



**2009 DIVISION I  
MEN'S & WOMEN'S  
OUTDOOR TRACK AND FIELD  
CHAMPIONSHIPS HANDBOOK**

Updated 2/26/2009



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## Introduction

During the 2008-09 academic year, the Association will sponsor 88 national championships, of which 41 are for men, 44 are for women, and three are for both men and women. Among the men's championships, three are National Collegiate Championships, 13 are Division I championships, 12 are Division II championships and 13 are Division III championships. Among the women's championships, five are National Collegiate Championships, 12 are Division I championships, 13 are Division II championships and 14 are Division III championships. The combined men's and women's championships are National Collegiate Championships.

A championships handbook is produced for each NCAA championship and posted on the NCAA Web site ([www.ncaa.org](http://www.ncaa.org)).

**How to Use This Publication.** The handbook is divided into four sections: (1) General Administration; (2) Determination of Competing Institutions; (3) Instructions to Participants; and (4) General Championship Information. The first three sections pertain only to the respective sport, while the fourth deals with NCAA policies applicable to all 88 championships. [Note: Some policies listed in the general section have been revised by individual sports committees. The revision(s) will appear in the sport-specific section of the handbook.]

Each topic included in the handbook is referenced to other applicable areas in the handbook or in the NCAA Manuals, where appropriate. For example, if you wish to know about regional advisory committees, the basic information for that particular sport would be included in an appendix. However, as referenced under the heading "Regional Advisory Committees," more information concerning general NCAA policy governing regional advisory committees can be found later in the handbook and in the NCAA Manuals.



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# Outdoor Track and Field Championships Information

## Important Dates

### Regional Qualifying Competition

*Sunday, May 17*—Last date a regional qualifying performance may be achieved.

*Tuesday, May 19*—Proof-of-performance (POP) form deadline, 1 p.m. (Eastern time).

POP forms submitted after 1 p.m. and before midnight (Eastern time) will be accepted as LATE and the institution will be fined \$100 per form. No POP forms will be accepted after midnight.

*Wednesday, May 20*—Institutional declaration forms and final descending order lists posted on NCAA Web site by 5 p.m. (Eastern time). Access to the declaration form to make changes continues until 1 p.m. Saturday, May 23.

*Thursday, May 21*—Challenge period ends, 4 p.m. (Eastern time). Challenges must be e-mailed to Sean Laughlin (sean@recordtiming.com).

*Saturday, May 23*—Coaches must submit electronic declaration form on the NCAA Web site by 1 p.m. (Eastern time). Declarations submitted between 1 p.m. and 3 p.m. Eastern time will be accepted as LATE and the institution will be fined \$300. There is no opportunity to submit a declaration form after 3 p.m. Any student-athletes not declared by the 3 p.m. deadline will be scratched. Any scratches made after 3 p.m. eliminates the competitor(s) from regional competition and makes them ineligible for the national championships meet.

**NOTE**—Coaches attending the outdoor regional qualifying meets must be declared as part of the student-athlete online declaration process (see Credentials on page 21 of this handbook). The coach and student-athlete declarations are on the same form, so all deadlines listed above for student-athletes apply to declaring coaches.

*Sunday, May 24*—Final list of student-athletes declared to compete in regional championships available on the NCAA Web site (<http://web1.ncaa.org/track/events.jsp>) by midnight (Eastern time).

*Monday, May 25*—Deadline for medical scratches for regional competition, 5 p.m. (Eastern time). Any medical scratches must be e-mailed to Sean Laughlin (sean@recordtiming.com).

*Tuesday, May 26*—Final regional start lists posted on NCAA Web site (<http://web1.ncaa.org/track/events.jsp>) by 2 p.m. (Eastern time).

*Thursday, May 28*—Packet pick-up and mandatory coaches meeting at each regional competition site.

*Fri-Sat., May 29-30*—Regional competition of the NCAA Division I Outdoor Track and Field Championships.

### National Championships

*Sunday, May 31*—The committee will post by 3 p.m. (Eastern time) the final list of automatic qualifiers and national at-large descending order lists of student-athletes in each event with their top performances of the year through regional competition. Coaches must review the list between 3 p.m. and 6 p.m. (Eastern time) to ensure that the information listed is accurate for their student-athletes. At the deadline, no additional changes will be made prior to or after the declaration process.

*Sunday, May 31*—Institutional declaration forms for national championships meet posted on the NCAA Web site (<http://web1.ncaa.org/track/events.jsp>) by 9 p.m. (Eastern time).

*Sunday, May 31-Monday, June 1*—Online declarations for national championship meet will be accepted from 9 p.m. Eastern time Sunday, through 1 p.m. Eastern time Monday. Coaches WILL NOT have the opportunity to make adjustments to the declaration form after it is submitted. National championship declaration forms submitted between 1 p.m. and 3 p.m. Eastern time, Monday, June 1, will be accepted as LATE and the institution will be fined \$300. There is no opportunity to submit a declaration form after 3 p.m. Eastern time, Monday, June 1. Any student-athletes not declared by the deadline will be considered scratched by the institution. Any scratches made after 3 p.m. Eastern time, Monday, eliminates the competitor(s) from the national championship meet.

**NOTE**—Coaches attending the national outdoor championships must be declared as part of the student-athlete online declaration process (see Credentials on page 21 of this handbook). The coach and student-athlete declarations are on the same form, so all deadlines listed above for student-athletes apply to declaring coaches.

*Tuesday, June 2*—Track and field subcommittee completes at-large selections. Final list of national championship participants posted on the NCAA Web site (<http://web1.ncaa.org/track/events.jsp>) by 3 p.m. (Eastern time).

*Sunday, June 7*—Deadline for medical scratches, midnight (Eastern time). Medical scratches must be e-mailed to Sean Laughlin (sean@recordtiming.com).

*Tuesday, June 9*—Packet pick-up, 10 a.m. to 4 p.m. (Central time); University of Arkansas, Fayetteville.

*Tuesday, June 9*—Technical coaches meeting, 4:30 p.m. (Central time); University of Arkansas, Fayetteville.

*Tuesday, June 9*—National championships meet start lists distributed and posted on NCAA Web site (<http://web1.ncaa.org/track/events.jsp>) immediately after technical meeting.

*Wednesday-Saturday, June 10-13*—NCAA Division I Men's and Women's Outdoor Track and Field Championships, Fayetteville, Arkansas

*Friday, June 12*—Live CBS College Sports Network telecast of championships, 7 to 10 p.m. Central time.

*Saturday, June 13*—Live CBS telecast of final day of championships, noon to 2 p.m. Central time.

# General Administration

## Dates and Sites

[Reference: Bylaw 31.1.3 in the NCAA Manual.]

### 2009

Regional Meets - May 29-30, 2009

East - Greensboro, North Carolina; North Carolina A&T State University, host

Mideast - Louisville, Kentucky; University of Louisville, host

Midwest - Norman, Oklahoma; University of Oklahoma, host

West - Eugene, Oregon; University of Oregon, host

National Championship Meet - June 10-13, 2009

Fayetteville, Arkansas; University of Arkansas, host

### 2010

Qualifying Rounds - May 27-29, 2010

East - TBA

West - TBA

National Championship Meet - June 9-12, 2010

Eugene, Oregon; University of Oregon, host

Institutions interested in hosting future NCAA outdoor track and field championships should contact the NCAA national office for bid materials. The NCAA Men's and Women's Track and Field Committee is accepting bids for the 2010 and 2011 qualifying rounds at this time. Institutions interested in hosting championship events should contact Liz Turner Suscha (317/917-6189), Division I track and field championships manager, at the NCAA national office.

[Reference: Budgets in the Division I General Section.]

## Date Formula

The outdoor track and field national championships meet will conclude on the second Saturday in June, running from Wednesday through Saturday. The regional qualifying meets will conclude on the Saturday, 11 days prior to the start of the national championships meet.

## Sports Committees

[Reference: Administration and Management in the Division I General Section, and Bylaws 31.1.1 in the NCAA Manual.]

The Division I, Division II and Division III Men's and Women's Cross Country Championships are under the control, direction and supervision of the NCAA Men's and Women's Track and Field Committee. Jon Cutright, Juniata College, chairs the committee and Bob Podkaminer serves as the secretary-rules editor. Divisional subcommittees supervise their respective championships.

## Division I Men's and Women's Track and Field Subcommittee

### Representing men's outdoor track and field:

Dave Beauchem, Bradley University

Don Bocchi, Arizona State University

Elizabeth Donohue, Marist College

Gregg Gensel, Utah State University

Todd Patulski, Baylor University

David Walker, East Tennessee State University

### Representing women's outdoor track and field:

Dr. Rich Ceronie, Miami University (Ohio), outdoor subcommittee chair

Robyne Johnson, Boston University

Marc Ryan, University of Minnesota, Twin Cities

Dr. Holly Sheilley, University of Louisville

Alecia Shields-Gadson, Coppin State College, committee chair

John Weaver, Appalachian State University

For additional information about the NCAA Men's and Women's Outdoor Track Championships, contact:

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Millet Assembly Hall, 33

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E-mail: ceronirj@muohio.

edu

**Contacting the Committee.** Between June 7 and June 13, coaches requiring additional information may contact NCAA championships manager Liz Suscha (317/270-3318).

## Annual Forms

**Proof-of-Performance (POP) Form.** A proof-of-performance form must be submitted to register and verify the performance of a student-athlete who meets a qualifying standard for a particular event. POP forms for any conference champion not meeting the regional qualifying standard must be submitted as such by checking the appropriate box on the POP form to ensure participation in the regional championship meet. POP forms will be accepted only for student-athletes eligible for the championships. The submission of incorrect performances may result in the disqualification of the student-athlete. The link to the POP form is located on the NCAA Web site (<http://www.ncaa.org/wps/ncaa?ContentID=37567>). Coaches must submit online POP forms the first time any student-athlete betters the regional/national qualifying standards and any subsequent improvements of their marks. The final deadline for POP forms to be submitted is 1 p.m. (Eastern time) Tuesday, May 19. POP forms submitted after 1 p.m. and before

midnight (Eastern time) will be accepted as LATE and the institution will be fined no less than \$25 nor more than \$100. No POP forms will be accepted after midnight. POP forms that are incomplete will also be subject to a fine. [Note: Performances on or after March 1, 2009, may be used for qualifying purposes. POP forms must be received within five days after the qualifying performance or not later than 1 p.m. (Eastern time) Tuesday, May 19, whichever is earlier, to avoid being charged a late fee. POP forms must be submitted electronically. Coaches should contact Sean Laughlin (phone: 415/786-2550; e-mail: sean@recordtiming.com) with any questions concerning passwords or instructions for electronic submission of POP forms. Passwords for the outdoor championships are the same as for the indoor championships.]

**POP forms do not need to be submitted for performances at the regional meets.** The NCAA subcommittee will update the descending order list with any improved performances from the regional meets. Coaches should review their student-athletes' marks on their national championships declaration form posted between 3 and 6 p.m. (Eastern time), Sunday, May 31, to ensure updates have been made.

*[Reference: Declarations (page 15) in this handbook.]*

**Institutional Coaches Form.** Institutions will be prompted to enter a roster of coaches when submitting the initial POP form for the year. The list of coaches will be used to distribute credentials for the national championships. Updates to this form may be made at any time prior to POP form submission deadlines.

**Expense Reimbursement Form.** Each institution with student-athletes competing in the national championships meet must submit an expense reimbursement form. Expense reimbursement forms are available on the NCAA Web site at <https://web1.ncaa.org/TES/exec/login?js=true>. Once the championship is completed, participating institutions should submit completed forms to the NCAA travel department at the NCAA national office within 30 days.

*[Reference: Per Diem and Transportation in the Division I General Section and Bylaw 31.4.6 in the NCAA Manual.]*

**Financial Report Form.** A financial report, which now is combined with the proposed budget form, from the championships host must be submitted to the NCAA national office no later than 60 days after the competition. Regional hosts do not need to submit a financial report form. The proposed budget/financial report forms are located on the NCAA Web site at <http://www.ncaa.org/wps/ncaa?ContentID=228>. *[Reference: Bylaw 31.4 in the NCAA Manual.]*

## Determination of Participants

### Regional Qualifying Meets

**Qualifying.** There are two avenues for student-athletes to earn entrance into the regional qualifying meets:

1. Meet or surpass the regional qualifying standards; or
2. Win an individual or relay event championship at a conference championship meet of a conference that meets automatic qualification requirements.

All eligible student-athletes who meet a regional qualifying standard or are a conference champion in an individual or relay event, and who are declared by their institution, will be entered in the regional meets. To meet the qualifying standards for relays, only student-athletes eligible for national championships (NCAA Bylaw 14) may be used. Photos, hand times and field-event results may be requested by the games committee for the verification of performance.

**Qualifying Standards.** The qualifying standards listed in Appendix A have been established for the 2009 NCAA Division I Men's and Women's Outdoor Track and Field Championships. Altitude adjustments are listed on the NCAA Web site at <http://www.ncaa.org/wps/ncaa?ContentID=563>.

**Qualifying Period.** Regional qualifying standards for the Division I Men's and Women's Outdoor Track and Field Championships must be met during the current season in outdoor competition using an outdoor facility from Monday, March 1 through Sunday, May 17, 2009. Qualifying performances must be made during a regularly scheduled outdoor meet.

**Qualifying Requirements.** Marks will not be acceptable if they are set in meets or events:

- Where collegiate competition does not adhere to the NCAA Rules Book.
- Where fewer than two four-year institutions with a minimum of 14 student-athletes per gender per institution compete, or fewer than five four-year institutions participate;
- Where fewer than 10 collegiate and/or open events, per gender, are contested, i.e. multiple groupings, sections or divisions of any event distance or discipline is a single event (See Qualifying Marks and Single-Event Meets);
- Where men and women compete together in a running event (except the 10,000 meters on the track);
- Where contestants or spectators are asked to officiate;
- Held on other than certified (i.e., at the time of construction) and regularly used facilities;
- Where official results are not kept and available for inspection (i.e., retain photos, hand times and field-event results through July 1, 2009);
- Involving only combined-events competition in which fewer than six contestants start or all participants are from the same team;
- Where a combined-events contestant who obtains a qualifying mark abandons the combined-events competition, unless the competitor is medically excused from further

competition by a medical doctor/certified trainer assigned by meet management (see Rule 9-2.8);

- Where all implements are not measured and weighed before competition;
- Where intermediate times are taken from a longer race;
- Where wind readings are not recorded in the 100 meters, 200 meters, 100- and 110-meter hurdles, and long jump and triple jump;
- Where wind readings exceed 4.0 meters per second in the 100 meters, 200 meters, 100- and 110-meter hurdles, and long jump and triple jump;
- Where contestants are given a second opportunity to compete in the same event(s) on the same calendar day at the same site, unless it is in accordance with the normal established advancement procedure;
- Where a competitor was entered with a false entry performance in a competition which had a non-speculative entry mark requirement.
- Where trials and finals of the dash and hurdles are not contested at the same distance; or
- Held on outdoor tracks that are longer than 400 meters.

**Qualifying Marks and Single-Event Meets.** Qualifying marks will be accepted from events commonly recognized as single-event meets only if the single-event meet is associated with a track meet that meets the qualifying requirements listed in this handbook (page 11), and if the following criteria are satisfied (Note: The committee will have final determination if the requirements are satisfied):

- a. Event(s) shall be accessed by one admission ticket per day/session;
- b. Event(s) shall be held on the same or consecutive days;
- c. Event(s) shall share a name;
- d. Event(s) shall occur/be held in proximity of location unless:
  - 1) For demonstrable safety reasons (e.g., hammer throw) competition sites must be separated; or
  - 2) Insufficient or inadequate facilities are available for spectators or competition;
- e. Registration for event(s) are in common;
- f. Results for event(s) are in common;
- g. Recognition/sanction of the event(s) must be in common; and
- h. Awards must be consistent.

**Rules.** The 2009 and 2010 NCAA Men's and Women's Track and Field/Cross Country Rules govern the administration and conduct of collegiate track and field meets. All collegiate meets shall be run in accordance with the NCAA false-start rule; however, student-athletes may qualify for the outdoor championships in meets conducted under International Association of Athletics Federations (IAAF) rules.

**Measurements.** Qualifying times for the 100- and 200-meter dashes, and the 100- and 110-meter hurdles must use a fully automatic timing device (FAT) and must include a wind reading. Manual times (MT) will not be accepted. Also, qualifying standards in running events must be met in metric races, with the exception of the mile run and the mile relay. Field event marks must be measured, recorded and submitted metrically.

**Erroneous Times.** Student-athletes whose performances are submitted erroneously or with incorrectly listed fully automatic times (FAT) or manual times (MT) will not be allowed to compete. Further, no reimbursement for travel or per diem will be provided

by the NCAA; and the institution's director of athletics will be notified of the infractions by a letter from the chair of the Division I subcommittee.

**Breaking Ties in Individual Events for the Automatic Qualifying Positions from Regional Competition.** After applying tie-breaking rules in the rules book, if a tie still exists for the fifth automatic qualifying position, a jump-off, run-off or throw-off will take place. The results from breaking ties will not impact the regional team scoring. It is necessary to have placement established from first to fifth to identify the automatic qualifiers (assuming each will declare for the national championships).

**Scratch of Automatic Qualifier.** Should one of the top five performers at the regional scratch from the national championship, the next highest declared regional performer will fill the automatic qualifier position. If there is a tie for the next highest declared regional performance, the committee will identify the student-athlete with the best seasonal performance as the next automatic qualifier. If a tie remains after examining the seasonal best performances, the committee will identify the student-athlete with the most recent best performance as the next automatic qualifier. If a tie remains after the chronological examination, the committee will identify all who are tied as automatic qualifiers.

**Ties for At-large Pool Positions.** At each regional site, ties for the final at-large position (that may create more than seven at-large candidates from that region) will be added to the national at-large pool. There is no need to break ties during the regional competition to specifically identify the advancement order for at-large candidates. All candidates in the at-large pool will be listed by their season-best performance, including any best performances established at the regional.

## National Championships Meet

The championship qualifying procedure allows filling the fields to a maximum of 544 male student-athletes and 544 female student-athletes at the national championships meet.

Competition and retention of an active standing in an event at a regional meet is required for consideration to participate in that event at the national championships. Any individual or relay team on the descending order list for each event, from which the participants in the national championships will be selected, must participate and complete their declared events at the regional meets, except for those events not contested at the regional meets (men's decathlon, women's heptathlon and the men's and women's 10,000-meter runs).

**Qualifying.** There are two avenues for student-athletes to earn entrance into the national championships meets:

1. Finish in the top five declared student-athletes in an individual event or top three declared teams in a relay at the regional qualifying meets; or
2. Earn an at-large selection.

**At-large Selections.** The track and field committee has adopted the following process for selecting at-large berths into the national championships meet. After the automatic qualifiers (top five declared student-athletes in individual events, top three declared

relays based upon regional performance) have been identified, the committee will place the next seven declared student-athletes/relay teams (plus ties based on place) in each event based upon regional performance into the national at-large pool.

The at-large pool student-athletes are then listed in order of their best performance of the year, including any best marks established at the regional meet. The committee will fill the field in each event by starting at the top of the at-large pool until the cap of 544 student-athletes per gender is reached.

If the numbers of allowable student-athletes have not been reached after automatic qualifiers and minimum field sizes have been accommodated, the committee will add student-athletes to the meet by adding equally to all events (including relays) for as long as the number of available student-athlete spaces will allow. At this step, if two or more student-athletes are tied by mark for the next qualifying performance, all such student-athletes will be added to the field as long as the number of spaces available is sufficient.

Each event will be filled to the following minimums:

#### Minimum Field Sizes

| Event                   | Men | Women |
|-------------------------|-----|-------|
| 100-Meter Dash          | 20  | 20    |
| 200-Meter Dash          | 20  | 20    |
| 400-Meter Dash          | 20  | 20    |
| 800-Meter Run           | 20  | 20    |
| 1500-Meter Run          | 20  | 20    |
| 3000-Meter Steeplechase | 20  | 20    |
| 5000-Meter Run          | 20  | 20    |
| 10,000-Meter Run        | 20  | 20    |
| 100-Meter Hurdles       |     | 20    |
| 110-Meter Hurdles       | 20  |       |
| 400-Meter Hurdles       | 20  | 20    |
| 400-Meter Relay         | 12  | 12    |
| 1600-Meter Relay        | 12  | 12    |
| High Jump               | 20  | 20    |
| Pole Vault              | 20  | 20    |
| Long Jump               | 20  | 20    |
| Triple Jump             | 20  | 20    |
| Shot Put                | 20  | 20    |
| Discus                  | 20  | 20    |
| Javelin                 | 20  | 20    |
| Hammer                  | 20  | 20    |
| Decathlon               | 20  |       |
| Heptathlon              |     | 20    |

When the number of spaces available is less than the number of events, thus not allowing for an additional student-athlete to be added to all events, the committee will

determine which events will receive an additional entry. Consideration is given to such factors as strength and depth of field, comparison of marks between events, number of student-athletes competing in more than one event, number of automatic qualifiers and comparison to the fields in previous years.

Once the maximum number of 544 men or women in the competitive field is attained, the committee will add, on an event-by-event basis, the next person on the descending order list only if that individual is already in the meet in another event (not to include relay alternates), provided such addition does not require adding another heat/flight or does not compromise the safety of the event. At this step, in the event of a tie by mark for such a position, only student-athletes already in the meet in another event will be added to the field (subject to the aforementioned limits).

## Declarations

[Reference: Annual Forms (page 9) in this handbook.]

The regional and national descending order lists will be posted on the NCAA Web site beginning March 15 and will be updated at least once each week.

The final regional and national descending order lists will be posted on the NCAA Web site by 5 p.m. (Eastern time) Wednesday, May 20.

**Coaches DO NOT need to submit POP forms for marks established at the regional championship meets.** The NCAA will update any improved marks from regional events. Coaches should review their student-athletes' marks on the final descending order list posted by 6 p.m. (Eastern time), Sunday, May 31.

**Regional Meet Declarations.** An electronic declaration system will be used for the regional championships meets. Declarations will not be accepted via phone. Member institutions must adhere to the following guidelines when declaring student-athletes:

- The track and field committee will post declaration forms online for all institutions whose student-athletes meet regional qualifying standards or are conference champions, regardless of position on the descending order lists, by 5 p.m. Eastern time, Wednesday, May 20. Coaches will have access to their declaration form and can make changes up to the deadline of 1 p.m. Eastern time, Saturday, May 23. Declaration forms or changes submitted after the 1 p.m. Eastern time deadline and prior to 3 p.m. Eastern time, will be accepted as late and the institution will be fined \$300. There is no opportunity to submit declaration forms after 3 p.m. Eastern time, May 23. Institutions failing to complete and submit the declaration form will have their student-athletes scratched from regional competition.
- Access to the declaration form is controlled through the same password assigned for proof-of-performance (POP) form submission. Any coach unable to access the online declaration form after 5 p.m. Eastern time, Wednesday, May 20, must contact Sean Laughlin (phone: 415/786-2550; e-mail: sean@recordtiming.com).
- All student-athletes must be declared or scratched on the declaration form in every event in which they qualify. There is no reason to list preferences on the regional declaration form because student-athletes must compete in each and every event in which they are declared. The final list of student-athletes who have been declared in each regional competition will be posted on the NCAA Web site by midnight, Eastern time, Sunday, May 24.

- d. Coaches are responsible for including a telephone number (preferably cell phone number) on the declaration form in case the games committee needs to contact them or their representative if questions arise.
- e. Declarations for the 10,000-meter run and the combined events are not submitted as part of the declaration process for the regional competitions. Declaration for these events only occurs during the declaration process for the national championships as outlined in the championships handbook.
- f. The declaration process for the regional competitions is the first step in the final qualification procedure for the national championships. Competition in an event at the regional competitions is required for consideration to participate in that event at the national championships. Any individual or relay team on the descending order list for each event, from which the participants in the national championships will be selected, must declare, participate and remain eligible for advancement in the regional competitions, except for those events not contested at the regional competition (men's decathlon, women's heptathlon and the men's and women's 10,000-meter races). The performances of student-athletes in the at-large pool list used for the national championships selections will be the best mark achieved during the regular season and through the regional competitions.
- g. For each event at the regional competitions, all declared student-athletes will be accepted into the competition and be required to compete in compliance with Rule 4-2.2a, "Failure to Participate."
- h. Only one relay team per institution per event which has made the qualifying standard may be declared for the regional competitions. That team will be accepted into the competition. It will be seeded by its qualifying time, and that time will be preserved for possible use in preparing the descending order list for the national championships.
- i. A relay team for the regional competition is defined as a declared "pool" of no more than six (6) student-athletes. The composition of this pool must be:
  - (1) The four student-athletes on the originally qualifying team; and
  - (2) May include two additional student-athletes named during the declaration period, but not later than packet pick-up. These additional student-athletes may be from those already in the competition in another event, or designated alternates not in the competition.

The competing team of four, in any round at the regional, may be comprised of any student-athletes in the declared pool of six.

For national championships qualifying purposes, the relay team's best mark on the final descending order list will be its original regular season qualifying time or its regional time (if it is an improvement over its original regular season qualifying time), regardless of which pool members attain that mark during any round of the regional competition.
- j. The four student-athletes who comprised the fastest time for the institution's declared relay at the regional competition, whether during the regular season or during any round of the regional competition, will be the four student-athletes that the institution must declare for the national championships.
- k. Automatic qualification to the national championships will be awarded to the top five declared finishers from each regional individual event and the top three declared finishers from each regional relay event. This guarantees a specific number of automatic qualifiers from each region.

#### Scratching Student-Athletes from Regional Championships after Declarations.

Scratching a student-athlete from any event, for any reason at any point after the declaration deadline (3 p.m. ET, Saturday, May 23) eliminates the student-athlete from regional competition and from advancing to the national championship meet in any

event contested at regionals. Final notice of scratches for those ill or injured must be submitted by 5 p.m. Eastern time, Monday, May 25. All scratches must be e-mailed to Sean Laughlin (phone: 415/786-2550; e-mail: sean@recordtiming.com). Failure to notify Mr. Laughlin may result in a \$200 fine.

**National Championships Declarations.** An electronic declaration process will be used for the national championships meet. Declarations will not be accepted via phone. Member institutions must adhere to the following guidelines when declaring student-athletes:

- a. The track and field committee will post declaration forms online for all institutions whose student-athletes have automatically qualified or who appear in the final national at-large pool of eligible student-athletes (including the combined events and the 10,000-meter runs) by 9 p.m. Eastern time, Sunday, May 31. (Note: Student-athletes not eligible for selection to the national championships meet will not appear in the final at-large pool.)
 

Access to the declaration form is controlled through the same password assigned for POP form submission. Any coach unable to access the online declaration form after 9 p.m. Eastern time, Sunday, May 31, must contact Sean Laughlin (phone only: 415/786-2550) or Liz Suscha (cell phone only: 317/270-3318) for assistance.
- b. Coaches MUST submit the online declaration form to enter student-athletes in the national championships prior to the deadline at 1 p.m. Eastern time Monday, June 1. All student-athletes must be declared or scratched in every event in which they qualified at this time. Declaration forms submitted after the 1 p.m. deadline and prior to 3 p.m. Eastern time, will be accepted as LATE and the institution will be fined \$300. There is no opportunity to submit declaration forms after 3 p.m. Eastern time, Monday, June 1. All student-athletes not declared by their institution will be scratched from the national championship competition.
 

If any student-athletes qualify in one or more events, the coach must clearly state a preference, if any, on the declaration form.
- c. Each coach will declare or scratch his/her relay team. The seed time for the national championships meet will be the team's seed time for the regional meet or any improvement made during the regional meet, regardless of which four members of the pool competed.
- d. The coach will declare the relay that qualified for the national championships. If the relay team qualified as one of the top three teams from a regional meet, the declared relay team must be the four (4) student-athletes that competed on the regional team that qualified. If the relay team qualified as an at-large team from the at-large pool, the declared relay team must be the four (4) student-athletes who comprised the team that established the qualifying performance. Additional student-athletes may be used as replacements during the competition. These replacements may be, and are limited to, any student-athlete already competing in the national championships in another event or any of two (2) declared alternate student-athletes not already in the meet. The declared alternates must be named no later than the close of packet pick-up.
- e. Any four (4) student-athletes from this pool may run in any round of the relay competition at the national championships.
- f. It MUST be noted and understood that the addition of any named alternate student-athletes not already in the national championships will be at the expense of each institution. The NCAA will NOT reimburse any travel expenses and the student-athletes will not receive the participant gifts or related items even if they compete in the meet.
- g. The final list of student-athletes accepted into the national championships meet will be posted on the NCAA Web site no later than 3 p.m. Eastern time, Tuesday, June 2.

- h. **Scratching student-athletes from the national championships meet after declarations.** Scratching a student-athlete from any event, for any reason, at any point after the close of declarations (3 p.m. ET, Monday, June 1) eliminates the student-athlete from all national championship competition. Final notice of scratches for those ill or injured must be submitted to the committee by midnight Eastern time, Sunday, June 7. All scratches must be e-mailed to Sean Laughlin (e-mail only: sean@recordtiming.com). Failure to notify Mr. Laughlin may result in a \$200 fine.
- i. The start lists for the national championships will be distributed and posted on the NCAA Web site (<http://web1.ncaa.org/track/events.jsp>) directly after the technical meeting for coaches, which beings at 4:30 p.m. (Central time) on Tuesday, June 9.

**Challenge Period.** The challenge period for any marks posted on the 2009 descending order lists begins March 1 and ends at 4 p.m. Eastern time, Thursday, May 21. All challenges must be e-mailed to Sean Laughlin at sean@recordtiming.com.

**Contacting the Committee.** Between June 7 and June 13, coaches requiring additional information may contact NCAA championships manager Liz Suscha (317/270-3318).

## Packet Pick-up

**Regional Championships.** The packet pick-up period will be Thursday, May 28 at each regional site. Please check with the regional meet director for time and place of packet pick-up.

**National Championships.** Packet pick-up for the national championships meet will be from 10 a.m. to 4 p.m. (Central time) Tuesday, June 9 on the campus of the University of Arkansas. The technical meeting for coaches (or their institutional designee) will take place after packet pick-up at 4:30 p.m. (Central time).

**Credentials.** Credentials will be issued to each declared student-athlete. The online national championships declaration form for student-athletes contains the information for institutional coaching staffs. Sponsoring institutions that have student-athletes qualifying for the national championships meet must complete the online declaration form and adhere to the guidelines below when declaring which members of the coaching staff will receive credentials for the outdoor championships. Pursuant to NCAA Bylaw 11.7.4, single gender programs are limited to THREE Head/Assistant Coaches and up to THREE Volunteer Coaches (one for sponsoring each of the following sports: cross country, indoor track and field, and outdoor track and field). Combined gender programs are limited to SIX Head/Assistant Coaches and up to SIX Volunteer Coaches (one for sponsoring each of the following sports per gender: cross country, indoor track and field, and outdoor track and field). Please note that each institution can use the services of ONE volunteer coach (to coach both genders) limited to coaching pole vault. Institutions will receive credentials based on the above policy without exceptions.

In addition, one team manager and one administrator per gender per program may receive a credential.

Each institution will be allowed one additional pass per gender per program if a medical trainer or physician is accompanying the team. The medical credential will be administered by the host agency's sports medicine staff.

If a member of an institutional official travel party gives their NCAA issued credential to a third party, the privileges associated with the credential will be revoked,

no replacement credential will be provided, and the institution will be charged with a misconduct by the committee.

## Certification of Eligibility/Availability

*[Reference: Certification of Eligibility/Availability in the Division I General Section and Bylaws 3.2.4, 12, 13, 14, 15 and 16 in the NCAA Manual.]*

Only student-athletes eligible under Bylaws 12, 13, 14, 15 and 16 may compete in NCAA championships. In accordance with Constitution 3.2.4, member institutions are required to certify the eligibility of their student-athletes before the beginning of each academic year and to withhold ineligible student-athletes from all intercollegiate competition. Member institutions are reminded to notify the NCAA national office before the selection date for each championship of any student-athlete who may have participated in regular-season competition but subsequently is determined to be ineligible or unavailable for NCAA championships competition.

For the outdoor track and field championships, the championships manager must be notified before Wednesday, May 20.

# Instructions to Participants

## Adjusted Place Standings

*[Reference: Bylaw 31.2.2.3 in the NCAA Manual.]*

When a student-athlete competing as an individual or representing the institution in a team championship is declared ineligible subsequent to the competition, or a penalty has been imposed or action taken as set forth in Bylaw 19.5.2.2-(e) or 19.7 of the NCAA enforcement program, the Committee on Infractions may require that the individual's performance be stricken from the championships records and any awards involved be returned to the Association.

## Appeals

Any appeal of a referee's decision, if allowed, must be made on an additional protest form and must be accompanied by an appeal fee of \$50 cash. This fee is refundable only if the appeal is upheld.

## Audio Coverage (Radio and Internet)

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at <http://www.ncaa.org/wps/ncaa?ContentID=38007>.

## Awards

*[Reference: Awards in the Division I General Section and Bylaw 31.1.12 in the NCAA Manual.]*

Official NCAA awards will be presented to the top eight finishers in each event, and the first-, second-, third- and fourth-place teams, at the national championships meets only. No individual or team awards will be distributed at the regional qualifying meets. Participation awards will be presented to all student-athletes competing or in uniform at the national championships meets. These awards will be sent to the institution's director of athletics after the competition.

## Credentials

Pursuant to NCAA Bylaw 11.7.4, single gender programs are limited to THREE Head/Assistant Coaches and up to THREE Volunteer Coaches (one for sponsoring each of the following sports: cross country, indoor track and field, and outdoor track and field). Combined gender programs are limited to SIX Head/Assistant Coaches and up to SIX Volunteer Coaches (one for sponsoring each of the following sports per gender: cross country, indoor track and field, and outdoor track and field). Please note that each institution can use the services of ONE volunteer coach (to coach both genders) limited to coaching pole vault. Hosts should be prepared to provide credentials to each team based on the policies listed.

The following policies will be in effect when issuing credentials for NCAA Championships:

- Institutional Personnel will only receive credentials if they have a student-athlete in the meet.
- Volunteer pole vault coaches must have student-athletes competing in the pole vault to receive a credential.
- Institutions must declare the coaches that will be attending the championships in order to receive credentials. Coaches will be declared on the same online form as the student-athletes.
- EACH coach must come to credential pick-up with their ID to pick up their credential. This requirement applies to trainers, SIDs, and managers as well.
- One team manager and one administrator per gender per program may receive a credential. Additional managers and/or massage therapists can get a credential that will allow them access to the practice area with the purchase of a ticket for entry.
- Each institution (per gender per program) will be allowed one additional pass if a medical trainer or physician is accompanying the team. The medical credential will be administered by the host agency's sports medicine staff.
- If a coach loses the credential, he/she will be required to pay \$80 for an additional credential. Only one lost credential will be given.
- Due to liability issues, no children will be allowed in the practice or competition areas.

## Drug Testing

*[Reference: Drug Testing in the Division I General Section and Bylaws 18.4.1.5 and 31.2.3 in the NCAA Manual.]*

Student-athletes who compete in the championships may be subjected to drug tests in accordance with Bylaws 18.4.1.5 and 31.2.3 and may be determined to be ineligible as a result thereof. Only student-athletes who have consented in writing to such testing are initially eligible for these championships; and thereafter, student-athletes who are tested shall remain eligible only if they test negative.

## Jury of Appeal

During the national championships meet, the Division I track and field subcommittee serves as the games committee and may appoint a jury of appeal. During the regional championship meets, the NCAA representatives and the chair of the Division I Track and Field subcommittee will serve as the games committee and jury of appeal.

## Lodging

The host institution will make tentative arrangements for the competing teams and advise them of such in the premeet informational materials. Institutions are not obligated to stay at the suggested property; however, they are responsible for securing their own accommodations.

## Mandatory Meeting

*[Reference: Misconduct in the Division I General Section and Bylaws 31.02.3 and 31.1.10 in the NCAA Manual.]*

A mandatory meeting of the coaches and administrative representatives of the competing teams, officials and the Men's and Women's Track and Field Committee, shall be held the day before both the regional qualifying and national meets, to review

rules and any other key championship information. The meet directors will advise the coaches as to the time and place of these meetings. The meeting also will include information on the provisions of Bylaw 31.1.10, which prescribes conditions under which a student-athlete or representative of an institution may be disqualified from further participation in the championships for reasons of misconduct. It is mandatory that all head coaches participate in this meeting.

## Media Arrangements

**Media Credentials.** Requests for working media credentials should be directed to the host media coordinator for the regional qualifying meets and to Kristen Jacob at the NCAA national office (phone: 317/917-6584; fax: 317/917-6826; e-mail: [kjacob@ncaa.org](mailto:kjacob@ncaa.org)) for the national championships meet.

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: (1) campus media certified by the director of athletics and/or sports information director of each participating and host institution, (2) certified media from the immediate locale of the championships or the immediate locale of the competing teams, and (3) other certified media.

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.

**Microphones.** The placement of microphones on a team coach or in team huddles is prohibited.

**Postcompetition Interviews.** Immediately after a 10-minute cooling-off period (i.e., 10 minutes after a team or individual concludes competition), an interview area will open to all certified members of the news media; any coach and student-athletes requested by the media will be available for interviews. If a team or individual is participating in an awards ceremony, the cooling-off period will begin immediately after the presentation.

Regardless of regular-season radio or television contract(s), the coach is obligated to the entire covering media during the championships and must report to the interview area immediately after the 10-minute cooling-off period. The coach cannot delay a postcompetition interview with the covering media to conduct a program for a single newspaper, radio or television reporter unless requested to remain for a short interview (not to exceed four minutes) by the television entity that has been granted television rights by the NCAA.

Coaches cannot make themselves available to selected media representatives before the conclusion of the 10-minute cooling-off period. They may, however, open their dressing rooms and/or report to the interview area before the cooling-off period ends, and make themselves available to all media representatives staffing the championships.

## News, Media, Press Conferences and Satellite Feeds

Please refer to the NCAA Broadcast Manual policies and guidelines, which can be found on the NCAA Web site at <http://www.ncaa.org/wps/ncaa?ContentID=38007>.

## Officials at the National Championships Meet

**Selection of Key Officials.** The key officials listed below shall be appointed by the Division I track and field committee. The host institution may make recommendations to the subcommittee, but should not come to agreements with any officials without the approval of the subcommittee. The key officials shall include some combination of starters, referees, announcers, a head umpire, a head marshal and clerks.

**Fees.** Each of the 15 key officials will receive \$150 per day of competition. All officials’ fees are to be paid by the host institution and later reimbursed by the NCAA.

**Travel.** Each of the 15 key officials will receive travel expenses paid according to the actual mode of transportation, not to exceed jet coach air fare or 51 cents per mile up to 1,000 miles round trip, but not including terminal or other local transportation. Officials who receive approval for air transportation must make flight arrangements through the NCAA travel service, Short’s Travel Management, 866/655-9215. Any of the 15 key officials who drive to the championship are to be paid mileage by the host institution and later reimbursed by the NCAA.

**Lodging.** The hotel expenses (excluding incidentals) for the 15 key officials required to stay overnight at the championships site shall be paid by the host institution and later reimbursed by the NCAA.

**Per Diem.** Each of the 15 key officials will receive a \$45 per diem for meals and incidentals for each day of the championships. In addition, each of the 15 key officials may receive per diem for one day’s travel prior to the championships and one day after the completion of the championships if they are traveling on those days. Officials not required to stay overnight at the site also shall receive a \$45 per diem. Any change from this procedure requires approval by the NCAA championship manager to the Division I track and field subcommittee. The key officials’ per diem are to be paid by the host institution and later reimbursed by the NCAA.

**Remaining Officials.** The host institution should present to the subcommittee a plan for securing all but the key officials for the championships, based on the recommended number of officials determined by the committee. The subcommittee emphasizes that this plan should include provisions to insure diversity, gender and officials from outside the immediate locale. The subcommittee, while acknowledging the importance of the local officials’ organization to the support of the host’s program, believes the NCAA championships officials should include national representation.

**Local Transportation/Officials and NCAA Representatives.** The NCAA shall pay for the rental of cars for a predetermined number of championships officials and NCAA committee representative(s). The championships manager will make all arrangements directly through Short’s Travel and communicate arrangements to the individuals who have been approved to rent cars.

**Policies.** A sports committee or games committee may not require membership in any specific officials association as a prerequisite for selection to officiate in an

NCAA meet. Officials shall be selected and assigned by the sports committee or games committee, which shall ensure that officials adhere to the Association's policies relating to gambling activities and drug and alcohol use. Furthermore, officials must conduct themselves in a manner befitting intercollegiate athletics. Failure to do so may result in termination of the officiating assignment.

## Practice

Information regarding practice times will be contained in the premeet materials provided by the respective host institutions.

## Programs

*[Reference: Advertising in the Division I General Section and Bylaw 31.1.14.1 in the NCAA Manual.]*

IMG College will be responsible for all program production including layout and design, advertising, printing, vending and distribution to the championship sites. No competing publications, whether sold or free of charge, are permitted at NCAA events without prior permission of the NCAA and IMG College. The championship host should not include expenses or revenues for programs in the championship budget and/or financial report. All program contents are subject to NCAA approval.

### Advertising

Each program will include NCAA corporate champion and partner advertising. Additionally, programs may include non-competing national ads as well as local ads. All ads must follow NCAA advertising guidelines and are subject to NCAA approval. If your school would like to sell advertising into the official program or you know of an individual who would like to serve as a local advertising representative, please contact Doug Iler (502/459-4346; [doug.iler@imgworld.com](mailto:doug.iler@imgworld.com)) for information regarding rates, availability and deadlines.

### Editorial

If you are interested in the specific content of the program you will receive, please contact Marianne Stoess (859/226-4549; [marianne.stoess@imgworld.com](mailto:marianne.stoess@imgworld.com)).

Generally, programs include the following:

1. Participant information - IMG College will request information, including rosters, schedule/results, photos, school quick facts and logos. If your team is Eligible for postseason selection, please send all materials that are requested by the date requested. Programs print on the day selections for the championship are announced. If materials are not on file, your school's information will not be included. IMG College will attempt to provide proofs for SID approval when time permits. If you are not sure what/when materials are needed, please contact Ms. Stoess at IMG College.
2. Programs for predetermined sites will include information on the host institution, host city and/or host facility. In addition, some programs provide complimentary advertising space. IMG College will contact via e-mail the tournament manager and sports information contacts, as listed on the key contact sheets submitted to the NCAA, with the specifics of what items are needed and when those items are due. Host institution pages are subject to NCAA approval.

3. Event-specific historical information, including past champions, records, all-tournament teams and/or the previous year's recap.
4. Information on the NCAA, including the sport committee.
5. Feature stories - Not all programs include event/sport-specific features. However, if you have an idea for a feature story, please submit it to Ms. Stoess at IMG College.

### Program Supplements and Update Sheets

Host institutions for single-day/session championship rounds may choose to supplement the program with additional information (e.g., updated statistics or updated game notes) pertaining to the event at its site that day. The cost of producing these supplements will be covered by the host institution and will not be expensed to the NCAA or IMG College, the content must be approved by IMG College prior to the event and the supplements must be distributed inside and as a part of the program. The cost of the program cannot be raised as a result of the supplement. Once all programs have been sold, these supplements may be given away or sold at the discretion of the host institution, with all potential revenue for such remaining with the host institution. No advertising of any kind may be sold or placed on the supplements. If supplements are distributed, following the conclusion of the championship event please mail two samples of each supplement to Marianne Stoess (IMG College, 904 North Broadway, Lexington, KY 40505, ATTN: Marianne Stoess).

For championships that have multiple sessions, matches, events or days, host institutions may choose or be required by the NCAA to produce update sheets (e.g., heat sheets, lane assignments, pairings). IMG College will contact hosts of those championships in advance of their events to discuss projected quantities and the paper on which update sheets should be printed. The cost of producing the update sheets will be covered by the host institution and not be expensed to the NCAA or IMG College. The first update sheet of the event should be distributed inside and as a part of the program. Subsequent update sheets complement the program and are to be redeemed only with a coupon from the program. The cost of the program cannot be raised as a result of the update sheet. Once all programs have been sold, update sheets may be given away or sold at the discretion of the host institution, with all potential revenue for such remaining with the host institution. No advertising of any kind may be sold or placed on the update sheets. If update sheets are distributed, following the conclusion of the championship event please mail two samples of each update sheet to Ms. Stoess (IMG College, 904 North Broadway, Lexington, KY 40505, ATTN: Marianne Stoess).

If a host institution would like to supplement the program with additional information, or has a question about the update sheets, please contact Matt Briggs at IMG College (859/226-4556; [matthew.briggs@imgworld.com](mailto:matthew.briggs@imgworld.com)).

### Program Sales

1. Predetermined sites: Will be contacted at least two weeks prior to the event. If you have not been contacted within two weeks of your championship, please contact Matt Briggs (859/226-4556; [matthew.briggs@imgworld.com](mailto:matthew.briggs@imgworld.com)). You will receive your vending agreement (contract) and settlement statement prior to the championship.
2. Non-predetermined sites: Once sites are announced, IMG College determines how many programs will be sent to each site and will contact the site. Your vending

agreement (contract) and settlement statement will be e-mailed within one day of your site being selected.

3. Distribution of programs: Programs will be shipped to the host institution at least one day prior to the event when possible. If your shipping information is different than that on the contract please contact Mr. Briggs at IMG College immediately.
4. Display of programs: Any posters/banners included with the programs should be hung in a visible location to promote awareness for the programs without obstructing other championship signage.
5. Collections
  - a. Contracts
    - i. Upon site selections, all contracts are e-mailed to each site representative
    - ii. A dedicated fax number will be assigned for receiving all signed contracts back to IMG College (859/226-4575)
    - iii. An IMG College representative will track the return of all signed vending contracts to IMG College
  - b. Settlement Reports
    - i. Three days after the conclusion of the event, all settlement reports must be faxed to IMG College (859/226-4575)
    - ii. The vendor will have two weeks to submit payment to IMG College
    - iii. An IMG College representative will be assigned to track the receipt of all vending settlement reports and payments
    - iv. If payment and/or settlement have not been received within the two-week period, IMG College will include the site/ championship on its "No Pay" list sent to the NCAA
    - v. Do not combine settlement statements for separate rounds/events or combine program settlements with Event 1 merchandise
    - vi. Please include the event number on the check that is sent

Please contact Matt Briggs (859/226-4556; matthew.briggs@imgworld.com) at IMG College with any vending-related questions.

## Protests

Protests must be filed on the official protest form, available at the protest table. One copy shall be posted in the protest table area and the other copies shall be given to the referee. A protest must be filed no later than 30 minutes after the official results are announced.

The referee's decision shall be written on each copy of the protest form. One copy shall be returned to the protesting coach, one copy posted in the protest table area and the other copy placed in the subcommittee's files.

Should the protesting coach choose to petition the matter to the jury of appeals (if one has been appointed by the games committee), a \$50 appeal fee shall be charged. The fee is refundable only if the decision is reversed in favor of the coach.

In cases other than the review of official photo-timing pictures or other official video as designated by the committee, visual aids (e.g., videotape, photos) may not be used to determine the outcome of a protest or appeal.

The viewing of videotape or photos, or the use of any wireless communication device, by a competitor during event competition is prohibited.

## Results

Copies of the official results of all championships competition (including the regional qualifying meets) are to be filed with the staff at the NCAA national office. The sports information director of the host institution is responsible for forwarding the results to the attention of Liz Suscha (lsuscha@ncaa.org) immediately after the competition.

## Rules

*[Reference: Bylaw 31.1.6 in the NCAA Manual.]*

Per NCAA Bylaw 17.33, member institutions shall conduct all of their intercollegiate competition in accordance with the playing rules of the Association in all sports for which the NCAA develops playing rules. For those sports in which the Association follows rules that are developed by other governing bodies and modified by the governing sports committee, the adopted playing rules shall be used. The governing sports committee will not consider any results for selection purposes that are not played in accordance the NCAA rules, or those rules adopted by an outside organization.

The 2009 and 2010 NCAA Men's and Women's Track and Field/Cross Country Rules shall be followed. Reference is made in the rules to certain publications of the International Association of Athletics Federations (IAAF), which provide more comprehensive detail in certain instances. Information on obtaining IAAF publications may be obtained by writing USA Track and Field, 132 East Washington Street, Suite 800, Indianapolis, Indiana 46204, or by accessing its Web site at www.usatf.org. The IAAF Web site is www.iaaf.org.

The Men's and Women's Track and Field Committee has determined that a student-athlete applying paint or any other permanent marking other than a material approved by the games committee to any portion of a permanent facility automatically will be disqualified from competition. All markings must be in accordance with NCAA Men's and Women's Track and Field/Cross Country Rules.

Starting blocks will be provided by the host institution. No other starting blocks may be used.

## Scoring

The men's and women's outdoor track and field championships will use the eight-place scoring system (10-8-6-5-4-3-2-1) in individual and relay events (i.e., first place earns 10 team points, second place earns eight team points, etc.).

## Squad Size

*[Reference: Per Diem and Transportation in the Division I General Section.]*

Transportation expenses and a per diem will be provided for all competing individuals. In addition, transportation and per diem will be provided for:

- one non student-athlete for 1 to 3 institutional participants
- two non student-athletes for 4 to 6 institutional participants

- three non student-athletes for 7 to 9 institutional participants
- five non student-athletes for 10 or more institutional participants

Participants selected to participate in the outdoor championships must actually participate to receive travel and per diem. Those declared student-athletes who attend the meet with a pre-existing injury that prohibits the student-athlete from giving an honest effort may be denied travel and per diem, and those who are injured at the championships and cannot continue to participate, must report to the host sports medicine staff for clearance.

Please refer to the NCAA Travel policies for all information regarding transportation and per diem expenses. Travel policies can be found online at <http://www.ncaa.org/wps/ncaa?ContentID=36359>.

## Television Rights and Footage Licensing

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found on <http://www.ncaa.org/wps/ncaa?ContentID=38007>.

## Tickets

*[Reference: Tickets in the Division I General Section.]*

No complimentary tickets shall be permitted, except for infants age two and under. All tickets shall be accounted for at face value and shall become a part of gross receipts. Working passes may be provided to bona fide working personnel, including media representatives, and participation credentials may be provided to student-athletes competing in the championships, as well as their coaches, athletic trainers, managers and other members of the participating institution's official party as defined by the Association.

The following ticket prices have been approved for the 2009 national championships in Fayetteville:

|  |      |
|--|------|
| Reserved Area All Session Package (4 days)     | \$40 |
| General Admission All Session Package (4 days) | \$30 |
| Reserved Section Single Session                | \$15 |
| General Admission Single Session               | \$10 |

## Training Facilities

Training facilities are to be made available to the competing teams by the host institution.

## Uniforms

*[Reference: Rule 4-3 in the Rules Book.]*

When engaged in competition, each student-athlete must wear an official team uniform or be subject to disqualification. Wearing any part of the official team uniform illegally (e.g., top off or intentionally shortened, shoulder straps lowered) while in the

area of competition shall lead to a warning by the nearest official and, if repeated, to disqualification by the meet referee.

A uniform should consist of two school-issued components—shorts or briefs, and a top. A one-piece body suit is acceptable as a combination of the two components. Any outer garment that is school-issued becomes the official uniform, when worn.

The uniform must be of a material and design deemed to not be objectionable or offensive by the athletics department of the issuing institution.

The uniform top must, by design and size, cover the full length of the torso, meeting or hanging below the waistband of the bottoms, while the competitor is standing, and allow for competitors' numbers to be placed above the waist, front and back.

Uniform tops must be worn so to not obscure hip numbers.

Additional visible clothing is an undergarment. It must be worn under the uniform and be of solid color.

The use of, or wearing of, artificial noisemakers by competitors is prohibited.

The uniform must be clean and of a material and design as not to be objectionable.

**Relay Uniforms.** In addition to the above guidelines, all relay team members must wear uniforms clearly indicating, through color, logo and combination of all worn outer garments, that members are from the same team. Visible undergarments on the top (e.g., t-shirts) worn by relay team members must be of an identical solid color. Visible undergarments on the bottom (e.g., tights of any length) must be of an identical solid color.

**Logos.** An institution's official uniform and all other items of apparel (e.g., socks, headbands, T-shirts, wristbands, visors or hats, and towels) that are worn by student-athletes in competition may bear a single manufacturer's or distributor's normal trademark, not to exceed 2 1/4 square inches, including any additional material (e.g., patch) surrounding the normal trademark or logo. The logo or trademark must be contained within a four-sided geometrical figure (i.e., rectangle, square, parallelogram).

In addition, an institution's official uniform cannot bear a design element similar to the manufacturer's that is in addition to another logo or that is contrary to the size restriction.

A student-athlete representing an institution in intercollegiate competition is limited to wearing apparel items that include only the logo (not to exceed 2 1/4 square inches) of an apparel manufacturer or distributor. The student-athlete may not wear any apparel that identifies any other entity, other than the student-athlete's institution.

These restrictions apply to all apparel worn by student-athletes during the conduct of competition, including any pre-meet or post-meet activities.

This bylaw will be strictly enforced at all NCAA championships and the names of individuals and institutions that are not in compliance with this bylaw shall be forwarded to the NCAA enforcement staff. Noncompliance with this legislation could result in loss of eligibility, forfeiture of points earned by those ineligible student-athletes and adjustment of team standings.

The logo restriction on student-athletes' apparel set forth in Bylaw 12.5.4 shall apply during NCAA championships to all personnel (e.g., coaches, trainers, managers) who are on the team bench for practices and games or who participate in news conferences. Please note that those contracts between institutions and apparel manufacturers or distributors that include logo specifications may be honored, provided such contracts were in effect prior to August 11, 1998. Also, the logo restriction on student-athletes' apparel as set forth in Bylaw 12.5.4 shall apply to commercial logos on uniforms worn by band members, cheerleaders, dance team members and the institution's mascot during NCAA championships events.

## Videotapes, Films and Still Photographs

*[Reference: Bylaw 31.6.4.3 in the NCAA Manual.]*

Institutions are permitted to videotape championships competition by their teams or their individual student-athletes for archival, coaching or instructional purposes. Each institution is permitted to use one camera and may videotape only that portion of the competition in which it participates. The videotapes may not be used for any commercial purposes. An institutional representative shall contact the event coordinator at the host site to arrange for camera space at that site.

In cases other than the review of official photo-timing pictures, visual aids (e.g., videotape, photos) may not be used to determine the outcome of a protest or appeal.

## **Wireless Communication Devices**

The viewing of videotape or photos, or the use of any wireless communication device, by a competitor during event competition is prohibited.

The use by competitors of video or audio devices, radio transmitters or receivers, mobile phones, computers, or any similar devices in the competition area is prohibited.

# Appendix A

## NCAA CREDENTIALS

Each Individual or entity signing for or using a credential for access to any NCAA championship games practice, press conference, or other in-venue activity associated with the championship (the “Events”) and his/her/its employers (each signer, user and employer, a “Bearer”) agrees to the following:

### General

Each Bearer attending one of the Events using a credential represents that such Bearer is acting on a specific assignment for a media agency. Bearer is an accredited agency’s full-time salaried employee who has a legitimate working function in connection with the championship. The credential is not transferable and may be revoked at any time without cause.

The rights and privileges granted to Bearer shall automatically terminate if any term of this credential shall be breached. The unauthorized use of this credential subjects the Bearer to ejection from the facility and prosecution for criminal trespass.

While within the venue, Bearer shall, at all times, adhere to the policies in place for the Event, as well as access limitations, and direction provided by the NCAA and its designated agents.

Bearer assumes all risks incidental to the performance by the Bearer of Bearer’s services in connection with the Events and assumes all risks incidental to the Events, whether occurring before, during or after the actual playing of the Events, and agrees that the NCAA, its member institutions, and their respective employees, directors, officers, student-athletes, coaches, and contractors shall not be liable for injuries or loss of personal property or equipment resulting in such causes.

In the event that the name or likeness of any individual using this credential is included in any broadcast, telecast, photograph, film, video or other media taken in connection with the Events, such individual grants the NCAA the non-exclusive, transferable, perpetual right and license to use (and to sub-license the use of) such name and likeness in any media worldwide whether now known or thereafter devised.

Bearer agrees to indemnify the NCAA and save harmless the NCAA, its officers, agents, contractors, employees, and each of its member institutions, their officers, agents and employees, of and from any and all claims, demand and causes of action arising out of anything done or purported to have been done by Bearer or his/her employer, including but not limited to Bearer’s breach of any term of the credential. With respect to any claim that might give rise to liability of the Bearer as an indemnitor, the NCAA shall: (a) have the right to fully participate in the litigation of such claim with counsel selected by Bearer and approved by the NCAA at the sole expense of the Bearer; and (b) not be obligated, without their consent, to participate in any settlement of such claim.

## Media

The use of any account, description, picture, photograph, video, audio, reproduction, or other information concerning the Events (the “Event Information”) other than for news coverage of, or magazines, books or stories about, the Events, or for First Amendment-protected purposes, is prohibited, except (a) with the prior written consent of the NCAA or (b) as specifically licensed herein. Nothing in these terms and conditions authorizes or allows Bearer to violate any of the NCAA trademarks, copyright and other proprietary rights.

Television agencies taping game action shall use the network feed via the video and audio distributing facilities provided by the NCAA. These agencies recognize that any videos may be used only in connection with a regularly scheduled television newscast within a 72-hour period after the game and the film clip or video portion of each such showing shall not exceed three minutes in length and shall adhere to the specific policies that govern the length of video and times that it may be aired. If the event has live-television coverage, television entities may not air highlights of a game until the network’s broadcast of that event has been completed. Use of footage on the Internet is limited to 60-seconds of game action for a 24-hour period after the game is completed. .

Television stations, networks, cable systems, participating institutions or their designees, are prohibited from making available game film or video to any other organization without advance written permission from the NCAA, even though the planned use may be editorial in nature. Such film or video may be aired only by the specific station or entity to whom this credential is issued. These rights may not be assigned, transferred or otherwise disposed to any person, firm or corporation. Any agency wishing to use NCAA film or video in any other manner must obtain written permission for such usage from the NCAA.

Real-time transmission of streaming video, digital images, real-time audio, including play-by-play and statistics, of any game of the championship is exclusive to the NCAA’s Web site and/or any other Web site designated by the NCAA and its rightsholders. “Real-time” is defined as “live, continuous play-by-play or description of an event”. In-game blogging is governed by the NCAA Blogging Policy.

The NCAA is the owner of trademarks, copyrights, and other proprietary rights connected to the championship. Member institution name, logo, mascot, and other intellectual property of a school, is controlled by each member institution. The member institution name and team name may be used for news purposes and consistent with the First Amendment.

The credential confers on Bearer a limited, non-exclusive and non-transferable license to take photographs of the Events, and to allow the entity that engaged the Bearer to take the photographs to use such photographs, only for news coverage of, or magazines, or stories about, the Events, other editorial purposes, and reprints of news pages from such entity’s publications, provided that such use is not likely to create, or does not actually create confusion in the minds of the trade or public that Bearer or its reprints or any elements therein, or the items on which they are reprinted, are sponsored or endorsed by, or are associated or affiliated with the NCAA or that the NCAA licensed Bearer to use their trademarks or copyrights. Neither the Bearer nor the entity that engaged the bearer may sell photos taken at the Events to third-party entities including but not limited to other

commercial entities or the general public.

In exchange for the access granted by the credential, the NCAA shall have the right to purchase prints of any published photographs taken by the Bearer in connection with the credential, at the best financial terms offered to third parties, and such the NCAA shall be licensed at no additional charge to use the photographs for news coverage purposes only. The NCAA may not distribute reproductions of the photographs to others or license others to reproduce the photographs.

Any secondary use of any picture, audio description, videotape/film or drawing of the game taken or made by the accredited organization or individual to whom this credential has been issued (including, but not limited to, non-editorial, advertising, sales promotion or merchandising) is prohibited without prior specific written approval of the NCAA.

Radio stations that have not purchased rights shall not carry any broadcast report from courtside on a live basis or any live description of any game action while it is still in progress and are subject to all other requirements as listed in the "NCAA radio policies."

Bearer further agrees to release the NCAA and all persons and educational institutions involved in the management or production of the competition from any claim or liability arising from failure to provide space for telecasting/broadcasting, or other facilities for the television/radio station, Internet media, network, cable system, or other media entity.

## Appendix B

### Men's and Women's Qualifying Regions

