

**REPORT OF THE
NCAA DIVISION II MEMBERSHIP COMMITTEE
JULY 8, 2026, IN-PERSON MEETING**

ACTION ITEMS.

1. Legislative Items.

a. Noncontroversial Legislation -- NCAA Division II Bylaws 7.3 and 7.5 -- NCAA Division II Membership and Institutional Control -- Active Membership and Provisional Membership.

- (1) Recommendation. Adopt noncontroversial legislation to: (1) Amend NCAA Division II Bylaws 7.3.5.3 (composition of active conferences), 7.3.5.4 (new conference membership requirements), 7.3.5.5 (minimum size for new active conferences), 7.5.1.3 (administrative requirements for application), 7.5.1.5.1.1 (deadline for submission of application), 7.5.1.5.2 (administrative requirement for active membership – conference membership) and 7.5.1.8.2 (administrative requirements for application), as specified; and (2) Establish a candidate conference designation, as specified.
- (2) Effective date. Immediate, for institutions and conferences submitting an application during the 2027-28 academic year.
- (3) Rationale. During its July 2025 in-person meeting, the Division II Membership Committee began its discussion regarding the minimum requirements to form a new Division II conference. Since that meeting, the committee has focused on establishing concepts intended to provide greater flexibility to form a new Division II conference. In its review, the committee determined it was appropriate to incorporate modifications to the application deadlines for a new conference and the applicant institution processes, as well as establish a candidate conference designation, which would allow a conference who does not yet have at least 10 active and/or provisional member institutions to extend a bona fide invitation to a prospective member institution to fulfill the provisional member application requirement. In the establishment of the candidate conference designation, the committee prescribed that a new conference may only maintain such designation for up to two calendar years. The committee concluded that such amendments were beneficial in assisting with the growth of Division II membership by providing more streamlined and uniform application deadlines and expanding the opportunities for future conferences to attract new member institutions.
- (4) Estimated budget impact. None.
- (5) Estimated student-athlete impact. None.

b. Noncontroversial Legislation -- Bylaw 7.3.1.7.1.1 -- NCAA Division II Membership and Institutional Control -- Active Membership -- Institutions -- Sports Sponsorship -- Minimum Contests and Participants Requirements for Sports Sponsorship -- Acrobatics and Tumbling.

- (1) Recommendation. In acrobatics and tumbling, to eliminate the minimum participant requirement for sports sponsorship. [Attachment A]
- (2) Effective date. August 1, 2026.
- (3) Rationale. When acrobatics and tumbling was adopted as an emerging sport, the legislative proposal established sports sponsorship requirements. In all three divisions, acrobatics and tumbling was identified as a team sport; however, both a minimum contest (six) and minimum participant (18) requirement was established for sports sponsorship. The intent of the minimum participant requirement was to ensure student-athletes could compete safely and for institutions to build complete rosters. The National Collegiate Acrobatics & Tumbling Association (NCATA) Code of Points (which governs the playing rules for acrobatics and tumbling) governs the minimum participants in order to compete in a meet and takes into account health and safety considerations.

As the sport has evolved, a bridge program was adopted effective for the 2024-25 academic year that allows teams with a roster size under 18 student-athletes to safely compete. The bridge program utilizes a simplified format and skill set to ensure safety, retention and a positive competitive experience for student-athletes and coaches during the implementation and building of an acrobatics and tumbling program and roster. Under the current legislation, teams utilizing the bridge program are not able to meet sports sponsorship requirements despite competing in meets that adhere to the playing rules.

In Division II, stunt is the only other team sport which has a minimum participant requirement. All other team sports defer to playing rules on the minimum number of participants to complete a contest, and for a contest to be considered countable for sports sponsorship purposes it must be completed in accordance with playing rules.

Eliminating the minimum participant requirement from the sports sponsorship legislation will keep acrobatics and tumbling consistent with other team sports and ensure the playing rules govern the minimum participant requirement for any necessary health and safety considerations. The NCATA executive director also supports the removal of the minimum participant requirement from the sports sponsorship legislation. Divisions I and III are also considering this legislative change.

- (4) Estimated budget impact. None.
- (5) Estimated student-athlete impact. This change will ensure that all meets that student-athletes participate in which are conducted in accordance with playing rules are counted for sports sponsorship purposes.

2. Nonlegislative Item.

- **Division II Membership Committee -- Division II New Conference and Two-Year Expedited and Three-Year Provisional Institution Membership Processes and Applications.**
 - (1) Recommendation. Approve amendments to the Membership Committee's policies for new conferences and the two-year expedited and three-year provisional membership processes and applications, as specified. [Attachments B through E]
 - (2) Effective date. Immediate, for institutions and conferences submitting an application during the 2027-28 academic year.
 - (3) Rationale. During its July 2025 in-person meeting, the Division II Membership Committee began its discussion regarding the minimum requirements to form a new Division II conference. Since that meeting, the committee has focused on establishing concepts intended to provide greater flexibility to form a new Division II conference. In its review, the committee determined it was appropriate to incorporate modifications to the application deadlines for a new conference and the applicant institution processes, as well as establish a candidate conference designation, which would allow a conference who does not yet have at least 10 active and/or provisional member institutions to extend a bona fide invitation to a prospective member institution to fulfill the provisional member application requirement. In the establishment of the candidate conference designation, the committee prescribed that a new conference may only maintain such designation for up to two calendar years. The committee concluded that such amendments were beneficial in assisting with the growth of Division II membership by providing more streamlined and uniform application deadlines and expanding the opportunities for future conferences to attract new member institutions.
 - (4) Estimated budget impact. None.
 - (5) Estimated student-athlete impact. None.

INFORMATIONAL ITEMS.

1. **Review of annual reports from institutions in the membership process.** The Division II Membership Committee reviewed the annual reports submitted by the nine institutions in the membership process. The committee agreed to the following actions:

- a. **Move the following institutions to active member status, effective September 1, 2026:**

- (1) Point Park University;
- (2) Roosevelt University;
- (3) Sul Ross State University;
- (4) University of California, Merced;
- (5) University of Jamestown; and
- (6) University of Texas at Dallas.

[NOTE: Melanie Brunson, deputy athletic director and senior woman administrator, Winona State University, recused themselves from the discussion and voting regarding the University of Jamestown. Kris Dunbar, commissioner, Great Lakes Intercollegiate Athletic Conference, recused themselves from the discussion and voting regarding Roosevelt University. James Reid, director of athletics, Angelo State University, recused themselves from the discussion and voting regarding Sul Ross State University and the University of Texas at Dallas.]

- b. **Move the following institution to provisional year three, effective September 1, 2026:**

- Menlo College.

- c. **Move the following institution to provisional year two, effective September 1, 2026:**

- Middle Georgia State University.

- d. **Move the following institution to expedited provisional year two, effective September 1, 2026:**

- Ferrum College.

2. **Approved the application of the following institution to enter provisional year one, effective September 1, 2026:**

- Texas A&M University - Texarkana.

[NOTE: James Reid, director of athletics, Angelo State University, recused themselves from the discussion and voting regarding Texas A&M University - Texarkana.]

3. **Review of waiver requests submitted regarding the membership process.** The committee reviewed waiver requests submitted by Menlo College and Point Park University to waive year three of the provisional membership process and advance the institutions to active membership status, effective September 1, 2026. The committee approved the waiver request for Point Park University, noting that the institution demonstrated its readiness to become an active Division II member. The committee denied the waiver request for Menlo College, noting that the institution did not demonstrate its readiness to become an active Division II member.
4. **Identify active member host institution for Shawnee State University.** Per the Division II provisional membership process, expedited provisional year one institutions must participate in a visit to an active member institution's campus in year one of the process. The committee selected University of Charleston (West Virginia) as the host institution for Shawnee State University.
5. **Discussion on the minimum requirements to form a new Division II conference.** The committee continued its discussion regarding the minimum requirements to form a new Division II conference. The committee reviewed and provided feedback on the updated draft policies and applications for new conferences and institutions applying for Division II membership. Following its review, the committee approved the draft policies and applications, as written, effective immediately for institutions and conferences submitting an application during the 2027-28 academic year [see Legislative Action Item No. 1a and Nonlegislative Action Item].
6. **Discussion regarding the minimum participant requirement in the sport of acrobatics and tumbling for sports sponsorship.** The committee reviewed a request from the NCAA Women's Acrobatics and Tumbling Committee regarding the potential elimination of the minimum participant requirement for sports sponsorship. Eliminating the minimum participant requirement from the sports sponsorship legislation will keep acrobatics and tumbling consistent with other team sports and ensure the playing rules govern the minimum participant requirement for any necessary health and safety considerations [see Legislative Action Item No. 1b].
7. **Update on recent active member issues.** The committee received an update that Saint Anselm College intends to submit an application for reclassification to Division III by the February 2027 deadline.

Further, the committee was provided an update regarding Texas Woman's University's declaration to exempt its women's gymnastics program from the maximum awards legislation in accordance with Bylaw 7.9.2.2 (exceeding the Division II institutional grant-in-aid limitations) for the 2026-27 academic year. In addition, it was noted that a Division II institution that only sponsors Division II sports is not eligible to opt into the House settlement. However, a Division II institution that sponsors a Division I sport is eligible to opt into the House settlement for the Division I sport.

8. **Update regarding institutions seeking reclassification from Division II to Division I.** The committee received an update that the University of West Florida submitted a membership application by the June 1, 2026, deadline, to reclassify all sports to Division I.
9. **Update on Compliance Blueprint Review Program.** The committee discussed the performance of vendors for the Compliance Blueprint Review Program during the 2025-26 academic year. In addition, the committee received an update regarding the status of the Compliance Blueprint Review Program for the 2026-27 academic year.
10. **Review of the Membership Committee's policies and procedures.** The committee reviewed and approved an updated version of its policies and procedures for the 2026-27 academic year.
11. **Recap of expedited provisional year one orientation videoconference.** The committee received an update regarding the agenda and programming from the June 18, 2026, expedited provisional year one orientation videoconference.
12. **Education update.** The committee received an update on the six required courses for the 2026-27 coaches certification requirement. As of July 7, 2026, over 3,500 users completed the required curriculum while over 10,000 users were enrolled. Additionally, the committee received an update regarding the 2026 Regional Rules Seminar.
13. **Review of Requests/Self-Reports Online (RSRO) use by provisional institutions.** The committee received an update on the usage of RSRO by provisional institutions during the 2025-26 academic year.
14. **Update from Division II Conference Commissioners Association report from Pictor Group.** The committee received an update on the Division II Conference Commissioners Association's report from the Pictor Group.
15. **Approval of the Membership Committee April 22, 2026, videoconference report.** The committee reviewed and approved the report from its April 22, 2026, videoconference.
16. **Review of the NCAA Division II Executive Board and NCAA Division II Management Council spring 2026 summary of actions.** Staff provided an update on the summary of actions from the Executive Board and Management Council spring 2026 meetings.

17. **Update from the NCAA Board of Governors.** The committee received an update from the Board of Governors' most recent meeting.
18. **Review of the Membership Committee roster.** The committee reviewed its roster.
19. **Election of chair and vice chair.** The committee elected Christie Ward, deputy athletic director, Catawba College, as chair; and Jessica Grasso, commissioner, East Coast Conference, as vice chair, effective September 1, 2026.
20. **Future scheduled meetings/videoconferences.**
 - a. September 17, 2026, videoconference; 1 to 4 p.m. Eastern time.
 - b. November 17, 2026, videoconference; timing to be determined.
 - c. February 8, 2027, videoconference; timing to be determined.
 - d. April 2027, videoconference; date and timing to be determined.
 - e. July 7-8, 2027, in-person meeting; Indianapolis.

Committee Chair: Melanie Brunsdon, Winona State University

Staff Liaisons: Jordan Lysiak, Division II Governance and Member Services

Katelyn Skarr, Division II Governance and Member Services

NCAA Division II Membership Committee July 8, 2026, In-Person Meeting	
Attendees:	
Michael Bazemore, Montana State University Billings.	
Molly Belden, Northeast 10 Conference.	
Melanie Brunsdon, Winona State University.	
Kris Dunbar, Great Lakes Intercollegiate Athletic Conference.	
Jessica Grasso, East Coast Conference (via videoconference).	
Cassie Kosiba, South Dakota School of Mines and Technology.	
Robert Mallory, Missouri Southern State University.	
Jessica McIntyre, Lee University.	
James Reid, Angelo State University.	
Lance Tatum, Northwest Missouri State University.	
Christie Ward, Catawba College.	
Absentees:	
Bennett Cherry, California State University, San Marcos (Management Council chair).	

Guests in Attendance:
Chris Graham, Sunshine State Conference.
Amy Mallett, The Compliance Group.
Jill Willson, Double L Consulting.
NCAA Liaisons in Attendance:
Jordan Lysiak and Katelyn Skarr.
Other NCAA Staff Members in Attendance:
Lillian Case, Terri Steeb Gronau, Maritza Jones, Angela Red and Mikayla Rudolph.

Division: II

Proposal Number: NC-2027-16

Title: NCAA DIVISION II MEMBERSHIP AND INSTITUTIONAL CONTROL -- ACTIVE MEMBERSHIP -- INSTITUTIONS -- SPORTS SPONSORSHIP -- ACCEPTABLE SPORTS -- MINIMUM CONTESTS AND PARTICIPANTS REQUIREMENTS FOR SPORTS SPONSORSHIP -- ACROBATICS AND TUMBLING

Convention Year: 2027

Date Submitted: June 30, 2026

Status: Ready for Consideration by Management Council

Effective Date: August 1, 2026

Source: NCAA Division II Management Council (Membership Committee).

Category: Noncontroversial

Topical Area: Membership and Institutional Control

Intent: In acrobatics and tumbling, to eliminate the minimum participant requirement for sports sponsorship.

Bylaws: Amend 7.3, as follows:

7.3 Active Membership.

7.3.1 Institutions.

[7.3.1.1 through 7.3.1.6 unchanged.]

7.3.1.7 Sports Sponsorship. A member of Division II shall sponsor in Division II a minimum of:

[7.3.1.7-(a) through 7.3.1.7-(b) unchanged.]

7.3.1.7.1 Acceptable Sports. The sports designated to meet the sports sponsorship criteria shall:

[7.3.1.7.1-(a) through 7.3.1.7.1-(e) unchanged.]

7.3.1.7.1.1 Minimum Contests and Participants Requirements for Sports Sponsorship. In each sport, the institution's team shall engage in at least a minimum number of intercollegiate contests (against four-year, degree-granting collegiate institutions) each year. In the individual sports and acrobatics and tumbling, the institution's team shall include a minimum number of participants in each contest that is counted toward meeting the minimum-contest requirement. The following minimums are applicable:

Team Sports	Minimum Contests	Minimum Participants	Individual Sports	Minimum Contests	Minimum Participants
Acrobatics and Tumbling	6	18	Women's Bowling	8	5
Baseball	24		Cross Country	4	5
Basketball	22		Equestrian	6	12
Beach Volleyball	8		Men's Fencing	6	5
Field Hockey	10		Women's Fencing	6	5

Women's Flag Football	12				
Football	9		Golf	7	4
Men's Ice Hockey	20		Men's Gymnastics	6	6
Women's Ice Hockey	20		Women's Gymnastics	6	5
Men's Lacrosse	10		Rifle	8	4
Women's Lacrosse	10		Skiing	5	5
Women's Rowing	6		Swimming and Diving	8	9
Women's Rugby	9		Tennis	10	5
Soccer	10		Track and Field, Indoor	4	10
Softball	24		Track and Field, Outdoor	4	10
Stunt	8	16	Men's Wrestling	9	6
Men's Volleyball	9		Women's Wrestling	9	6
Women's Volleyball	15		Women's Triathlon	4	3
Men's Water Polo	15				
Women's Water Polo	10				

[7.3.1.7.1.1.1 through 7.3.1.7.1.1.11 unchanged.]

[7.3.2 through 7.3.5 unchanged.]

FAQ:

Co-sponsorship - Conference:

None

Co-sponsorship - Institution:

None

Position Statements:

Review History:

Jul 8, 2026: Recommends Approval - NCAA Division II Membership Committee.

Additional Information:

Upon adoption of acrobatics and tumbling as an emerging sport, the legislation established both a minimum contest (six) and minimum participant (18) requirement for sports sponsorship. While acrobatics and tumbling is considered a team sport, the minimum participant requirement was put in place to ensure student-athletes could compete safely and for institutions to build complete rosters. As the sport has evolved, a bridge program was adopted effective for the 2024-25 academic year that allows teams with a roster size under 18 student-athletes to safely compete. Effectively, those institutions which utilize the bridge program are not able to meet sports sponsorship requirements despite competing in meets that adhere to the playing rules. Eliminating the minimum participant requirement from the sports sponsorship legislation will keep acrobatics and tumbling consistent with other team sports and ensure the playing rules govern the minimum participant requirement for any necessary health and safety considerations.

Legislative References

Legislative Cite	Title
7.3	Active Membership.
7.3.1	Institutions.
7.3.1.7	Sports Sponsorship.
7.3.1.7.1	Acceptable Sports.
7.3.1.7.1.1	Minimum Contests and Participants Requirements for Sports Sponsorship.

**NCAA Division II Membership Committee
Minimum Requirements for a Conference to be
Considered for Membership in Division II**

APPLICATION INSTRUCTIONS AND MINIMUM REQUIREMENTS

[APPLICATIONS MUST BE COMPLETED AND SUBMITTED TO THE
NCAA NATIONAL OFFICE NOT LATER THAN **AUGUST 1, 202X.**]

Pursuant to NCAA Division II Bylaw 7.1.1 (general), membership in the NCAA is available to colleges, universities, athletics conferences or associations and other groups that are related to intercollegiate athletics that have acceptable academic standards (e.g., the institution is accredited by one of the six regional accrediting agencies) and that are located in the United States, Mexico and Canada, its territories or possessions. Such institutions or organizations must accept and observe the principles set forth in the constitution and bylaws of the NCAA.

In accordance with Division II Bylaw 7.3.5.4 (new conference membership requirements), a conference of at least 10 active member institutions and/or institutions in the provisional period of the Division II membership process in the same geographical area must successfully complete all requirements of the conference membership process as determined by the NCAA Division II Membership Committee to obtain active conference member status in Division II.

Applicant conferences that apply for membership that consist of at least 10 institutions, but does not include at least 10 active member institutions and/or institutions in the provisional membership process may be accepted for membership by the Division II Membership Committee, provided the institutions that are not active or provisional Division II institutions declare their intent to apply for either the expedited or traditional provisional membership process at the next available opportunity. If accepted, the candidate conference would retain such designation until it is comprised of at least 10 active and/or provisional Division II institutions, but for a period not longer than two calendar years. Once the candidate conference is comprised of at least 10 active and/or provisional Division II institutions, the conference would be considered an active Division II conference and would be eligible for privileges of active Division II member conferences; however, the conference would not have access to representation on the NCAA Division II Management Council or the NCAA Division II Student-Athlete Advisory Committee until its second year of active Division II membership.

Applications submitted by **August 1, 202X**, are for those conferences that want to begin the NCAA Division II conference transition process beginning in the 202X-2X academic year. The application fee of \$100,000 (\$10,000 per institution within the conference) shall accompany the application.

The committee has the authority to accept or not accept an application to become a Division II member conference.

If the committee does not accept the application to enter the membership process, the \$100,000 application fee shall be refunded as determined by the committee.

Conferences are required to complete and submit the application to the NCAA staff member

listed below. All documents required for the application must be uploaded in PDF format and be bookmarked. Please note, the committee will review all documents. The committee is in part guided by its guiding principles as it relates to strategic membership growth.

Katelyn Skarr

Assistant Director of Division II for Governance and Member Services

OVERNIGHT DELIVERY

1802 Alonzo Watford Sr. Drive
Indianapolis, Indiana 46202

Telephone: 317-917-6222

In order for a conference's application to be considered by the Membership Committee for entrance into the Division II membership, a conference must demonstrate that it meets the following minimum requirements. Ultimately, the committee has the authority to accept or not accept a conference's application to enter Division II even if the conference is meeting the minimum requirements at the time of application.

Analysis/feasibility study.

The conference shall demonstrate that broad-based discussions have occurred regarding membership in Division II including a discussion of the necessary resources and personnel to effectively operate a Division II conference. The conference should also demonstrate consideration of its overall fit and alignment with the Division II philosophy and the strategic platform. If the conference used the services of an outside firm or consultant to conduct a feasibility study, the conference must share the findings of the study with the committee.

Accredited four-year baccalaureate degree(s) granting institutions.

The conference shall demonstrate that its members are accredited by one of the six regional accrediting agencies and that all institutions have been offering four-year baccalaureate degree(s) for a minimum of one academic year prior to the conference submitting an application to enter the Division II. Conferences with a Canadian or Mexican institution(s) must indicate whether the Canadian or Mexican institution(s) have applied to a U.S. regional accrediting agency prior to being considered for acceptance into Division II.

Good membership standing.

Any current member institution shall demonstrate that it will be in good standing (e.g., not on probation or in restricted status) with the NCAA at the time of application to be considered for acceptance to the membership process.

Strategic plan for the conference.

The conference shall provide a clear, detailed strategic plan for its operations including an outline of key goals and priorities, associated timeline, and commitment of financial and personnel resources. The conference must demonstrate the documented approval of the strategic plan by the conference's governance structure and that implementation of the strategic plan will occur.

Financial model for the conference.

The conference shall demonstrate that it administers its office with prudent management and fiscal practices to ensure financial stability including, but not limited to, sufficient operating budgets for the effective operation of conference championships.

Commitment of personnel and current staff.

At the time of application, a conference shall demonstrate it has the necessary personnel to operate the conference office at the Division II level including, but not limited to the following full-time positions:

1. A commissioner whose primary responsibility is overseeing the administration of the conference;
2. A compliance administrator whose primary responsibility is compliance;
3. A sports information/media relations administrator; and
4. A position based on the demands and/or needs of the conference (e.g., championships, marketing, sponsorships).

Sports sponsorship.

The conference shall demonstrate that it is meeting the Division II minimum sports-sponsorship requirement for a conference as outlined in Bylaw 7.3.5.1.3.3 (sports sponsorship requirement) at the time of application. An institution in the conference would have to satisfy the minimum contest and minimum participant requirements in Bylaw 7.3.1.7.1.1 (minimum contests and participants requirements for sport sponsorship) in each sport in order for that sport to be considered when determining whether the conference has 10-member institutions that sponsor and compete in that sport.

Student-Athlete Advisory Committee.

An applicant conference shall demonstrate that it has established at the time of application a plan to develop a Student-Athlete Advisory Committee for its member institutions' student-athletes. The conference shall be able to produce bylaws and/or policies and procedures for the duties of the student-athlete advisory committee.

Demonstrated commitment to diversity and inclusion.

The conference shall demonstrate a commitment to diversity and inclusion through a core philosophy or mission statement that promotes an inclusive culture and fosters equitable participation for student-athletes and career opportunities for coaches and administrators from diverse backgrounds.

Demonstrated commitment to the community.

The conference shall demonstrate that it is committed to the Division II Community Engagement Initiative for developing student-athletes and communities by actively engaging in shared experiences.

Success of member institutions in athletics.

The conference shall demonstrate that the varsity athletics programs of its members have demonstrated a history of success on the playing fields as measured by athletics accomplishments on a national level.

Academic achievement of student-athletes.

The conference shall demonstrate a commitment to the academic success of student-athletes at its member institutions measured by the graduation rate of the student-athletes in each sport being equal to or greater than that of the general student body.

Demonstrated commitment to sportsmanship.

The conference shall have policies in place that demonstrate a commitment to the Division II game environment initiative including good sportsmanship by all coaches, fans and student-athletes.

Application and review procedures.

An applicant conference must fully complete the 202X application for Division II membership and the application must be submitted to the NCAA national office not later than **August 1, 202X**, in order to be reviewed by the committee for consideration to enter the membership process. The application must be signed by the chancellor or president of each institution within the conference.

The committee shall review and consider all applications received by the **August 1, 2026**, deadline. Please note the committee will review all documents submitted and assess the development of policies and procedures for Division II conference membership.

Applications to form a new conference will be recommended to the NCAA Division II Management Council and NCAA Division II Executive Board.

Appeals of the committee's decisions.

All appeals of the committee's decision regarding a conference's acceptance to the Division II membership process shall be filed within 30-calendar days following the notice of the committee's decision.

New information identified by the applicant conference after the initial decision of the committee will necessitate additional review by the committee and may delay the process.

Appeals of the committee's decision shall be heard by the NCAA Division II Management Council Subcommittee. Decisions of the Division II Management Council Subcommittee are final.

Contacting committee members.

All communication regarding a conference application to enter the membership process must be directed to NCAA staff or the chair of the committee. Individuals should not contact other members of the committee regarding the conference's application for entrance into the membership process. Such contact may cause that committee member to recuse themselves from consideration of the application.



APPLICATIONS AND REQUIRED DOCUMENTATION MUST BE COMPLETED AND SUBMITTED TO THE NATIONAL OFFICE NOT LATER THAN **AUGUST 1, 202X**.

1. Name of Conference: _____

2 Mailing Address of Conference Office:

City and State: _____ Zip Code: _____

Phone Number: _____ Fax: _____

3. Conference Website Address:

4. Name of Individual Completing Application:

Telephone Number: _____

Email Address:

5. Conference Personnel.

- a. Confirmation that conference office personnel includes, but is not limited to, the following full-time positions: (1) Commissioner; (2) Compliance; (3) Sports Information/Media Relations; and (4) Position based on the demands and/or needs of the conference (e.g., championships, marketing, sponsorships).

Please provide the following information on your conference staff. Use enclosed chart or separate document outlining this information.

[illegible]

- b. Please identify the conference staff member designated as the senior woman administrator.
-

6. Member Institutions.

- Please complete FORM A and include as an attachment with your application.

7. Intercollegiate sports in which the conference conducts competition for men.

- Please complete FORM B and include as an attachment with your application.

8. Intercollegiate sports in which the conference conducts competition for women.

- Please complete FORM C and include as an attachment with your application.

Is your conference a Limited Liability Corporation or 501(c)(3)? Yes _____ No

Does your conference conduct an annual audit? Yes _____ No

Does your conference have a Presidents Council? Yes _____ No

Is your conference applying for Division II membership through the Candidate Conference process (i.e., conference consists of at least 10 institutions, but does not include at least 10 active or provisional Division II institutions)?

Yes _____ No

Chancellors/Presidents Acknowledgment (FORM D for active or provisional Division II institutions; FORM E for institutions intending to apply for Division II membership)

By signing FORM D **or FORM E**, each chancellor/president of an institution in your conference is attesting that the answers provided in this document are accurate and truthful. Further, by signing FORM D **or FORM E**, the chancellors/presidents of each of these institutions are agreeing to abide by the bylaws of the conference including the paying of dues for conference membership.

Commissioner's Acknowledgement

By signing below, the commissioner of the conference is attesting that the answers provided in this document are accurate and truthful. Further, by signing this document the commissioner of the conference agrees to abide by the bylaws of the conference including the paying of dues for conference membership.

It is important to note that completion of this application form does not guarantee acceptance of your conference into Division II. The NCAA Division II Membership Committee has ultimate authority over conference membership.

Name of Conference Commissioner: _____

Signature of Conference Commissioner: _____

Please provide the following required documentation with your completed application:

1. Feasibility study conducted by the conference regarding Division II membership (as required in the minimum requirements document).
2. Current strategic plan for the conference that outlines its commitment to gender equity, diversity and inclusion.
3. Multiyear budget for the conference office from the most recent fiscal year, the upcoming fiscal year and anticipated three to five-year period outlining the anticipated conference financial model.
4. Conference philosophy, mission statement, and current conference bylaws and constitution.
5. Complete conference organizational chart.
6. Information on how your conference office goals reflect the attributes of the NCAA Division II Strategic Positioning Platform.
7. Conference compliance manual.
8. Conference championships policies and procedures manuals. (e.g., format of championships, policies and procedures).
9. Process for automatic qualification in applicable sports.
10. Copy of the conference governance structure.
11. Development plan for creating conference Student-Athlete Advisory Committee (SAAC). Please include SAAC bylaws and/or policies and procedures for the duties of the conference SAAC. If a conference SAAC already exists, please detail the initiatives and activities conducted by the SAAC and provide SAAC bylaws and/or policies and procedures including a conference SAAC handbook if possible.
12. Demonstration of the conference's commitment to the academic success of student-athletes including the graduation rates of student-athletes in each sport from member institutions.
13. Community engagement efforts and game environment initiatives from institutions in the

conference over the past year. Include future plans for the conference in community engagement efforts and game environment initiatives.

14. Demonstration of a history of athletics success from varsity athletics programs by conference members.
15. A plan detailing the organization and operation of officials including the conference structure for officiating.
16. Current membership affiliation of each member institution in the proposed new conference.
17. Justification statement detailing why your conference seeks and should be accepted into Division II.

Additional questions (please attach as supplements to this application):

1. Describe the involvement and authority of the following individuals in your conference, including involvement in governance operations, budgets and strategic direction:
 - a. Chancellors/presidents;
 - b. Directors of athletics;
 - c. Senior woman administrators;
 - d. Faculty athletics representatives; and
 - e. Compliance administrators.
2. Describe the process used for creating and maintaining the conference's strategic plan including the individuals involved in the process.
3. Describe how your conference initiates and supports systems and services for rules education and compliance including the monitoring of rules violations.
4. What support programs, initiatives and/or services does your conference have in place to support academic achievement by student-athletes?
5. Describe your conference's current initiatives that promote and protect student-athlete well-being.

Fees

Pursuant to NCAA Bylaw 7.1.1 (general), membership in the NCAA is available to colleges, universities and athletics conferences that have acceptable academic standards (e.g., the institution is accredited by one of the six regional accrediting agencies) and that are located in the United States, Mexico and Canada, its territories or possessions. Such institutions or organizations must accept and observe the principles set forth in the constitution and bylaws of the NCAA.

In accordance with Bylaw 7.3.5.4 (new conference membership requirements), a conference of at least 10 active member institutions and/or institutions in the provisional period of the Division II membership process in the same geographical area must successfully complete all requirements of the conference membership process as determined by the Division II Membership Committee to obtain active conference member status in Division II.

Applicant conferences that apply for membership that consist of at least 10 institutions, but does not include at least 10 active member institutions and/or institutions in the provisional membership process may be accepted for membership by the Division II Membership Committee, provided the institutions that are not active or provisional Division II institutions declare their intent to apply for either the expedited or traditional provisional membership process at the next available opportunity. If accepted, the candidate conference would retain such designation until it is comprised of at least 10 active and/or provisional Division II institutions, but for a period not longer than two calendar years. Once the candidate conference is comprised of at least 10 active and/or provisional Division II institutions, the conference would be considered an active Division II conference and would be eligible for privileges of active member conferences; however, the conference would not have access to representation on the NCAA Division II Management Council or the NCAA Division II Student-Athlete Advisory Committee until its second year of active Division II membership.

The application fee of \$100,000 (\$10,000 per institution within the conference) shall accompany the application that is due not later than **August** 1, 202X.

The committee has the authority to accept or not accept an application to become a Division II member conference.

If the committee does not accept the application to enter the membership process, the \$100,000 application fee shall be refunded as determined by the committee.

Conferences are required to complete and submit the application by sending to the NCAA staff member listed below. All documents required as part of the application must be uploaded in PDF format and be bookmarked. Please note the committee will review all documents.

The committee is in part guided by its guiding principles as it relates to strategic membership growth.

Katelyn Skarr

Assistant Director of Division II for Governance and Membership Services

OVERNIGHT DELIVERY

1802 Alonzo Watford Sr. Drive
Indianapolis, Indiana 46202

Telephone: 317-917-6222

[illegible]

*Please provide additional documentation indicating which institution sponsors each sport.

[illegible]

*Please provide additional documentation indicating which institution sponsors each sport.

[illegible]

Chancellor's/President's Name _____ Signature _____

Name of School _____

Date _____

Chancellor's/President's Name _____

Signature _____

Name of School _____

Date _____

Chancellor's/President's Name _____

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Name of School _____

Date _____

Chancellor's/President's Name _____

Signature _____

Name of School _____

Date _____

Chancellor's/President's Name _____

Signature _____

Name of School _____

Date _____

Chancellor's/President's Name _____

Signature _____

Name of School _____

Date _____

FORM E: Chancellors/Presidents Acknowledgment

(Institutions intending to apply for Division II membership)

By signing this form, the Chancellor/President is affirming that their institution intends to apply for either the Division II expedited or traditional provisional membership process at the next available opportunity. Failure to do so may impact the conference's membership application status.

Chancellor's/President's Name _____ Signature _____

Name of School _____ Date _____

Chancellor's/President's Name _____ Signature _____

Name of School _____ Date _____

Chancellor's/President's Name _____ Signature _____

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Chancellor's/President's Name _____ Signature _____

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Chancellor's/President's Name _____

Signature _____

Name of School _____

Date _____

202X Application for NCAA Division II Expedited Provisional Membership**APPLICATION INSTRUCTIONS AND MINIMUM REQUIREMENTS**

[APPLICATIONS MUST BE COMPLETED AND SUBMITTED THROUGH THE NCAA PROGRAM HUB NOT LATER THAN **October 1, 202X.**]

Administrative Requirements for Application.

1. Deadline for Submission of Application. An institution shall complete an application, signed by the chancellor or president, and received in the NCAA national office not later than October 1 prior to the academic year in which the institution seeks to begin the membership process. The NCAA Division II Membership Committee will review submitted applications during its **April** meeting and provide notification to the applicant institutions thereafter regarding whether they have been accepted into the expedited provisional membership process.
2. Confirmation of Application to the Expedited Provisional Membership Process. At the time of the submission of an application, an institution must confirm its desire to be considered for entrance into the expedited provisional membership process. After submission of an application, an institution may not retroactively indicate that it would like to enter the expedited provisional membership process. Additionally, an institution must indicate in its application whether it would like to be considered for the three-year provisional membership process in the event they are not accepted into the two-year expedited provisional membership process.
3. Required Documentation with the Application. In its application, the institution shall submit the following:
 - a. Statement explaining why the institution seeks to transition to Division II;
 - b. Demonstration that the institution is meeting the Division II minimum sports-sponsorship requirement as outlined in NCAA Division II Bylaw 7.3.1.7 (sports sponsorship) at the time of application. Institutions must demonstrate that the sports were sponsored per the applicable legislation in the academic year immediately preceding the application date. Plans to sponsor additional sports to meet the legislated requirements in the academic year after the application deadline will not satisfy the sports-sponsorship requirement;
 - c. Demonstration that the institution will be meeting the Division II financial aid requirements outlined in Division II Bylaw 7.3.1.6.1 (minimum awards) in Provisional Year One and has an approved plan from the institution's governance structure of the commitment of resources for satisfying financial aid requirements;
 - d. Athletics department philosophy, mission statement and strategic plan;
 - e. Athletics department policies and procedures manual, including a copy of the institution's written procedures in place to ensure the health and safety of the

institution's student-athletes (e.g., athletic training, emergency medical procedures) if the procedures are not contained in the policies and procedures manual;

- f. Institution and athletics department complete organizational charts;
 - g. Athletics department compliance manual for Division II membership;
 - h. Athletics department student-athlete handbook for Division II membership; and
 - i. Job descriptions for the director of athletics, compliance administrator, faculty athletics representative and senior woman administrator.
4. Conference Membership Requirement. An institution must receive a bona fide invitation for membership from an active **or candidate** Division II conference before applying for Division II membership.
5. Application Fee. An application fee of \$33,000 shall accompany the application; this includes the expenses for the on-campus evaluation that will occur in fall 202X.
6. Facilities Video. A video of all athletics facilities must be submitted to the national office following the submission of the online application. The video must be three to five minutes in length with audio description of facilities only. Background music and interviews should not be included.

The video should be directed to:

Jordan Lysiak
Associate Director of Division II
Governance and Member Services
jlysiak@ncaa.org

OVERNIGHT DELIVERY
1802 Alonzo Watford Sr. Drive
Indianapolis, Indiana 46202

Telephone: 317-917-6222

7. Additional Information Submissions. Additional information (i.e., update on progress since submission of application, submission of final sports sponsorship data for fall sports for the current academic year, update on sports sponsorship projections for winter and spring sports for the current academic year) shall be received by the national office not later than **March 1** following submission of the institution's application.
8. Provisional Period -- Year Two Fee. A nonrefundable fee in the amount of \$14,000 will be assessed if the institution is invited to year two of the expedited provisional membership

process. Additionally, a check in the appropriate amount of annual dues [see the annual dues requirement for active members per NCAA Constitution, Article 3-C] shall also accompany the notice.

9. Membership Committee Authority. The Membership Committee has the authority to accept or not accept an institution's application to enter the expedited provisional membership process.
10. Post-Application Visit. An outside vendor identified by the Membership Committee will conduct a post-application visit to the institution's campus. An NCAA staff member, Membership Committee representative and conference office representative must attend the visit.

Expedited Provisional Membership Period. Once an institution receives notice that it has been accepted to begin the Division II expedited membership process, the institution shall enter the provisional membership period on September 1 or the beginning of practice in any sport for the fall term or the first day of classes for that fall term, whichever occurs first. The expedited provisional membership period shall be a minimum of two years. The Membership Committee will annually assess the progress of the institution in the expedited provisional membership period and determine the institution's readiness for advancement in the process or active membership. At the completion of the two-year period, the institution shall receive a determination of its readiness to proceed to active membership.

If it is determined by the Membership Committee that an institution is not ready to proceed to active membership at the conclusion of the two-year provisional period, the institution may be required to complete, at a minimum, an additional year in the provisional membership process (i.e., a third year of the provisional membership process). Institutions are not permitted to repeat more than one year of the expedited provisional membership process. Further, for those institutions required to complete provisional year two, a nonrefundable fee will be assessed against the institution. The amount of the fee will be determined annually by the Membership Committee, based on a continual analysis of expenses associated with the membership process.

Institutions are required to satisfy the following requirements during the expedited provisional membership period:

1. Year One:
 - a. **Commitment of Chancellor or President.** The chancellor or president at the institution must demonstrate involvement in and commitment to the membership process, as determined by the Membership Committee;
 - b. **Compliance with Division II Legislation.** The institution must demonstrate it is administering its athletics program in accordance with all Division II legislation;

- c. **Compliance with Division II Financial Aid Requirements.** The institution must demonstrate it is satisfying Division II financial aid requirements and adhering to its plan for honoring financial aid awards;
- d. **Orientation Attendance.** The chancellor or president, director of athletics, senior woman administrator, faculty athletics representative, a compliance administrator, any additional individual to whom athletics reports and a conference office representative must attend a summer orientation session conducted virtually by the national office staff;
- e. **Active Division II Member Visit.** A visit paid by the institution to an active Division II member institution's campus, as selected by the Membership Committee during its July meeting prior to the institution beginning Provisional Year One of the expedited provisional membership process;
- f. **On-Campus Visit.** An on-campus assessment must be conducted by an outside group selected by the Membership Committee. The assessment must occur during the spring term. An NCAA staff member, Membership Committee representative and conference office representative must attend the visit;
- g. **NCAA Convention Attendance.** The chancellor or president, director of athletics, senior woman administrator, faculty athletics representative, a compliance administrator and any individual to whom athletics reports are required to attend the NCAA Convention Division II business session and provisional member meeting;
- h. **Regional Rules Attendance.** The director of athletics, senior woman administrator, faculty athletics representative, a compliance administrator, a liaison from the financial aid office and a liaison from the registrar's office are required to attend all Division II sessions during a Regional Rules Seminar conducted by the NCAA; and
- i. **Annual Report.** An annual report must be submitted by June 1, which shall include an updated athletics department strategic plan.

2. Year Two:

- a. **Commitment of Chancellor or President.** The chancellor or president at the institution must demonstrate involvement in and commitment to the membership process, as determined by the Membership Committee;
- b. **Compliance with Division II Legislation.** The institution must demonstrate it is administering its athletics program in accordance with all Division II legislation;
- c. **Compliance with Division II Financial Aid Requirements.** The institution must demonstrate it is satisfying Division II financial aid requirements and adhering to its plan for honoring financial aid awards;

- d. **On-Campus Visit -- Compliance Blueprint Review.** An on-campus assessment must be conducted by an outside group selected by the Membership Committee. The assessment shall include completion of the Compliance Blueprint Review and must occur during the fall term. A conference office representative is encouraged to attend;
 - e. **On-Campus Visit.** An on-campus assessment must be conducted by an outside group selected by the Membership Committee to review the readiness of the institution to become an active member. The assessment must occur during the spring term. A conference office representative is encouraged to attend;
 - f. **NCAA Convention Attendance.** The chancellor or president, director of athletics, senior woman administrator, faculty athletics representative, a compliance administrator and any individual to whom athletics reports are required to attend the NCAA Convention Division II business session and provisional member meeting;
 - g. **Regional Rules Seminar Attendance.** The director of athletics, senior woman administrator, faculty athletics representative, a compliance administrator, a liaison from the financial aid office and a liaison from the registrar's office are required to attend all Division II sessions during a Regional Rules Seminar conducted by the NCAA; and
 - h. **Annual Report.** An annual report must be submitted by June 1, which shall include an updated athletics department strategic plan.
3. Once during the two-year expedited provisional membership process:
- a. **Attendance at the NCAA Impact Forum.** Institutional representatives required to attend are the director of athletics, senior woman administrator and a senior-level administrator outside of athletics;
 - b. **Attendance at Faculty Athletics Representative Association (FARA) National Convention.** The institution's faculty athletics representative is required to attend the FARA National Convention; and
 - c. **Professional Development Event for Senior Woman Administrator.** Attendance by the senior woman administrator at a professional development event (e.g., Women Leaders in Sports Convention, Administrative Enhancement Institute, National Association of Collegiate Directors of Athletics Convention).

Policies and Procedures for Institutions Transitioning to Division II through the Expedited Provisional Membership Process

Application Requirements	
Conference Affiliation	Institutions must receive a bona fide invitation for membership from an active or candidate Division II conference before applying for Division II membership.

Provisional Year One	
Compliance with NCAA Division II Legislation	Demonstrate compliance with all Division II legislation.
Financial Aid Plan	Institutions must demonstrate that they are satisfying all Division II financial aid regulations. Institutions must provide updates related to the institution's plan for the commitment of resources to satisfy Division II financial aid regulations.
Attendance Requirement – Summer Orientation	1. Chancellor or President 2. Director of Athletics 3. Senior Woman Administrator 4. Faculty Athletics Representative 5. Compliance Administrator 6. Any individual to whom athletics reports 7. Conference Office Representative The orientation will occur virtually and is conducted by the NCAA staff.
Attendance Requirement – Visit to Active Division II Institution	A visit paid by the institution to an active member institution's campus, as selected by the Membership Committee during its July meeting prior to the institution beginning Provisional Year One of the expedited provisional membership process.
On-Campus Visit	During the spring term, an on-campus assessment must be conducted by an outside group selected by the Membership Committee. An NCAA staff member, Membership Committee representative and conference office representative must attend the visit.
Attendance Requirement – NCAA Convention Division II	1. Chancellor or President 2. Director of Athletics

Business Session and Provisional Member Meeting	3. Senior Woman Administrator 4. Faculty Athletics Representative 5. Compliance Administrator 6. Any individual to whom athletics reports
Attendance Requirement – Regional Rules Seminar	1. Director of Athletics 2. Senior Woman Administrator 3. Faculty Athletics Representative 4. Compliance Administrator 5. Liaison from Financial Aid Office 6. Liaison from the Registrar Office
Annual Report	Institutions must complete and submit an annual report in the NCAA Program Hub by June 1.

Provisional Year Two	
Compliance with NCAA Division II Legislation	Demonstrate compliance with all Division II legislation.
Financial Aid Plan	Institutions must demonstrate that they are satisfying all Division II financial aid regulations. Institutions must provide updates related to the institution's plan for the commitment of resources to satisfy Division II financial aid regulations.
On-Campus Visit	During the fall term, an outside vendor identified by the Division II Membership Committee will conduct a compliance blueprint review on the institution's campus. A conference office representative is encouraged to attend.
On-Campus Visit	During the spring term, an on-campus assessment must be conducted by an outside group selected by the Membership Committee. A conference office representative is encouraged to attend.
Attendance Requirement – NCAA Convention Division II Business Session and Provisional Member Meeting	1. Chancellor or President 2. Director of Athletics 3. Senior Woman Administrator 4. Faculty Athletics Representative 5. Compliance Administrator 6. Any individual to whom athletics reports

Attendance Requirement – Regional Rules Seminar	1. Director of Athletics 2. Senior Woman Administrator 3. Faculty Athletics Representative 4. Compliance Administrator 5. Liaison from Financial Aid Office 6. Liaison from the Registrar Office
Annual Report	Institutions must complete and submit an annual report in the NCAA Program Hub by June 1.



202X Application for NCAA Division II Membership

APPLICATION INSTRUCTIONS AND MINIMUM REQUIREMENTS

[APPLICATIONS MUST BE COMPLETED AND SUBMITTED THROUGH THE NCAA PROGRAM HUB NOT LATER THAN **October 1, 202X**]

Pursuant to NCAA Division II Bylaw 7.1.1 (general), membership in the NCAA is available to colleges, universities, athletics conferences or associations and other groups that are related to intercollegiate athletics that have acceptable academic standards (e.g., the institution is accredited by one of the six regional accrediting agencies) and that are located in the United States, Mexico and Canada, its territories or possessions. Such institutions or organizations must accept and observe the principles set forth in the constitution and bylaws of the NCAA. **An institution must also receive a bona fide invitation for membership from an active or candidate Division II conference before applying for Division II membership.**

In accordance with Bylaw 7.5.1.3 (administrative requirements for application), an institution applying for NCAA Division II membership shall complete an application, signed by the chancellor or president and be submitted to the NCAA national office not later than **October 1, 202X**. Applications submitted by **October 1, 202X**, are for those institutions that want to begin the NCAA Division II membership process in the 202X-2X academic year. Additionally, following submission of the online application, the application fee and a video of all athletics facilities must be submitted to the national office. The video must be three to five minutes in length with audio description of facilities only. Background music and interviews should not be included.

The video should be directed to:

Jordan Lysiak
Associate Director of Division II
Governance and Member Services
jlysiak@ncaa.org

OVERNIGHT DELIVERY
1802 Alonzo Watford Sr. Drive
Indianapolis, Indiana 46202

Telephone: 317-917-6222

An application fee of \$33,000 shall accompany the application; this includes the expenses for the one-day evaluation visit that will occur in spring 202X. Additional information (e.g., final sports sponsorship **for fall sports for the current academic year, update on sports sponsorship projections for winter and spring sports for the current academic year**, update on progress since submission of application) shall be received in the national office not later than **March 1, 202X**.

The NCAA Division II Membership Committee has the authority to accept or not accept an application to enter the Division II membership process.

If the committee accepts the application for the institution to enter the Division II membership process, the institution shall enter year one of the provisional period. The provisional period shall be a minimum of three years but may be longer based on the assessment of the committee.

If the committee does not accept an institution's application to enter the Division II membership process, a portion of the \$33,000 application fee shall be refunded as determined by the committee.

An additional fee of \$14,000 for the membership process and NCAA annual dues is required following the first two years of the Division II membership process. If an institution is required to repeat a year in the process, an additional \$14,000 shall be due every year thereafter until the institution: (a) Is accepted into active Division II status; (b) Withdraws from the Division II membership process; or (c) Has its membership terminated as a provisional member.

Institutions are required to complete and submit the application through the NCAA Program Hub. All documents required for the application must be uploaded in PDF format and be bookmarked. Please note the Membership Committee will review all documents submitted, including the institution's compliance manual, athletics department policies and procedures and student-athlete handbook to confirm and assess the development of policies and procedures for Division II membership. The Membership Committee is in part guided by its guiding principles as it relates to strategic membership growth.

THE 202X APPLICATION WILL BE AVAILABLE BY **JUNE 1 THROUGH THE NCAA PROGRAM HUB.**

Please use the Program Hub Quick Reference Guide to create a profile to access the system.

NCAA Division II Membership Committee Minimum Requirements to be Considered for Division II Membership.

In order for an application to be considered by the Membership Committee for entrance into the Division II membership process, an institution must demonstrate that it meets the following minimum requirements. **Ultimately, the Membership Committee has the authority to accept or not accept an institution's application to enter the Division II membership process, even if the institution meets the minimum requirements at the time of application.** Class size will be determined by the committee annually. Every application pool is considered on its own merit. Recommendations for an institution's improvement provided by the committee post selection will not guarantee approval in the next cycle.

Accredited Four-Year Baccalaureate Degree(s) Granting Institution.

The institution shall demonstrate that it is accredited by one of the six regional accrediting agencies. Further, the institution shall demonstrate it has been offering four-year baccalaureate degree(s) for a minimum of one academic year prior to submitting an application to enter the Division II membership process. Institutions located in Canada or Mexico must have received accreditation from one of the six U.S. regional accrediting agencies or have applied to a U.S.

regional accrediting agency and be in good standing with its country's national, regional or provincial accreditation agency prior to being considered for acceptance into the Division II membership process.

Good Membership Standing.

The institution shall demonstrate that it will be in good standing (e.g., not on probation or in restricted status) with the organization to which it currently belongs (e.g., NAIA, NCAA) by **March** 1, 202X, to be considered for acceptance to the Division II membership process.

Minimum Requirements for Good Standing with Accreditation Agency.

The institution shall demonstrate at the time of application and annually that it is in good standing with its regional accrediting agency (e.g., not on warning/notice, not on probation, does not have to show cause, was not continued in accreditation for good cause, no formal notice of concern).

History of a Varsity Athletics Program.

The institution shall demonstrate that it has been offering an athletics program at the varsity level for a minimum of one academic year prior to submitting an application to enter the Division II membership process.

Strategic Plan for the Intercollegiate Athletics Program.

The institution shall provide a clear, detailed strategic plan for its intercollegiate athletics program, including an outline of key goals and priorities, steps to achieve the goals and priorities, associated timeline and commitment of financial and personnel resources. The institution must demonstrate the documented approval of the strategic plan by the institution's governance structure and that implementation of the strategic plan will occur.

Financial Model for the Intercollegiate Athletics Program.

The institution shall demonstrate that it administers its intercollegiate athletics program with prudent management and fiscal practices to ensure financial stability, including, but not limited to, sufficient operating and travel budgets for the effective operation of a Division II department of athletics. Additionally, the institution shall demonstrate that it has appropriate institutional funding to sustain a Division II athletics department.

Commitment of Personnel and Current Staff.

The institution shall demonstrate that it has personnel to operate the intercollegiate athletics program at the Division II level, including, but not limited to:

1. A full-time director of athletics, whose primary responsibility is overseeing the administration of the department of athletics and who has no coaching responsibilities; and

2. A full-time administrator, whose primary responsibility is compliance and who has no coaching responsibilities.

Facilities.

The institution shall demonstrate that it has adequate facilities to operate a Division II intercollegiate athletics program. If the institution is upgrading and/or building new facilities, the institution shall include a detailed plan, including a timeline and a commitment of resources (e.g., finances) to upgrading and/or building the facilities. If the institution is renting facilities, the institution shall demonstrate that it has a long-term agreement in place for use in both practice and competition.

Sports Sponsorship.

The institution shall demonstrate that it is meeting the Division II minimum sports-sponsorship requirement as outlined in Bylaw 7.3.1.7 (sports sponsorship) at the time of application. Institutions must demonstrate that the sports were sponsored per the applicable legislation in the academic year immediately preceding the application date. Plans to sponsor additional sports to meet the legislated requirements in the academic year after the application deadline will not satisfy the sports-sponsorship requirement.

Athletically Related Financial Aid.

The institution shall demonstrate that it is meeting the Division II financial aid requirements as outlined in Bylaw 7.3.1.6.1 (minimum awards) at the time of application. If the institution is not meeting the requirements as outlined in Bylaw 7.3.1.6.1 at the time of application, the institution shall include a detailed plan, including a timeline and commitment of resources (e.g., finances) to demonstrate that it will be meeting the requirements of Bylaw 7.3.1.6.1 by the time the institution begins year two of the provisional period. The institution must include documented approval of the plan and the implementation of the plan by the institution's governance structure.

Conference Membership.

An institution must demonstrate at the time of application that it has received a bona fide invitation for membership from an active Division II conference before applying for Division II membership.

Demonstrated Commitment to the Community.

The institution shall demonstrate that it is committed to the NCAA Division II Community Engagement Initiative for developing student-athletes and communities by actively engaging in shared experiences. The institution shall demonstrate with specific examples, a commitment to engaging the community by the institution and department of athletics including coaches and student-athletes. The institution shall have a procedure for documenting community engagement activities.

Competitiveness of the Varsity Athletics Program.

The institution shall demonstrate a level of competitiveness by sport at the conference, regional and/or national level. The institution shall demonstrate that the varsity athletics program has a demonstrated history of competitiveness as measured by the rankings in the conference's all-sports trophy or a national all-sports ranking over the three years immediately preceding the application date.

Academic Achievement of Student-Athletes.

The institution shall demonstrate a commitment to the academic success of its student-athletes, measured by the graduation rate of the student-athletes being equal to or greater than that of the general student-body.

Operational Staff.

The institution shall demonstrate it has adequate staffing to cover all responsibilities associated with operating a Division II athletics department to include but not limited to coaches, athletics communication and athletic training. The staff member(s) may have other minimal duties within the department of athletics which do not detract from the primary designated athletics responsibility. An institution shall demonstrate that it has a senior woman administrator which is the highest-ranking female involved with the management of the institution's intercollegiate athletics program. Additionally, an institution shall demonstrate that it has a faculty athletics representative who is a member of the institution's faculty or an administrator who holds faculty rank and is designated by the institution's chancellor or president.

Demonstrated Commitment to Positive Game Environment.

The institution shall demonstrate a commitment to a positive game environment, including good sportsmanship by all coaches, fans and student-athletes.

Demonstrated Commitment to Diversity and Inclusion.

The institution shall demonstrate a commitment to diversity and inclusion through, but not limited to, designation of a diversity officer, maintaining a gender-equity plan, promoting diversity and inclusion through the development of a core philosophy or mission statement to promote an inclusive culture that fosters equitable participation for student-athletes and career opportunities for coaches and administrators from diverse backgrounds.

Application and Review Procedures.

The institution must fully complete the NCAA Division II Membership Application and the application must be submitted to the NCAA national office through the NCAA Program Hub not later than **October** 1, 202X, in order to be reviewed by the committee for consideration to enter the Division II membership process in the 202X-2X academic year. The application must be signed by the chancellor or president, director of athletics and the faculty athletics representative.

The Membership Committee, composed of 12 members, shall review and consider all applications

received by the **October** 1 deadline. Please note, the committee will review all documents submitted, including the institution's compliance manual, athletics department policies and procedures and student-athlete handbook to confirm and assess the development of policies and procedures for Division II membership.

Within five business days following the Membership Committee's **April** meeting, the NCAA national office will officially release those schools that have been recommended to the NCAA Division II Management Council for acceptance into the Division II membership process.

The committee shall forward to the Management Council those institutions it recommends be accepted to enter the Division II membership process. The Management Council shall review the recommendations during its **April** meeting.

Appeals of the Committee's Decisions.

All appeals of the committee's decision regarding an institution's acceptance to the Division II membership process shall be filed within 30-calendar days following notice of the committee's decision.

New information identified by the institution after the initial decision of the committee will necessitate additional review by the committee and may delay the process.

Appeals of the committee's decision shall be heard by the NCAA Division II Management Council Subcommittee. Decisions of the Management Council Subcommittee are final.

Policy and Procedure.

Good Standing for Membership.

Minimum Requirement. A provisional member of Division II shall demonstrate that it is in good standing with its regional accrediting agency. An institution is in good standing when the institution:

1. Is not on warning;
2. Is not on probation; and
3. Does not have a show-cause order.

Contacting Committee Members.

All communication regarding an application to enter the Division II membership process must be directed to NCAA staff or the chair of the Membership Committee. Institutions should not contact other members of the committee regarding the institution's application for entrance into the Division II membership process. Such contact may cause that committee member to recuse themselves from consideration of the application.

Mandatory Meeting Attendance.

Institutions accepted to enter the Division II membership process are required to send representatives of the institution to all mandatory meetings during the membership process. During the 202X-2X academic year, the provisional year-one meetings include but are not limited to:

1. Provisional Year-One Orientation including chancellors/presidents, director of athletics, senior woman administrators, faculty athletics representatives, compliance administrators, and any additional individual to whom athletics reports, fall 202X.
2. Visit to an active NCAA Division II member institution selected by the Membership Committee.
3. NCAA Convention provisional membership meeting and business session, January 202X.
4. NCAA Regional Rules Seminar conducted by the NCAA.

Absent a waiver from the Membership Committee, failure to attend mandatory meetings during the membership process may prevent an institution from progressing in the membership process. Please review Bylaw 7.5.1.5.3.1 (assessment program) for a full list of requirements institutions must satisfy during the provisional period.