts

All teams are limited to up to 35 people in the dugout (30 plus up to 5 eligible non-participating student-athletes), plus a bat handler, if supplied by the host. If your institution has its own bat handler, they will be counted as one of the 35. Please notify Rich Cress (USA Softball) at the Tuesday evening’s coaches and administrators meeting if that is the case. The home team will occupy the third base dugout.

Section 6•2 Electronic Communication

The policies and procedures are outlined in Rule 5 of the 2018 and 2019 Softball Rules and Interpretations book. There is no electronic communication, videotaping from the dugout or use of radar guns during the postseason.

Section 6•3 Emergency/Evacuation Plan

The evacuation plan is in Appendix H and will be reviewed at the administrative meeting (please provide a list of personnel traveling with the team for emergency purposes). If there is any type of emergency while in the stadium/facility, the NCAA and stadium officials will provide immediate instructions and will expect the full cooperation of everyone in your travel party. Team administrators will be the first line of communication provided time allows.

Please review the plan with members of your travel parties.

Section 6•4 Pregame Protocol

The practice fields will be available for team warm ups prior to the main field being available. Home team is assigned to Field 4; visitors are assigned to Field 3. Each team will also have access to a batting cage.

After both teams, have completed use of the batting cages and warm-up areas, it is permissible to move onto the game field area for warm-up under the following conditions:

1. The preceding game has ended and both participating teams have cleared the field and dugout area.
2. Team equipment is stored in the dugout or along the outfield fence so the grounds crew may water the entire infield area (including foul territory).
3. Warm-up prior to the designated infield time is limited to the outfield area nearest the team’s dugout until the grounds crew has left the field.
4. If time remains after the grounds crew has completed its work, and prior to the start of the designated infield time, a team may field groundballs in foul territory or fair territory behind first or third base.

Pitchers Pitchers for the upcoming game may use the bullpen area while a game is in progress only when the bullpen area is not in use by either of the participating teams (i.e., both bullpens must be open for this opportunity to be used and the opportunity ends if either participating team desires to use a bullpen).

Infield Protocol There will be FIVE minutes of infield warm-up (line drills) during pregame for each team.

Warm-Up Tapes

No warm-up tapes are permissible. Only electronic scoreboard music will be used. If a team does not have a band present, it may provide a tape of the institution’s fight song to be played.
Section 6•5 Team Scouting Seats

Seats. For as long as a team is a participant in the Series, it is entitled to three seats for scouting opponents. Admission to a scouting seat will be with a team credential and reserved for official members of the coaching staff only. Three scouting seats have been reserved for official members of the coaching staff only. You are reminded that these seats are only for those teams playing in the same session or next opponents. These seats are in section 10, Row B directly behind home plate.

Section 6•6 Videotaping

Participating teams may videotape only games in which they are a participant from centerfield and the camera will remain unmanned during the game. There will be no videotaping from the dugout. Teams will be issued one credential to access centerfield.

Teams may record any game at the site of competition from the ESPN mult box/press bridge if the game is being broadcast. (See Rule 5.9.1 of the NCAA Softball Rules Book.)

Recording from the dugout is PROHIBITED during NCAA postseason play. (See Rule 5.9 of the NCAA Softball Rules Book)

Section 6•7 Umpires

The NCAA Division I Women’s Softball Committee is responsible for the assignment of umpires to the championship. Umpire assignments for Thursday’s games will be announced at the administrative meeting Tuesday, May 28.

Each coach will be asked to complete an umpire evaluation after each game. While this is optional, this information will be used by the committee and UIC.

Section 6•8 Weather Policy

SEVERE WEATHER POLICY FOR TERMINATING PLAY

The NCAA Softball Committee will contact the local weather bureau in the event of severe weather and will adhere to the advisories and recommendations provided by the local meteorologists.

As recommended by the NCAA Committee on Competitive Safeguards and Medical Aspects of Sports and the National Severe Storms Laboratory, consideration will be given to terminating play when the lightning is eight miles away.

Teams will receive specific detailed information regarding the evacuation plan at the administrative meeting. If there is a threat of severe weather while in the stadium/facility, the NCAA and stadium officials will provide immediate instructions and will expect the full cooperation of everyone in your travel party. Team administrators will be the first line of communication provided time allows.

Please review the plan with members of your travel parties (see Appendix H).

Suspended Play.

1. **Length of Games.** All games shall be seven innings (except if the eight run rule is activated). If play has been stopped before seven innings have been completed, the halted-game rule (Rule 6.17) shall be used. The eight run rule is not in affect for the championship finals (best of 3 game series).
2. **Authority to Suspend.** The Division I Softball Committee shall make the decision as to when a game shall be suspended and/or restarted. The only situation in which the umpire-in-chief may suspend play is if it is his/her opinion that the playing surface is unplayable.

The NCAA manager, in conjunction with the turf manager, shall monitor the weather radar equipment and lightning detection system available at USA Softball Hall of Fame Stadium.

3. **Inclement Weather Scenarios for the Women’s College World Series.**
   a. The primary goal is to play games according to the published schedule.
   b. Generally, no game should start later than 11 p.m. local time.

**SECTION 7 • COMPETITION SITE**

The media headquarters will be in the press box area, concourse level, behind home plate. The NCAA media coordination headquarters will be in operation from Wednesday through the day the WCWS championship finale concludes.

**Section 7•1 Competition Site Maps**
**Section 7•2 Facility Information**

1. Outfield dimensions:
   a. Right: 200
   b. Center: 220
   c. Left: 200
2. Backstop, sideline and outfield fences [concrete with padding and chain link with screens]
3. Outfield composition: Bermuda
4. Infield composition: Stabilizer ® - Pro Red Infield Mix
5. Concessions on site for purchase.
6. Restroom on site (permanent and portable).
7. Warm-up area [Field 3 and Field 4].
8. Dugouts are covered and enclosed.
9. Bullpen areas: [1st and 3rd outfield baselines, one each side.]
10. Batting cages: [1st and 3rd outfield baselines, one each side.]
11. Equipment provided for practice and warm-ups.
    a. Two pitching screens.
    b. Three sock nets.
    c. Two solid screens.
    d. Three tees.
    e. Three home plates.

**Section 7•3 Locker/Team Rooms**

Field House – Each team will have access to a team room in the Field House during the time they are on the practice fields during warm-ups. Each team room has restroom facilities (no showers) and all team personnel will be asked to use these facilities during pregame warm-up (instead of going to the public restrooms on the concourse). Each team room will accommodate 35 players and coaches. Refreshments, an in-house television and taping table will be provided in each team room.

All team belongings should be cleared from the Field House team room prior to moving to the competition field.

Behind Dugouts – There are two team rooms (including restrooms) and a training room behind each dugout. Teams will have access to these rooms before, during and immediately following competition. Each team room will accommodate 35 players and coaches. Refreshments will be available in the team rooms.

Team rooms are in a credentialed area and are limited to the official travel party/credentialed personnel only (up to 38). Please observe these procedures and leave the team room clean and tidy. Each team room will be serviced upon your departure but there is limited time between occupancies, and we would greatly appreciate your help so no team is kept waiting.

A specific schedule for team room use will be distributed at the administrative meeting.

**Section 7•4 Parking**

Parking passes – The number of parking passes distributed is determined by mode of transportation. The allocation is as follows: Bus – three parking passes. Team vans – five parking passes.

No additional passes will be issued.
Bus parking is located directly behind the outfield perimeter fence. All vehicles with parking passes will enter through the parking pass gate (the entrance nearest the USA Softball Museum). Buses and team vans should turn right at the television compound and follow signs to bus parking. Courtesy cars and staff cars should park in the VIP parking.

Section 7•5 Participant Entrance/Exit

Team Entrance: All team credentialed personnel (player, coaches, and administrators) shall enter via the Field House. All other members shall enter through the front gate and must have a ticket to enter. Team busses should drop off other members of their party (without credentials) before entering the security gate to the field house.

Team Exit. Following your postgame responsibilities (or 60-minutes after the conclusion of your game, whichever is later), teams will exit the area behind the dugout via the tunnel stairs and meet your team bus in front of the stadium.

Section 7•6 Practice Areas

Teams will practice and warm-up on Fields 3 and 4 at the USA Softball Hall of Fame Stadium. Home team will warm-up on Field 4 and the visitors will warm-up on field 3. The following equipment will be available on each field; two batting cages with pitching screens, a pitching screen on each practice field with ball holder, sock net, solid screen, and a pitching machine.

If you do not wish to use your practice time, please notify the softball committee as soon as possible. Practices are open to credentialed personnel only. Individuals from other official travel parties may only attend their team’s practices. An administrator or his or her designee must attend closed practices to provide access to guests of the institution or coach. A practice coordinator will be assigned to all practices.

Other Outdoor Practice Facilities
Additional outdoor facilities are available at the sites listed below:
  Putnam City Optimist Complex - NW 50th and N. Council Road Gene Taylor 405-627-9333 (C) (Lighted fields)

Indoor Practice Facilities
The indoor practice facilities below are available in case of inclement weather:

  Bombers Softball
  2620 Shull Ave.
  Oklahoma City, OK 73160
  5 cages: 13.5 x 60 ft
  Turf infield: 65 x 70 ft.
  Office space (if needed): 12 x 14 ft.

Contact: Mike Aud
C: 405-760-3864
E: oldworldbymike@cox.net
The NCAA is dedicated to fair and equitable competition throughout each round of championships and strongly supports the drug-testing program to safeguard the health and safety of the participating student-athletes.

**Section 8•1 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. An institutional representative must be present in the drug testing venue.

**Section 8•2 Media Obligations**

Each team is provided a 10- minute post-game cool-down period. After 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 8•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 8•4 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.

**Section 8•5 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.

**Section 8•6 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 9 • EQUIPMENT

Section 9•1 Balls

The Rawlings (.47 COR) is the official softball for the championship. Rawlings will supply balls for all championship rounds; no other softball shall be used.

One new game ball should be given to each team prior to the start of each game. The game ball should be returned to the umpire.

Section 9•2 Bats/Bat Testing

Bats used in competition MUST appear on the NCAA Approved Softball Bat List. The bat list will be updated the second Monday of December, March, April and July at 9 a.m. Eastern time. You can access the list at www.sup.arbitersports.com. Additional lists will be posted when a manufacturer withdraws a bat model or the results of bat testing dictate assessing strikes and or removing a model.

Coaches are reminded bats are to be checked by the umpires prior to every game. Please provide umpires with a current bat list and highlight the bats your team will be using during each game.

Bat Testing. Bat testing will be conducted on competition days only, three hours prior to the scheduled game time on (Thursday May 30 through Wednesday, June 5).

SECTION 10 • EXPENSES/REIMBURSEMENT

Section 10•1 Per Diem

Each team is limited to 20 eligible players in uniform and an official traveling party of 28, including one sports information director.

After the administrative meeting, no changes may be made in a team roster for any reason.

The number of individuals in the dugout shall not exceed 30-35 (over 30 determined by the number of additional student-athletes, up to five); if the host institution provides bat handlers, 31-36 individuals will be permitted.

An institution that is advised it is in violation of this regulation and does not promptly conform to it automatically shall forfeit the competition. There shall be no inordinate delay of the contest to allow a competing institution to conform to the rule.

Section 10•2 Travel Expense System (TES)

Transportation expenses will be provided for an official traveling party of 30 persons.

Reimbursable ground transportation. For team championships, if the institution is located more than 50 round trip miles from the site of competition or the departure airport, or if the arrival airport is located more than 50 round trip miles from the site of competition, the institution is eligible for reimbursement of ground transportation costs. The NCAA will not reimburse actual costs for ground transportation. Instead, a flat rate will be given to all eligible institutions. This amount may vary by championship, so please refer to the NCAA travel policies for specific details. The travel policies can be found at: http://www.ncaa.org/championships/travel/championships-travel-information
SECTION 11 • GENERAL CHAMPIONSHIP INFORMATION

Section 11•1 Banners and Artificial Noise Makers

No banners may be posted at the tournament other than the NCAA and approved media banners. Artificial noise makers, air horns, and electronic amplifiers are not permitted and shall be removed upon discovery. Drum sticks are prohibited in the dugouts and ball buckets shall not be used as noise makers.

Section 11•2 Bands, Spirits Squads and Mascots

Bands and spirit squads are prohibited at the Women’s College World Series. Mascots and a handler are permitted.

Section 11•3 Championship Website

A dedicated website has been developed to retain key information from every Division I, Division II and Division III conference and institution which may participate in an NCAA Championship. The NCAA and partners (i.e., Turner/CBS, ESPN, IMG College, Van Wagner Big Screen Network Productions, etc.) are required to use the site to access all logos, fight songs, rosters, photos of student-athletes, teams, coaches, administrators and campus for use on selection shows, game programs, banquet videos and video boards at NCAA championships. For this site to be completely effective, it requires full cooperation from participating institutions. Please log on to www.ncaachampionship.info (username: ncaaschools; password: ncaatftp) to upload the appropriate information for your institution or conference. A dedicated NCAA website

Section 11•4 Courtesy Vehicles

One (1) courtesy vehicle will be provided to each team. Keys will be left at the team hotel front desk and available by 5 p.m., Tuesday, May 30. If you need a courtesy vehicle before 5 p.m. please call Matt Watson, 405-236 -1340. Upon check-out, please remember to leave the keys at the front desk. Please fill out the Driver Information Form electronically by 5 p.m., Monday, May 27 and return to scessna@ncaa.org.

Section 11•5 Credentials

The following credentials will be distributed at the administrative meeting:

1. Each participating institution will receive a maximum of 30-35 participant credentials (30 plus the number of additional student-athletes up to five). In addition, one SID credentials for the sports information director and two all-access credentials for institutional administrators (total of 33-38 credentials). Only credentialed personnel will be permitted in credentialed-required areas (e.g. team warm-up areas, locker/team rooms, etc.). The squad size and official travel party will remain at 20 and 28 respectively.

2. Teams advancing to the finals will receive eight postgame Temporary Field access wristbands to distribute at your discretion (excluding members of the media) for the Championship game (only). This wristband will allow the holder access to the game field at the conclusion of the championship game. The holder must purchase a ticket to the competition if he or she is not one of the 33-38 credentialed personnel.
Section 11•6 Hospitality

Hospitality. Hospitality is in the Tournament Operations Building along first base line. Individuals with one of the eight HOSPITALITY wristbands will be admitted to this area. The coaches from participating institutions will need a HOSPITALITY wristband for admittance. Student-athletes are not permitted in this area. HOSPITALITY wristbands are not transferable/interchangeable. Again, your cooperation is appreciated in issuing to appropriate personnel.

Players. Student-athlete/player hospitality will be located inside the team rooms in the USA Softball Field House (pregame) and the locker room behind the dugout (postgame). Fruit, snacks, water, and juices will be available.

Note: USA Softball is the official concessionaire of the USA Softball Hall of Fame Stadium. Teams will be allowed to bring in outside food and drink to the ball park when playing. If your team is scheduled to play in the Championship Series or back to back games, USA Softball can assist you with a meal from either the concession stands or through one of its third-party vendors. Should you decide to take advantage of this offer, please call Megan Schallom at 636-236-1316.

The NCAA Experience® - Hospitality Packages
WCWS fans can enjoy VIP hospitality before each session (excludes “if necessary” games) in an air-conditioned tent and includes a tailgate meal with soft drink, cash bar, snacks, outdoor patio with tables and lawn games, daily raffle prize and much more. The NCAA Experience hospitality tent is located to the south of USA SOFTBALL Hall of Fame Gift Shop and Museum. Tickets can be purchased on site at The NCAA Experience tent, by calling 800-591-9198 or at www.NCAA.com/VIP.

Section 11•7 Souvenir Programs

On behalf of the NCAA, IMG College will publish the official souvenir program for the WCWS. Game programs will be sold throughout the stadium on game days. There will be 30 complimentary game programs provided to each team.

Section 11•8 Team Photos

Team photographs for the 2019 NCAA Women’s College World Series will be taken on Thursday, May 30.

Please call Richard Clifton at the phone number below to set up a time for team pictures. The cost for photos is $8 for a 5x7 and $12 for an 8x10. Checks should be made payable to Richard Clifton. Cash will be accepted. If you need to order photographs after you leave Oklahoma City, you may call Mr. Clifton at 405.659.6062.
SECTION 12 • LODGING

Section 12•1 Team Hotel(s)

TEAMS WILL BE ASSIGNED TO ONE OF THE HEADQUARTERS HOTELS (see below).

All hotels are in relative nearness the USA Softball Hall of Fame Stadium in Oklahoma City and are near to thriving areas of Oklahoma City.

Sixteen (16) rooms have been reserved for each team;
**Wireless Internet is complimentary.

Each institution is responsible for contacting the assigned hotel.

Teams should contact their assigned hotel by 6:00 p.m. Sunday, May 26 (or ASAP after advancing).

<table>
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<tr>
<th>Super Regional Winner</th>
<th>Hotel</th>
<th>Hotel Contact</th>
<th>Mobile Number</th>
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<tr>
<td>Norman</td>
<td>Renaissance</td>
<td>Tracy Blair</td>
<td>405-640-0427</td>
<td>405-228-8011</td>
<td><a href="mailto:tracy.blair@atriumhospitality.com">tracy.blair@atriumhospitality.com</a></td>
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<td>Tuscaloosa</td>
<td>Waterford</td>
<td>Jonnie Leckie</td>
<td>405-618-2311</td>
<td>405-858-2417</td>
<td><a href="mailto:jfulcher@waterfordokc.com">jfulcher@waterfordokc.com</a></td>
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<td>Gainesville</td>
<td>Residence Inn</td>
<td>Kristyn Sliger</td>
<td>405-795-8115</td>
<td>405-605-7643</td>
<td><a href="mailto:kristyn.siger@atriumhospitality.com">kristyn.siger@atriumhospitality.com</a></td>
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<td>Minneapolis</td>
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<td>Leah McIntyre</td>
<td>405-650-2266</td>
<td>405-815-6032</td>
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<td>Tallahassee</td>
<td>Aloft Oklahoma City</td>
<td>Roberta Helsley</td>
<td>405-659-5150</td>
<td>405-443-2625</td>
<td><a href="mailto:nhcaloftdos@aloftokcdowntown.com">nhcaloftdos@aloftokcdowntown.com</a></td>
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<tr>
<td>Tucson</td>
<td>Hyatt Place</td>
<td>Trisha Cleaver</td>
<td>405-628-8626</td>
<td>405-605-4565</td>
<td><a href="mailto:Trisha.cleaver@newcrestimage.com">Trisha.cleaver@newcrestimage.com</a></td>
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<td>Seattle</td>
<td>AC Hotel Bricktown</td>
<td>Jolie Jackson</td>
<td>405-410-6131</td>
<td>405-605-1555</td>
<td><a href="mailto:Jolie.jackson@newcrestimage.com">Jolie.jackson@newcrestimage.com</a></td>
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<tr>
<td>Los Angeles</td>
<td>Colcord</td>
<td>Julie Schmiedeskamp</td>
<td>251-509-4853</td>
<td>405-208-4325</td>
<td><a href="mailto:julies@colcordhotel.com">julies@colcordhotel.com</a></td>
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Section 12•2 Media Hotel

The media hotel is the Embassy Suites Oklahoma City Downtown/Medical Center (741 North Phillips Avenue). Space is limited. The rate is $161/night plus applicable sales taxes. Credentialed media should make their reservations through the media credential application on at www.ncaa.com/media. For questions or concerns, regarding the media hotel accommodations, please contact Dominique Steen at dsteen@ncaa.org.

SECTION 13 • MEDIA SERVICES

Section 13•1 Credentials (Media)

All media, SIDs and team media personnel (radio, photographer, print, team videographer, etc.) requiring access to games for the 2019 Division I Women's Softball Championship should apply for a credential at www.ncaa.com/media.

Broadcast and Media Services championship policies can also be found at www.ncaa.com/media.

Section 13•2 Press Conferences

There will be two separate pre-championship press conferences held Wednesday, May 29. The press conference times are determined by practice times. The head coach is required to attend the press conference.
Representatives of teams competing in Games 3 and 4 will participate in a press conference at 12 p.m. Representatives of teams competing in Games 1 and 2 will participate in a press conference at 3 p.m.

Additionally, there will be a press conference to announce the National Fastpitch Coaches’ Association (NFCA) All-American team. Select student-athletes that are among the participating WCWS teams may be requested to attend at 3:45 p.m.

Section 13•3 Interview Process

Postgame Cooling Off Period
The timing of the cooling-off period begins when the coach enters the locker room after the game.

After each game, immediately after each team’s 10-minute cooling off period, the winning coach and requested players will be available to the entire media group staffing the championship for a postgame interview session in the press conference room. The losing coach and requested players will follow.

Additionally, there may be media requests during the open locker rooms timeframe (15 minutes after the conclusion of the scheduled 10-minute cooling off period for student-athletes that were not requested for the press conferences. The request will be vetted by the NCAA Media Coordinator and additional student-athletes maybe requested to speak in an area outside of the press conference room.

Postgame Press Conferences and ESPN Interviews
A 10-minute cooling-off period is scheduled to allow a coach to meet with the student-athletes in the locker room after the game. This period begins when the coach enters the locker room after the game. Following the conclusion of the cooling-off period there will be a mandatory press conference for each team. The winning team will attend the press conference first, followed by the non-winning team. For the championship game(s) the runner-up team will attend the press conference first followed by the winning team. Coaches and players are not allowed to give one-on-one interviews with any media before participating in the postgame media conference.

Each coach will participate in the postgame press conference with up to three student-athletes from each team. Media will be polled in the final minutes of the game for their choices of players to participate in the press conference. The names of the selected student-athletes will be communicated to the institution’s sports information director.

The head coach and requested student-athletes will be escorted for postgame press conferences immediately following the cooling-off period. No coach or student-athlete may delay a press conference with the covering media to conduct an interview with a single newspaper, radio, or television entity except to conduct a short interview with the rights-holding television broadcaster or NCAA Productions. After completing the scheduled press conference with the media covering the championship, head coach and select student-athletes are required to participate in on-camera interviews at ESPN’s interview trailer as well as one-on-one interviews with the media if requested.

Attendance at all press conferences and one-on-one interviews is mandatory and subject to Failure to Adhere to Administrative Policy.

Section 13•4 Radio Rights

Commercial stations which plan to broadcast the games must pay rights fee to the NCAA. The rights fees are generally waived for student (non-commercial) stations. Complete audio broadcast guidelines as well as the right request application can be found at www.ncaa.com/media.

Section 13•5 Championship Series Interviews

The first team to advance to the WCWS Championship/Finals series will meet with ESPN, ESPNW and Westwood One Sports for interviews at 10 a.m., Monday, June 3. The second team to advance will meet with ESPN, NCAA.com and Westwood One Sports at 11:30 a.m., Monday, June 3.
SECTION 14 • MEDICAL

Section 14•1 Ambulance
EMSA will be onsite during the entire championship.

Section 14•2 Athletic Training
Certified athletic trainer(s) shall be available in the athletic training facility and assist the participating institutions’ sports medicine staff. Certified athletic trainer(s) shall be on site for each scheduled practice or contest. Physician(s) will be on-call for all practice and on site for all game days. When applicable, the host institutions shall provide specialty physicians (e.g., dermatologists, orthopedic, ophthalmologist), dentist, x-ray technicians, emergency medical technicians (EMTs) or licensed massage therapists.

Section 14•3 Championship Medical Contacts
Josh Wilson and Richard Bobier (405/401-0052; doctorice109@yahoo.com) will be the medical contacts on-site.

Section 14•4 Concussion Management
The NCAA has adopted legislation that requires all active member institutions to have a concussion management plan for their student-athletes. Participating institutions shall follow their concussion management plan while participating in NCAA championships. If a participating team lacks appropriate medical staff to activate its concussion management plan, the host championship concussion management plan will be activated.

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

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

For further information, please refer to the “NCAA Sports Medicine Handbook Guideline on Concussions.”

Section 14•5 Hospitals and Emergency Services

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<tr>
<th>Hospital/Center</th>
<th>Address</th>
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<tbody>
<tr>
<td>OU Medical Center</td>
<td>700 NW 13th OKC</td>
<td>405-271-4700</td>
</tr>
<tr>
<td>St. Anthony Hospital</td>
<td>1000 N Lee Ave OKC</td>
<td>405-272-7000</td>
</tr>
<tr>
<td>Mercy Health Center</td>
<td>4300 W Memorial Road OKC</td>
<td>405-755-1515</td>
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<tr>
<td>Integris Baptist Medical Center</td>
<td>3300 NW Expressway OKC</td>
<td>405-957-8369</td>
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</table>

Section 14•6 Physicians
Dr. Michael Kiehn and Richard Bobier will be the Physician Coordinators if needed.
SECTION 15• PARTICIPANT EXPECTATIONS/GUIDELINES

Section 15•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. Thus, it is imperative that he or she demonstrate and demand high principles of sportsmanship and ethical behavior.

Section 15•2 Misconduct/Failure to Adhere to Policies and Procedures
Misconduct. Misconduct in an NCAA championship is any act of dishonesty, unsportsmanlike conduct, unprofessional behavior or breach of law, occurring from the time the championship field is announced through the end of the championship that discredits the event or intercollegiate athletics. Each games committee shall hold an administrative meeting with the coaches of participating institutions to review and explain the policies related to misconduct.

Failure to Adhere to Policies and Procedures. 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 championships administration.

Section 15•3 Sportsmanship
Individuals employed by (or associated with) a member institution to administer, conduct or coach intercollegiate athletics and all participating student-athletes shall act with honesty and sportsmanship always so that intercollegiate athletics, their institutions and they, as individuals, shall represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports.

Section 15•4 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 15•5 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) will 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 will be disqualified for the remainder of that practice or competition.

Rule 13.11 of the Softball 2018 and 2019 Rules and Interpretations book is also enforced during all rounds of the championship.
SECTION 16 • SQUAD SIZE/TRAVEL PARTY

Section 16•1 Dugout Size

The number of personnel permitted in the dugouts during the Women's College World Series is 30-35 (depending on number of non-participating student-athletes).

Section 16•2 Squad Size/Travel Party Size

Each team is limited to 20 eligible players in uniform and an official traveling party of 28, including one sports information director.

After the administrative meeting, no changes may be made in a team roster for any reason. The same players need not be designated for preliminary rounds and finals competition.

An institution that is advised it is in violation of this regulation and does not promptly conform to it automatically shall forfeit the competition. There will be no inordinate delay of the contest to allow a competing institution to conform to the rule.

Section 16•3 Additional Student-Athletes

NCAA postseason policies for additional student-athletes traveling with teams.

- Up to five per team.
- May be in the dugout if within the 35 limit (They are expected to conduct themselves with the quality and behavior deserving a championship event and shall abide by all policies and procedures and will be removed if noncompliant).
- May NOT be in uniform or uniform jersey.
- Must be in institutional issued team apparel which is compliant with the logo policy (shorts, warm-up, practice or travel shirts…NO JEANS or CUTOFFs).
- May not participate in any softball related activities on the competition field. (May keep stats while in the dugout). (Note: Non-participating student-athletes may be involved in softball activities on the practice field, catch bullpen and line drills.)

SECTION 17 • TEAM TRAVEL/LOCAL TRANSPORTATION

Section 17•1 Short's Travel Management

The participating institution shall be completely responsible for making its own travel reservations in accordance with the following:

The NCAA's official travel agency for the tournament is Short's Travel Management, which can be reached at 866/655-9215. Institutions can also enter travel manifest and other travel party information through the travel portal at www.Shortstravel.com/ncaachamps.

Per Diem. Per diem will be paid for the allowable travel party. The per diem rate and allowable days can be found in the NCAA travel policies.

Expense Reimbursement. Team expense reports should be filed online through the Travel Expense System (TES). The login information for the system is the same as that used for the Short's travel portal. The system can be accessed at: https://web1.ncaa.org/TES/exec/login?js=true

All institutions must complete the online reimbursement process to receive the appropriate reimbursement.
SECTION 18 • TICKETS

Section 18•1 Complimentary Tickets

No complimentary tickets are permitted for NCAA championship competition. Each participating team is guaranteed the right to purchase tickets.

Section 18•2 Player/Guest Tickets and Pass Lists

The official travel party for the championship is 30-35 (i.e., those for whom transportation and per diem expenses will be paid by the NCAA). Only members of the official travel party (and have a working function) receive credentials and are admitted free of charge. The remaining individuals must purchase a ticket.

An institution may provide each student-athlete who participates in or is a member of a team participating in an NCAA championship with six complimentary admissions to all contests at the site at which the student (or team) participates. The institution must first purchase the tickets, which are then treated as complimentary for the student-athlete.

Institutions are required to provide staff for the administration and distribution of player/guest tickets. Dedicated windows will be available at the box office (left box office windows when looking at the main entrance). Individuals using player/guest tickets should be directed to enter at the gate closest to the left box office windows. Institutions are required to staff their window beginning at the time gates open, which is 90 minutes prior to each session.

The box office is located outside of the stadium gates, so a credential is not needed by the institutional ticketing staff. A ticket or credential will be required to enter the stadium itself.

Section 18•3 Team Allocations

Infield/Outfield
Each team has been allocated 120 reserved seats behind its respective dugout. (You may not pack more than 120 people in the designated team seats behind each dugout.) An additional block of 20 reserved seats are available for team use in the respective Grandstand sections. Each team has also been allocated 50 reserved seats in the outfield. See below for the seat manifests. Team tickets are sold as single-session tickets only.

The allocated seats are available to each team for use during its game only. Fans MUST move out of the team sections (infield and outfield) when their team is not playing. It is the responsibility of the participating institutions to monitor these areas for compliance.

HOME (THIRD BASE SIDE)

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Each participating institution must contact Lori Wolf via email with its team ticket requests for each individual session. Tickets will be available for pickup at the box office (left box office windows when looking at the main entrance), prior to the start of the session in which the institution plays. Please refer to the box office hours. Any unused tickets must be returned to Lori, in the box office, to avoid being charged for them.

Fans wishing to attend games/sessions in which their team is not participating, may be directed to the box office (right box office windows when looking at the stadium) or NCAA.com/WCWS to purchase tickets. For sold-out sessions, a limited number of Standing Room Only (SRO) tickets will be sold, at the box office only, on the day of the respective game/session.

Children younger than two (2) years of age are admitted free of charge but must sit on the lap of a ticketed adult.

Section 18•4 Prices

Participating institutions will pay $25 per ticket for the above-mentioned team seats. Any ticket requests above and beyond the team seats will be charged at the all-session or single-session prices noted below.

At the completion of the 2019 NCAA Women’s College World Series, institutions will be invoiced by the NCAA for each ticket used.

**All-Session Tickets**

- $250 Diamond *(SOLD OUT)*
- $190 Baseline *(SOLD OUT)*
- $160 Grandstand *(SOLD OUT)*
- $150 Outfield Reserved *(SOLD OUT)*
- $119 Infield Obstructed View *(SOLD OUT)*

**Single-Session Tickets**

- $45 Diamond
- $40 Baseline
- $35 Grandstand
- $20/$25 Outfield Reserved
- $30 Infield Obstructed View

Section 18•5 Box Office Hours/Gates

The box office will open 2½ hours prior to the start of the first session on each day of competition. The gates will open 90 minutes prior to the start of each session.

<table>
<thead>
<tr>
<th>Session</th>
<th>Date</th>
<th>Box Office Opens</th>
<th>Gates Open</th>
<th>Game Times</th>
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<tbody>
<tr>
<td>1</td>
<td>Thursday, May 30</td>
<td>8:30 a.m.</td>
<td>9:30 a.m.</td>
<td>11 a.m./1:30 p.m.</td>
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<td>2</td>
<td>Thursday, May 30</td>
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<td>4:30 p.m.</td>
<td>6 p.m./ 8:30 p.m.</td>
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<td>3</td>
<td>Friday, May 31</td>
<td>3:30 p.m.</td>
<td>4:30 p.m.</td>
<td>6 p.m./ 8:30 p.m.</td>
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<td>4</td>
<td>Saturday, June 1</td>
<td>8:30 a.m.</td>
<td>9:30 a.m.</td>
<td>11 a.m./1:30 p.m.</td>
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</table>
SECTION 19 • TROPHIES AND AWARDS

Awards will be given to each team (one team trophy and 28 mini-trophies).

Following the championship game an awards ceremony will be held on the infield. Teams will line up in front of their dugout during this presentation. Each team must electronically submit the awards presentation form found in Appendix E) with those individuals they wish to be recognized during the presentation (limited to 28).

To order additional medallions, please go to http://www.mtmrecognition.com/ncaa/.

**All-Tournament Team.** The all-tournament team selection committee will select 12 players, including a most outstanding player. The committee shall be comprised of members of the media, and/or others deemed appropriate by the NCAA media coordinator. The all-tournament team will be announced immediately after the championship finale.

**NCAA Elite 90.** The Elite 90 award is presented to the student-athlete with the highest cumulative grade-point average competing at the finals site for each of the NCAA’s 90 championships. Each institution that qualifies for the WCWS is eligible to nominate a student-athlete to win the award for this championship. All ties are broken by number of credits completed. For more information regarding this program, please contact Mark Bedics at elite90@ncaa.org or 317-917-6222. All documents, including deadlines and nomination forms can be obtained at the following location – Elite 90 forms.

**Student-Athlete Participation Awards.** Within 10 business days of qualification, the softball administrator will receive an email from MainGate that will provide details about the ordering process, along with a unique Certificate Code which can be redeemed only at NCAA-Awards.com; valid for one participation award per member of your travel party. 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 using your Certificate Code. If you would like to purchase additional awards you will have the opportunity to do so online via personal credit card.

Participation award items will be sent to your institution for distribution to your student-athletes within three to four 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 Brown (317-260-2538 or ebrown@maingateinc.com) or your NCAA championship manager.
SECTION 20 • UNIFORMS

Section 20•1 Color

Each competing team selected for the NCAA championship must bring two sets of uniforms of different colors (light and dark). The home team shall select the desired uniform color first and it is the responsibility of the visiting team to wear a contrasting uniform color to the jersey of the home team. Discrepancies will be settled by the softball committee.

As a reminder, when teams play back-to-back games, they must be prepared to change uniforms, if necessary. By mutual agreement of the participating teams, teams playing back-to-back games, team may agree to stay in the same uniform color. Determination of uniform colors must be approved by the NCAA committee. Noncompliance with this policy may result in failure to follow procedures as outlined in the NCAA Division I Manual. Each team is limited to eligible players in uniform (20). Coaches, trainers and managers on the field, in practice areas, on the bench and in the dugout, all of whom shall be in appropriate team colors.

On the field, including the practice areas and dugout, each team is limited to eligible players in uniform and coaches, trainers, student-athletes and managers, all of whom shall be in appropriate team colors and within the allotted bench size.

Section 20•2 Commemorative Patches

Shoulder patches to commemorate each team’s participation in the 2019 NCAA Women’s College World Series will be provided. Upon your team’s arrival in OKC please take two sets of uniforms (light and dark; 20 each) to the Sheraton, deliver your jerseys to Carolan Bledsoe in room 413 between the hours of noon and 5 p.m. (no later than 5 p.m. and before the team event) Tuesday, May 28. Patches will be sewn onto two jerseys for each team. Please indicate the jersey number(s) of players that bat left-handed so that patches are placed on the appropriate shoulder. Again, your cooperation is appreciated in getting your uniforms to the Sheraton, room TBD immediately upon arrival to ensure timely return. Please feel free to call Ms. Bledsoe (405-640-2248) to schedule a time if you arrive in OKC early.

Section 20•3 Logo Policy

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

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

(a) Athletics equipment (e.g., shoes, helmets, Softball bats and gloves, batting or golf gloves, hockey and lacrosse sticks, goggles and skis) shall bear only the manufacturer’s normal label or trademark, as it is used on all such items for sale to the public; and

(b) The student-athletes’ institution’s official uniform (including numbered racing bibs and warm-ups) and all other items of apparel (e.g., socks, head bands, T-shirts, wrist bands, visors or hats, swim caps and towels) shall bear only a single manufacturer’s or distributor’s normal label or trademark (regardless of the visibility of the label or trademark), not to exceed 2 1/4 square inches in area (rectangle, square, parallelogram) including any additional material (e.g., patch) surrounding the normal trademark or logo. The student-athletes’ institution’s official uniform and all other items of apparel shall not bear a design element similar to the manufacturer’s trademark/logo that is in addition to another trademark/logo that is contrary to the size restriction.

Section 20•4 Laundry Service

Please contact Chase Brown at the University of Oklahoma. 405-301-9124; chase.brown7@ou.edu. Cost will be $150 (cash only please).
2019 NCAA Women’s College World Series

Game 1
11 a.m., Thurs., May 30
ESPN

Game 2
1:30 p.m., Thurs., May 30
ESPN

Game 3
6 p.m., Thurs., May 30
ESPN2

Game 4
8:30 p.m., Thurs., May 30
ESPN2

Game 5
6 p.m., Fri., May 31
ESPN

Game 6
6 p.m., Fri., May 31
ESPN

Game 7
11 a.m., Sat., June 1
ESPN

Game 8
6 p.m., Sat., June 1
ESPN

Game 9
6 p.m., Sat., June 1
ESPN

Game 10
8:30 p.m., Sat., June 1
ESPN

Game 11
Noon, Sun., June 2
ESPN

Game 12
2:30 p.m., Sun., June 2
ESPN

Game 13 (if nec.)
6 p.m., Sun., June 2
ESPN2

Game 14 (if nec.)
8:30 p.m., Sun., June 2
ESPN2

Champ. Finals (Best 2-of-3)
June 3, Game 1: ESPN, 6:30 p.m.
June 4, Game 2: ESPN, 7:30 p.m.
June 5, game 3: ESPN, 7:30 p.m.
Champion

Loser of game 1
Game 7

Loser of game 2
Game 8

Loser of game 6
Game 11

Loser of game 3
Game 6

Loser of game 4
Game 10

Loser of game 5
Game 12

Bracket Notes:
1. If the winner of Game 9 defeats the winner of Game 5, the Game 13 is necessary.
2. If the winner of Game 10 defeats the winner of Game 6, then Game 14 is necessary.
3. If only 1 if necessary game is needed, it will be played at 6 p.m. on Sunday.

**The NCAA Division I Softball Committee reserves the right to revise the schedule (i.e., game times) in the event weather conditions and/or media television commitments require such adjustments.

Visit NCAA.com to broadcast and click on the NCAA TV and NCAA.com Broadcast Schedule link for the most current air dates, game times and networks.
TRAVEL INFORMATION

If your team qualifies for the 2019 NCAA Women’s College World Series (final eight), please submit your travel information form electronically to Sharon Cessna by 5 p.m. Central time, Monday, May 27. (scessna@ncaa.org)

Team: ___________________________ Coach: ___________________________
Email: __________________________ Fax: ___________________________ Cell: ___________________________
Arrival: __________________________
Day: ___________ Date: ___________ Time: __________________________
Flight #: __________________________ Airline: __________________________

Teams must make all travel arrangements through Short’s Travel at 866-655-9215.

Ground Transportation

All transportation needs will be the responsibility of the participating team. One courtesy vehicle will be available to each team and will be on site and available at the hotel May 29 or upon check-in. Appendix C must be submitted electronically in order to receive your courtesy car.

Please submit by 5 p.m. Central time, Monday, May 27 to Sharon Cessna. (317-966-6451 or scessna@ncaa.org for questions)
Courtesy Vehicle Driver Form
May 29-June 5, 2019

Team: ________________________________________________________________
Name/Title/Team Function: ______________________________________________
Cell: __________________________________________________________________
Driver License Number: _________________________________________________
State: __________________________________________________________________
Exp. Date: __________________________________________________________________
Date of Birth: __________________________________________________________________
Submit this form electronically by 5 p.m. Central time, Monday, May 27. In addition, please hand-carry a copy of the form to the mandatory administrative meeting. Individuals listed on this form must be an institutional representative and will be at the championship in an official capacity.

**INSTITUTION:**

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**COACHES:**

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<td>22. Asst. Coach:</td>
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<td>23. Asst. Coach:</td>
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<td>24. Dir. Of Ops:</td>
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**OTHER STAFF**

(must have an official championship responsibility)

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<td>25.</td>
<td>Administrator</td>
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**Eligible, non-participating student-athletes only (up to five)**

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<td>34.</td>
<td>Non-participating student-athlete</td>
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<td>38.</td>
<td>Non-participating student-athlete</td>
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# APPENDIX E • AWARDS LIST

## 2019 NCAA Division I Softball Championship

**OFFICIAL TRAVEL PARTY (28)**

### INSTITUTION:

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### STUDENT-ATHLETE PARTICIPANTS

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<td>27.</td>
<td>Name: __________________________ Title: __________________________</td>
</tr>
<tr>
<td>28.</td>
<td>Name: __________________________ Title: __________________________</td>
</tr>
<tr>
<td></td>
<td>GAME 1 HOME</td>
</tr>
<tr>
<td>----------------------</td>
<td>-------------</td>
</tr>
<tr>
<td>(CLOSED)</td>
<td></td>
</tr>
<tr>
<td>PRESS CONFERENCE*</td>
<td>3:30</td>
</tr>
</tbody>
</table>

! Not Open to the Media
* Head Coaches Only
** Select Student-Athletes named to NFCA All-American Teams
2019 NCAA DIVISION I SOFTBALL CHAMPIONSHIP

WOMEN’S COLLEGE WORLD SERIES

GAME 1 – THURSDAY, MAY 30TH

PRE-GAME PROTOCOL AND TIMING SHEET
(with National Anthem)

(visitork) vs. (homek)

GAME TIME – 11:07 a.m. CT

ESPN

<table>
<thead>
<tr>
<th>Pre-game Time</th>
<th>ESPN Time (CT)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gates open.</td>
<td>97:00</td>
</tr>
<tr>
<td>Grounds Crew field prep.</td>
<td>30:00</td>
</tr>
<tr>
<td>Line drills home team.</td>
<td>22:00</td>
</tr>
<tr>
<td>Line drills away team.</td>
<td>17:00</td>
</tr>
<tr>
<td>Umpires and coaches at home plate.</td>
<td>12:00</td>
</tr>
<tr>
<td>National Anthem.</td>
<td>10:00</td>
</tr>
<tr>
<td>Ceremonial First Pitch.</td>
<td>8:00</td>
</tr>
<tr>
<td>Team introductions. (non-starters followed by starters)</td>
<td>6:00</td>
</tr>
<tr>
<td>Teams take field on ESPN cue.</td>
<td>2:00</td>
</tr>
<tr>
<td>Game begins on ESPN cue.</td>
<td>00:00</td>
</tr>
</tbody>
</table>

1. Visiting team (lines up on baseline in front of dugout, facing dugout; first player lines up nearest home plate, with last person named lining up nearest first base).

2. Home team (lines up on baseline in front of dugout, facing dugout; first player lines up nearest home plate, with last person named lining up nearest third base).

3. Introduction of umpires (stand behind home plate).
2019 NCAA DIVISION I SOFTBALL CHAMPIONSHIP

WOMEN’S COLLEGE WORLD SERIES

GAME 2 – THURSDAY, MAY 30TH

PRE-GAME PROTOCOL AND TIMING SHEET
(without National Anthem)

vs.

(visitor) vs. (home)

GAME TIME – 1:37 p.m. CT

ESPN

<table>
<thead>
<tr>
<th>Pre-game Time</th>
<th>ESPN Time (CT)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grounds Crew field prep.</td>
<td>30:00</td>
</tr>
<tr>
<td>Line drills home team.</td>
<td>18:00</td>
</tr>
<tr>
<td>Line drills away team.</td>
<td>13:00</td>
</tr>
<tr>
<td>Umpires and coaches at home plate.</td>
<td>8:00</td>
</tr>
<tr>
<td>Team introductions. (non-starters followed by starters)</td>
<td>6:00</td>
</tr>
</tbody>
</table>

1. Visiting team (lines up on baseline in front of dugout, facing dugout; first player lines up nearest home plate, with last person named lining up nearest first base).

2. Home team (lines up on baseline in front of dugout, facing dugout; first player lines up nearest home plate, with last person named lining up nearest third base).

3. Introduction of umpires (stand behind home plate).

Teams take field on ESPN cue. | 2:00 | 1:35 or _____ |

Game begins on ESPN cue. | 00:00 | 1:37 or _____

IMPORTANT NOTE:
If Game 1 runs long, Game 2 will start (first pitch) 30 minutes following Game 1. NCAA Broadcast Manager will determine the “official” end of the previous game as teams go through the hand shake line. Then, with his/her stop watch (which will be synchronized with the ESPN Truck), he/she will coordinate the timing sequence (via the Time Out Coordinator’s head set) for start of this game with ESPN. The ASA Hall of Fame Stadium Staff, NCAA Championships Staff, NCAA Committee, Teams and Coaches will be notified of the start time as soon as possible.
USA Softball Hall of Fame Stadium

EVACUATION PLAN

(Please refer to attached diagram)

If you are playing on the main stadium field:
Tornado Warning: Take shelter in the team meeting/locker room assigned to you.
Lightning Warning: Take shelter in your dugout/team room. This is a very safe place. In a lightning storm, make sure you are completely inside the dugout. Do not touch any part of the dugout.

If you are watching a game at the main stadium field:
If a tornado warning or lightning warning is given, take your team to your team meeting/locker room.

If you are playing or practicing on fields 2, 3, or 4:
If a tornado warning or lightning warning is given, take your team to the team/meeting rooms assigned to you.

If a lightning storm approaches suddenly and there is no time to get off the field, do the following:

1. Get in a crouched position in the dugouts, with hands and feet away from the dugout fencing. Do not touch the sides of the dugout.
2. If there is no safe shelter in a reasonable distance, crouch in a thick grove of small trees surrounded by taller trees, or in a dry ditch. Assume a crouched position on the ground, with only the balls of the feet touching the ground. Wrap your arms around your knees and lower your head. Minimize contact with the ground.
3. Stay away from the tallest trees or objects (i.e., light poles or flag poles), metal objects (such as metal fences or metal bleachers), individual trees, standing pools of water and open fields. Avoid being the highest object in a field, and do not take shelter under a single, tall tree.

Tournament personnel, school representatives, media:
If there is a lightning warning, stay in the VIP lounge or the press box. If there is a tornado warning, move to the media area underneath the stadium.

Umpires:
If there is a tornado or lightning warning, stay in the umpires’ room.

Fans and spectators:
Depending on advance warning time, they will either be instructed to completely evacuate the stadium complex in a direction away from the storm, or they will be directed to shelter within the USA SOFTBALL Hall of Fame Stadium complex.

Hospitality:
Depending on advance warning time, patrons will either be instructed to completely evacuate the stadium complex in a direction away from the storm or directed to shelter within the USA SOFTBALL Hall of Fame Stadium Complex.

*All the shelter areas are extremely safe!
*Please adhere to instructions of tournament personnel and go to your assigned shelter as soon as you are told.
*You will be informed as to when it is safe to return to the field of play.
WCWS Shuttle Bus Schedule

The shuttle bus runs each day as noted below and will run through the last game of each day after all fans have been dropped off.

Thursday, May 30  Begins at 8 a.m.
Friday, May 31    Begins at 1 p.m.
Saturday, June 1  Begins at 8 a.m.
Sunday, June 2    Begins at 9 a.m.
Monday, June 3    Begins at 2 p.m.
Tuesday, June 4   Begins at 2 p.m.
Wednesday, June 5 Begins at 1 p.m. (if necessary)
OKC District Map & Locator Map
1982 – UCLA
1983 – Texas A&M
1984 – UCLA
1985 – UCLA
1986 – Cal State Fullerton
1987 – Texas A&M
1988 – UCLA
1989 – UCLA
1990 – UCLA
1991 – Arizona
1992 – UCLA
1993 – Arizona
1994 – Arizona
1995 – Vacated
1996 – Arizona
1997 – Arizona
1998 – Fresno State
1999 – UCLA
2000 – Oklahoma
2001 – Arizona
2002 – California
2003 – UCLA
2004 – UCLA
2005 – Michigan
2006 – Arizona
2007 – Arizona
2008 – Arizona State
2009 – Washington
2010 – UCLA
2011 – Arizona State
2012 – Alabama
2013 – Oklahoma
2014 – Florida
2015 – Florida
2016 – Oklahoma
2017 – Oklahoma
2018– Florida State