



2021 DIVISION II
**SWIMMING
& DIVING
CHAMPIONSHIPS**

*BIRMINGHAM, AL • University of Montevallo
and City of Birmingham, Hosts*

***PARTICIPANT
2020-21 MANUAL***

Finals

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SECTION 1. INTRODUCTION

Congratulations on your selection to the 2021 NCAA Division II Men's and Women's Swimming and Diving Championships! This manual includes important information regarding the championships. Additional information is available on the championships website at ncaa.com and on ncaa.org.

The championships will be held Wednesday-Saturday, March 17-20, at the Birmingham CrossPlex. This year's event is co-hosted by the University of Montevallo and the City of Birmingham.

This participant manual is a helpful guide to the policies and procedures governing the administration and conduct of the championships. This manual also provides specific information related to travel and a schedule of events.

We look forward to an excellent championship and wish you the best of luck!

SECTION 2. HOST WELCOME LETTER



The City of Birmingham is proud to have the CrossPlex as a national destination. Housing one of the fastest indoor hydraulic tracks in the world, an Olympic size swimming pool, a nine volleyball court venue, a 5,000 seat arena and a platform to develop many other sports; there's no wonder why the CrossPlex has become a world renowned competition venue. The facility houses dedicated warm-up, training, media and management rooms, as well as VIP accommodations. With a 4,000 seat indoor track, a beautiful natatorium and a versatile arena, the CrossPlex has become the place to play.

The Birmingham CrossPlex has already hosted a variety of events throughout the nine and a half years of being open. Since opening its doors in November of 2011, the CrossPlex has hosted over 1,750 events that feature NCAA National Championships, high school state championships, college invitations, college conference championships, NCAA qualifying events, regional club meets in track, swimming, volleyball and many other events. The 2021 NCAA DII Indoor Track & Field Championship will be the twenty-first NCAA National Championship at the CrossPlex to date. The Birmingham CrossPlex will host the 2020 NCAA Division II Swimming & Diving Championship March 17-20, 2021. The CrossPlex will also be the host site for the NCAA Division I Indoor Track & Field Championship in 2022.

The University of Montevallo, The City of Birmingham and the CrossPlex are proud to be hosting the 2021 Division II National Championship. "The NCAA Division II National Championship is an ideal event to be held at the CrossPlex. We are very excited to host the Indoor Track & Field National Championship at one of the fastest indoor tracks in the country," said Michael Moore— Interim Director of CrossPlex. "Being able to see the CrossPlex go from an idea into hosting national championships on a yearly basis is a dream come true for the city." The venue affords great seating on both sides of the track and offers excellent replays and results on the state-of-the-art LED board.

The indoor 200 meter hydraulically banked Mondotrack is only one of eight in the United States and one of nine in the world. There are eight-60 meter lanes (for dashes and hurdles) located within the infield area of the track with dual horizontal runways for pole vault, long jump and triple jump. Additionally, dual high jump approaches can be configured along with dual throwing sectors for shot-put and weight throw.

The natatorium has ten-50 meter lanes, ten-25 meter lanes and twenty-25 yard lanes. There are two-1 meter and two-3 meter springboards for diving competitions. The pool is designed to handle water polo and synchronized swimming events. Installed in the pool is a moveable bulkhead to accommodate multiple racing configurations.

The Bill Harris Arena at CrossPlex is a 5,000 seat venue capable of holding basketball, wrestling, concerts and many other functions. It will house the team camp and warm up area for the athletes.

The Birmingham CrossPlex has won multiple awards including:

- The Associated Builders & Contractors National Excellence in Construction Eagle Award (Highest Award Given) in 2012
- The Associated Builders & Contractors (Alabama Chapter) Excellence in Construction Award in 2011
- The American Sports Builders Association Winner of Best Indoor Track in 2013

Montevallo and the City of Birmingham are committed to providing everyone a great experience for participants and fans at the CrossPlex. Whether it's from competition, fan experience or southern hospitality the City of Birmingham is dedicated to making you feel right at home. During your stay, be sure to visit some of the additional amenities and attractions we have to offer. Again, we are very happy to be a host for the NCAA and are looking forward to the years to come.

SECTION 3. CONTACT INFORMATION

3.1 NCAA STAFF AND COMMITTEE ROSTER

Swimming

Jennifer Alger, chair
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NCAA Staff Liaisons

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3.2 HOST PERSONNEL

Tournament Director

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Phone: 205-279-8900
Preston.kirk@birminghamal.gov

Ticket Manager

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Meet Director

Murray Lewis
Phone: 205-279-8900
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Facility Director

Michael Moore
Michael.moore@birminghamal.gov

SID/Media Coordinator

Wesley Hallman
whallman@montevallo.edu

Athletic Training

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Hy-Tek Meet Manager

Rick Allenstein
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DiveMeets Manager

Linda Nolder
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SECTION 4. CHECKLIST

This checklist is arranged in chronological order to assist those individuals who have specific institutional responsibilities at the national championships.

- Make airline reservations and travel arrangements through Short's Travel Management (866-655-9215). Teams located within 500 miles of the competition site are required to travel via ground transportation.
- 1 p.m. Eastern time, Monday, March 8.** Teleconference for head coaches of all participating teams and individuals. Call information is as follows:

Number: 866-590-5055
Passcode: 5174143
- 5 p.m. Eastern time, Thursday, March 11.** Submit nominations for the Division II Men's and Women's Swimming and Diving [Elite 90](#) awards.
- 5 p.m. Eastern time, Friday, March 12.** Email the completed Code of Conduct signature page to Kerstin Hunter (khunter@ncaa.org). This form must be resubmitted if changes occur before the start of the championships.
- Review the information in this manual regarding community engagement opportunities. Additional information will also be provided at the administrative meetings.

SECTION 5. AWARDS

5.1 COMPETITION AWARDS

NCAA individual awards will be presented to the first eight finishers in each event. First-, second-, third- and fourth-place team trophies also will be awarded in each championship. More specific details about how the award ceremonies will run will be provided during the administrative meetings at the championship. Individual awards for members of the top four teams will be ordered after the championships. Participation awards will be provided to swimming student-athletes competing in the national championships at the finals site during team registration, and to divers who advance to the national championships after the conclusion of the qualification diving meet Tuesday afternoon.

During the awards ceremonies, participants must wear their institution's official warm-up uniform – team sweats while on the awards podium. In order to maintain the excitement of the NCAA finals, swimmers and divers need to report to the awards stand on time. In order to do so, finalists need to report for their event with sweats in hand and immediately proceed to the staging area at the conclusion of the event. Institutions that do not adhere to the schedule will be fined \$200 for the violation.

If a tie occurs in the finals, it will not be broken. A duplicate award(s) will be ordered for the individual(s).

Teams that wish to order additional awards at their own expense after the championship can do so by logging on to <https://services.mtmrecognition.com/ncaa/>.

5.2 ELITE 90 – ACADEMIC RECOGNITION PROGRAM

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

<http://www.ncaa.org/about/resources/events/awards/elite-90-academic-recognition-award-program>.

The submission deadline for nominations for Division II men’s and women’s swimming and diving is 5 p.m. Eastern time, Thursday, March 11.

The Elite 90 awards for swimming and diving will be presented at the CrossPlex to the male and female student-athletes with the highest cumulative grade-point averages competing at the finals site. More specifics on time and location of presentation will be given during the administrative meeting at the championship.

5.3 STUDENT-ATHLETE PARTICIPATION AWARDS

For 2020-21, an online gift-suite will serve as the participation awards provided to members of the official travel party of institutions that advance to the championship final sites. Please see Appendix E for details.

SECTION 6. CHAMPIONSHIPS FORMAT

6.1 FORMAT

Please refer to the 2020-21 NCAA Division II Men’s and Women’s Pre-championships Manual at www.ncaa.org for information specific to swimming and diving qualification requirements, reporting of results, entry process and the selection process.

Number of Participants

All swimmers and divers who are invited to the meet will be counted toward the 292 total number of participants allowed. The number of participants selected to the 2021 NCAA Division II Men’s and Women’s Swimming and Diving Championships cannot exceed the following limits: Men – 146 participants (130 swimmers/16 divers); and women – 146 participants (130 swimmers/16 divers).

Championships Alternates

A list of alternates will be compiled in case a student-athlete who has been invited to the championships becomes unavailable. Alternates will not be selected for swimmers or divers who become ill or injured once championships competition has begun. If an institution has to scratch a selected student-athlete because it has exceeded the 18 student-athlete cap, the student-athlete removed from the meet will go on the alternate list and will be selected to the meet only if his/her institution has another scratch and will not exceed 18 student-athletes in the meet. This information may be subject to change for the 2021 championship.

Please note the following additional information regarding the championships:

- **Event Limits.** A student-athlete is permitted to compete in a maximum of seven events, of which not more than four may be individual events. A student-athlete who swims more than the allowable number of individual or total events will be disqualified and prohibited from participating in the remainder of the meet at such time as they exceed the allowable limit.

6.2 QUALIFICATION DIVING MEET INFORMATION

Qualification diving competition will take place Tuesday before the championships. Diving participants **WILL NOT** receive their championships credentials until they have qualified for the national championships.

As a reminder, the qualification meet is not considered to be a part of the national championships; therefore, institutions will be responsible for paying student-athletes’ transportation costs and per diem to the diving qualifying meet in the event those student-athletes do not qualify for the championships.

The games committee for the 2021 NCAA Division II Men’s and Women’s Swimming and Diving Championships will conduct a MANDATORY virtual meeting to review meet procedures and items of importance for diving coaches at 7 p.m. local time, Monday, March 15, a link will be provided. A fine will be assessed for failure to send a diving coach representative to the meeting.

SECTION 7. CHAMPIONSHIPS OPERATIONS

7.1 ADMINISTRATIVE MEETING

The games committee for the 2021 NCAA Division II Men’s and Women’s Swimming and Diving Championships will conduct a MANDATORY virtual administrative meeting to review rules and general championships information of importance to all swim coaches at 12:30 p.m. local time, Tuesday, March 16, a link will be provided. A fine will be assessed for failure to send a head coach to the meeting.

7.2 MEETING SCHEDULE

All times Local.

Monday	7 p.m.	MANDATORY Diving Coaches Administrative Meeting	Virtual Meeting
Tuesday	10 a.m.	Division II Coaches Connection	Virtual Meeting
	12:30 p.m.	MANDATORY Swim Coaches Administrative Meeting	Virtual Meeting

7.3 OFFICIALS

The NCAA Division II Men’s and Women’s Swimming and Diving Committee will select the officials and a panel of neutral diving judges and will make all decisions pertaining to the conduct of the championships.

7.4 REGISTRATION PACKET PICKUP

Registration packets consisting of competition specific materials and credentials will be available for head coaches to pick up in the CrossPlex upstairs concourse outside the pool entrance doors Sunday, March 14, from 2 to 7 p.m. and Monday, March 15, from 7 a.m. to 7 p.m. Only one person from each institution should be picking up these items.

7.5 RULES

The NCAA Division II Men's and Women's Swimming and Diving Championships shall be conducted according to the [2019-20 and 2020-21 NCAA Men's and Women's Swimming and Diving Rules](#) book.

7.6 SCRATCH DEADLINES

The scratch box will be accessible starting Tuesday, March 16. Scratches are made by depositing scratch cards in the scratch box, located on the pool deck at the NCAA committee table. A receipt form, that must be signed, will be used for verification. All entries not scratched will become official entries.

The scratch box will be open as follows:

Tuesday, March 16	9:30 a.m. - conclusion of coaches meeting	All Wednesday events
Wednesday, March 17	9:30 a.m. - end of preliminaries; 4:30-5:30 p.m.	All Thursday events
Thursday, March 18	9:30 a.m. - end of preliminaries; 4:30-5:30 p.m.	All Friday events
Friday, March 19	9:30 a.m. - end of preliminaries; 4:30-5:30 p.m.	All Saturday events

The scratch deadline for **relays** will be 30 minutes after the conclusion of preliminaries the day the event is contested.

7.7 HEAT SHEETS

All heat sheets will be available online only. No printed heat sheets for the 2021 championships.

7.8 RELAY CARDS

The names of relay competitors must be submitted to the appropriate official at a designated time before the start of the race. Changes in names of participants are permitted up until the start of the event (the start is considered to be when the referee calls the first heat of the event to the starting blocks). When the actual contestants in a relay are different from those listed on the official relay entry form, the competing relay shall be disqualified and all student-athletes involved (competing and listed) shall be charged with participation in an event, but no further penalty will be assessed. Order change for swimmers two, three and four is permitted at any time without penalty. Please inform the meet administration of said changes for the accuracy of the results.

7.9 APPEAL PROCEDURE

Appeals may be logged only for errors in entries, scratches, recording of data, scoring and nonjudgmental errors in the application of rules. Films or videotape will not be used in the appeals process. Appeal forms may be obtained from the referee. The written statement made on the appeal form must be submitted to the referee not later than 15 minutes after the finish of the final heat/round of the event to which the appeal applies.

The appropriate meet committee will act on appeals. The decision of this committee is final.

Electronic Take-off Equipment and Video Review. Results of each relay heat will be reviewed. If there are no RJP violations, the heat will be announced "official." If there are RJP violations, the heat(s) will be announced as "under review" and the heat(s) will be reviewed and announced after the conclusion of the event (e.g., women's 400 free relay). The next relay event or individual event will not be started until the review process has been completed and announcements are made.

7.10 TIE PROCEDURES

Swimming. If a tie occurs in the finals, it will not be broken. A duplicate award(s) will be ordered for the individual(s).

Diving. In the NCAA championships trials (eighth-place tie), the tied divers will advance to the finals. The highest place finisher of the tied divers will remain in the place they finished, while the other diver will place 9th. If a tie occurs in the finals, it will not be broken. A duplicate award(s) will be ordered for the individual(s).

7.11 CREDENTIALS/DECK PASSES

Credential/Deck Pass Request Process. Coaches will have the opportunity to request credentials/deck passes when entering student-athletes through the USA Swimming Online Meet Entry System. The formula below will be used to determine the maximum number of eligible passes per institution based on **entries**. Actual deck passes allotted to each team ultimately will depend on the number of student-athletes **selected** from that team. Coaches will be notified after selections by NCAA staff of the final number of deck passes available to their institutions.

Institutional Allotment. Each institution entering competitors must have an official representative, or someone duly appointed, to represent its interests throughout the competition. Coaches, official representatives, assistant coaches and managers are eligible to receive a deck pass. Deck passes will be available at registration. The maximum numbers of allowable credentials/deck passes per institution per gender at the national championships are as follows:

1-4 participants, 1 pass
5-9 participants; 2 passes
10-18 participants; 3 passes

These pass numbers are subject to change due to maximum capacity limits due to COVID-19 health protocols.

An additional credential/deck pass will be provided to the head diving coach from any institution qualifying a diver to the national championships.

Institutional credentials/deck passes must be used by individuals who will be on the deck in a working/coaching capacity and who have fulfilled this responsibility for the institution on a regular basis throughout the regular season. Any coach without an entrant will not be allowed on the deck. Illegal deck passes will be confiscated.

Note: *Coaches and/or student-athletes who lose deck passes will be charged for a replacement.*

Institutional sports information liaisons may request media credentials at www.ncaa.com/media.

7.12 ANNOUNCING ASSISTANCE

To assist the championship meet announcers with correct pronunciation of student-athlete names throughout the competition, please send your rosters with pronunciation guide to Murray Lewis Murray.LewisJr@birminghamal.gov by Monday, March 15.

7.13 SCORING

All events will be scored. Scoring shall be for 16 places as follows: relays, 40-34-32-30-28-26-24-22-18-14-12-10-8-6-4-2; individual events, 20-17-16-15-14-13-12-11-9-7-6-5-4-3-2-1. Except in timed final events, points for first through eighth place shall be awarded solely on the basis of a championship final. Points for ninth through 16th place shall be awarded solely on the basis of a consolation final.

Please refer to Rule 7-8 in the [2019-20 and 2020-21 NCAA Men's and Women's Swimming and Diving Rules](#) book for procedures in scoring swimming and diving competition.

7.14 ADJUSTED PLACE STANDINGS

If a student-athlete is found to be ineligible, that individual’s performance shall be stricken from the championships record, the points the student-athlete has contributed to the team’s total shall be deleted, the team standings shall be adjusted accordingly and any awards involved shall be returned to the Association. At the swimming and diving championships, the placement of other competitors shall be altered and awards presented accordingly. [Reference: NCAA Bylaw 31.2.2.4-(a) in the NCAA Manual.]

7.15 FILMS AND VIDEOTAPES

Institutions are permitted to videotape championships competition of their teams or individual student-athletes for archival, coaching or instructional purposes. Each institution is permitted to use one camera and may videotape only that portion of competition in which the institution participates. The videotapes may not be used for any commercial purposes.

SECTION 8. COMPETITION SITE

8.1 SITE MAP

Please see the Appendix A for the CrossPlex map.

8.2 SITE INFORMATION

The City of Birmingham is proud to have the CrossPlex as a national destination. Housing one of the fastest indoor hydraulic tracks in the world, an Olympic size swimming pool, a nine volleyball court venue, a 5,000 seat arena and a platform to develop many other sports; there’s no wonder why the CrossPlex has become a world renowned competition venue. The facility houses dedicated warm-up, training, media and management rooms, as well as VIP accommodations. With a 4,000 seat indoor track, a beautiful natatorium and a versatile arena, the CrossPlex has become the place to play.

The natatorium has 10-50 meter lanes, ten 25 meter lanes and twenty-25 yard lanes. There are two-1 meter and two-3-meter springboards for diving competitions. The pool is designed to handle water polo and synchronized swimming events. Installed in the pool is a moveable bulkhead to accommodate multiple racing configurations.

8.3 PARTICIPANT ENTRANCE

After athletes are dropped off at the main entrance team bus/vans/cars will be directed to the team parking lot by parking attendants. (diagram **Appendix E**). Athlete parking will be free of charge.

Entrances

All participating student-athletes and coaches may enter the pool facility through the two main entrances. Athletes can enter the pool deck through the first-floor concourse entrance labeled “natatorium.” Credentials must be visible in order to gain entry.

The seating on the pool deck is restricted to properly credentialed student-athletes, coaches, team personnel and certified athletic trainers. This information is subject to change.

8.4 POOL AVAILABILITY

Sunday March 14	Monday, March 15
No Pool Availability.	7 a.m.-7 p.m.
Tuesday, March 16	Wednesday, March 17
7 a.m.-7 p.m.	7 a.m.-30 min. after last race

Thursday, March 18	Friday, March 19
7 a.m.-30 min. after last race	7 a.m.-30 min. after last race
Saturday, March 20	
7 a.m.-30 min. after last race	*Doors open at 6:30 a.m. Mon-Sat.

Pool availability will be different for the 2021 championships due to COVID-19 health and safety procedures. Additional details will be communicated before the event. Teams should arrive in Birmingham the day before they plan to start practice to make testing the priority the day of arrival.

8.5 TEAM BANNERS

Team banners should be turned in at registration to be displayed at the championships. Meet staff will hang team banners after Tuesday's administrative meeting. Meet staff will also remove team banners on request by an institution representative at the administrative table on deck at least one hour before their departure. If no request is made, all banners will be available for pickup at the administrative table at the conclusion of the meet Saturday. Team banners may not display commercial advertising or logos.

8.6 LOCKER ROOMS

Locker rooms are located under the spectator stands. There are two locker rooms – one for men and one for women. Only participants are permitted in the locker rooms. Restrooms are available in the locker rooms as well as in the main concourse. No towels and/or locker combinations will be provided. To keep participants socially distanced and to comply with local capacity restrictions in locker rooms, we will be utilizing all available restrooms, locker rooms and other satellite locations for changing stations. Individuals should not shower, shave or linger in these spaces in order to accommodate all participants. Lockers may not be used.

8.7 HOSPITALITY

Student-athlete hospitality is available in the arena hospitality room. Snacks, fruit, water and POWERADE will be made available for student-athletes during practice and competition hours.

Coaches hospitality is available in the upstairs banquet room. See appendix.

8.8 WIRELESS ACCESS

N/A

SECTION 9. DRUG TESTING

All student-athletes are subject to NCAA drug testing at all NCAA championships or in conjunction with all postseason certified events. The goal of the drug-testing program is to provide safe, fair and equitable competition as well as to protect the health and safety of all NCAA student-athletes participating in NCAA championships and postseason certified events.

The drug-testing program involves collecting urine specimens from student-athletes at various times throughout an NCAA championship. Student-athletes may be selected for drug testing based on their place of finish, position and/or an approved random selection method. A student-athlete may be selected for drug testing on more than one occasion during the championship event. All urine specimens provided by student-athletes are analyzed by a World Anti-Doping Agency accredited laboratory and the results are then reported to the institution's director of athletics.

The WADA laboratory analyzes each urine specimen for substances and related compounds from a list of banned-drug classes developed by the NCAA Executive Committee. Refer to the 2019-20 Drug-Testing Programs booklet on the [NCAA website](#) for the published list of banned drug classes and the procedural guidelines for testing. Athletic administrators are urged to review the NCAA Drug Education and Testing video, the NCAA Banned Drug Classes List as well as the NCAA Drug-Testing Program booklet with all coaches and student-athletes in advance of any NCAA championship or postseason certified event. Student-athletes who test positive as a result of a drug test administered by the NCAA or who breach the NCAA drug-testing program protocol shall lose one year of eligibility and shall be charged with the loss of a minimum of one season of competition in all sports.

Additional information regarding the NCAA's championship drug-testing program can be found on the [NCAA website](#).

SECTION 10. EQUIPMENT

10.1 GENERAL EQUIPMENT

Competitor lane lines and backstroke flags will be used for the championships. Spectrum starting blocks with Accelerator start wedges and Colorado backstroke ledges will be used in the competition course. A Daktronics videoboard will be used along with a Colorado Timing System. The Diving Well section is 13 feet deep with two 1-meter springboards and two 3-meter springboards.

SECTION 11. MEDIA SERVICES

11.1 GENERAL MEDIA INFORMATION

Important information regarding NCAA media policies can be found online at ncaa.com/media. For media questions specific to the 2021 NCAA Division II Men's and Women's Swimming and Diving Championships, please contact Wesley Hallman whallman@montevallo.edu

11.2 CHAMPIONSHIP WEBSITE

For more information about the Division II Men's and Women's Swimming and Diving Championships go to www.ncaa.com.

11.3 BROADCAST/WEBCAST

The championships will be streamed live on ncaa.com. A link to view the championships will be available on competition days.

11.4 COMPETITION RESULTS

Access to daily event results will be provided through a link on www.ncaa.com beginning Wednesday, March 17. Additionally, overall championships updates will be made available on the NCAA championships website after each competition day at www.ncaa.com.

11.5 GAME PROGRAMS

The 2021 Division II Men's and Women's Swimming and Diving Championships will provide digital game programs that can be viewed online or downloaded to a consumer's mobile device. Learfield IMG College will be responsible for all digital program production including layout and design, advertising, and digital distribution channels before and during the championships. Digital programs will be available free of charge for downloading prior to the start of the 2021 Division II Men's and Women's Swimming and Diving Championships at <http://www.ncaa.com/gameprograms>.

11.6 INTERNET

Wireless internet access is available to the media.

11.7 MEDIA CREDENTIALS

The NCAA shall control the issuance of media credentials for each of its championships. Subject to limitations of space, media credentials shall be assigned in accordance with the following priorities: (a) a representative of a national newspaper (e.g., with circulation greater than 60,000); (b) a media agency in the geographic area of the host city; (c) a media agency in the geographic area and/or locale of a participating institution that has staffed its games on a consistent basis throughout the season; (d) individuals, certified by a participating institution, who will represent specific campus-related entities; and (e) the designated representative of a national television, cable system, radio network or a radio station that originates a daily "sports talk" program and daily circulation newspapers that do not otherwise meet the aforementioned criteria. Request media credentials here: <https://clients.sportssystems.com/clients//ncaa/winter-media/>. **Please address any media credential questions to Wesley Hallman whallman@montevallo.edu**

Credentials will not be issued to representatives of any organization that regularly publishes, broadcasts or otherwise promotes the advertising of "tout sheets" or "tip sheets" or other advertising designed to encourage gambling on college sports events. In addition, credentials will not be issued to representatives of telephone reporting services and professional sports organizations.

Other conditions for obtaining media credentials may be implemented based on the circumstances at the championships site. These conditions must be approved before the competition by John Kuzio, NCAA assistant director, championships and alliances, NCAA, P.O. Box 6222, Indianapolis, Indiana 46206-6222; (317-917-6384).

11.8 MICROPHONES

The placement of microphones on a team coach or in team huddles and bench areas is prohibited at all NCAA championships.

11.9 MEDIA INTERVIEW POLICY

At all NCAA swimming and diving championships, any coach and student-athletes requested by the media will be available for interviews.

At the championships, an interview area will be open to all certified members of the news media. If requested, student-athletes and coaches must report to the interview area within 10 minutes of the last event in which they compete or in which they have student-athletes competing. **For the 2021 championships, media interviews should be conducted virtually to adhere to COVID-19 health and safety procedures.**

Failure to adhere to this policy may result in an individual being charged with misconduct.

11.10 STROBE LIGHTS

No strobe lights shall be installed in an arena without the express consent of the host facility. Requests for installation of strobe lights must be approved by the event's media coordinator and the NCAA championships administrator.

No single agency may install more than one set of strobes at a site, regardless of the number of units that will be used.

Any installed strobe unit may not exceed four clusters of strobe lights producing a maximum of 3,200 watt-seconds at any championships site. All strobes must flash at a duration less than 1/2,000th of a second. The NCAA reserves the right to alter specifications in the best interest of the championships.

All strobes must be installed and tested, if necessary, at the site 24 hours before the start of the event during which the strobes will be used. The NCAA championship administrator along with the event's media coordinator will grant final approval relative to the installation of strobes.

11.11 TELEVISION RIGHTS AND FOOTAGE LICENSING

Please access www.ncaa.com/media and refer to the Broadcast Services section for policies and guidelines.

SECTION 12. MEDICAL

12.1 ATHLETIC TRAINING

Certified athletic trainers will be available for the entire meet. Physicians will be on call for all scheduled practices and competitions. Encore Performance will be providing athletic training coverage for this event.

Athletic Training Coordinators:

Maureen Wood 205-665-5502 mwood4@montevallo.edu

The athletic training room will be open during and after practice and competition. An athletic training area will be available to all student-athletes including heat, ice bags and electric modalities. Those student-athletes requiring the use of modalities must provide written documentation from their team athletic trainer and/or team physician. If you require any special needs, contact Maureen Wood ahead of time to help arrange such services. If your team is not traveling with a certified athletic trainer and/or team physician, prior notification is appreciated in order to communicate any care.

Additionally, an area located off deck outside of the locker rooms and Athletic Training Area has been designated for teams to use as a student-athlete rub-down area. See facility map. **NOTE:** Tables and/or massage therapists will not be provided by the hosts.

Bottled water and bottled PowerAde will be available for all student-athletes on the pool deck as well as in the athletic training area. Water fountains will be turned off. This information may be subject to change.

12.2 HOSPITALS AND EMERGENCY SERVICES

Name	Address	Phone
Birmingham Police Dept.	2236 47 th St Ensley Birmingham AL 35208	205-254-2682
Birmingham Fire Department	4825 Avenue W Birmingham AL 35208	205-254-2052
Princeton Baptist Medical Center	701 Princeton Av SW Birmingham AL 35211	205-783-3000
UAB Hospital	1802 6 th Avenue Street South	205-934-9999

Pharmacy

Name	Address	Phone
CVS/pharmacy	1431 11 th Av. South Birmingham AL 35205	205-933-8374
Walgreens Pharmacy	3020 Clairmont Av. Birmingham AL 35205	205-323-6823

Publix Pharmacy at Midtown	230 29 th Street South Birmingham AL 35233	205-250-7174
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14.1 CONCUSSION PROTOCOL

Per NCAA regulations, any student-athlete who is suspected to have a concussion **shall be removed** from practice or competition and **evaluated** by an athletics healthcare provider with experience in the evaluation and management of concussions and **shall not return** to activity for the remainder of that day. Medical clearance and return to participation shall be determined by a physician.

What is a concussion? A concussion is a brain injury that is caused by a blow to the head or body. It may occur from contact with another player, hitting a hard surface such as the ground, floor, being hit by a piece of equipment such as a bat or ball, or a motor vehicle accident. A concussion can change the way your brain normally works. It can range from mild to severe and presents itself differently for each athlete. **A concussion can happen even if you do not lose consciousness.**

14.2 EMERGENCY CARE ***24-Hour Emergency Medical: 911***

Emergency medical services will be available for the duration of the championships. This will be coordinated by the Natatorium staff and the athletic training personnel.

The local hospital used by the championships for emergency and non-emergency services will be Princeton Baptist Medical Center. The hospital is located 1 mile from the Natatorium. Directions to the hospital will be available from the athletic training personnel.

SECTION 14. PARTICIPANT EXPECTATIONS & GUIDELINES

14.1 CHAMPIONSHIPS CODE OF CONDUCT

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 athletic 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 a complete and accurate Division II Code of Conduct form before the start of the first competition of the championships will be issued a fine of \$500, with a private letter of reprimand to be sent to the conference commissioners, university president, university athletics director, senior woman administrator, sports information director and compliance director.

All completed Code of Conduct signature pages must be submitted **5 p.m. Eastern time, Friday, March 12**, to Kerstin Hunter (khunter@ncaa.org).

14.2 SPORTSMANSHIP

The primary goal of the rules is to maximize the safety and enjoyment of the student-athlete. Sportsmanship is a key part of that goal. Sportsmanship should be a core value in behavior of competitors and bench personnel, in crowd control by game management and in the officials' proper enforcement of the rules governing related actions.

14.3 SPORTS WAGERING

The NCAA defines sports wagering as putting something at risk – such as an entry fee or a wager – with the opportunity to win something in return. The NCAA opposes all forms of legal and illegal sports wagering on college sports. Student-athletes and athletics administrators cannot place a sports wager for any NCAA-sanctioned sport. This includes wagering on the intercollegiate, amateur or professional level.

A student-athlete involved in sports wagering on the student-athlete's institution permanently loses all remaining regular-season and postseason eligibility in all sports. A student-athlete who is involved in any sports wagering activity that involves college sports or professional athletics, through Internet gambling, a bookmaker, a parlay card or any other method employed by organized gambling, will be ineligible for all regular-season and postseason competition for at least one year.

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

14.4 TOBACCO BAN

The use of tobacco products is prohibited by all game personnel (e.g., coaches, trainers, managers and game officials) in all sports during practice and competition. Uniform penalties (as determined by the applicable rules-making committees and sports committees with rules-making responsibilities) shall be established for such use.

Tobacco products shall not be advertised, sold or dispensed at any championship event sponsored by or administered by the NCAA. Smoking is not permitted anywhere in the venue.

The use of tobacco products by a student-athlete is prohibited during practice and competition. A student-athlete who uses tobacco products during a practice or competition shall be disqualified for the remainder of that practice or competition.

14.5 ALCOHOL POLICY

Alcoholic beverages shall not be advertised, sold or otherwise made available for public consumption at any championship event sponsored by or administered by the NCAA, unless otherwise approved by the NCAA, nor shall any such beverages be brought to the site during the championship (from the time access to the competition site or area is available to spectators, until all patrons have left).

14.6 ETHICAL BEHAVIOR BY COACHES

Members of the coaching profession have certain inherent obligations and responsibilities to the profession, to the student-athletes and to all those with whom they come into contact in the field. Coaches are expected to be role models who conduct themselves with integrity and high ethical standards at all times.

The words and actions of a coach carry tremendous influence, particularly on the young people under his or her direction. It is, thus, imperative that he or she demonstrate and demand high principles of sportsmanship and ethical behavior.

Therefore, coaches must:

1. Always place the safety and welfare of student-athletes above the value of a win and above any personal prestige or glory.
2. Ensure that the coaching staff and all others associated with the program treat the student-athletes under their control with fairness and respect.
3. Remember that they are on public display and that their conduct reflects upon the image of their respective institutions.
4. Teach their student-athletes strict adherence to the rules and regulations of the sport, the institution and other governing bodies to which they are responsible.
5. Firmly establish with their student-athletes the standards of acceptable conduct.
6. Treat opponents and assigned officials with respect and demand that student-athletes do the same, instilling in their student-athletes the importance of respect and sportsmanship over winning.
7. Ensure that student-athletes understand that taunting, intimidating and baiting opponents is unacceptable behavior and will not be tolerated.
8. Monitor their coaching staff and student-athletes to ensure that they do not use profane and vulgar language while representing the institution.
9. Ensure, along with institutional administration, that fans are reminded of the expectations of sportsmanship and respect for officials and opponents and their supporters.

14.7 MISCONDUCT

Misconduct in a 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.

In accordance with Bylaw 31.1.8.3, the governing sports committee (or the games committee authorized to act for it) may impose any one or a combination of 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.

14.8 FAILURE TO ADHERE TO POLICIES

To review the Failure to Adhere to Policies Outline, please click [here](#).

SECTION 15 SCHEDULE OF EVENTS

15.1 COMMUNITY ENGAGEMENT

All Division II championships will provide community engagement experiences for participating student-athletes and coaches. As a key part of Division II's strategic position, community engagement emphasizes the relationship of athletics in strengthening communities.

This year's Division II's unique approach to community not only connects athletics with outreach opportunities, but virtually brings communities inside the division's championship experience. Division II is committed to developing student-athletes and communities by actively engaging in shared experiences. The objective of community engagement is to build relationships by bringing communities to experience Division II events.

All of our community engagement events will be virtual. You will receive zoom links to read in classrooms, lead exercises in P.E. classes or possibly join firefighters for virtual pizza parties to thank them for their service as essential workers.

For more information, or if you have any questions, please contact Jill Willson (email: jwillson@ncaa.org; Phone: 717-360-3556). We sincerely appreciate your assistance with this NCAA Division II Community Engagement Event.

15.2 QUALIFICATION DIVING SCHEDULE OF EVENTS

All time are local.

Tuesday	7 a.m.	Boards open for general warm-up.
	9 a.m.	Boards restricted to men on 3-meter boards and women on 1-meter boards.
	10 a.m.	Competition begins with men’s 3-meter and women’s 1-meter running concurrently.
	Noon	Boards open for general warm-up at conclusion of morning session.
	2 p.m.	Competition resumes with men’s 1-meter and women’s 3-meter running concurrently.

15.3 PRACTICE SCHEDULE

All times are local.

Pool Availability (Doors open Mon-Sat. at 6:30 a.m.)

Monday and Tuesday, pool availability will be scheduled for participating teams/individuals. **From Wednesday to Saturday, the pool will be restricted to competing athletes only during trials and finals warm-ups. Non-competing athletes should not be in the pool or on deck during those times.**

15.4 CHAMPIONSHIPS SCHEDULE

All times are Local. See Appendix C for competition schedule of events.

<u>Sunday, March 14</u>	
11-7 p.m.	Registration.
<u>Monday, March 15</u>	
7 a.m.-7 p.m.	Natatorium open.
6 p.m.	Committee/officials meeting – Virtual Call.
7 p.m.	Diving coaches administrative meeting – Virtual Call.
<u>Tuesday, March 16</u>	
7 a.m.-7 p.m.	Natatorium open.
10 a.m.–4 p.m.	Diving qualification meet.
10 a.m.	Division II Swimming and Diving Coaches Connection meeting – Virtual Call
12:30 p.m.	Swim coaches administrative meeting – Virtual Call.
<u>Wednesday, March 17</u>	
7 a.m.-30 min. after last race	Natatorium open.
10 a.m.	Swim trials.
2 p.m.	Dive trials.
6 p.m.	Swim and dive finals.
<u>Thursday, March 18</u>	
7 a.m.-30 min after last race	Natatorium open.
10 a.m.	Swim trials.

2 p.m.	Dive trials.
6 p.m.	Swim and dive finals.
<u>Friday, March 19</u>	
7 a.m.-30 min after last race	Natatorium open.
10 a.m.	Swim trials.
2 p.m.	Dive trials.
6 p.m.	Swim and dive finals.
<u>Saturday, March 20</u>	
7 a.m.-9 p.m.	Natatorium open.
10 a.m.	Swim trials.
2 p.m.	Dive trials.
6 p.m.	Swim and dive finals.
<u>Sunday, March 21</u>	
All day	Teams depart Birmingham.

SECTION 16. TICKETS

Tickets for spectators will not be sold for the 2021 NCAA Division II Men's and Women's Swimming and Diving Championships.

SECTION 17. TRAVEL PARTY

Transportation expenses and per diem will be provided to only those competitors who have been invited to the meet and who then participate in one or more of those event(s). In diving, transportation expenses and per diem will be provided to only those competitors who qualify for the national championships as described in the diving qualification section of the 2020-21 pre-championships manual. **The qualification meet, which is held at the site of the national championships the day before it starts, is not considered to be a part of the national championships; therefore, per diem and transportation will not be paid. [Note: Institutions will be responsible for paying student-athletes' transportation costs and per diem to the diving qualifying meet in the event those student-athletes do not qualify for the championships.]**

For members of an institution's NCAA official travel party, transportation reimbursement and a per diem will be provided for the participants, as noted above, and for one non-athlete for institutions with one to four individuals selected, and for two non-athletes for institutions with more than four individuals selected per team per gender.

The NCAA travel policies can be found at <http://www.ncaa.org/championships/travel/championships-travel-information>.

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

SECTION 18. UNIFORMS

18.1 UNIFORMS/ARTIFICIAL AIDS

Competitor's uniforms must be characterized by conformity to recognized standards of propriety. No swimmer or diver is permitted to wear or use any device or foreign substances, including kinesiology tape, to help his or her speed, pace, buoyancy or body compression in competition. Temporary applied adhesives to improve grips shall not be used; however, divers are permitted to use temporarily applied adhesives to provide for safety in performing dives in competition. The use of tape and compression sleeves are permitted to treat a documented medical condition. Tape and/or wrist guards may be used by divers to support the wrists in a preventative manner without medical documentation. The use of technology and automated data collection devices is permissible for the sole purpose of collecting data. Such devices shall not be utilized to transmit data, sounds, or signals to the athlete and may not be utilized to effect pace or tempo. (NCAA Swimming and Diving Playing Rules, Rule 3).

18.2 LOGO POLICY

In accordance with NCAA Bylaw 12.5.4, an institution's official uniform, swimsuits or any other items of apparel (e.g., drag suits, socks headbands, T-shirts, swim caps, towels and warm-ups), that are worn by student-athletes while representing their institution in intercollegiate competition shall contain only a single manufacturer's or distributor's logo or trademark on the outside of the apparel (regardless of the visibility of the logo or trademark). The logo or trademark must be contained within a four-sided geometrical figure (i.e., rectangle, square, parallelogram) that does not exceed 2 ¼ squared inches. Such an item of apparel may contain more than one manufacturer's or distributor's logo or trademark on the inside of the apparel provided the logo or trademark is not visible.

If an institution's uniform, swimsuit or any item of apparel worn by a student-athlete in competition contains washing instructions on the outside of the apparel or on a patch that also includes the manufacturer's or distributor's logo or trademark, the entire patch must be contained within a four-sided geometrical figure (i.e., rectangle, square, parallelogram) that does not exceed 2 ¼ square inches.

The restriction of the size of a manufacturer's or distributor's logo is applicable to all apparel worn by the student-athletes during the conduct of the institution's competition, which includes pregame or postgame activities (e.g., postgame celebrations or pre- or postgame media conference) involving student-athletes.

SECTION 19. APPENDIXES

APPENDIX A: NCAA Deck Layout and Parking Maps

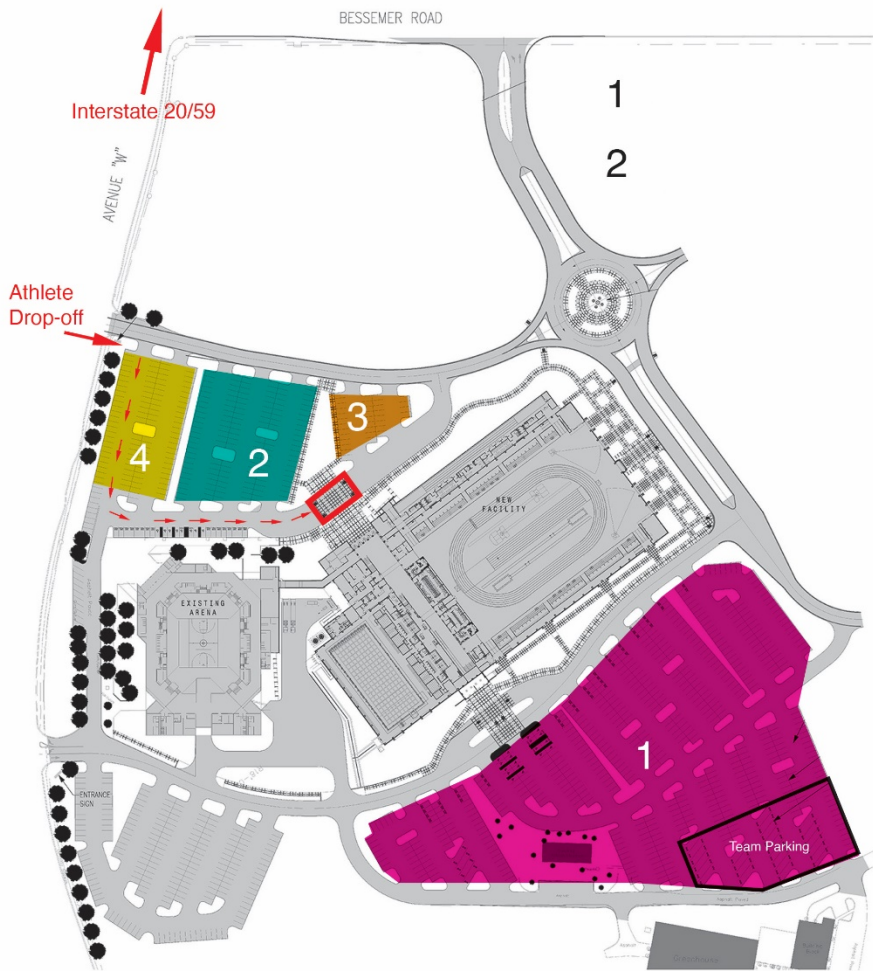
APPENDIX B: Student-Athlete Participation Awards

19.1 APPENDIX A – FACILITY AND PARKING MAPS



NCAA Deck Layout

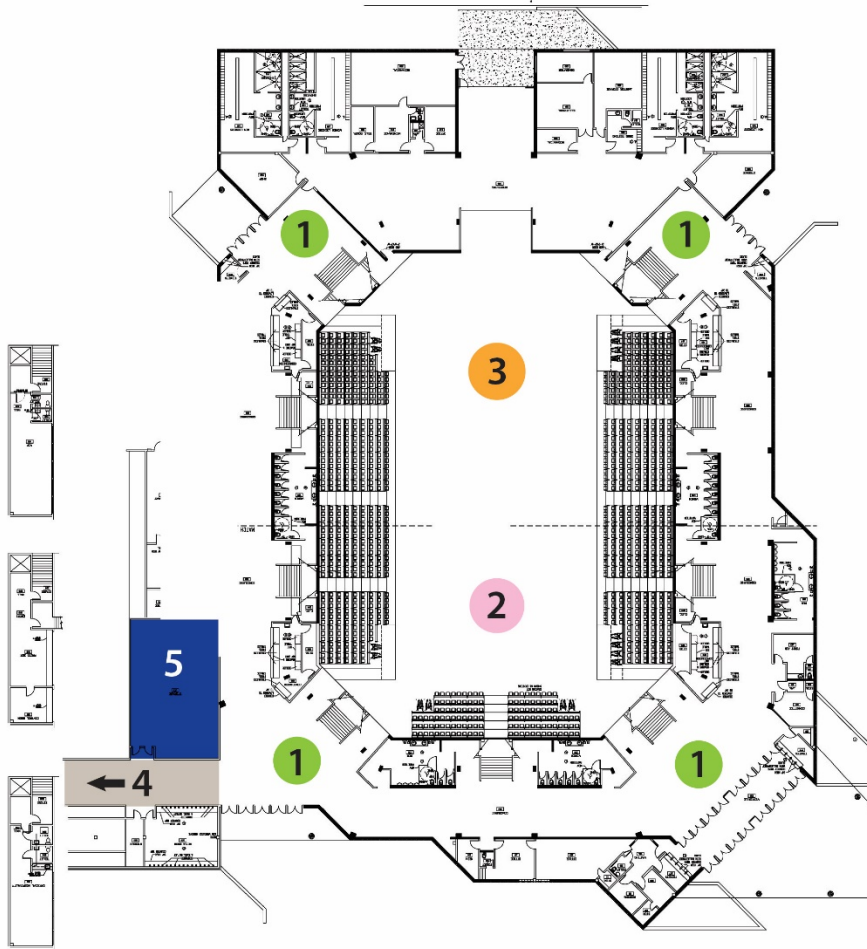
- 1. Competition Pool
- 2. Warm-Up/Cool Down Lanes
- 3. Diving Well
- 4. Starting Blocks (Eight Competition Lanes)
- 5. 1 Meter Diving Board/Platform
- 6. 3 Meter Diving Board/Platform
- 7. Ready Tent
- 8. Coaches' Mailbox
- 9. Scratch Box
- 10. 15ft 4Row Bleachers = 40 Seats Each
- 11. 12ft 4Row Bleachers = 30 Seats Each
- 12. Dive Scoring Tables
- 13. Award Platform
- 14. Dive Mats
- 15. Locker Rooms (men & women)
- 16. Pool Entrance: Coaches, Officials & Swimmers
- 17. Pool Control Area
- 18. Restroom
- 19. Committee/Operations Room
- 20. Deck Entrance: Coaches, Officials & Swimmers
- 21. Emergency Exit



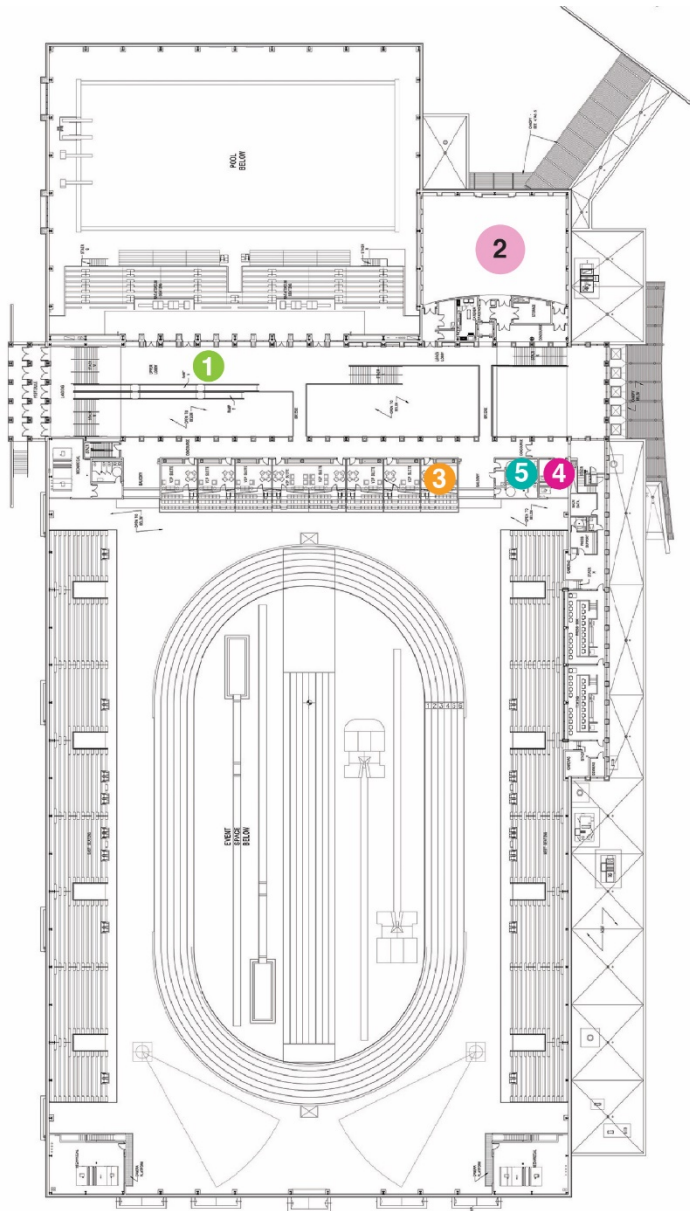
Parking Layout

- 1. Team Parking
- 2. Officials/Timing Parking
- 3. NCAA/VIP Parking
- 4. Media/Volunteers Parking

Bill Harris Arena Layout



- 1. █ Team entrance
- 2. █ Warm-up
- 3. █ Event Trainers
- 4. █ Hallway to Competition Venue
- 5. █ Athlete Hospitality



Level 2 Facility Layout

- 1.  Packet Pick Up
- 2.  Coaches Hospitality
- 3.  NCAA Committee Suite
- 4.  Officials Hospitality
- 5.  Volunteer Hospitality



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

For 2020-2021, an online gift-suite will serve as the participation awards provided to members of the official travel party of institutions that advance to the championship final sites.

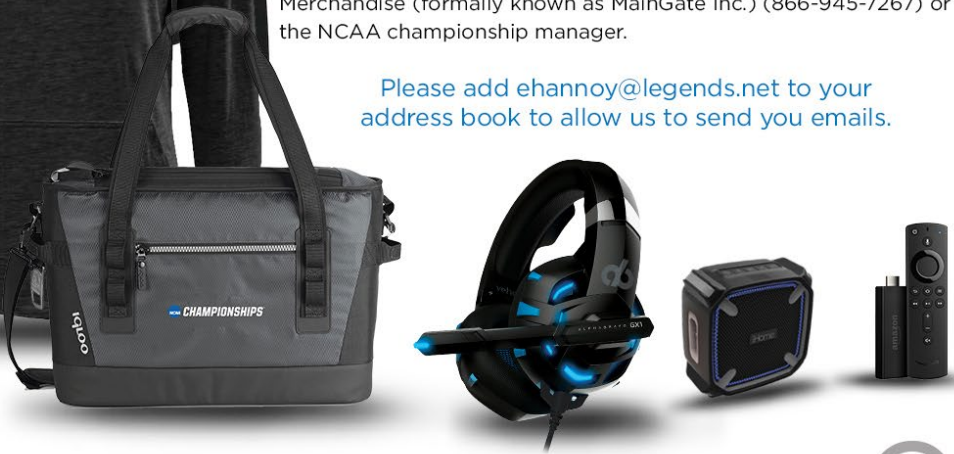


After the championship, MainGate will send the head coach an email providing ordering process details, along with a unique Certificate Code (valid for one participation award per member of your official travel party) that can be redeemed only at www.NCAA-Awards.com. In order to ensure that each participant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

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

Participation award items will be sent to your institution for distribution to your student-athletes within four to six weeks after your order is placed. If you do not receive information for ordering awards within two weeks of the conclusion of the championship please contact Erin Hannoy ehannoy@legends.net, Legends Global Merchandise (formally known as MainGate Inc.) (866-945-7267) or the NCAA championship manager.

Please add ehannoy@legends.net to your address book to allow us to send you emails.



Place your order at NCAA-Awards.com

