



# **PRECHAMPIONSHIP 2024-25 MANUAL**

# NCAA General Administrative Guidelines

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### THE NATIONAL COLLEGIATE ATHLETIC ASSOCIATION

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# Section 1 • Introduction

During the 2024-25 academic year, the Association will sponsor 90 national championships – 42 for men, 45 for women and three for both men and women. Of the men's championships, three are National Collegiate Championships, 13 are Division I championships, 12 are Division II championships and 14 are Division III championships. Of the women's championships, six are National Collegiate Championships, 12 are Division I championships, 13 are Division II championships and 14 are Division III championships. The combined men's and women's championships are National Collegiate Championships.

The Prechampionship Manual will serve as a resource for institutions to prepare for the championship. This manual is divided into three sections: General Administrative Guidelines, Sport-Specific Information and Appendixes.

Sections one through nine apply to policies applicable to all 90 championships, while the remaining sections are sport specific.

## Section 1.1 Definitions

**Prechampionship Manual.** Resource for institutions to prepare for the championship.

**Administrative Meeting.** Prechampionship meeting for coaches and/or administrators.

**Appendixes.** Any supplemental documents to be provided and distributed through the various resources.

**Championship Manager.** The NCAA staff member(s) responsible for the operational oversight of the championship.

**Games Committee.** The committee assigned to supervise the conduct of each championship session at a specific site. For finals sites, the games committee is typically the NCAA national committee.

**NCAA National Committee.** The sport committee with direct oversight responsibilities for the championship.

**Non-predetermined Sites.** Those sites that are selected to host at the time of the participant/team selections announcement.

**Playing Rules.** The rules under which the competition will be conducted.

**Predetermined Sites.** Those sites that are selected to host before the participant/team selections announcement.

**Preliminary Rounds.** The rounds of the championship before the final or championship round.

**Regional Alignment.** The geographic location of institutions or regional advisory committees.

**Schedule of Events.** Official event schedule – includes all required activities (e.g., practices, banquets).

**Selection Criteria.** Policies and procedures in place to guide the team selection process.

**Site Selection Criteria.** Policies and procedures in place to guide the site selection process.

**Squad Size.** In any championship in which a squad limit has been established by the governing sport committee or by the bylaws, the number of eligible student-athletes in competitive uniform eligible to participate at the start of competition.

**Tournament Physician.** The physician designated by the host institution/conference to serve as the chief medical advisor for the championship event(s) to be hosted at the host venue.

# Section 2 • Championship Core Statement

The championships and alliances staff strives to administer competition in a fair, safe, equitable and sportsmanlike manner so that the experience of the student-athlete is paramount.

This is attained by:

**Ensuring** student-athletes' optimal experience.

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

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

**Integrating** championships with broadcast and corporate relationships in a manner that maintains the integrity of the championship.

**Assuring** effective management of the business aspects of the operation.

**Enhancing** the assets of the NCAA and their value by collaborating with internal and external expertise to achieve heightened exposure (e.g., community programs, fan events, banquets, anniversaries).

## Section 3 • Conduct

### Section 3•1 Certification of Eligibility/Availability

*[Reference: Certification of Eligibility/Availability in Bylaws 12, 13, 14, 15, 16, 20.2.4, 31.2.1.7.1, 31.2.1.7.1.2 and 31.2.2 in the NCAA Division I Manual, Bylaws 7.3.1.5 and 18.2.1 in the NCAA Division II Manual and Division II Championships Committee Policy and Bylaws 31.2.1.5, 31.2.1.5.2, and 31.2.2 in the NCAA Division III Manual.]*

Only student-athletes eligible under Bylaws 12, 13, 14, 15 and 16 may compete in NCAA championships. Member institutions are required to certify the eligibility of their student-athletes before the beginning of each academic year and to withhold ineligible student-athletes from all intercollegiate competition.

Member institutions are reminded to notify the NCAA national office before the selection date for each championship of any student-athlete who may have participated in regular-season competition but subsequently is determined to be ineligible or unavailable for NCAA championship competition.

#### DISCOVERY OF INELIGIBILITY OF A STUDENT-ATHLETE AFTER SELECTION

If an institution fails to report an ineligible student-athlete and the omission is not discovered until after the institution is selected to participate in the championship, necessitating the institution's withdrawal from the championship, that withdrawal shall be considered as one of the years of ineligibility, provided another institution participates in the championship in place of the disqualified institution. If the discovery of the ineligible student-athlete occurs so near the beginning of the championship that the governing sport committee does not have a reasonable period of time to replace the disqualified institution in the bracket, that fact shall be taken into consideration in determining the number of years the disqualified institution shall be ineligible to participate.

### Section 3•2 Drug Testing

As part of preparation and planning to participate in championship events, member institutions are reminded and encouraged to review all applicable policy and legislative requirements pertaining to banned substances, drug testing and related eligibility requirements with their student-athletes. Student-athletes who compete in NCAA championships may be subjected to drug tests in accordance with legislation and may be determined to be ineligible as a result thereof. Only student-athletes who have consented in writing to such testing are initially eligible for these championships; and thereafter, student-athletes who are tested shall remain eligible only if they test negative.

### Section 3•3 Honesty and Sportsmanship

Individuals employed by (or associated with) a member institution to administer, conduct or coach intercollegiate athletics and all participating student-athletes shall act with honesty and sportsmanship at all times so that

intercollegiate athletics as a whole, their institutions and they, as individuals, shall represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports.

### Section 3•4 Misconduct/Failure to Adhere to Policies

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#### MISCONDUCT

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

#### FAILURE TO ADHERE TO POLICIES AND PROCEDURES

A governing sport committee may assess a financial penalty against an institution for failure of any of its representatives to adhere to the policies and procedures governing the administration of the competition. This includes, but is not limited to, failure to comply with the procedures and deadlines for submitting scores, score sheets, schedules, rosters and entry/march-in forms for qualification and other materials necessary for the efficient administration of the competition. [Click here](#) to see the full misconduct/failure to adhere to policies and procedures online.

### Section 3•5 Sports Wagering Policy

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Sports wagering includes placing, accepting or soliciting a wager (on a staff member's or student-athlete's own behalf or on the behalf of others) of any type with any individual or organization on any intercollegiate, amateur or professional team or contest. Examples of sports wagering include, but are not limited to, the use of a bookmaker or parlay card; internet sports wagering; mobile betting; auctions in which bids are placed on teams, individuals or contests; and pools or fantasy leagues in which an entry fee is required and there is an opportunity to win a prize.

The current NCAA legislation against sports wagering prohibits NCAA student-athletes, member institutions' athletics staff and non-athletics staff with athletics responsibilities, and conference office staff from participating in sports wagering activities or providing information to individuals involved in or associated with any type of sports wagering activities concerning intercollegiate, amateur or professional athletics practice or competition in a sport in which the NCAA conducts championship competition, in bowl subdivision football and in emerging sports for women.

A wager is any agreement in which an individual or entity agrees to give up an item of value (e.g., cash, shirt, dinner) in exchange for the possibility of gaining another item of value.

#### STUDENT-ATHLETES

A student-athlete found in violation of the prohibition against knowingly participating in any sports wagering activities or providing information to individuals involved in or associated with any type of sports wagering activity that involves intercollegiate, amateur or professional athletics competition shall be ineligible for further intercollegiate competition, subject to appeal to the Committee on Student-Athlete Reinstatement for restoration of eligibility.

#### POSTSEASON

In championships in which a bracket format is used, student-athletes, coaches and administrators may not participate in bracket competitions where there is both a required entry fee and an opportunity to win a prize. Student-athletes and administrators may participate under current NCAA rules in bracket contests where there is no entry fee but a possibility of winning a prize. Some NCAA member schools, however, have chosen to ban student-athletes from participating in these types of bracket contests.

#### HOSTING OPPORTUNITIES

It is permissible for NCAA championships to be conducted at locations in states that permit sports wagering.

## Section 3•6 Student-Athlete Experience Survey

During the NCAA championships, the student-athlete experience is paramount. NCAA staff and hosts dedicate themselves to planning the best experiences for all involved. As part of our commitment to getting better, following the championship, participants will receive a survey to provide feedback on their experience and input on how championships can be improved for future NCAA student-athletes. Institutional administrators and coaches will receive an email containing a link to the survey and will be asked to forward the survey to student-athletes. Additionally, this survey will be accessible via QR code found on the back of NCAA-issued championship credentials.

We also understand that sometimes certain circumstances or conditions occurring during the events may require real-time consideration. When this is the case, student-athletes may reach out to their site representative or NCAA national office staff on-site.

## Section 4 • Elite 90™ Award

The Elite 90 award was created to recognize the true essence of student-athletes by honoring individuals who have reached the pinnacle of competition at the national championship level in their sport, while also achieving the highest academic standard among their peers. The award is presented in every sport, every division, and goes to the student-athlete who has the highest cumulative grade-point average of all student-athletes competing at the finals site. One student-athlete per championship will receive the award, and the announcement of the winner will be made at the finals site.

Institutions that wish to nominate a student-athlete must do so through an online nomination process. For more information or to access the online form and submit a nomination, [click here](#).

## Section 5 • Fan Travel

Through support from Marriott International as the Official Hotel Partner of the NCAA, NCAA championships are pleased to provide easy and affordable accommodations for family and fans to follow their favorite student-athlete(s) and team(s) as they participate in NCAA championships competition. Travel arrangements completed through Marriott and NCAA Travel help support NCAA student-athletes. Please direct your fans to [ncaa.com/travel](https://ncaa.com/travel) to search and book online hotel reservations.

## Section 6 • Health and Safety

As part of preparation and planning to host and/or participate in championship events, member institutions are reminded and encouraged to review all applicable health and safety policy and legislative requirements and guidance including, among others, those relating to concussion management, catastrophic injury prevention, inclement weather and independent medical care. These requirements and related information can be found in applicable division manuals, sports playing rules and the materials located on the [Health, Safety & Performance website](#). In addition, a summary of some of the key health and safety considerations related to traveling to championship events can be found in the [NCAA's Guidance for Medical Care and Coverage for Student-Athletes at Away Events](#).

## Section 7 • Logo Policy

*[Reference: Bylaws 12.5.4, 31.1.7 and 31.1.8 in the NCAA Division I Manual, Bylaw 17.1.10 in the NCAA Division II Manual and Bylaw 12.5.3 in the NCAA Division III Manual.]*

## GENERAL ADMINISTRATIVE GUIDELINES

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

1. Athletics equipment (e.g., shoes, helmets, baseball bats and gloves, batting or golf gloves, hockey and lacrosse sticks, goggles and skis) shall bear only the manufacturer's normal label or trademark, as it is used on all such items for sale to the general public; and
2. The student-athlete's institution's official uniform (including numbered racing bibs and warmups) and all other items of apparel (e.g., socks, head bands, T-shirts, wrist bands, visors or hats, swim caps and towels) shall bear only a single manufacturer's or distributor's normal label or trademark (regardless of the visibility of the label or trademark), not to exceed 2-1/4 square inches in area (rectangle, square, parallelogram) including any additional material (e.g., patch) surrounding the normal trademark or logo. The student-athlete's institution's official uniform and all other items of apparel shall not bear a design element similar to the manufacturer's trademark/logo that is in addition to another trademark/logo that is contrary to the size restriction.

## Section 8 • Research

In order to avoid inappropriate and unnecessary participant distraction and disruption of championship events, it is expected any data collection or other research efforts conducted at or during championship events will be coordinated through the national office, with notice and a description of any research proposal to be submitted to the NCAA research staff at least six weeks before the championships event begins.

## Section 9 • Travel Party

Please refer to the NCAA travel policies for all information regarding transportation and per diem expenses. NCAA Travel policies are updated annually and can be found online [here](#). Please reference Appendix A of the travel policies for reimbursable travel party numbers. The travel policies supersede all other documents.

## Section 10 • Division II

### Section 10•1 Division II Philosophy

In addition to the constitution of the National Collegiate Athletic Association, as set forth in Constitution [1](#), members of Division II believe that a well-conducted intercollegiate athletics program, based on sound educational principles and practices, is a proper part of the educational mission of a university or college and that the educational well-being and academic success of the participating student-athlete is of primary concern.

Higher education has lasting importance on an individual's future success. As such, Division II supports the educational mission of college athletics by fostering a balanced approach in which student-athletes learn and develop through their desired academic pursuits, in civic engagement with their communities and in athletics competition. Division II athletics programs also are committed to establishing an inclusive culture in which persons of all backgrounds are respected and given the opportunity to provide input and to participate. Division II members abide by the following principles that help define and distinguish the division: (*Adopted: 1/31/22, Revised: 7/19/22 effective 8/1/22*)

(a) Division II colleges and universities are expected to operate their athletics programs with integrity and in a welcoming manner that complies with conference and NCAA rules and regulations. Institutional control is a fundamental principle that supports the institution's educational mission and assumes presidential involvement and oversight; (*Adopted: 1/31/22, Revised: 7/19/22 effective 8/1/22*)



(b) Division II members fund their athletics programs in a manner that aligns with the institution's budget and educational mission. This method of funding features a "partial scholarship" model that allows Division II schools to recognize student-athletes for their skills through athletics-based grants, but student-athletes can accept merit-based aid and academic scholarships as well; *(Adopted: 1/31/22, Revised: 7/19/22 effective 8/1/22)*

(c) Division II believes in a balanced approach that integrates athletics into the college experience and allows students to focus on their academic pursuits and participate in other campus and community activities. This "Life in the Balance" emphasis facilitates learning through; *(Adopted: 1/31/22, Revised: 7/19/22 effective 8/1/22)*

(1) **Academics.** Division II offers exceptional teacher-student ratios that provide student-athletes with a quality education in the academic curriculum of their choice. The division structures its eligibility requirements to facilitate student-athletes earning their degrees, which is measured in part by an institution's student-athletes graduating at least at the same rate as the institution's student body; *(Adopted: 1/31/22, Revised: 7/19/22 effective 8/1/22)*

(2) **Athletics.** Division II supports athletics achievement through highly competitive programs that strive to participate in the division's 25 national championships, which offer the best access ratio among the NCAA's three divisions. Division II also supports a regionalization model in scheduling that reduces time away from campus and keeps athletics participation in perspective within the educational mission; *(Adopted: 1/31/22, Revised: 7/19/22 effective 8/1/22)*

(3) **Community Engagement.** Division II athletics programs actively engage with their communities to enhance relationships between student-athletes and community members and develop a shared civic experience. Division II promotes engagement at the local, conference and national levels, including at all Division II national championships; and *(Adopted: 1/31/22, Revised: 7/19/22 effective 8/1/22)*

(4) **Postgraduation Success.** Division II supports a higher education model that shapes student-athletes who graduate with the skills and knowledge to be productive citizens. The balanced approach allows student-athletes to focus on their academic pursuits, their internships, and whatever else it takes to prepare them for life after graduation; *(Adopted: 1/31/22, Revised: 7/19/22 effective 8/1/22)*

(d) Division II members support the utmost in sportsmanship by committing to a "game environment" initiative that establishes an atmosphere at athletics contests that is both energetic and respectful; and *(Adopted: 1/31/22, Revised: 7/19/22 effective 8/1/22)*

(e) Division II promotes student-athlete involvement in decision-making through campus, conference and national Student-Athlete Advisory Committees that provide leadership opportunities and offer a representative voice in the division's governance structure. *(Adopted: 1/31/22, Revised: 7/19/22 effective 8/1/22)*

## Section 10•2 Division II Code of Conduct

### CONDUCT POLICY STATEMENT

The NCAA expects each championship to exhibit an experience that represents the highest level of fair play and good sportsmanship. The NCAA and the NCAA Division II Championships Committee expect that student-athletes, coaches and administrators do their best to ensure participation in intercollegiate athletics promotes character development for all participants, enhances the integrity of higher education and promotes civility; therefore, championship events should adhere to such fundamental values as respect, fairness, civility, honesty and responsibility. These values should be manifest not only in athletics participation, but also in the broad spectrum of activities associated with the championship event. Accordingly, the Championships Committee will take strong action in response to any form of misconduct by student-athletes, coaches and/or administrators during the entire championship. This includes criticism of officials and a misconduct incident at the competition.

Any institution that fails to submit the online form required for the sport administrator and have a complete and accurate signature page on file at the institution before the start of the first competition of the championship will be issued a fine of \$500, with a private letter of reprimand to be sent to the conference commissioner, institutional chancellor/president, institutional athletics director, senior woman administrator, sports information director and compliance director.



### MISCONDUCT

The NCAA Division II Manual Bylaw 18.02.4 defines misconduct as: “... **any act of dishonesty, unsportsmanlike conduct, unprofessional behavior or breach of law, occurring from the time the championship field is announced through the end of the championship, that discredits the event or intercollegiate athletics.**”

### EXPECTATIONS

Each games committee shall hold a pre-championship meeting with the representatives of participating institutions to review and explain the policies related to misconduct (as defined in Bylaw 18.02.4). The Division II Championships Code of Conduct is to be part of the championship(s) packet and delivered to all institutional representatives attending the championship(s) events.

If the act of misconduct occurs during the competition, under normal circumstances, the individual shall be allowed to complete the competition. An administrative hearing shall be held at the conclusion of the day's competition, during a break in the continuity of the championship (e.g., between rounds of a basketball tournament) when no competition is being conducted or at the conclusion of the championship. However, if the act of misconduct is so flagrant that it obviously violates the principles of fair play and sportsmanship, the games committee may immediately withdraw the student-athlete or institutional representative from the competition and conduct the hearing after this action. Other actions of misconduct shall be dealt with in a timely manner by the governing sport committee.

### EXPECTATIONS FOR STUDENT-ATHLETES, COACHES AND ADMINISTRATORS

- Have on file at the institution an accurate and complete Division II Code of Conduct signature page before the start of the first competition of the championship(s).
- Cooperate and participate in game ceremonies, team meetings, community engagement and championship competition.
- Discuss misconduct and possible consequences with all institutional personnel traveling with the team (official travel party and additional individuals).
- Have an administrator or designee present at all competitions.
- Communicate issues and concerns in a honest and timely manner with NCAA staff.
- Follow team, university and NCAA guidelines throughout all championship-related activities.
- Be respectful of other participants, spectators, coaches, administrators and other individuals at the championship(s) site.
- Abide by federal, state and local laws and regulations and facility requirements throughout the championship event.
- Display acceptable behavior on and off the playing field to ensure a positive experience for all participants.

### POSSIBLE PENALTIES FOR MISCONDUCT

In accordance with Division II Championships Committee policy, the governing sport committee (or the games committee authorized to act for it) may impose any one or a combination of the following penalties on an institution or any student-athlete or representative of an institution guilty of misconduct that occurs incident to, en route to, from or at the locale of the competition or practice. The penalties include, but are not limited to:

- a. Public or private reprimand of the individual;
- b. Disqualification of the individual from further participation in the NCAA championship(s) involved;
- c. Banishment of the individual from participation in one or more subsequent championships of the sport involved;
- d. Cancellation of payment of the Association's travel guarantee to the institution for the individual involved;

- e. Banishment of the institution from participation in one or more future championships in which its team in that sport otherwise would be eligible to participate;
- f. Disqualification of an institution for a period of time from serving as host institution for one or more
- g. NCAA championships;
- h. Cancellation of all or a portion of the honorarium for hosting an NCAA championship(s); and
- i. Financial or other penalties different from (a) through (g) above, but only if they have prior approval of the Championships Committee.

All correspondence regarding a violation of the Code of Conduct will be sent to the chancellor/president of the institution, with a copy to the director of athletics and person(s) involved.

Participation in an NCAA championship is an accomplishment and it is expected that individuals and teams are committed to ensuring that the championship is a positive experience for all participants, fans and volunteers. Participation in these championship events is a privilege for the student-athletes, coaches and administrators and should be treated as such.

### Section 10•3 On-Site Administrator at Team Championships

All team sports require that a designated individual be identified from each institution participating in the championship as the on-site administrator. This person may be any individual from that school with no on-site responsibilities. The role of the on-site administrator is to be present at the competition site and attend all events that are mandated for the team (e.g., travel from institution to and from the championship site, teleconferences/videoconferences, prechampionship meetings, practices, competition and community engagement, where applicable).

If no one is sent or identified, the site representative is to notify the NCAA championship manager and Division II Championships Committee liaison to administer a fine of \$500, with a private letter of reprimand to be sent to the conference commissioner, university chancellor/president university director of athletics, senior woman administrator, sports information director and compliance director. The NCAA championship manager will administer the fine and letter of reprimand to the institution(s).

### Section 10•4 Make Game Day Yours

Division II promotes a game environment that is respectful and engaging for everyone through the Make Game Day Yours initiative. The initiative aims to create a positive game environment at Division II contests and promotes excellent customer service among hosts to both teams' fans, student-athletes, coaches and game officials.

Championship hosts should keep in mind the importance of safety, responsiveness and dignity in order to achieve a positive experience. We ask that each participant and fan be personally accountable for their actions and do their part to ensure this event is a positive reflection of Make Game Day Yours.

### Section 10•5 Religious Conflicts

*[Reference: Division II Championships Committee Policy.]*

**Institutional Policy.** If a participating institution has a written policy against competition on a particular day for religious reasons, it shall inform the NCAA national office before Sept. 1 of each academic year in order for it or one of its student-athletes to be excused from competing on that day. The championship schedule shall be adjusted to accommodate that institution. *(Revised: 1/12/99, 1/8/01, 1/9/01)*

**Individual Championships.** In individual championships, an athlete must compete according to the institution's policy regarding Sunday competition (i.e., if the institution has no policy against Sunday competition, the athlete shall compete Sunday if required by the schedule).

# Division II Softball

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# Section 1 • General Administration

## Section 1•1 NCAA Tournament Operations Staff Contact Information

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317-917-6126 / [kmurphy@ncaa.org](mailto:kmurphy@ncaa.org)

## Section 1•2 NCAA National Committee

Current members of the committee are:

**ATLANTIC REGION****Andrea Miller Grady**

Senior Woman Administrator  
Slippery Rock University of Pennsylvania

**CENTRAL REGION****Gretta Melsted**

Head Softball Coach  
Augustana University

**EAST REGION****Susan Cassidy-Lyke**

Head Softball Coach/Director of Athletics  
Molloy University

**MIDWEST REGION****Melissa Frost, chair**

Head Softball Coach  
University of Indianapolis

**SOUTH REGION****Stephanie DeFeo**

Head Softball Coach  
University of West Alabama

**SOUTH CENTRAL REGION****Dixie Cirillo**

Associate AD/SWA  
Colorado School of Mines

**SOUTHEAST REGION****Dawn Turner**

Deputy AD/SWA  
Lander University

**WEST REGION****Neil Morgan**

Compliance Coordinator  
Biola University

For additional information about the softball championship, contact:

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**Melissa Frost**

Head Softball Coach  
University of Indianapolis  
317-788-2198 / [mfrost@uindy.edu](mailto:mfrost@uindy.edu)

## Section 1•3 Regional Advisory Committees

NAME	INSTITUTION	CONFERENCE
<b>ATLANTIC REGION</b>		
<b>Andrea Miller Grady, chair</b>	<b>Slippery Rock</b>	<b>PSAC</b>
Larry Earnesty	Millersville	PSAC
Matisse Lee	Claflin	CIAA
Ed Powell	Bowie State	CIAA
Kristin Tunno	Glenville State	MEC
Sara Pelegreen	West Liberty	MEC
<b>CENTRAL REGION</b>		
<b>Gretta Melsted, chair</b>	<b>Augustana</b>	<b>NSIC</b>
Allison Monson	Southwest Minnesota State	NSIC
Brenda Holaday	Washburn	MIAA
Jake Hudspeth	Rogers State University	MIAA
Ashley Reeves	Harding	GAC
Destini Anderson	East Central University	GAC
<b>EAST REGION</b>		
<b>Susan Cassidy-Lyke, chair</b>	<b>Molloy</b>	<b>ECC</b>
Bill Morris	D'Youville	ECC
Mike Shehorn	Wilmington (Delaware)	CACC
Jami Hughes	Holy Family	CACC
Shalise Tolentino	American International	NE10
Becky Mastrototoro	Assumption	NE10
<b>MIDWEST REGION</b>		
<b>Melissa Frost, chair</b>	<b>UIndy</b>	<b>GLVC</b>
Carla Kielsmeier	Quincy	GLVC
Tristan Wilcox	Purdue University Northwest	GLIAC
Ronda Varnesdeel	Davenport	GLIAC
Kyle Gross	Hillsdale	G-MAC
David Gramlich	Walsh	G-MAC
<b>SOUTH REGION</b>		
<b>Stephanie DeFeo, chair</b>	<b>West Alabama</b>	<b>GSC</b>
Jessica McIntyre	Lee	GSC
Patrick Peasant	Miles College	SIAC
Rufus Green	Fort Valley State University	SIAC
Julie LeMaire	Nova Southeastern	SSC
Jannelle Iaquinto	Barry University	SSC
<b>SOUTH CENTRAL REGION</b>		
<b>Dixie Cirrillo, chair</b>	<b>Colorado School of Mines</b>	<b>RMAC</b>
Mercedes Bohte	Colorado Mesa	RMAC
Michael Reed	UT Tyler	LSC
James Reid	Angelo State	LSC

NAME	INSTITUTION	CONFERENCE
<b>SOUTHEAST REGION</b>		
<b>Dawn Turner, chair</b>	<b>Lander</b>	<b>PBC</b>
Brad Huskission	Columbus State	PBC
Christie Ward	Catawba	SAC
Ritchie Richardson	Lincoln Memorial	SAC
Stacey Vallee	Francis Marion	Conference Carolinas
Jamie Grodecki	Barton College	Conference Carolinas
<b>WEST REGION</b>		
<b>Neil Morgan, chair</b>	<b>Biola</b>	<b>PacWest</b>
Carrie Webber	Azusa Pacific	PacWest
Steve Flowers	Stanislaus State	CCAA
Alicia Reed	San Francisco State	CCAA
Sheryl Gilmore	Western Washington	GNAC
Andrew Petko	Central Washington	GNAC

## Section 1•4 Important Dates

<b>Tuesday, Jan. 7</b>	Deadline for submitting final game schedule.
<b>Wednesday, April 16</b>	First official ranking release.
<b>Wednesday, April 23</b>	Second official ranking release.
<b>Friday, April 25</b>	Deadline for submitting bids for prospective regional and super regional hosts.
<b>Wednesday, April 30</b>	Third official ranking release.
<b>Sunday, May 4</b>	Selection of teams participating in the championship.
<b>Monday, May 5</b>	Selection show announcement for field of 64 teams on <a href="http://ncaa.com">ncaa.com</a> . Teams will be notified and sent championship materials after the 10 a.m. Eastern time selection show.
<b>Thursday-Saturday, May 8-10</b>	Regionals (on the campus of one of the competing institutions). <i>All regional competition will be conducted Thursday-Saturday.</i>
<b>Thursday-Friday, May 15-16</b>	Super Regionals (on the campus of one of the competing institutions).
<b>Thursday-Wednesday, May 22-28</b>	Finals, Frost Stadium at Warner Park, Chattanooga, Tennessee; Lee University, University of North Georgia, host.

## CHAMPIONSHIP DATES

<b>Regionals</b>	Thursday-Saturday, May 8-10 <i>All regional competition will be conducted Thursday-Saturday.</i>
<b>Super Regionals</b>	Thursday-Friday, May 15-16
<b>Championship</b>	Thursday-Wednesday, May 22-28

## DATE FORMULA

<b>Regionals (16)</b>	Thursday through Saturday before super regionals.
<b>Super Regionals (8)</b>	Thursday and Friday before finals.
<b>Finals</b>	Fourth weekend in May (Thursday-Wednesday).

FUTURE DATES

	Regionals	Super Regionals	Championship	Location
2026	May 14-16	May 21-22	May 28-June 3	Chattanooga
2027	May 20-22	May 27-28	June 3-9	Chattanooga
2028	May 18-20	May 25-26	June 1-7	Chattanooga

NOTE: Beginning with the 2026 championship, the date formula for the Division II Softball Championship will be adjusted to the following:

- Selection Announcement: Monday prior to regionals.
- Regionals (16 sites): One week before the super regionals (Thursday-Saturday).
- Super Regionals (8 sites): One week before the finals (Thursday-Friday).
- Finals: The week following Memorial Day Weekend (Thursday-Wednesday).

Section 1•5 Equipment

BALLS

Rawlings was named as the official softball of NCAA championships effective through the 2024-25 season. Rawlings will supply balls for all championship rounds; no other softball shall be used.

BATS

Coaches are responsible for legally equipping their team including providing only undamaged bats that appear on the then current NCAA Approved Softball Bat List as posted on [refquest.com](https://www.refquest.com).

Bats will be confirmed as legal and barrel compression testing (BCT) will be performed by the NCAA site representative on each competition day for each team. In addition, umpires shall verify the appropriateness of each team’s bats prior to each game.

BARREL COMPRESSION TESTING (BCT)

BCT will be conducted on competition days (not practice days) during all NCAA postseason rounds. Each site MUST provide a G4 SSL or WSU bat testing fixture, table, three (3) chairs, and the NCAA-provided distinctive stickers and testing log sheets. The bat testing areas should be close to the practice or competition area, yet private, and sheltered from the weather (sun, wind, rain). If an indoor facility is close to the practice area, that is preferred. If not, a tent should be provided if an outdoor covered area is not available. Refer to [Appendix D](#) for additional details for bat testing requirements.

Following BCT, the host will be responsible for securing any bats that fail BCT and sending them, along with the NCAA-provided completed log sheets, to the person designated by the NCAA Softball Rules Committee.

NOTE: It is the intent that the host of the finals have at least two fixtures available for BCT. So either they can request an NCAA provided one shipped with the logs and distinctive stickers to supplement theirs or they can provide two fixtures.

Section 1•6 Playing Rules

Per NCAA Bylaw 17.30, member institutions shall conduct all of their intercollegiate competition in accordance with the playing rules of the Association in all sports for which the NCAA develops playing rules. For those sports in which the Association follows rules developed by other governing bodies and modified by the governing sports committee, the adopted playing rules shall be used. The softball committee will not consider any results for selection purposes not played in accordance with the NCAA Softball Rules book.



For NCAA championship play, the NCAA Softball Rules shall be followed, with the following changes or modifications:

1. The complex must be enclosed so that admission can be charged.
2. The outfield must be grass or grass-like synthetic surface. There must be 25 feet (maximum 30 feet) from home plate to the backstop. The backstop, sideline fence and outfield fence must completely enclose the playing field. These guidelines are recommended.
3. The international tiebreaker will not be used in championship play.
4. For all final site competitions, the home team will bat last and occupy the third-base dugout.
5. The eight-run rule will not be used in the national championship series.

*NOTE: Please refer to [Appendix C](#) for more information.*

The 2024 and 2025 NCAA Softball Rules and Interpretations shall be followed for the championship.

## TOBACCO BAN

*[Reference: Bylaws 11.1.5 and 17.1.9 in the NCAA Divisions II Manual.]*

*The use of tobacco products by student-athletes, coaches, or any team personnel is prohibited during practice and competition. A student-athlete, coach, or member of team personnel who uses tobacco products during a practice or competition shall be disqualified for the remainder of that practice or competition.*

For the purpose of this rule, the field, bullpens, dugouts and the press box (or official scoring area) are considered to be on site. The rule also applies during other championship activities such as banquets, autograph sessions, press conferences and postgame interviews. Student-athletes, managers, coaches and athletic trainers who use tobacco products during practice or competition shall be ejected for the remainder of practice or competition. Violations of this policy may be dealt with by the appropriate sports committee in accordance with the misconduct provisions in Bylaw 31.1.8.

## Section 1•7 Uniforms

*[Reference: Bylaw 17.1.10 in the Division II NCAA Manual.]*

Each competing team selected for the NCAA championship must bring two sets of uniforms of contrasting colors. As a reminder, when teams play back-to-back games, they must be prepared to change uniforms, if necessary. However, if the same two teams play in back-to-back games due to an if-necessary game, those teams shall remain in the same dugout and uniform as the first game in the doubleheader, and simply switch home team designation via the home team determination formula.

The home team may not wear the same color as the visiting team. Determination of uniform colors must be approved by the NCAA site representative. For all sessions of the tournament, teams must bring light and dark uniforms. Noncompliance with this policy may result in “failure to follow procedures” as outlined in the NCAA Division II Manual. When the home team is determined by seed, the away team may select uniform color.

On the field, including the practice areas and the bench and dugout, each team is limited to eligible players in uniform and coaches, trainers and managers, all of whom shall be in institutional apparel.

**Regionals.** The higher seed will be the home team at the regional for Games 1 and 2. The remaining games shall be decided by the coin toss. The higher seed shall call the toss. The winner of the coin toss shall have the option of choosing either home or away OR uniform color. The head coach or designee must be present for the coin toss. Coin toss can be conducted virtually with prior email notification to the site representative.

**Super Regionals.** The home team for the first game will be the higher-seeded team. For the second game, the home team will switch. For game three (if necessary), the home team will be determined by coin toss with the higher seed calling the toss. The head coach or designee must be present for the coin toss. Coin toss can be conducted virtually with prior email notification to the site representative.

## DIVISION II SOFTBALL

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**Finals.** The higher-seeded team will be the home team for Games 1-4. For the remaining Games 5-14, the home team will be decided by coin toss and the higher seed shall call the coin toss. The winner of the coin toss shall have the option of choosing either home or away OR uniform color. The head coach or designee must be present for the coin toss. Coin toss may be conducted virtually with prior email notification to the site representative.

**Championship finals series.** The home team for the first game will be the higher-seeded team. For the second game, the home team will switch. For game three (if necessary), the home team will be decided by coin toss and the higher seed shall call the coin toss. The head coach or designee must be present for the coin toss. Coin toss may be conducted virtually with prior email notification to the site representative.

**Patches.** Patches should be placed on the upper left chest or left arm and should be worn in the same location for the entire team.

### LOGOS

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

# Section 2 • Determination of Championship Participation

## Section 2•1 Championship Format

The championship provides for a field of 64 teams. Four teams will participate at each of 16 regional sites in a double-elimination tournament. The 16 teams advancing from regional competition will participate in a two-team, best-of-three super regional at eight sites.

The finals will include the eight super regional winners. The national champion will be determined in a best-of-three final series.

### FOUR-TEAM REGIONALS

The procedures outlined below shall be used in the conduct of all 16 softball regional competitions.

The regionals will be conducted for a three-day period. All regional competition should be completed not later than the Saturday before the super regionals. Every attempt should be made to complete the regional competition by Saturday. If the regular game schedule is altered because of weather or unforeseen circumstances, competition may go to Sunday when the following occurs: (1) weather or unforeseen circumstances prevent the completion of competition on the originally scheduled final day of competition; or (2) completing competition would require a team to play three games in one day. (Note: A team may be required to complete a halted game and play up to two additional games in the same day.) A team may be required to play three games in one day on the rain date (Sunday) to complete competition. If exceptions (e.g., weather) preclude the completion of competition by the end of Sunday, the advancing team will be determined based on the inclement weather formula in this section.

If competition must be extended to Sunday, it must be completed without starting a game after midnight Sunday (if the regional final begins before 11:59 p.m. and an “if necessary” game becomes necessary to determine the regional champion, that game will immediately follow). Alternate options will be explored in extenuating circumstances.

If play is suspended before Games 6 and 7 and the regional competition ceases, see the rain delay advancement formula outlined in this handbook.

Prospective host institutions must submit recommended start times for all games with the prebid materials for approval by the NCAA Division II Softball Committee.

For all regional competitions, the following procedure will be observed.

#### Day 1

Game 1	Team A vs. Team B
Game 2	Team C vs. Team D

#### Day 2

Game 3	Winner Game 1 vs. Winner Game 2
Game 4	Loser Game 1 vs. Loser Game 2
Game 5	Winner Game 4 vs. Loser Game 3

#### Day 3

Game 6	Winner Game 3 vs. Winner Game 5
Game 7	Winner Game 6 vs. Loser Game 6 (if necessary)

It should be noted that the pairing in the bracket may not be altered after its release (the softball committee has final authority of the brackets), and the game times during the tournament may not be adjusted.

For additional information regarding the regional bracket, please refer to [Appendix A](#).

TWO-TEAM SUPER REGIONAL

The procedures outlined below shall be used in the conduct of all eight super regional competitions.

The super regional will be conducted in a two-day period. All super regional competition should be completed not later than the Friday before finals. Every attempt should be made to complete the super regional competition by Friday. If the regular game schedule is altered because of weather or unforeseen circumstances, competition may go to Saturday when the following occurs: (1) weather or unforeseen circumstances prevent the completion of competition on the originally scheduled final day of competition; or (2) completing competition would require a team to play three games in one day. (NOTE: A team may be required to complete a halted game and play up to two additional games in the same day. Teams may be required to play three games in one day on the rain date to complete competition.) If exceptions (e.g., weather) preclude the completion of competition by Sunday, the advancing team will be determined based on the inclement weather formula in this section.

If competition has to be extended to Saturday, it must be completed without starting a game after midnight Saturday (if the super regional final begins before 11:59 p.m. and an “if necessary” game becomes necessary to determine the regional champion, that game will immediately follow). Alternate options will be explored in extenuating circumstances.

In extreme circumstances, the NCAA may permit competition on Sunday if it allows the advancing team to be determined on the field.

If play is suspended and the super regional competition ceases, see the rain delay advancement formula outlined in this handbook.

Day 1

Game 1	Team A vs. Team B
--------	-------------------

Day 2

Game 2	Team A vs. Team B
Game 3	(if necessary)

START TIMES

Start times for regionals and super regionals will be recommended by the host institutions during the bid process, subject to the approval of the softball committee. Game times should be set 2½ hours apart and must follow the championship format below.

Regional and super regional game-time policies:

- Thursday and Friday games shall be scheduled between noon and 8:30 p.m.
- Saturday games shall be scheduled between 10 a.m. and 8:30 p.m. The softball committee shall determine game times for the finals.

LENGTH OF GAMES

All games shall be seven innings, except that a five-inning, eight-run rule will be used in all rounds of the championship except the final series. If play is stopped before a seven-inning game is completed and the eight-run rule is not in effect, it shall resume at the point of interruption.

INCLEMENT WEATHER

The softball committee reserves the right to revise the game schedule because of inclement weather. Changes in the game schedule for all rounds of the tournament are the final decision of the NCAA and the NCAA site representative.

**Regional.** If inclement weather limits play, and every effort has been made to complete competition Saturday and competition cannot be completed by Sunday, the team that will advance to finals will be based on the following:

0 games played	Highest seed
1 game played	Highest seed
2 games played	Highest seed undefeated team
3 games played	Highest seed undefeated team
4 games played	Undefeated team
5 games played	Undefeated team
6 games played	If Game 7 cannot be played, then: <ol style="list-style-type: none"> <li>1. Head-to-head competition;</li> <li>2. Highest remaining seed.</li> </ol>

**Super Regional.** If inclement weather limits play, and every effort has been made to complete competition Friday and competition cannot be completed by Saturday\*, the team that will advance to the finals will be based on the following:

0 games played	Highest seed
1 game played	Winner of Game 1
2 games played	If each team has a loss, the highest seed

\*Alternate options will be explored in extenuating circumstances.

## TRAVEL PARTY

[Reference: *Official Traveling Party, Uniforms in this handbook and Per Diem and Transportation in the Division II General Section.*]

Transportation expenses and per diem will be provided for an official traveling party of 26.

Please refer to the NCAA Travel policies for all information regarding transportation and per diem expenses. Travel policies can be found online at [ncaa.org/championships/travel/championships-travel-information](https://www.ncaa.org/championships/travel/championships-travel-information).

## SQUAD SIZE

Each team is limited to 20 eligible players to compete (squad size) and 24 student-athletes total in the dugout. All 24 student-athletes may actively participate in softball activities on-site (practice, bullpen, etc.) and be in uniform; however, only the 20 that are part of the squad size are eligible to compete in the game. An institution that is advised it is in violation of this rule is subject to penalties underlined under Section 3.4 Misconduct.

The number of people allowed in the dugout shall not exceed 30 (maximum of 24 student-athletes). The NCAA reimbursable travel party is 26 individuals.

**NEW FOR 2024-25:** The Tuesday prior to the start of competition in each round, all participating teams must submit to the tournament director and site rep their 30-person dugout roster. The tournament director shall provide a copy of all participating teams' dugout rosters to the other teams competing. The dugout roster may contain up to 24 student-athletes who are eligible to compete during the championship. Six dugout spots must be reserved for team personnel who are not student-athletes. An additional dugout spot/credential may also be reserved for teams traveling with an athletic trainer or team doctor.

Prior to the start of each game, teams must identify a 20-person roster for that game. This game roster may be altered for each game and include any of the 24 student-athletes that are included on the dugout roster form that is submitted prior to the start of competition. This 20-person roster must be provided to the site rep/press box a minimum of 30 minutes prior to the start of each game. Please reference Appendix E.

An institution that is advised it is in violation of the dugout limit 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.

There will be no exceptions regarding this section.

## Section 2•2 Results

**Team Schedules and Rosters.** Team schedules must be input on the NCAA statistics site by Jan. 9. Rosters should be updated before the team's first contest. Specific instructions were communicated to SIDs in a December memo from the media services staff.

### REGIONAL RANKING

Published rankings will be released on [ncaa.com](http://ncaa.com) the last three weeks of the regular season (April 16, 23 and April 30). Ranking week is Monday through Sunday. The first ranking will list teams under consideration in alphabetical order.

### SCORE REPORTING

The score-reporting and statistics-reporting processes are now combined for Division II softball. Institutions will submit all schedule and results information to the NCAA statistics site ([web1.ncaa.org/stats/StatsSrv/login](http://web1.ncaa.org/stats/StatsSrv/login)), and this information will then be imported into the score-reporting system for use by the sports committees. Specific instructions and reporting deadlines will be communicated to SIDs in a memo from the NCAA media services staff. For questions regarding the reporting process, please contact Nick Moeller ([nmoeller@ncaa.org](mailto:nmoeller@ncaa.org) or 317-917-6390).

## Section 2•3 Selection Information

### AUTOMATIC QUALIFICATION

*[Reference: Bylaws 31.3.4 and 31.3.5 in the Division II NCAA Manual.]*

Conferences that have been granted automatic qualification privileges for the 2025 championship are as follows:

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

### QUALIFYING STANDARDS

*[Reference: Certification of Eligibility/Availability in the Division II General Section and Bylaws 3.2.2.4, 12, 13, 14, 15 and 16 in the Division II NCAA Manual.]*

Only student-athletes eligible under Bylaws 12, 13, 14, 15 and 16 may compete in NCAA championships. In accordance with Bylaw 3.2.2.4, member institutions are required to certify the eligibility of their student-athletes before the beginning of each academic year and to withhold ineligible student-athletes from all intercollegiate competition. Member institutions are reminded to notify the NCAA national office before the selection date for each championship of any student-athlete who may have participated in regular-season competition but subsequently is determined to be ineligible or unavailable for NCAA championships competition.

For the softball championship, the championship administrator must be notified not later than noon, Monday, April 28.

## TRAVEL INFORMATION

**Air Travel.** If you are located more than 600 miles from the host site, please contact Short's Travel Management at 866-655-9215 as soon as possible to make your air travel arrangements. Be prepared to provide the names of the members of the travel party of 26.

Institutions who fly, and are eligible for NCAA paid transportation on-site, will be required to use Short's Travel (STM Driven) to book on-site ground transportation. Short's Travel (STM Driven) can be reached at 844-814-3939 or at [ncaachamps@stmdriven.com](mailto:ncaachamps@stmdriven.com).

**Ground Travel.** If you are within 600 miles from the host site, you will book ground transportation independently in accordance with the [NCAA safety standards](#) and seek reimbursement through the NCAA Travel Expense System (TES).

All NCAA Championship travel information can be found [here](#).

**Lodging.** The tournament director of the host site will provide hotel information to participating teams. All teams must stay at the designated hotel unless you receive a written release from the hotel manager. Otherwise, you will be financially responsible for the rooms.

## Section 2•4 Selection Criteria

The following criteria shall be employed by a governing sports committee in selecting participants for NCAA championships competition [Bylaw 31.3.3; Criteria for Selection of Participants]: A team must have a .500 overall Division II record or above to be selected. Selection of teams shall be completed by Sunday, May 4. The softball committee will select eight teams from each region to participate in the championship. The softball committee shall have full authority to select the teams to compete in the respective regional tournaments. Each conference shall appoint regional advisory committees to assist in evaluating teams, but recommendations of the advisory committee members are not binding on the softball committee.

### TEAM SELECTION CRITERIA

- Availability of student-athletes for NCAA championships;
- Nullification;
- In-region winning percentage;
- Division II winning percentage;
- Division II strength of schedule;
- Division II head-to-head competition; and
- Results versus Division II common opponents.

The Division II Softball Committee has received approval from the Division II Championships Committee to consider the following criteria in the selection of at-large teams for the Division II Softball Championship (not in priority order):

- \*Key Performance Indicator (KPI);
- In-region Ratings Percentage Index (RPI); and
- Division II results vs. teams with a winning record.

*\*The KPI also will be used to seed teams for the final site.*

KPI is a results-based metric that ranks every team's wins and losses on a positive-to-negative scale, where the worst-possible loss receives a value of roughly around -1.0 and the best [1] possible win receives a value of roughly 1.0. KPI then averages these scores across a season to give a score to a team's winning percentage.

Once the opponents' average winning percentage (OWP) and opponents' opponents' winning percentage (OOWP) are calculated, they are to be combined on a weighted scale (e.g., 2/3 weight for OWP and 1/3 weight for OOWP) and this combined number becomes the strength of schedule.



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

Following super regional competition, the national committee will seed the eight teams advancing to the championship site using KPI.

The KPI will only include results from the regular season.

## Section 2•5 Site Selection

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Any institution or conference interested in hosting a preliminary round of the 2025 NCAA Division II Softball Championship must: 1) submit a proposed budget, 2) respond to sport-specific questions, and 3) ensure the institution's key contacts and facility information are up to date via the Championships Bid and Host Profile portal. To submit a bid, first search for the desired championship under "championships available for bid" and select "add bid."

Please note the change in process that allows all member institutions to regularly and easily access their profiles by visiting [championships.ncaa.org](https://championships.ncaa.org). For profile issues, user access or to reset a password, please email [championshipbid@ncaa.org](mailto:championshipbid@ncaa.org) or contact the respective championship manager.

### CHAMPIONSHIPS BID AND HOST PROFILE PORTAL

The Championships Bid and Host Profile portal can be accessed at [championships.ncaa.org](https://championships.ncaa.org). The deadline to submit all bid materials for this championship is April 25.

As a reminder, prospective hosts' budgets should include committee/site representative's lodging expense, game officials' lodging expense, state and city taxes/fees, if applicable, and any ticket fees. Committee/site representative's per diem, mileage and luggage fees will now be paid by the NCAA instead of the host institution. Game officials will be reimbursed via the RQ+ system for their game fees, per diem, mileage and luggage fees.

### FACILITY PROFILE

Institutions interested in hosting preliminary-round competition of the Division II Softball Championship must add (or ensure accuracy of) facility information for the applicable competition venue. This information is located at [championships.ncaa.org](https://championships.ncaa.org). Any supporting information (e.g., facility diagram, pictures), may be uploaded and attached to that facility's profile. This information will be made available to the sport committee to aid in its deliberations of prospective host sites.

Per Division II policy, hosts will be required to webstream all games conducted at the site.

### EQUIPMENT PROVIDED

Hosts must provide in the participant manual a list of equipment available to all teams (e.g., screens, pitching machines) as well as a list of off-campus and/or rainy-day/indoor facilities. At a minimum, hosts are required to provide two tees, two buckets of balls, balls for front toss and two front toss screens for each participating team on practice day, and during warmup on game day.

If batting cage(s) are adjacent to one of the dugouts and can be used during the game, a sock net must be provided for the other dugout to use during the game. If the batting cage(s) is not adjacent to the dugout(s), a sock net should be provided near each dugout.

During the participant call (prior to travel), the host may ask if this equipment is needed.

**NEW FOR 2024-25:** Host will be permitted to use video review during the regional and super regional round if they used it during the regular season and satisfy the requirements outlined in the Division II Softball Preliminary Round Video Review Policy (Appendix F). Hosts inform teams in the participant manual and on the participant call if video review will be used at their site and where the cameras will be located. Coaches should also be shown camera locations on-site on practice day. Please note video review is not a requirement of hosting. Video review best practices can be found on the Division II softball landing page on [ncaa.org](https://ncaa.org) [here](#).

## KEY CONTACTS

Each institution should list and then maintain its key contacts associated with each sport and the institution. Individuals can be added via the Championships Bid and Host Profile portal at [championships.ncaa.org](https://championships.ncaa.org).

## SAFETY AND SECURITY PLAN

Each facility profile should include the safety and security plan for that facility. This information can be uploaded and attached to the profile by visiting [championships.ncaa.org](https://championships.ncaa.org).

## FINAL FINANCIAL REPORT

A final financial report from each championship site must be submitted via the Championships Bid and Host Profile portal under the “budget” tab not later than 60 days after the event.

## CONTACT INFORMATION

If you have any questions regarding the bid process, please contact Alyssa Rice (317-917-6627) or Kacee Murphy (317-917-6126) or email us at [championshipbid@ncaa.org](mailto:championshipbid@ncaa.org).

# Appendixes

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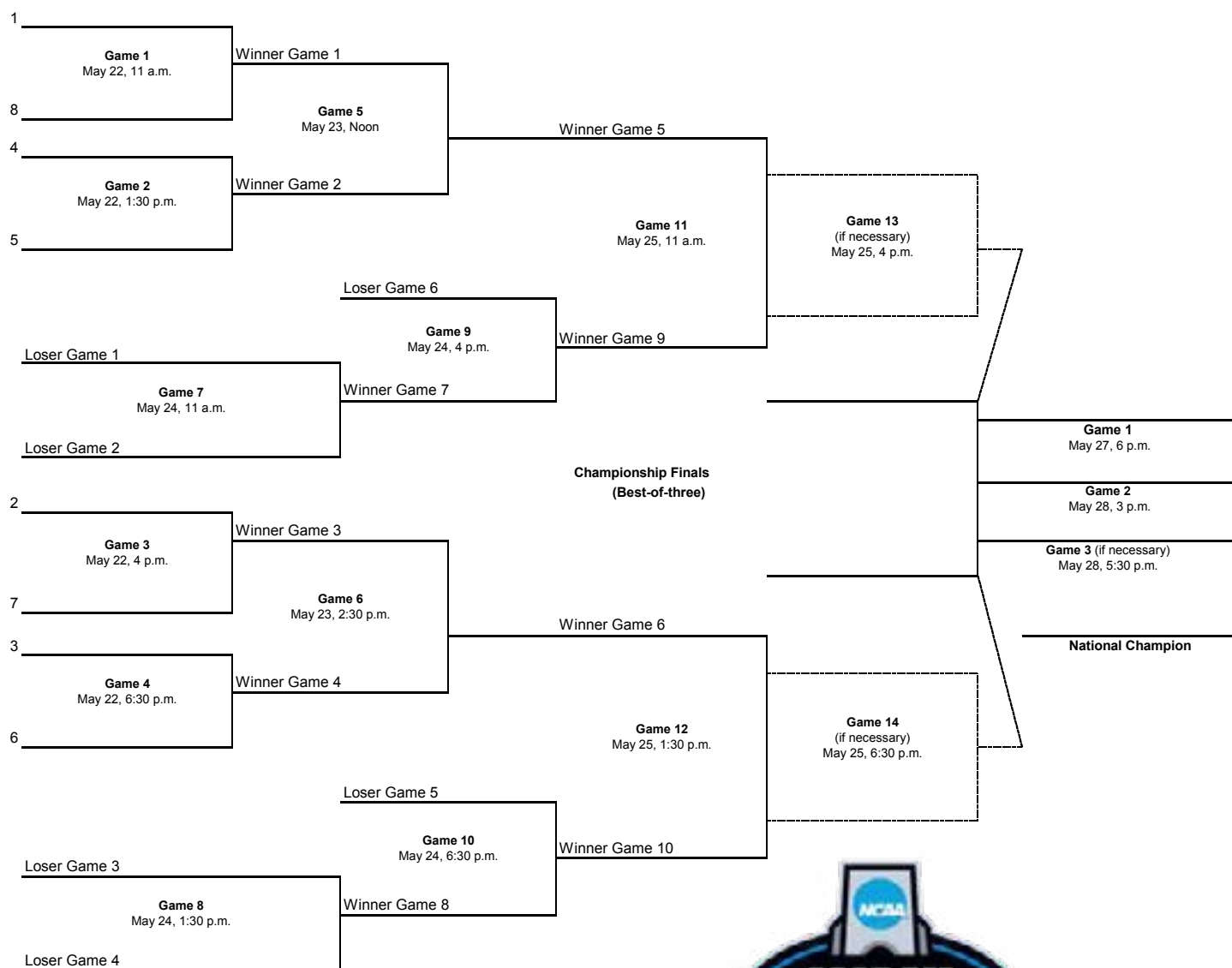
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## Appendix A • Brackets



### 2025 NCAA Division II Softball Championship

FROST STADIUM AT WARNER PARK  
Chattanooga, TN  
May 22-May 28



All times are Eastern time.  
Information subject to change.

#### Bracket Notes:

1. If the winner of Game 9 defeats the winner of Game 5, then 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 one if necessary game is needed, it will be played at 4 p.m.
4. The Championship Finals is a best-of-three series.
5. All games are webstreamed in high definition on [www.NCAA.com](http://www.NCAA.com).

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2025 NCAA Division II Softball Championship Regional Bracket

Regional Sites  
May 8-10



\*Denotes host institution  
All times are Eastern.  
Information subject to change.

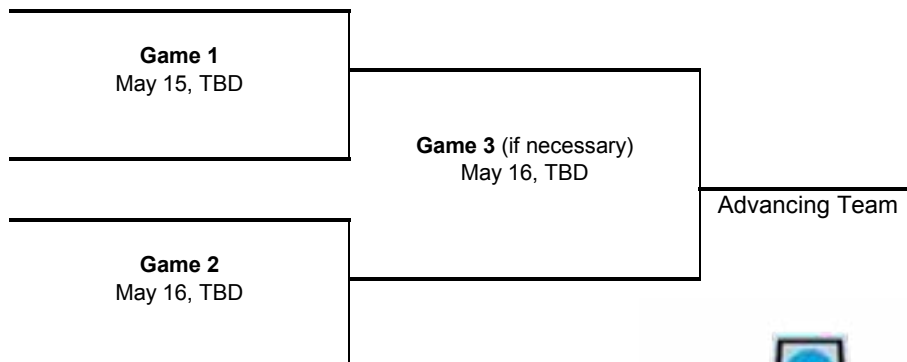
**Bracket Notes:**  
1. If the winner of Game 5 defeats the winner of Game 3, then Game 7 is necessary.

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# 2025 NCAA Division II Softball Championship Super Regional Bracket

**Super Regional Sites  
May 15-16**



\*Denotes host institution.  
All times are Eastern.  
Information subject to change.



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## Appendix B • Sport Sponsorship

### ATLANTIC REGION

#### Central Intercollegiate Athletic Association (13)

Bluefield State University  
Bowie State University  
Claflin University  
Elizabeth City State University  
Fayetteville State University  
Johnson C. Smith University  
Lincoln University (Pennsylvania)

Livingstone College  
Saint Augustine's University  
Shaw University  
Virginia State University  
Virginia Union University  
Winston-Salem State University

#### Independent (1)

Salem University (West Virginia)

#### Mountain East Conference (10)

University of Charleston (West Virginia)  
Concord University  
Davis & Elkins College  
Fairmont State University  
Frostburg State University

Glenville State University  
West Liberty University  
West Virginia State University  
West Virginia Wesleyan College  
Wheeling University

#### Pennsylvania State Athletic Conference (17)

Bloomsburg University of Pennsylvania  
East Stroudsburg University of Pennsylvania  
Gannon University  
Indiana University of Pennsylvania  
Kutztown University of Pennsylvania  
Lock Haven University of Pennsylvania  
Mansfield University of Pennsylvania  
Millersville University of Pennsylvania  
Pennsylvania Western University, California

Pennsylvania Western University, Clarion  
Pennsylvania Western University, Edinboro  
University of Pittsburgh, Johnstown  
Seton Hill University  
Shepherd University  
Shippensburg University of Pennsylvania  
Slippery Rock University of Pennsylvania  
West Chester University of Pennsylvania

\*Denotes institutions in Candidacy/Provisional year. Not eligible for championship selection.



**CENTRAL REGION****Great American Conference (12)**

Arkansas Tech University  
 University of Arkansas, Monticello  
 East Central University  
 Harding University  
 Henderson State University  
 Northwestern Oklahoma State University

Oklahoma Baptist University  
 Ouachita Baptist University  
 Southeastern Oklahoma State University  
 Southern Arkansas University  
 Southern Nazarene University  
 Southwestern Oklahoma State University

**Mid-America Intercollegiate Athletics Association (13)**

University of Central Missouri  
 University of Central Oklahoma  
 Emporia State University  
 Fort Hays State University  
 Missouri Southern State University  
 Missouri Western State University  
 University of Nebraska at Kearney

Newman University  
 Northeastern State University  
 Northwest Missouri State University  
 Pittsburg State University  
 Rogers State University  
 Washburn University

**Northern Sun Intercollegiate Conference (15)**

Augustana University (South Dakota)  
 Bemidji State University  
 Concordia University, St. Paul  
 University of Mary  
 Minnesota State University, Mankato  
 Minnesota State University Moorhead  
 University of Minnesota, Crookston  
 University of Minnesota Duluth

Minot State University  
 Northern State University  
 University of Sioux Falls  
 Southwest Minnesota State University  
 St. Cloud State University  
 Wayne State College (Nebraska)  
 Winona State University

\*Denotes institutions in Candidacy/Provisional year. Not eligible for championship selection.

EAST REGION

Central Atlantic Collegiate Conference (12)

Bloomfield College	Georgian Court University
University of Bridgeport	Goldey-Beacom College
Caldwell University	Holy Family University
Chestnut Hill College	Post University
Dominican University (New York)	Thomas Jefferson University
Felician University	Wilmington University (Delaware)

East Coast Conference (6)

D'Youville University	Queens College (New York)
Mercy College	St. Thomas Aquinas College
Molloy University	College of Staten Island

Northeast-10 Conference (11)

Adelphi University	Pace University
American International College	Saint Anselm College
Assumption University	Saint Michael's College
Bentley University	Southern Connecticut State University
Franklin Pierce University	Southern New Hampshire University
University of New Haven	

\*Denotes institutions in Candidacy/Provisional year. Not eligible for championship selection.

**MIDWEST REGION****Great Lakes Intercollegiate Athletic Conference (7)**

Davenport University  
 Ferris State University  
 Grand Valley State University  
 Purdue University Northwest

Saginaw Valley State University  
 Wayne State University (Michigan)  
 University of Wisconsin-Parkside

**Great Lakes Valley Conference (15)**

Drury University  
 University of Illinois at Springfield  
 University of Indianapolis  
 Lewis University  
 Lincoln University (Missouri)  
 Maryville University of Saint Louis  
 McKendree University  
 Missouri University of Science and Technology

University of Missouri-St. Louis  
 Upper Iowa University  
 Quincy University  
 Rockhurst University  
 Southwest Baptist University  
 Truman State University  
 William Jewell College

**Great Midwest Athletic Conference (13)**

Ashland University  
 Cedarville University  
 University of Findlay  
 Hillsdale College  
 Kentucky Wesleyan College  
 Lake Erie College  
 Malone University

Northwood University  
 Ohio Dominican University  
 \*Thomas More University  
 Tiffin University  
 Ursuline College  
 Walsh University

\*Denotes institutions in Candidacy/Provisional year. Not eligible for championship selection.

SOUTH CENTRAL REGION

Lone Star Conference (15)

Angelo State University	Texas A&M International University
Cameron University	Texas A&M University-Kingsville
Eastern New Mexico University	The University of Texas at Tyler
Lubbock Christian University	University of Texas of the Permian Basin
Midwestern State University	Texas Woman's University
Oklahoma Christian University	West Texas A&M University
St. Edward's University	Western New Mexico University
St. Mary's University (Texas)	

Rocky Mountain Athletic Conference (12)

Adams State University	Colorado State University Pueblo
Black Hills State University	University of Colorado, Colorado Springs
Chadron State College	Fort Lewis College
Colorado Christian University	Metropolitan State University of Denver
Colorado Mesa University	New Mexico Highlands University
Colorado School of Mines	Regis University (Colorado)

\*Denotes institutions in Candidacy/Provisional year. Not eligible for championship selection.

**SOUTH REGION****Gulf South Conference (12)**

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

University of Montevallo  
 Trevecca Nazarene University  
 Union University  
 Valdosta State University  
 University of West Alabama  
 University of West Florida

**Southern Intercollegiate Athletic Conference (13)**

Albany State University (Georgia)  
 Allen University  
 Benedict College  
 Clark Atlanta University  
 Edward Waters University  
 Fort Valley State University  
 Kentucky State University

Lane College  
 LeMoyne-Owen College  
 Miles College  
 Savannah State University  
 Spring Hill College  
 Tuskegee University

**Sunshine State Conference (11)**

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

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

\*Denotes institutions in Candidacy/Provisional year. Not eligible for championship selection.

## SOUTHEAST REGION

### Conference Carolinas (15)

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

Lees-McRae College  
University of Mount Olive  
University of North Carolina at Pembroke  
North Greenville University  
Shorter University  
Southern Wesleyan University  
Young Harris College

### Peach Belt Conference (9)

Augusta University  
Columbus State University  
Flagler College  
Georgia College  
Georgia Southwestern State University

Lander University  
University of North Georgia  
University of South Carolina Aiken  
\*University of South Carolina Beaufort

### South Atlantic Conference (13)

Anderson University (South Carolina)  
Carson-Newman University  
Catawba College  
Coker University  
Emory & Henry College  
Lenoir-Rhyne University  
Limestone University

Lincoln Memorial University  
Mars Hill University  
Newberry College  
Tusculum University  
The University of Virginia's College at Wise  
Wingate University

\*Denotes institutions in Candidacy/Provisional year. Not eligible for championship selection.

**WEST REGION****California Collegiate Athletic Association (10)**

California State University, Chico  
 California State University, Dominguez Hills  
 California State University, East Bay  
 California State University, Monterey Bay  
 California State University, San Bernardino

California State University, San Marcos  
 California State University, Stanislaus  
 California State Polytechnic University, Humboldt  
 San Francisco State University  
 Sonoma State University

**Great Northwest Athletic Conference (7)**

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

Simon Fraser University  
 Western Oregon University  
 Western Washington University

**Pacific West Conference (11)**

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

University of Hawaii at Hilo  
 Hawaii Pacific University  
 \*Jessup University  
 \*Menlo College  
 \*Vanguard University

\*Denotes institutions in Candidacy/Provisional year. Not eligible for championship selection.



## Appendix C • Facility Requirements

The facilities used in the Division II Softball Championship must meet the requirements listed in the [2024 and 2025 NCAA Softball Rules and Interpretations Book](#) as well as the ones listed below.

### REQUIRED (REGIONAL/SUPER REGIONALS)

#### Playing Area:

- Field must be compliant with NCAA rules.
- If due to inclement weather, it is determined by the NCAA representative in consultation with the Division II Softball Committee Chair and NCAA liaison, games can be moved to a different field other than the one described in the bid process.
- Permanent fencing is recommended but not required. If temporary fencing is used, it must be compliant with NCAA rules.
- Vertical backstop (with no hood), outfield fences and permanent sideline fences must enclose the playing field.
- It is highly recommended that a skinned infield be used. A synthetic granular infield surface or dirt infield must be used. The outfield must be grass or grass-like synthetic surface.
- The distance from home plate to the backstop must be a minimum of 25 feet (maximum 30 feet).
- Dugout must accommodate 30 persons. Cups, water, ice and trash can should be provided in each dugout. Dugouts should be cleaned after each game.
- Dugouts must be covered and enclosed from the spectators. A temporary cover is permissible.
- A designated, restricted and comparable area for stretching and throwing only will be provided to teams in the immediate proximity to the playing field.
- Home and away bullpens must be similar in composition (same material as the pitching surface on the game field preferred) and similar in proximity from each dugout. Pitchers for subsequent games may have access to bullpens, with priority given to the game in progress.
- If two teams are waiting to play and only one team has access to bullpens due to the other bullpens being used by a team whose game is in progress, both teams must wait to use the bullpens until there is equal access.
- It is highly recommended that hosts provide two bullpens or designated areas for both the home and away team.
- Foul poles must extend vertically upward at the point it intersects the home run fence. The foul pole must be optic orange or white.
- Priority will be given to hosts with lighted fields (or access to lighted fields), all other criteria being equal. Recommendation: 150 footcandles in the infield and outfield.
- A tarp, where applicable, must be available for inclement weather. The tarp crew must be prepared for tarping the entire field on short notice and be able to accomplish this without the assistance of participating teams.
- Guidelines for field maintenance by the grounds crew.
  - Mark field in accordance with all applicable NCAA softball rules.
  - Drag infield.
  - Level out batter's boxes and pitcher's area.
  - Water batter's boxes and pitcher's area, if necessary.
  - Remark batter's boxes and foul lines as necessary.
  - Rake to improve field of play as needed.
  - Clean dugouts.
  - Clean stadium.
  - An electronic scoreboard and public address system (including a backup, if possible.)
  - Mark in catcher's box.
  - Tarp the field as appropriate or directed by the NCAA representative.
  - The field lines must be 4 inches in width.

- Locker rooms are not required. However, if the host team has a locker room, a comparable area must also be provided for the visiting teams or the host team may not use their locker room. Hosts must identify a permanent structure that all teams may use should weather delays occur. This may include classrooms, meeting rooms, common areas, etc. All teams should have access to these areas regardless of whether or not locker rooms are provided.
- The following equipment must be provided to all teams during practice sessions and warmup on game day: two front-toss screens, two buckets of balls for front toss, four tees and two additional buckets of balls.
- If batting cage(s) are adjacent to one of the dugouts and can be used during the game, a sock net must be provided for the other dugout to use during the game. If the batting cage(s) is not adjacent to the dugout(s), a sock net should be provided near each dugout.

#### **Athletic Training:**

- Towels must be available for teams and umpires.
- Designate drug-testing area should championship be selected.
- Plain cups and coolers must be used or logos must be covered.

#### **Media:**

- Designate photo areas, coin-flip area and team seating area.
- A covered interview area must be provided in a relatively quiet area (i.e., not in close proximity to player or media hospitality) that is secure and secluded from spectators and player hospitality.
- A covered three-sided press area must be provided.
- A minimum of one phone line is recommended for use at press row (radio/Internet/phone/fax) if wireless access is available on-site.

#### **Security:**

- Implement security measures for restricted access areas (locker rooms, press area, hospitality, etc.).
- Implement crowd control procedures. At least one uniformed security guard should be at the facility during competition.

#### **Auxiliary:**

- Personnel to shag balls during games.
- Designate an area for sale of championship merchandise.
- Appropriate maintenance staff must be on call throughout the championship.

### **FINAL SITE**

All of the requirements for regional and super regionals plus:

- National championship site must use a 6-foot, noncollapsible outfield fence.
- Foul poles must extend vertically upward at the point it intersects the home-run fence. The color of the foul pole should be optic orange or white.

#### **Facility:**

- The facility must be enclosed in order to charge admission and minimum seating should provide not fewer than 500 unobstructed seats.
- Concessions and an athletic training facility must be available on-site. If permanent facilities are not available, tents may be used to meet this requirement.
- Adequate restrooms must be on-site (portable or permanent) within 100 feet of the facility.
- An electronic scoreboard and public-address system (including a backup, if possible) must be available.
- A tournament hospitality room should be available. Also, designate an umpires' lounge.
- Designate a scorer's table. Allow seating for NCAA committee, umpires and liaison (15 persons) on field and in press box. If possible, cover scorer's table with table skirting or other appropriate material.
- Designate a telephone number for teams to call for schedule/field condition updates in the event of inclement weather.

## DIVISION II SOFTBALL

- All on-site corporate signage must be covered.
- Adequate parking must be available on-site for teams, tournament personnel and umpires. Designate parking for NCAA committee, liaison and umpires.
- Locker rooms are not required but are preferred. However, if the host team has a locker room, a comparable area must also be provided for the visiting teams or the host team may not use their locker room. Hosts must identify a permanent structure that all teams may use should weather delays occur. This may include: classrooms, meeting rooms, common areas, etc. All teams should have access to these areas regardless of whether or not locker rooms are provided. Hosts must provide, in the participant manual, a list of equipment available to all teams (i.e., screens, pitching machines) as well as a list of off-campus and/or rainy-day/indoor facilities. Sign stating that all practices are closed.
- Hosts must provide, in the participant manual, a list of equipment available to all teams (i.e., screens, pitching machines) as well as a list of off-campus and/or rainy-day/indoor facilities. The following equipment must be provided to all teams during practice sessions and warmup on game day: two front-toss screens, two buckets of balls for front toss, four tees and two additional buckets of balls.
  - During the participant call (prior to travel), the host may ask if this equipment is needed.
- If batting cage(s) are adjacent to one of the dugouts and can be used during the game, a sock net must be provided for the other dugout to use during the game. If the batting cage(s) is not adjacent to the dugout(s), a sock net should be provided near each dugout.
- Per NCAA rule, a 4-foot seating buffer must extend around the field where applicable.

### **Athletic Training:**

- Towels must be available for teams and umpires.
- Designate drug-testing area should championship be selected.
- NCAA cups and coolers must be used at all times at the finals.
- Ice must be provided to all teams. A list of available modalities should be included in the host participant manual.

### **Media:**

- Designate photo areas, coin-flip area and team seating area.
- A covered interview area must be provided in a relatively quiet area (i.e., not in close proximity to player or media hospitality) that is secure and secluded from spectators and player hospitality.
- A covered three-sided press area must be provided.
- A minimum of two phone lines must be available for use at press row (radio/internet/phone/fax) if wireless access is not available on-site.
- A minimum of one phone line is recommended for use at press row (radio/internet/phone/fax) if wireless access is available on-site.

### **Security:**

- Implement security measures for restricted access areas (locker rooms, press area, hospitality, etc.).
- Implement crowd control procedures. At least one uniformed security guard should be at the facility during competition.

### **Auxiliary:**

- Personnel to shag balls during games.
- Designate an area and personnel for sale of championship merchandise.
- Appropriate maintenance staff must be on call throughout the championship. A cleaning staff, for all areas of the facility (e.g., restroom, stands, dugouts, concession area), is required to clean facility at least twice daily.

## Appendix D • Bat Testing Information

### NCAA SOFTBALL POSTSEASON ON-SITE PORTABLE BARREL COMPRESSION TESTING (BCT) GENERAL INFORMATION

The host tournament director is responsible for providing the NCAA site representative with a secure location to bat test, their bat testing fixture, the stickers shipped from the NCAA and printing the administrative bat log for each team from the Ref Quest website.

Coaches, or a team representative, must bring their team's bats and their current NCAA Approved Softball Bat List (referred to hereafter as the "Bat List") for BCT to the designated location at the appropriate time on each game day.

Once the coach has their bats lined up in the order in which they appear on the list, the bat testing manager shall match the model number of each bat with the models highlighted on the team's Bat List and verify the correct number of each is listed in the appropriate column.

The bat testing manager shall barrel compression test each bat, per the protocol, until there are two passes or two failures (whichever comes first), using 1550psi as the standard minimum or the specific, lower exception number listed for backstop style bats (as listed on the Bat List).

Sticker bats that pass and, when necessary, amend the team's Bat List to account for failures. Bats that fail must be marked with the team's name, secured from the team's possession by the host and will be shipped for further analysis at the conclusion of the post season tier.

Complete the information in the summary box (lavender) on page one of the team's Bat List for the team's use on the field of play.

On the first testing day, ask the team representative to complete an administrative bat log (provided by the host tournament director) to reflect all bat models tested and their respective pass/fail status. The log may be used by the bat testing manager for each future testing day and, eventually will be used by the NCAA Softball Rules Committee.

Note-After the initial testing day, the bat testing manager may use either the administrative bat log or the team's Bat List to perform the subsequent day testing but must copy the results from the testing document to the other document at the end of the daily testing.

At the conclusion of testing for each tier, return this the completed administrative bat logs, unused stickers and the bat testing fixture to the host tournament director.

## BAT TESTING DETAILS FOR COACHES IN THE NCAA POSTSEASON

### Pre-Competition Barrel Compression Testing (BCT)

#### General Information

1. Pre-competition BCT will be conducted daily (competition days only) at all rounds and at all sites during the NCAA Softball Championship using the G4 SSL fixture.
2. Each team must have every bat that will be in a team area or on the field tested during the pre-competition testing. There is no limit to the number of bats a team may have tested and bats may be added on any testing day.
3. Coaches, or a team representative, must bring a current NCAA Approved Softball Bat List (hereafter referred to as "Bat List") with their bat models highlighted and quantities noted to the testing site and have that copy in their dugout during each game for use by umpires.
4. Bat models must be legible and exactly match those on the Bat List.
5. The bat testing manager will sticker each bat that passes BCT with an appropriate sticker for each day.
6. Bats that have not undergone BCT, and thus do not have the appropriate sticker, will not be permitted on the competition field or in team areas.

#### Testing Protocol

1. At each postseason site, at least one individual designated by the NCAA Championship Committee will conduct BCT as the bat testing manager (most likely the NCAA site representative) according to the protocol listed in Rule 5.2 of the 2024 and 2025 NCAA Softball Rules Book.
2. The bat testing appointments and location will be determined by the site representative/tournament director.
3. Each team must send a coach or team representative with its bats and its annotated Bat List to the testing. This representative shall assemble the bats in order as they appear on the current Bat List and take possession of the team's annotated Bat List and stickered bats after testing by the bat testing manager.
4. The bat testing manager shall match each bat's model number to the annotated Bat List and may request assistance from the team representative for reminders of BCT minimums for backstop style models and/or for applying the daily sticker for bats that pass.
5. BCT details: Each bat is tested, unclamped from the machine, rotated 90 degrees and then tested again until there are two passes or two failures (whichever comes first). Passing bats are stickered. Failing bats are secured by the tournament host and will be shipped to an NCAA designee for additional testing.
6. Following testing, the bat testing manager shall complete the summary box (lavender) on the first page of the team's annotated Bat List for use by the game umpires.
7. On the first testing day, an administrative bat log (provided by the host tournament director) must be completed to reflect all bat models tested and their respective pass/fail status. The log or the team's Bat List may be used by the bat testing manager for daily testing but the two lists must match at the end of each testing period.
8. All bats surrendered to the bat testing manager will not be returned to the teams while on-site. Please note an exception exists for damaged (e.g., cracked, dented) bats which will be marked and may be returned to the team upon their request following the team's final game of the round.

### Post-competition Bat Compliance Testing

#### General Information

1. As in the past, two (2) bats will be selected and secured from teams in each of the three division's NCAA final games and from the six (6) WCWS teams failing to qualify for the final game for bat compliance testing.
2. Bats selected to be tested in the lab will be selected randomly, based on performance or based on what is currently in the NCAA bat database.
3. Selected bats will not be collected until the season has ended for the participating team.
4. Results on bats sent to the lab, whether taken post-competition as noted above or for failing BCT, will take approximately three (3) months to obtain.
5. Bats that pass lab testing will be returned; however, bats that fail in the lab will remain surrendered.
6. Affected institutions, the appropriate bat manufacturers, the NCAA Softball Rules Committee and relevant NCAA Championship Committee will receive notification of a bat model that fails in the lab.

## BAT TESTING DETAILS FOR NCAA POSTSEASON SITE REPRESENTATIVES AND HOST TOURNAMENT DIRECTORS

Materials provided by

- Host tournament director – secure location with a table and three (3) chairs, BCT case (with BCT fixture, calibration ring, stop stick, athletic tape and Sharpie pen), NCAA provided stickers for the bat testing manager and printed administrative log sheets for each team.
- Each team – dispatch a coach or team representative for testing at the designated time with a current, annotated NCAA Approved Softball Bat List and all bats which will be in the dugout or on the field.
- NCAA softball equipment consultant – mail envelopes with stickers separated by day and provide electronic log sheets to the host tournament director.

### BCT PROCESS FOR BAT TESTING MANAGERS

1. Verify the fixture's proper calibration each time it is set up by placing the calibration ring in the fixture and testing it for the stiffness (psi) stamped on the ring.
2. Match the model number on each bat with the model number on the latest NCAA Approved Softball Bat List. **THE NUMBERS/LETTERS MUST BE LEGIBLE AND EXACTLY MATCH...NO EXCEPTIONS.** If it does not match, disqualify the bat by applying provided athletic tape with team name to barrel. Disqualified bats remain with the site representative or tournament director until their return is requested as the team departs. Record the disqualified bat(s) on the front page of the team's log sheet as illegal.
3. If listed, test the bat by placing it in the BCT fixture until the endcap touches the stop stick; place the calibration ring under the handle so the bat is level and square to the fixture for testing. With the lever hanging down, preload the gauge to 500psi by twisting the gauge then lift the lever. Mentally note the pass/fail result.
4. Bats are considered to pass when the BCT pressure gauge reads 1550psi or higher unless the bat being tested is noted on the NCAA Approved Softball Bat List as an exception having a lower minimum (noted by asterisks).
5. Release the pressure and rotate bat 90 degrees and retest. Mentally note the pass/fail result.
6. If both results are the same (pass/pass or fail/fail), that result is final.
7. If the results differ, inspect the bat for damage. If found, the bat is disqualified as noted in #2 above. If no damage is found, test the bat a third time to determine the final result.
8. For bats that pass, place the appropriate sticker on the taper of the bat nearest the grip, preferably on top of previous stickers. **NOTES: STICKERS ARE SPECIFIC TO EACH DAY, FRAGILE AND CANNOT BE REAPPLIED AND IF YOU HAVE AN INSUFFICIENT NUMBER OF STICKERS FOR ANY ONE DAY, APPLY HALF STICKERS.**
9. For bats that fail, apply the provided athletic tape with the team's name to barrel. Failed bats remain with the site representative or tournament director and will NOT be returned to the team but instead, sent for further analysis.
10. In all cases, direct the team representative to record the model and only the final test result for each bat presented for testing on the NCAA-provided administrative log sheet.
11. Following testing, the bat testing manager is responsible for completing the lavender portion of the first page of each team's annotated NCAA Approved Softball Bat List for later use by the game umpires.
12. At the end of testing for the team, verify the numbers of stickered and disqualified (damaged, illegal and failed) bats match the team's Bat List and administrative log sheet. The site representative takes possession of disqualified bats as well as the administrative log sheet.
13. After the first testing day, the bat testing manager may use either the administrative bat log or the team's Bat List for subsequent testing however the lists must match at the end of daily testing.

**The host tournament director is responsible for attaching the completed NCAA-provided administrative log sheets to an email and shipping any bats that failed BCT to the NCAA Softball Equipment Consultant no later than the next day (excluding Sundays). If the site will host the next round, shipping failed bats may be delayed until the next round testing is completed.**

**DO NOT DEVIATE FROM THIS PLAN WITHOUT FIRST TALKING TO DEE ABRAHAMSON, NCAA SOFTBALL EQUIPMENT CONSULTANT.**

Contact info for Dee Abrahamson: Cell: 815-751-2648; Email: [abrahamson@niu.edu](mailto:abrahamson@niu.edu);

Shipping Address: 498 Quinlan Ave., DeKalb, Illinois 60115.

Backup contact regarding BCT fixture or testing: Donna Martin: Cell: 815-761-8626; Email: [dmartin1@niu.edu](mailto:dmartin1@niu.edu).



# NCAA Softball On-Site Portable Barrel Compression Testing (BCT)-Post Season Flow Chart

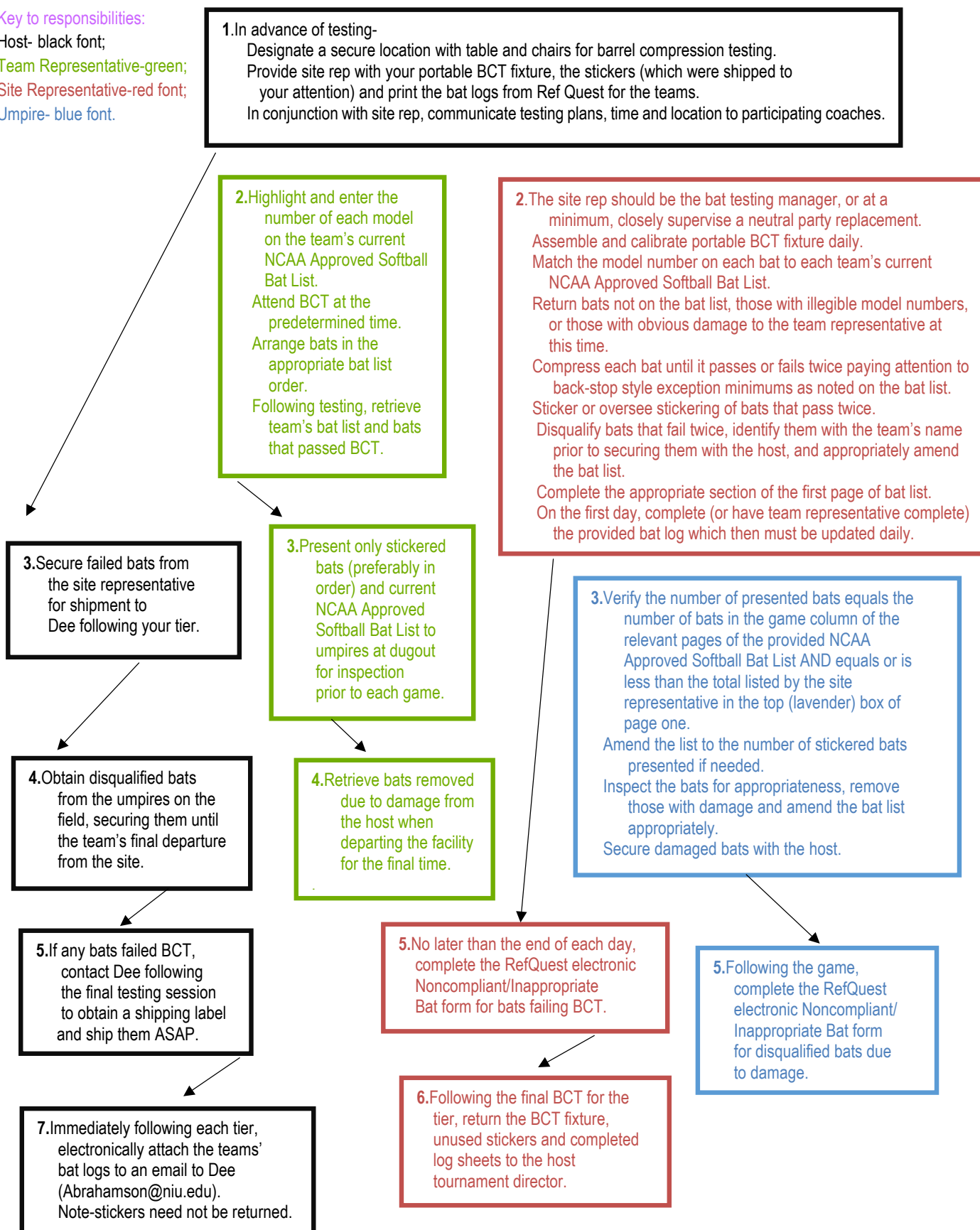
## Key to responsibilities:

Host- black font;

Team Representative-green;

Site Representative-red font;

Umpire- blue font.



## Appendix E • Team Roster Form

Game Date: \_\_\_\_\_

Game Time: \_\_\_\_\_

### TEAM DUGOUT ROSTER

REGIONAL \_\_\_\_\_ SUPER REGIONAL \_\_\_\_\_ FINALS \_\_\_\_\_

List below the 24 student-athletes who will be eligible to be part of a game's 20-person active roster. **No changes are allowed to this form after the Tuesday prior to the start of competition in each round.**

Prior to the start of each game, teams must identify a 20-person roster for that game. This game roster may be altered for each game and include any of the 24 student-athletes that are included on the dugout roster form that is submitted prior to the start of competition. This 20-person roster must be provided to the site rep/press box a minimum of 30 minutes prior to the start of each game.

Please list in numerical order, based on uniform number.

1	_____	13	_____
2	_____	14	_____
3	_____	15	_____
4	_____	16	_____
5	_____	17	_____
6	_____	18	_____
7	_____	19	_____
8	_____	20	_____
9	_____	21	_____
10	_____	22	_____
11	_____	23	_____
12	_____	24	_____

A minimum of six (6) bench credentials are **required** to be held for team personnel (not student-athletes) such as coaches, athletic trainer, manager, etc.

1	_____	4	_____
2	_____	5	_____
3	_____	6	_____

If traveling with a team doctor (not an athletic trainer) an additional credential may be provided.

\_\_\_\_\_

Please email a copy of this form to your site's tournament director, site representative and Kacee Murphy ([kmurphy@ncaa.org](mailto:kmurphy@ncaa.org)) by the Tuesday prior to the start of competition.



## Appendix F • Video Review Policy



### Division II Softball Preliminary Round Video Review Policy

Effective: 1/29/2025

- Video review is not required at regional and super-regional sites.
- The expenses associated with video review (equipment, staff, etc.) are NOT reimbursable by the NCAA.
- Sites using video review during the regular season may use it during the NCAA championship if they meet the following requirements.
  - a. Hosts must be able to provide the number of video review stoppages that occurred during the regular season (coaches challenges and/or reviews initiated by the umpire crew) during the regular season, indicate which games there were challenges, and list the total number of games video review was made available when submitting their bid materials. (Subject to review by committee)
  - b. In games utilizing video review, a minimum of three video review stoppages (coaches challenges and/or reviews initiated by the umpire crew) must occur during the regular season.
  - c. Hosts must identify the type of video review system used (ex: Umpires go to an iPad and review themselves; Umpires go to a monitor and an attendant shows them views, etc.) when submitting their bid materials.
  - d. Video replay system must consist of a minimum of one camera. (Note: A phone camera is not sufficient.)
  - e. Host must have one staff member designated to video review during competition. This cannot be the tournament director or site representative.
  - f. Video review must be conducted within compliance of NCAA Softball Rules.
- Opposing coaches must be permitted to see the camera locations prior to the game. During the NCAA championship, this should occur on practice day and reviewed during the administrative meeting.
- Umpires should meet with the host staff to view the equipment/camera views/angles and test how the equipment works prior to the game. Video review policies/protocols should be discussed during the administrative meeting on site and during the officials meeting.

For regular season video review best practices, please refer to the best practices document [here](#).