



MEMORANDUM

March 4, 2024

VIA EMAIL

TO: NCAA Institutions Sponsoring Division III Men's and/or Women's Tennis.

FROM: Lindsey Eldred
Assistant Director, Championships and Alliances

Jennifer Mervar
Assistant Director, Championships and Alliances

Victoria Lipscomb
Assistant Director, Championships and Alliances

SUBJECT: Reminder - Submission of 2023-24 Online Results and Rankings Program.

Please note that for the 2023-24 academic year, all results must be submitted to the Intercollegiate Tennis Association (ITA).

This is the only tennis organization that the NCAA has partnered with to receive this information. Submission of your complete results will allow your team(s) to receive full consideration for the ITA rankings (team, singles and doubles), NCAA regional Rankings and selection and seeding for the NCAA Division III Men's and Women's Tennis Championships. The ITA will use computerized rankings for Division III starting in late March, and the success of the computer rankings will largely depend on the amount of results data collected in the ITA system.

It should be noted that ITA membership is not required in order to submit rosters & results, nor is there a fee charged in order to submit an institution's 2023-24 scores.

ITA Members may enter rosters & results by signing into their [Team Workspace](#) & clicking the racquets icon on the left hand side. To see if a result is in the system already, use the public [team search function](#). For additional support with dual match entry, please see the guide [here](#). Step by step instructions to assist you in submitting your results to the ITA will also be posted to the [Division III Men's and Women's Tennis page](#) on NCAA.org

If you do not have an ITA membership, results can still be submitted to the ITA, utilizing this [form](#). Please contact Lizzie Conti (econti@itatennis.com) from the ITA staff to assist you with any questions, concerns or comments that you might have while entering results.

Reminder: Teams that competed in Fall competition were **required** to have all dual-match results entered to the ITA by **November 10, 2023**.

All results must be submitted to the ITA no later than one week after the completion of the dual match. Programs that fail to meet this deadline are subject to fine by the NCAA.

PROUD TO BE DIVISION III

#DIII50

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Sunday, April 7 — All results must be entered to the ITA no later 10 p.m. Eastern.

Sunday, April 14 — All results must be entered to the ITA no later 10 p.m. Eastern.

Sunday, April 21 — All results must be entered to the ITA no later 10 p.m. Eastern.

Sunday, April 28 — All results must be entered to the ITA no later 10 p.m. Eastern.

Saturday, May 4 – Those competing in a conference championship on Saturday, May 4. Results must be entered to the ITA no later than 9 p.m. local time.

Sunday, May 5 — Those competing in a conference championship on Sunday, May 5. Results must be entered to the ITA within **2 hours** of the conclusion of your conference championship.

Institutions that fail to meet the established deadline are subject to a fine by the NCAA and/or potential disqualification from the championships. The first offense will be a written warning. The second offense will result in a financial penalty directed to your institution. Any third time offense may result in omission from championship selection.

LE/JM/VL:rr

Enclosure or Attachment

cc: Lizzie Conti

Suzanne Merritt

Mike Lynch