



**2010 DIVISION II
FOOTBALL
CHAMPIONSHIP HANDBOOK**

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Introduction

During the 2010-2011 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, four are National Collegiate Championships, 13 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 Online Web site (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 Manual, where appropriate. For example, if you wish to know about regional advisory committees, the basic information for that particular sport would be included in the handbook. However, as referenced under the heading "Regional Advisory Committees," more information concerning general NCAA policies governing regional advisory committees can be found later in the NCAA Division II Manual.



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Football Championship Information

Important Dates

October 13—All institutions will be sent online proposed budget information for hosting preliminary rounds of competition.

November 1—First regional ranking.

October 29—Deadline for institutions to submit online proposed budgets.

November 14—Selection and notification of teams for the championship.

November 20—First-round games.

November 27—Second-round games.

December 4—Quarterfinal games.

December 11 or 12—Semifinal games. Please note that tentatively both games will be televised live on the CBS College Sports Network on Saturday, December 11.

December 18—Championship game.

General Administration

Dates and Sites

[Reference: Bylaw 31.1.3 in the NCAA Manual.]

Criteria for Selection Region Site Determination

The top-seeded team, as determined by the governing sports committee, shall be provided the opportunity to host first-round, second-round, quarterfinal and semifinal competition, provided the specific criteria that have been developed by the governing sports committee have been met, as well as the following general site-selection criteria:

1. Quality and availability of the facility and other necessary accommodations;
2. Revenue potential (e.g., a financial guarantee or guideline that ensures fiscal responsibility and is appropriate for the particular event, as recommended by the governing sports committee and approved by the Championships Committee); and
3. Attendance history and potential.

For the championship, prospective hosts for first-round, second-round, quarterfinal and semifinal games are required to submit proposed budgets with 75 percent guaranteed net receipts of \$10,000, \$10,000, \$15,000 and \$20,000, respectively; once these minimums have been guaranteed, the Division II Football Committee then will award playoff sites based on the stated criteria above. Please note that teams from the same conference will be paired in the first round if seeding justifies such a pairing.

NCAA Championships Policy Related to Sports Wagering. No pre-determined or non-pre-determined session of an NCAA championship may be conducted in a state with legal wagering that is based on single-game betting on the outcome of any event (i.e., high school, college or professional) in a sport in which the NCAA conducts a championship.

2010 Playoff Dates (Tentative)

First Round—Saturday, November 20, on campus

Second Round—Saturday, November 27, on campus

Quarterfinals—Saturday, December 4, on campus

Semifinals—Saturday, December 11, or Sunday, December 12, on campus (Date TBD)

Championship—Saturday, December 18, Florence, Alabama

2011 Playoff Dates (Tentative)

First Round—Saturday, November 19, on campus

Second Round—Saturday, November 26, on campus

Quarterfinals—Saturday, December 3, on campus

Semifinals—Saturday, December 10, or Sunday, December 11, on campus (Date TBD)

Championship—Saturday, December 17, Florence, Alabama

Sports Committees

[Reference: Bylaws 31.1.1 and 31.1.2 in the NCAA Manual.]

The Division II Football Championship is under the control, direction and supervision of the NCAA Division II Football Committee. Current members of the committee are:

Super Regional One—Frank Condino, Director of Athletics, Indiana University of Pennsylvania, Indiana, Pennsylvania 15705 (phone: 724/357-2782), e-mail: fcondino@iup.edu and Waverly Tillar, Head Football Coach, Elizabeth City State University, Elizabeth City, North Carolina 27909 (phone: 252/335-3628), e-mail: wtillar@mail.ecsu.edu.

Super Regional Two—Jay Adcox, Director of Athletics, Southern Arkansas University, Magnolia, Arkansas 71753 (phone: 870/235-4102), e-mail: jdadcox@saumag.edu and Brad Edwards, Director of Athletics, Newberry College, Newberry, South Carolina 29108 (phone: 803/321-5166), e-mail: brad.edwards@newberry.edu.

Super Regional Three—TBD (two national committee members).

Super Regional Four—Shawn Jones, chair, Associate Director of Athletics, University of Central Missouri, Warrensburg, Missouri 64093 (phone: 660/543-8091), e-mail: sjones@ucmo.edu and Bill Maskill, Head Football Coach, Midwestern State University, Wichita Falls, Texas 76308 (phone: 940/613-0122), e-mail: bill.maskill@mwsu.edu.

For additional information about the Division II Football Championship, contact:

Randy L. Buhr Associate Director of Championships NCAA P.O. Box 6222 Indianapolis, Indiana 46206-6222 Phone: 317/917-6222 Fax: 317/917-6210	Judy Keenum Chamber of Commerce of the Shoals 20 Hightower Place Florence, Alabama 35630 Phone: 256/764-4661 Fax: 256/766-9017
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Regional Advisory Committees

[Reference: Regional Advisory Committees in the Division II General Section and Bylaws 21.4.1.4 and 21.5.1.5 in the NCAA Manual.]

The regional advisory committees that have been appointed in each of their respective selection regions to assist in the evaluation of teams throughout the season are:

Super Regional One

Atlantic Region

Frank Condino, Indiana University of Pennsylvania, co-chair
Darren Hamilton, Livingstone College
Len Margolis, Cheyney University of Pennsylvania
Chris Snyder, Seton Hill University
Waverly Tillar, Elizabeth City State University, co-chair
Roger Waialae, West Liberty University

East Region

Rich Bedard, American International College
Rob Talley, Stonehill College

Super Regional Two

South Region

Jay Adcox, Southern Arkansas University, co-chair
Ruben Perez, Southern Intercollegiate Athletic Conference
Mike White, Albany State University
TBD Member, Gulf South

Southeast Region

Frankie DeBusk, Tusculum College
Brad Edwards, Newberry College, co-chair

Super Regional Three

Central Region

Larry Holstad, Winona State University
Bob Nielson, University of Minnesota, Duluth
J.R. Smith, Rocky Mountain Athletic Conference
TBD Member, RMAC

Midwest Region

Pat Riepma, Northwood University (Michigan)
Mike Watson, Saginaw Valley State University
TBD Member, Independent

Super Regional Four

South Central Region

Keith Allen, Southwest Baptist University
Keith Baxter, Southeastern Oklahoma State University
Shawn Jones, University of Central Missouri, co-chair
Bill Maskill, Midwestern State University, co-chair
Jerry Partridge, Missouri Western State University

West Region

Arne Ferguson, Western Oregon University

Annual Forms

[Reference: Official Traveling Party in this handbook, Per Diem and Expense Forms in the Division II General Section, and Bylaw 31.4.6 in the NCAA Manual.]

Expense Reimbursement. 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?key=ncaa/ncaa/sports+and+championship/general+information/travel/index.html>.

Proposed Budget/Financial Report

[Reference: Budgets in the Division II General Section and Bylaw 31.4 in the NCAA Manual.]

Institutions being considered for selection to the championship will be sent proposed

budget/financial report information before the championship. Institutions interested in bidding for first-round, second-round, quarterfinal and/or semifinal competition should complete the forms and send them back to Randy L. Buhr, the championship manager at the NCAA national office.

The NCAA has implemented an online proposed budget and financial report process. We request that prospective hosts no longer complete hard copies of the proposed budget for this championship. The online version of the proposed budget and financial report form may be accessed on the NCAA Web site at http://web1.ncaa.org/champs_bid/exec/logout. Please note that the online form is password protected. Your institution's director of athletics should have the necessary membership database username and password on file. Written instructions on how to complete the automated forms are located at the site referenced above and on each sport specific Web site in the Documents and Forms section. If you have any questions regarding the process, please contact Mr. Buhr, championship manager for the NCAA Division II Football Championship.

Pertinent dates for the forms are as follows:

Information sent from the NCAA	Due date at the NCAA
October 13	October 29

An online financial report from each championship site must be submitted to the NCAA not later than 60 days after the competition. Failure to submit the online report by this deadline may result in financial penalties. Host institutions will access the forms online via the NCAA Web site.

Determination of Competing Institutions

Championship Structure

The Division II Football Championship provides for a maximum field of 24 teams. Eight first-round games will be conducted on the campus of one of the competing institutions. The top two seeds in each selection region (super regional) will receive a bye in the first round of the playoffs.

The winners of the first-round games in each super regional will advance to play one of the teams that received a bye in their super regional in the second round, on the campus of one of the competing institutions. The winners will meet in the quarterfinals on the campus of one of the competing institutions. Quarterfinal winners advance to play in the semifinals on the campus of one of the competing institutions.

The Division II championship bracket is listed in Appendix A.

Championship Selection

[Reference: Bylaws 31.01.2, 31.01.3, 31.02.4 and 31.3 in the NCAA Manual.]

Earned Access. No conference will receive automatic qualification for the 2010 NCAA Division II Football Championship. Earned access to the playoffs can be gained by a conference if a conference representative finishes in the top eight of the final super regional rankings. In addition, the top 10 teams will be ranked in each super regional.

All teams shall be selected by the Division II Football Committee, assisted by regional advisory committees that serve in an advisory capacity only. Teams will be selected no later than Sunday, November 14. All final regular-season games are encouraged to be started not later than 3 p.m. local time, Saturday, November 13.

All teams will be eligible for the Division II championship in the selection region (super regional) in which they are located geographically. There will be six teams selected per super regional to make up the field of 24 teams. The teams selected within each super regional will play each other in the first, second and quarterfinal rounds, with the super regional winners playing in the semifinals.

Pairings. Teams shall be paired according to seed.

The semifinals super regional rotation will be as follows:

2010—Super Regional Three vs. Super Regional Four/Super Regional Two vs. Super Regional One

2011—Super Regional Two vs. Super Regional Four/Super Regional One vs. Super Regional Three

2012—Super Regional Three vs. Super Regional Two/Super Regional One vs. Super Regional Four

The host institutions for semifinal competition shall be determined after quarterfinal competition, using seeding based on the selection criteria and the Division II site-selection criteria.

Selection Requirements. In order to be considered during the selection process, a team must:

- Have an overall won-lost record of .500 or better against Division II opponents;
- Play at least eight Division II opponents during the regular season (there will be an appeals process available in 2010 if a given institution is not able to satisfy this requirement);
- Play at least 10 opponents during the regular season. An institution may submit a waiver request to the football committee for their consideration if a given institution is not able to satisfy this requirement.

Bylaw 31.3.3.1 – Countable Competition. For NCAA team-championship selection purposes, competition is countable only when the teams played are varsity intercollegiate teams of four-year, degree-granting institutions that conduct a majority of their competition in that team sport against varsity intercollegiate teams (see Constitution 3.2.4.4) of United States four-year, degree-granting institutions. Competition against service teams, professional teams, semiprofessional teams, amateur teams, two-year colleges and club teams shall be excluded.

Selection Criteria. The following criteria shall be employed by a governing sports committee in selecting participants for NCAA championships competition [*Reference: Bylaw 31.3.3 in the NCAA Manual; Criteria for Selection of Participants*]:

- Won-lost record;
- Strength of schedule;
- Availability of student-athletes for NCAA championships, and;
- Nullification.

In addition to Bylaw 31.3.3, the Division II Football Committee has received approval from the Division II Championships Committee to consider the following criteria in the selection of at-large teams for the Division II Football Championship (not necessarily in priority order):

Primary Criteria.

- In-region Division II won-lost results;
- Overall Division II won-lost results (winning percentage and total of Division II wins and losses);
- Overall Division II strength-of-schedule (SOS) (opponents' average winning percentage and opponents' average winning percentage) (see Appendix L for more details);
- Head-to-head competition;
- Results versus common opponents;
- Results against Division II teams greater than .500;
- Overall won-lost results;
- Division II won-lost results (games won-cumulative results of opponents; and games lost-cumulative results of opponents);
- Results against Division II teams less than or equal to .500; and
- Results versus non-Division II opponents.

Tie-Breaking Procedures.

If the evaluation of the primary criteria does not result in a decision, the tie-breaking

procedures will be reviewed. All the criteria listed below will be evaluated (listed in priority order).

- Head-to-head competition;
- Results against common opponents;
- Overall Division II Won-Lost Results (winning percentage and total of Division II wins and losses);
- Overall Division II Strength-of-Schedule (SOS).

Please note that this information above will be calculated for teams with a .500 or better Division II won-lost record. The evaluation of a team's Division II won-lost results will be weighted equally with the Division II SOS.

Additionally, input is provided by regional advisory committees for consideration by the football committee. Effective for the 2010 championship, all Division II sports committees are no longer required to conduct a follow-up call with all respective regional advisory committee members in a given selection region before making a final decision during the selection call. The national committee must notify the respective regional advisory committee members of the changes prior to public release. Notification may be sent via e-mail. Coaches' polls and/or any other outside polls or rankings are not used as a selection criterion by the football committee for selection purposes.

Forfeits

For the purpose of seeding and selection to the NCAA championship, there is no forfeit of a contest until the referee or other appropriate contest official has assumed jurisdiction of the contest in accordance with the applicable playing rules. When a team does not appear (e.g., due to weather conditions, accidents, breakdown of vehicles, illness or catastrophic causes), a forfeit is not recorded. An institution shall not, for statistical purposes, declare a forfeit for nonfulfillment of a contract. Such instances shall be considered a "no contest."

Certification of Eligibility/Availability

[*Reference: Certification of Eligibility/Availability in the Division II General Section, Constitution 3.2.4 and Bylaws 12, 13, 14, 15, 16, 31.02.4 and 31.2.1.7 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 championship competition.

Please note that based on the principles of nullification (see Appendix K for more details), a conference will lose earned access privileges to the championship if nullification penalties drop all conference teams out of the final top eight super regional ranking. The penalties for using an ineligible student-athlete during the 2010 season are as follows:

Overall Won/lost percentage: 0.025
Division II Won/lost percentage: 0.024
Division II Average Opponents' Won/lost percentage: 0.008
Division II Average Opponents' Opponents' Won/lost percentage: 0.003
In Region Won/lost percentage: 0.025

These penalties are applied to each game in which the ineligible student-athlete competed. This penalty is per student-athlete, per contest. If two student-athletes on a team were ineligible, multiply the penalty times two. The penalty would not be applied every week, but only at the end of the regular season (final ranking).

For the football championship, the NCAA championship manager must receive the eligibility verification form before October 29.

Instructions to Participants

Arrival Times at Playoff Sites

Institutions participating in first-round, second-round, quarterfinal and semifinal games shall arrive not later than two hours before the scheduled starting time. However, institutions must be represented by the head coach at the Friday night pregame meeting.

Teams participating in the national championship game shall arrive not later than noon Thursday. Exceptions to arrival times at competition sites must be approved by the Division II Football Committee.

Audio Coverage (Radio and Internet)

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at www.ncaa.com/broadcast.

Awards

[Reference: Awards in the Division II General Section and Bylaw 31.1.10 in the NCAA Manual.]

Official NCAA awards will be presented to the official traveling party for each championship. Trophies will be presented to the four teams that participate in the semifinal contests. Members of those teams will receive individual awards. Any member on the squad size of a team that participated in the championship, but did not advance to the semifinals, will receive participation awards. These awards will be sent to the institution's director of athletics after the competition.

Division II—Four trophies and 70 individual awards.

Balls

The Wilson F1001, F1003, F1004 and F1005 are the official balls of the championship, and will be used in all rounds of competition. Footballs to be used in all games are to be presented to the game officials at the pregame meeting.

Institutions will be allowed to choose which model of Wilson football they wish to use while on offense throughout the championship. Wilson will make the necessary preliminary arrangements to ensure that the correct model is shipped to each participating institution.

Game footballs will be distributed equally to each team after the game.

Banners, Cheerleaders, Mascots and Bands

Cheerleaders, dance team members and mascots shall be admitted, if in uniform, via the gate list furnished to the host institution by the competing schools' directors of athletics. A maximum of 24 cheerleaders plus one mascot and one cheerleader coach may be admitted. All other institutional representatives will be admitted only upon presentation of a ticket.

All cheerleading squads must conform to the guidelines set by the American Association of Cheerleading Coaches and Advisors (AACCA). Please refer to the 2010-11 Division II General Requirements Handbook for more detailed college cheerleading safety rules. Neither the NCAA nor the host institution shall be responsible for supervising or monitoring routines performed by cheerleaders at championship events. Except as noted in this section, supervision of cheerleading squads and their activities, yells and stunts is solely the participating institution's responsibility. The participating institution shall ensure that the squad has sufficient training, supervision and equipment for any and all routines its squad may choose to perform. Tournament directors must inform participating institutions if the host facility has more stringent requirements. If so, the director of athletics at each institution must apprise his or her cheerleading squad of such requirements and ensure compliance. The cheerleading squad is allowed to carry an institutional flag, but it may only be displayed during the respective team's timeout. It cannot be used to taunt competitors or block spectators' view of the game.

Band members who are in uniform and performing at the championship will not be charged admission to the competition. Please note that bands must also be seated outside the 25-yard lines if located on the opposing team's sideline. Bands, or any component thereof, are not allowed to play after the ball has been declared ready for play by the referee. Bands are allowed to play during timeouts and before and after the competition. Bands are not allowed to play during the game, once the ball is spotted and the umpire backs away from the ball. Halftime activities are the responsibility of the host; however, the visiting team may request an opportunity to participate.

The display of banners is subject to the approval of the games committee. Please note that for the Division II Football Championship game, banners may be hung inside Braly Municipal Stadium provided they do not interfere with the television broadcast and/or the image that the NCAA is attempting to project, and that they are not vulgar or obscene in any fashion.

Banquets

If banquets and other events are held in conjunction with the championship, the participating teams and coaches will attend when invited. The host institution or sponsoring agency will determine whether the banquets will be open to the public.

Banquets at preliminary-round games are not permitted.

Courtesy Vehicles

Officials and NCAA Representatives. The NCAA will pay for the rental of cars for a predetermined number of game officials and NCAA committee representative(s). The championships staff will inform Short's Travel Management of those individuals approved to rent cars. Those individuals should then make their rental car arrangements with Short's Travel when they book their airline reservations.

Short's Travel will make arrangements with Enterprise Rent-A-Car where available with National Car Rental as a secondary option. When the car is picked up at the airport, the designated individual should decline the insurance coverage unless the car is provided by a rental agency other than Enterprise or National. Short's Travel will alert the traveler to the need for insurance at the time the reservation is made.

The NCAA will attempt to direct-bill rental cars when possible. When direct-bill is not available, the NCAA representative(s) and/or the designated official(s) shall be responsible for payment for the rental car, the cost of which will be reimbursed by the host institution (committee members will have theirs reimbursed with their per diem through the online expense system).

When direct-bill is not available, designated official(s) shall return their rental car agreements to the host institution of the competition for reimbursement. In the event a sponsoring agency is involved, the rental agreement shall be returned to the NCAA national office for reimbursement.

The NCAA national office shall explain the above procedure in advance to the NCAA representative(s) and designated official(s). In addition, host institutions should review the procedure and reimbursement process with each individual during the precompetition meeting.

Championship Participants. The host institution may attempt to make arrangements for courtesy cars through a local dealer if the NCAA corporate champion/partner is not able to provide vehicles. These vehicles would be allocated to the directors of athletics and head coaches of each participating team, members of the governing sports committee, etc.

If a local car dealer provides courtesy vehicles, it would be responsible for providing primary liability insurance coverage (\$1 million minimum).

The host institution must forward a copy of such coverage to the NCAA 60 days before the championship. The NCAA will provide physical damage insurance for approved courtesy cars.

The host institution will be responsible for the pick-up and return of any courtesy cars from the designated dealer(s).

Drug Testing

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

Student-athletes who compete in this championship 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 this championship; and thereafter, student-athletes who are tested shall remain eligible only if they test negative. The drug-testing procedures may affect a team's travel plans.

Facilities

The following site selection criteria must be satisfied by a prospective host institution, and this takes precedence to being a higher seed. If a host is awarded a hosting opportunity and does not meet the criteria on arrival, a host may lose an honorarium and an opportunity to host in the future.

Coach's booth. The host institution must provide a coach's booth for the visiting team that is protected from the elements, capable of accommodating a minimum of three coaches, and comparably equipped to the home team's coaching booth. A separate and

private area must be provided in the press box for the home and visiting coaches.

Heater. In the event of inclement weather, if a space heater is used on the home team's sideline, one shall be provided for the visiting team, as well.

Kicking net. The home team must provide a kicking net for both teams in all preliminary rounds. The Shoals National Championship Committee and the University of North Alabama must provide kicking nets for both teams at the national championship game.

Locker rooms. Locker rooms, of an adequate size to accommodate the squad size, with working showers and hot water, must be available for both teams. Restrooms, marker boards or chalk boards, locker stalls or dressing hooks and chairs or benches to accommodate the entirety of the visiting team's roster also must be provided.

Officials' Dressing Room. One or two rooms, with working showers and hot water, to accommodate at least eight individuals at a time, must also be available. A sign reading "NCAA Use Only" will need to be posted on the door.

Athletic Training Room. Appropriate athletic training facilities must be available on site for the teams.

Play Clocks. Fully functional play clocks are required at all Division II championship playoff games that may be set to both 40 and 25 seconds.

Field Telephones

Each team will be responsible for providing their own field phones. Teams may use as many phones as they wish, but they are responsible for making sure they are in good working order.

Halftime

The intermission will be 20 minutes. Eighteen minutes will be allotted for the halftime entertainment, with the understanding that the field must be cleared two minutes before the start of the second half. Under no circumstances will the intermission be extended for entertainment.

The host institution or sponsoring agency must reserve a minimum of six minutes of the halftime entertainment time for each competing team's band.

If a competing team's band is not available, the time reserved for that band may be used by the host institution or sponsoring agency. A competing institution must inform the sponsoring agency not later than Monday noon before the game if its band will be available to perform during the intermission.

Inclement Weather Policy

In a game delay situation related to inclement weather for snow, fog, rain, etc., the games committee and the referee will confer three hours prior to kick-off to assess a potential delay in the starting time of the game. The situation will be reassessed on 30-minute increments thereafter. Scenarios dealing with lightning are contained in the NCAA Sports Medicine Handbook and the general section of the championship handbook. Should the games committee and the referee determine that it would not

be possible to complete the game later that same day after following this process, the games committee will confer with the Division II Football Committee to receive permission to postpone the game to the following day. Please note that in all aforementioned scenarios, the games committee and/or the Division II Football Committee shall be in contact with the NCAA championship manager.

Informational Mailing

Information supplementing this football handbook will be sent in mid-October to the contending teams eligible for selection. Information concerning local arrangements and the responsibilities of the selected teams will be included, as will other pertinent material not included in this handbook. Prospective bid materials will be available online.

Instant Video Replay

The NCAA may use instant video replay service in conjunction with the semifinals and/or the national championship game. If replay is used, it will follow all procedures detailed in Rule 12 in the 2009-10 NCAA Football Rules and Interpretations.

Lodging

The host institution or sponsoring agency, when requested, shall make local reservations for the competing teams and advise them of the arrangements. Each competing institution is obligated to confirm or cancel the accommodations.

An institution is not obligated to stay at the designated property; however, it is responsible for canceling its reservations not later than the Tuesday before competition.

For the championship game, hotel reservations for the official travel parties of the competing teams, the game officials and Division II Football Committee representatives shall be made by the NCAA. The Division II Football Committee will assign teams to the respective hotel properties. Once the teams have been determined and assigned to a hotel, the reservations should be reconfirmed in the names of the institutions; and, thereafter, the institutions shall be responsible for the reservations, rooming assignments, meetings and payment arrangements.

Detailed information regarding the team hotels will be distributed in the participants' manual by the host institution/sponsoring agency.

There are 80 non-smoking rooms (minimum of 30 which must be double rooms) that have been reserved for each participating institution beginning Wednesday, December 15, with check-out on Sunday, December 19. In addition, one suite will be provided on a complimentary basis to each participating institution's head coach.

These rooms are reserved for the official travel party and are controlled by each participating institution to use at it sees fit (e.g., athletics department personnel not included in the official travel party; band; cheerleaders; parents; etc.). These rooms may be released without penalty by the institution by Noon (Central time), Tuesday, December 14.

Participating institutions are responsible for the rooms reserved by the NCAA for

the championship game. If an institution prefers to stay in another hotel, it must (1) obtain a release of the rooms in writing from the hotel's general manager; or (2) use the rooms for persons accompanying the official travel party. In either case, the institution is responsible for securing arrangements at another property. If an institution fails to make satisfactory arrangements for the use of the rooms at the assigned hotel, it will be charged for those rooms.

Media Arrangements

[Reference: Programs in this handbook.]

Media Credentials. The NCAA shall control the issuance of media credentials for each of its championships. Subject to limitations of space, media credentials shall be assigned in accordance with the following priorities: (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 championship or the immediate locale of the competing teams, and (3) other certified media.

Credentials for preliminary rounds will be issued by the host sports information director. Credentials for the championship game will be issued by Jeff Hodges, media coordinator (256/765-4595).

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 championship site.

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

Post-competition Interviews. Immediately after a 10-minute cooling-off period (i.e., 10 minutes after a competing team enters its dressing room), 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. All coaches and student-athletes must be available for post-competition interviews after the cooling-off period. This not only applies to formal press conferences, but also to any interview requests made to coaches and/or student-athletes not involved in the press conference. Failure to do so may result in possible misconduct, as determined by the Division II Football Committee.

Regardless of any regular-season radio or television contracts, the coach is obligated to the entire covering media during the championship and must report to the interview room immediately after the 10-minute cooling-off period. The coach cannot delay a post competition 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 championship. Should a coach permit one media agency to enter the dressing room before the 10-minute cooling-off period has ended, the dressing room shall be opened to all other media representatives desiring access to the area. The NCAA championships have an "open locker room policy," which is administered by the media coordinator on site.

Meetings

[Reference: Misconduct in the Division II General Section and Bylaws 31.02.3 and 31.1.8 in the NCAA Manual.]

A meeting of the head coaches, directors of athletics or his/her designee and sports information directors of the competing teams with the game officials and representatives from the sponsoring agency, appropriate football committee members or game representatives and the NCAA national office championship manager (if applicable) will be held the night before the game, or at a time scheduled by the Division II Football Committee. It is mandatory that all representatives as specified above attend the meeting to review all game arrangements. In addition, if the game is televised, representatives from the televising network must be in attendance.

The pregame meeting will include information on the provisions of Bylaw 31.1.8, which prescribes conditions under which a student-athlete or representative may be disqualified from further participation in the championship for reasons of misconduct. The pregame meeting shall be separate from any social activity. Appendix I is a sample agenda for the pregame meeting.

All meetings involving administrative personnel, game officials and participating teams and coaches, must be authorized by the NCAA Division II Football Committee.

Mileage

The NCAA Travel Expense System's mileage calculator will be used to calculate distances from campus-to-campus. This program can be accessed online at <https://web1.ncaa.org/TES/exec/TES/exec/miles>.

News, Media, Press Conferences and Satellite Feeds

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at www.ncaa.com/broadcast.

Official Traveling Party

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

For the 2010 championship, the official traveling party is 70, including a maximum of 54 players in uniform. 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?key=/ncaa/ncaa/sports+and+championship/general+information/travel/index.html>.

Officials

The seven game officials for all games will be selected by the Division II Football Committee. The officials will receive \$250 per game, plus travel expenses. An alternate official will be provided for each playoff game by the conference of the host institution. This official will be from the local area and receive a flat fee of \$100 per game (no other expenses will be provided).

The committee requests that the top crew from each conference be sent if chosen to participate. The committee will select officials based on transportation costs, conference neutrality, previous performance in the championship playoffs and quality of officiating. The committee plans to use merit as an additional element for consideration in advancement through the playoffs. Further, the committee will attempt to ensure that each conference is represented at least once every two years. Please note that if two teams from the same conference meet in the playoffs, game officials from that conference will be used to officiate that game. The committee is not concerned if an officiating crew from a given conference works multiple weeks during the postseason. Finally, the committee does not have a problem if a given crew works more than one game of a given team during the playoffs.

The television timeout coordinator will be selected and reimbursed by the televising network. If requested, the NCAA may provide suggested personnel to the televising network.

Travel/Per Diem. Travel expenses for the officials will be paid according to the actual mode of transportation, up to commercial airfare not to exceed jet coach air fare or 50 cents per mile 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.

Hotel expenses (excluding incidentals) for officials required to stay overnight at the championship site shall be paid by the host institution and later reimbursed by the NCAA. Officials will receive a \$45 per diem for meals and incidentals for each day of the championship, beginning with the day of arrival and ending with the day of departure. Officials not required to remain overnight at the site also shall receive a per diem of \$45.

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 or tournament. 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.

Play Clocks

Fully functional play clocks are required at all Division II championship playoff games

that may be set to both 40 and 25 seconds.

Practice Schedule

When requested, the host institution or sponsoring agency shall make practice facilities available. The appropriate committee representative, after consultation with the competing coaches, shall establish practice locations and schedules.

If the game field is an artificial surface, teams are permitted to practice on the game field. As a general rule, practice is not permitted on a natural-surface game field.

Before the championship game, the first practice session must be an open session, and the players and coaches must be available for interviews one-half hour before the practice. The media should be informed when the interviews are available.

Programs

[Reference: Advertising in the Division I General Section and Bylaw 31.1.12.1 and 31.6.3 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 proposed budget and/or financial report. All program contents are subject to NCAA approval.

Program Advertising

Each program will include NCAA corporate champion and partner advertising. Additionally, programs may include non-competing national advertisements as well as local advertisements. All advertisements 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) for information regarding rates, availability and deadlines.

Editorial

If you are interested in the specific content of the program you will receive, please contact Chad Laytham (859/226-4511; chad.laytham@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 Sports Information Director approval when time permits. If you are not sure what/when materials are needed, please contact Mr. Laytham 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 director and sports information contacts, as listed on the online key contact forms 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 Mr. Laytham 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 Chad Laytham (IMG College, 904 North Broadway, Lexington, Kentucky 40505, ATTN: Chad Laytham).

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). 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.

Radio

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at www.ncaa.com/broadcast.

Rules

[Reference: Bylaw 31.1.6 in the NCAA Manual.]

Per NCAA Bylaw 17.30, member institutions shall conduct all of their intercollegiate competition in accordance with the playing rules of the Association in all sports for which the NCAA develops playing rules. For those sports in which the Association follows rules 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 with NCAA rules, or those rules adopted by an outside organization.

NCAA Football Rules and Interpretations will be followed. Questions regarding rules interpretations should be addressed to: Rogers Redding, Secretary-Rules Editor, NCAA Football Rules Committee, c/o Southeastern Conference, 2201 Richard Arrington Boulevard North, Birmingham, Alabama 35203 (phone: 205/458-3000; e-mail: footballrules@ncaa.org).

Scouting of Opponents/Video Exchange*

Live scouting is prohibited during all rounds of NCAA championship play. During all rounds of competition, it is expected that all video that is exchanged will be:

1. Obtained only from the two competing institutions.
2. Wide-angle (50-yard line) master copy or first generation (video).
3. If a team is producing an end-zone video, it will be exchanged. If one team does not produce an end-zone shot, then neither team will get such an end-zone video.

Each team would then only get the wide-angle video.

4. It is required that all regular season and postseason video will be exchanged between opponents.

The exchange of videos must adhere to the following schedule:

First round

1. After pairings for the championship are publicly announced, competing first-round teams shall make an immediate effort to contact one another to arrange for the exchange of all regular season videos by a mutually agreeable date as determined by both participating head coaches.

Bye teams

2. Teams receiving a first round bye shall receive all videos from any potential second-round opponents not later than the Thursday prior to the first-round of competition. The bye teams shall also exchange all videos with any potential second-round opponents (excluding their most recent game) by this same date. An exchange of the most recent game video (regular season or playoff) between the bye team and their second-round opponent will then be made immediately following all first-round games and sent out by a mutually agreeable date as determined by both participating head coaches.

Subsequent rounds

3. Each team should contact its potential next-round opponent by Tuesday of the current week of competition, so that all videos can be exchanged for the upcoming round. These videos should be sent to the potential opponent to arrive not later than Thursday of the current week of competition.
4. The winning teams in each selection region shall make an immediate effort to contact their now determined next-round opponent as soon as possible on Saturday or early Sunday or Monday (applicable only after any Sunday semifinal games) to make arrangements to have the most recent game video shipped to each other in preparation for the next round of competition. This video should be shipped via overnight delivery by a mutually agreeable date as determined by both participating head coaches.
5. For teams competing during Thanksgiving weekend, the video exchange for the potential next round opponent must be completed by the Wednesday before Thanksgiving.

*Any disagreement that exists between the coaches relating to video exchange will be immediately communicated to the Division II Football Committee for their action. Failure to comply with these video/film policies may subject the institution to the misconduct provisions of Bylaw 31.1.8.

Squad Size

[Reference: Bylaw 31.1.5 in the NCAA Manual.]

Teams participating in the championship are limited to a maximum of 54 players in uniform.

Replacements are permitted up to 10 minutes before the starting time of the game;

after the game begins, no replacements shall be permitted for any reason. (See Certification of Eligibility/Availability in the Division II General Section.)

The number of student-athletes in competitive uniform shall not exceed the prescribed number during pregame practice or at the start of the contest. An institution that is advised it is in violation of this regulation and does not conform to it promptly shall automatically forfeit the competition. There shall be no inordinate delay of the competition to allow the institution to conform to the rule.

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?key=/ncaa/ncaa/sports+and+championship/general+information/travel/index.html>.

Starting Times

All preliminary-round championship contests (first round, second round, quarterfinals and semifinals) shall start at 12 noon local time. Other times may be established at the discretion of the Division II Football Committee as requested by the host institution or as assigned by the committee. (Please refer to Appendix H for the pregame schedule and warm-up areas.)

Team Area Passes

The maximum number of team area passes issued to each team is 20 (excluding medical staff), exclusive of players in uniform. Coaches in the press box are not counted toward the 20 passes. Each host institution for preliminary-round competition shall prepare a team medical credential for authorized medical personnel from each participating team [e.g., team physician(s) and/or certified athletic trainers]. The NCAA will prepare all credentials for the national championship game.

Television Rights and Footage Licensing

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at www.ncaa.com/broadcast.

Tickets

[Reference: Tickets in the Division II General Section and Bylaw 31.1.11 in the NCAA Manual.]

An allotment of tickets will be reserved for the competing institutions. Sportsmanship is supported and encouraged at all NCAA events. In an effort to promote a spirit of sportsmanship, opponents' fans should not be permitted and will not be allowed to be seated directly behind the opponents' team bench area.

Each competing institution will be guaranteed access to a minimum block of 500 tickets for preliminary-round competition, with those seats located directly behind their team bench. This block of seats must begin at the 50-yard line in the row closest to the playing field, be contiguous, and extend outward from the 50-yard line in both directions an equal number of seats. This block of seats should extend up to the top row, or in the case of those stadiums that are large enough to have two tiers of seats, should be 50 seats wide by 10 rows high block of 500 seats, or an alternative seating

plan approved by the Division II Football Committee prior to the start of the playoffs. This seating plan must be submitted with the bid materials. Additional tickets may be purchased, but the seat locations will not be guaranteed. Please note that bands must also be seated outside the 25-yard lines if located on the opposing team's sideline.

Admission shall be charged at all NCAA championships, unless a governing sports committee determines that charging admission is not feasible due to the facility configuration or the expenses relative to the event's attendance history. Ticket prices shall be determined by the respective games committee with the approval of the governing sports committee. Ticket prices may be "scaled," according to the location of the seats. Faculty members shall be charged regular admission prices. Properly identified grade school, high-school and college students may purchase admission tickets at a reduced rate to be recommended by the governing sports committee and approved by the Division II Championships Committee.

Each institution competing in the national championship game shall return all monies and unsold tickets, and inform the host institution or sponsoring agency of the number it will require from the 2,000 tickets being retained, not later than 4 p.m. Thursday before the game. If the tickets are not returned to the host institution or sponsoring agency by this time, the institution shall be responsible for all unreturned tickets at face value. Once the competing institutions release the tickets being retained, the host institution or sponsoring agency will use them for public sale.

The minimum ticket prices for the championship shall be \$6 for preferred seating and \$5 for general admission. A \$3 student general-admission ticket, with student identification card, is permissible for students of participating institutions for first-round, second-round, quarterfinal and semifinal games. No complimentary tickets are to be issued to professional scouts.

For information regarding tickets to the championship game, contact: Judy Keenum, Chamber of Commerce of the Shoals, 20 Hightower Place, Florence, Alabama 35630 (phone: 256/764-4661).

Tied Games

If the score of a game is tied after four quarters of play, the tiebreaker plan in the NCAA Football Rules and Interpretations shall be followed and administered by the game officials.

The tiebreaker procedure is explained in Appendix F.

Uniforms

[Reference: Bylaw 12.5.4 in the NCAA Manual.]

The host institution will be the home team and will wear dark jerseys in first-round, second-round, quarterfinal and semifinal games. The visiting team will wear white jerseys. The home team for the championship game will be decided by the Division II Football Committee and the Shoals National Championship Committee. In all cases, the visiting team will be introduced first and will take the field first.

Logos. The provisions of Bylaw 12.5.4-(b) indicate that an institution's official uniform and all other items of apparel (e.g., socks, head bands, T-shirts, wrist bands, visors or

hats, swim caps and towels) that are worn by student-athletes in competition may bear only a single manufacturer's or distributor's normal label or trademark, not to exceed 2 ¼ square inches in area (i.e., rectangle, square, parallelogram), including any additional material (e.g., patch) surrounding the normal trademark or logo.

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 ¼ 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, which includes any pre-game or postgame activities.

This bylaw will be enforced strictly 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.

Videotapes and Still Photographs

[Reference: Bylaw 31.6.4.3 in the NCAA Manual.]

Institutions are permitted to videotape championship competition by their teams or their individual student-athletes for archival, coaching or instructional purposes. Each institution is permitted to use two cameras 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.

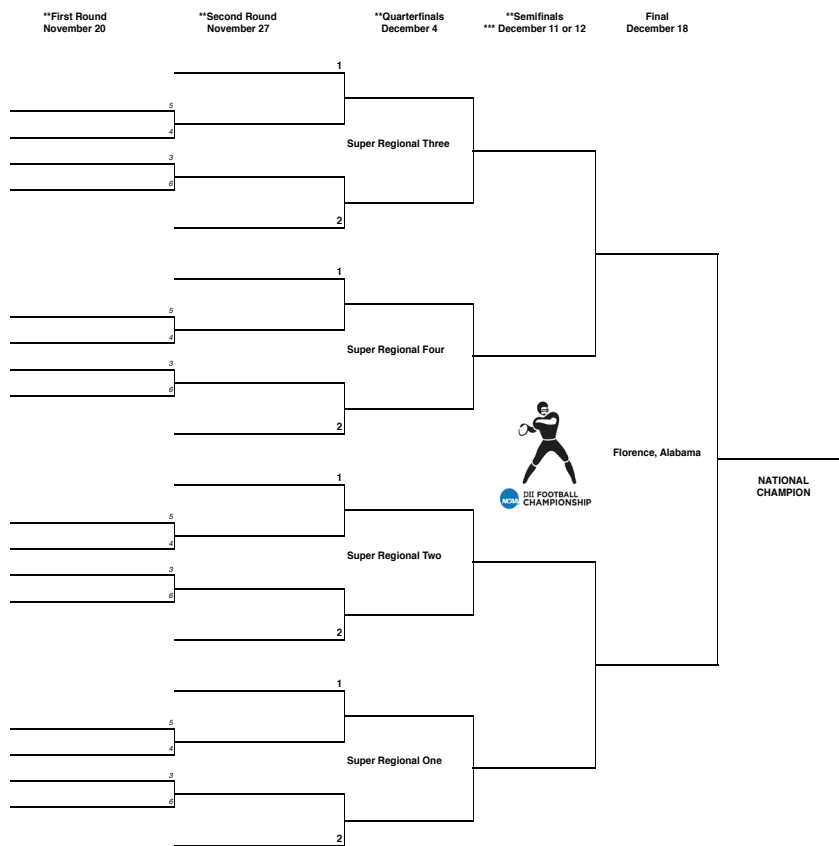
Web site

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at www.ncaa.com/broadcast.

Appendix A

Bracket

All times local and shall be determined by the host institution, subject to the approval of the Division II Football Committee.



* Denotes Host Institution
 ** First-round, second-round, quarterfinal and semifinal games will be played on the campus of one of the competing institutions.
 *** Both semifinal games may be moved to Sunday, December 12, pending a decision by the televising networks.
 The home team at the championship will be decided by the Division II Football Committee and the Shoals National Championship Committee.

Appendix B

Division II Regionalization Model

The following regionalization model was approved June 2007 by the NCAA Division II Championships Committee with a mandatory implementation date of 2008-09. This is still effective for the 2010 NCAA Division II Football Championship.

Principles for establishing regions:

- Regions will be determined by state boundaries.
- A state may reside in more than one region.
- All opponents within your geographic *selection* region are in-region contests.
- Conferences will be assigned to specific *selection* regions for *earned access* and post-season competition.
- Conference opponents will count as in-region contests regardless of geographic location.
- Opponents residing within your state regardless of conference affiliation are in-region contests.
- All opponents (regardless of conference affiliation) in states contiguous to your state are in-region contests.

The committee has approved the following principles and any changes or additions to these principles must be approved by the committee.

Additional Principles:

- Institutions in the state of Montana will be able to consider Nebraska and Colorado as contiguous states (and vice versa). (There are no Division II institutions currently in states contiguous to Montana's southern border.)
- States in the South Central region can now include the University of Nebraska-Omaha as an in region opponent because they are now members of the MIAA.
- The University of Nebraska-Omaha can include the South Central States, as well as Colorado, Iowa, South Dakota and the West region as in-region opponents.
- The state of Pennsylvania is no longer part of the Midwest region. The state of Ohio will still be considered in-region for Pennsylvania since it is a contiguous state.
- The west *defined* region (*affiliated with super regional four*) may consider the states of North Dakota, South Dakota, Nebraska, Colorado and New Mexico as contiguous states (and vice versa).
- Institutions located in Minnesota and Michigan may compete against each other and be considered as contiguous states (those contests count as in-region).
- Institutions located in Colorado and Texas are considered contiguous and may

count competitions between these institutions as in-region contests.

- Institutions located in Texas and Mississippi are considered contiguous and may count competitions between these institutions as in-region contests.

- Institutions and conferences with a common mission (i.e., Historically Black Colleges and Universities) may consider interconference contests or independent contests against schools with similar missions as in-region, regardless of their geographic location and/or regional assignment.

Conference *defined* regional assignments for *super regional rankings, earned access consideration* and post-season competition.

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

Notes: 1.) As a point of clarification, an institution that is a single sport member of a conference will compete as a member of that conference for selection and ranking purposes. 2.) *Please also note that information listed above which is italicized in Appendix B is football-specific.* 3.) Any conference listed above with an asterisk is eligible for earned access consideration.

Appendix C

2010 Conference Super Regional Alignment

The following are the conference super regional (selection region) assignments for purposes of super regional rankings, earned access consideration and post-season competition:

Super Regional One

Central Intercollegiate Athletic Association

Northeast-10 Conference

Pennsylvania State Athletic Conference

West Virginia Intercollegiate Athletic Conference

Independents

Total = 49

Super Regional Two

Gulf South Conference

South Atlantic Conference

Southern Intercollegiate Athletic Conference

Independents

Total = 33

Super Regional Three

Great Lakes Intercollegiate Athletic Conference

Northern Sun Intercollegiate Conference

Rocky Mountain Athletic Conference

Independents

Total = 55

Super Regional Four

Lone Star Conference

Mid-America Intercollegiate Athletics Association

Independents

Total = 33

Appendix D

Institutions by Super Regional

SUPER REGIONAL ONE

<p>American International College Assumption College Bentley College Bloomsburg University of Pennsylvania Bowie State University **Bryant University C. W. Post/Long Island University California University of Pennsylvania University of Charleston (West Virginia) Cheyney University of Pennsylvania Chowan University Clarion University of Pennsylvania Concord University East Stroudsburg University of Pennsylvania Edinboro University of Pennsylvania Elizabeth City State University Fairmont State University Fayetteville State University Gannon University Glenville State College Indiana University of Pennsylvania Johnson C. Smith University Kutztown University of Pennsylvania Lincoln University (Pennsylvania) Livingstone College Lock Haven University of Pennsylvania</p>	<p>Mercyhurst College Merrimack College Millersville University of Pennsylvania University of New Haven **North Carolina Central University Pace University Saint Anselm College Seton Hill University Shaw University Shepherd University Shippensburg University of Pennsylvania Slippery Rock University of Pennsylvania Southern Connecticut State University St. Augustine's College St. Paul's College Stonehill College Virginia State University Virginia Union University West Chester University of Pennsylvania West Liberty University West Virginia State University West Virginia Wesleyan College Winston-Salem State University</p> <p style="text-align: right;">Total: 49</p>
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SUPER REGIONAL TWO

<p>Albany State University (Georgia) University of Arkansas, Monticello Arkansas Tech University Benedict College Brevard College Carson-Newman College Catawba College Clark Atlanta University Delta State University Fort Valley State University Harding University Henderson State University Kentucky State University &Lambuth University Lane College Lenoir-Rhyne College Mars Hill College Miles College</p>	<p>Morehouse College Newberry College University of North Alabama University of North Carolina at Pembroke North Greenville University Ouachita Baptist University **Presbyterian College Southern Arkansas University Stillman College Tusculum College ***Tuskegee University Valdosta State University University of West Alabama University of West Georgia Wingate University</p> <p style="text-align: right;">Total: 33</p>
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SUPER REGIONAL THREE

Adams State College	University of Nebraska at Kearney
Ashland University	New Mexico Highlands University
Augustana College (South Dakota)	**University of North Dakota
Bemidji State University	Northern Michigan University
&Black Hills State University	Northern State University
Central State University	Northwood University (Michigan)
Chadron State College	%Notre Dame College (Ohio)
Colorado School of Mines	*Ohio Dominican University
Colorado State University at Pueblo	^Quincy University
Concordia University, St. Paul	Saginaw Valley State University
Ferris State University	Southwest Minnesota State University
University of Findlay	Saint Joseph's College (Indiana)
Fort Lewis College	%University of Sioux Falls
Grand Valley State University	**University of South Dakota
Hillsdale College	&South Dakota School of the Mines
University of Indianapolis	St. Cloud State University
Kentucky Wesleyan College	Tiffin University
Lake Erie College	Upper Iowa University
&Malone University	Urbana University
University of Mary	&Walsh University
&McKendree University	Wayne State University (Michigan)
Mesa State College	Wayne State College (Nebraska)
Michigan Technological University	Western New Mexico University
University of Minnesota, Crookston	Western State College of Colorado
University of Minnesota Duluth	%William Jewell College
Minnesota State University, Mankato	Winona State University
Minnesota State University Moorhead	
%Minot State University	Total: 55
Missouri University of Science and Technology	

SUPER REGIONAL FOUR

Abilene Christian University	Northwest Missouri State University
Angelo State University	Oklahoma Panhandle State University
University of Central Missouri	Pittsburg State University
University of Central Oklahoma	%Simon Fraser University
Central Washington University	Southeastern Oklahoma State University
Dixie State College of Utah	Southwest Baptist University
East Central University	Southwestern Oklahoma State University
Eastern New Mexico University	Tarleton State University
Emporia State University	Texas A&M University-Commerce
Fort Hays State University	Texas A&M University-Kingsville
Humboldt State University	Truman State University
University of the Incarnate Word	Washburn University of Topeka
Lincoln University (Missouri)	West Texas A&M University
&Lindenwood University	Western Oregon University
Midwestern State University	
Missouri Southern State University	
Missouri Western State University	Total: 33
University of Nebraska at Omaha	
Northeastern State University	

& Candidacy Year One Member - not eligible for the championship.
% Candidacy Year Two Member - not eligible for the championship.
** Provisional member - not eligible for the championship.*
*** Reclassifying institution - not eligible for the championship.*
**** Tentatively unavailable for the championship.*
^ NCAA/NAIA Joint Declaration - not eligible for the championship.
Note: List current as of September 1, 2010.

Appendix E

Future Championship Dates- Tentative

Year	Selections	First Round	Second Round	Quarter-finals	Semifinals	Final
2010	Nov. 14	Nov. 20	Nov. 27	Dec. 4	Dec. 11 or 12	Dec. 18
2011	Nov. 13	Nov. 19	Nov. 26	Dec. 3	Dec. 10 or 11	Dec. 17
2012	Nov. 11	Nov. 17	Nov. 24	Dec. 1	Dec. 8 or 9	Dec. 15
2013	Nov. 17	Nov. 23	Nov. 30	Dec. 7	Dec. 14 or 15	Dec. 21

Appendix F

Tiebreaker Procedure

Following is the NCAA tiebreaker system to be used when a game is tied after four periods. These rules consist only of exceptions, with examples, to the regular-period rules.

- a. Immediately after the conclusion of the fourth quarter, officials will instruct both teams to retire to their respective team areas. The officials will assemble at the 50-yard line and review the tiebreaker procedures.
- b. The officials will escort the captains to the center of the field for the coin toss. The winner of the toss shall choose one of the following options:
 1. Offense or defense, with the offense at the opponent's 25-yard line to start the first series.
 2. Which end of the field shall be used for both series of that overtime period.
Note: The winner of the toss may not defer his choice.
- c. The loser of the toss shall exercise the remaining option for the first extra period and shall have the first choice of the two options for subsequent even-numbered extra periods.
- d. Extra periods: An extra period shall consist of two series with each team putting the ball in play by a snap on or between the inbounds lines on the designated 25-yard line, which becomes the opponent's 25-yard line. The snap shall be from midway between the inbounds lines on the 25-yard line, unless a different position on or between the inbounds lines is selected before the ready-for-play signal. After the ready-for-play signal, the ball may be relocated after a charged team timeout, unless preceded by a Team A foul or offsetting penalties.
- e. Team series: Each team retains the ball during a series until it scores or fails to make a first down. The ball remains alive after a change of team possession until it is declared dead. However, Team A may not have a first and 10 if it again possesses the ball after a change of team possession.

Team A and B designations are the same as defined in Rule 2-27-1 of the NCAA Football Rules and Interpretations.

EXAMPLES:

1. After each team has put the ball in play by snap at the beginning of its series, the score is tied or there has been no score. RULING: Begin the second extra period with the loser of the toss at the beginning of the first extra period having the choice of the two options.
2. Other than on the try, Team B intercepts a pass or fumble for a touchdown or recovers a fumble or a backward pass and scores a touchdown. RULING: Period and game are ended, and Team B is the winner.
3. During the first series of a period, Team B intercepts a pass or fumble or recovers a fumble or a backward pass and does not score a touchdown. RULING: Team A series ended and Team B, which becomes Team A, starts its series of that period.
4. During the first series of a period, Team A attempts a field goal and the kick is blocked. Team A recovers the kick, which never was beyond the neutral zone, and runs for a touchdown. RULING: Six points for Team A, and Team B begins its series of the period after the try.
5. Team A attempts a field goal and the kick is blocked. Team A recovers the kick,

which never was beyond the neutral zone, and runs for a first down. RULING: Team A continues its series of the period with a first and 10.

6. Team A attempts a field goal on first, second or third down, and the kick is blocked. Team A recovers the kick, which never crossed the neutral zone, and does not gain a first down. RULING: Team A's ball, next down.
 7. Team A attempts a field goal and the kick is blocked. Team B recovers the kick and runs it into Team A's end zone. RULING: Touchdown, game is ended.
 8. During the first series of a period, Team B—after gaining possession—loses possession to Team A, which scores a touchdown. RULING: The score counts, and Team B begins its series of the period after the try.
 9. During the first series of a period, Team B—after gaining possession—loses possession to Team A, which fails to score a touchdown. RULING: Team A series is ended, and Team B begins its series of that period.
 10. During the first series of a period, Team A fumbles into Team B's end zone on second down of a series. Team B recovers and downs the ball in its end zone. RULING: Team A series of that period is ended. Team B series of the period begins.
 11. During the first series of a period, B10 intercepts a forward pass on his three-yard line and downs the ball in his end zone (no momentum involved). RULING: Score two points for Team A. Team A's series is over. Team B will put the ball in play, first and 10 on the 25-yard line at the same end of the field.
 12. Team A's field-goal attempt is untouched beyond the neutral zone until it is muffed by B17 at the five-yard line. A75 recovers at the three-yard line. RULING: First down for Team A at the three-yard line.
- f. Scoring: The team scoring the greater number of points during the regulation and extra periods shall be declared the winner. There shall be an equal number of series, as defined in (e) above, in each extra period, except if Team B scores during a period other than on the try. Beginning with the third extra period, teams scoring a touchdown must attempt a two-point try. A one-point try by Team A (although not illegal) will not score a point.

EXAMPLES:

1. On the first possession of a period, Team A scores a touchdown. On the try, Team B intercepts a pass and returns it for a two-point touchdown. RULING: Team B is awarded the ball on the 25-yard line to start its series of the period with the overtime score 6-2.
2. If a touchdown is scored that determines the winning team in an extra period, the try is canceled.

g. Fouls after Team B possession:

1. Distance penalties by either team are declined by rule in extra periods (Exceptions: Dead-ball fouls and live-ball fouls penalized as dead-ball fouls).
2. Scores by fouling teams are canceled.
3. If there are offsetting fouls, whether one or both occur after Team B possession, the down is not replayed.

EXAMPLES:

1. After the end of the first series of a period by Team A, Team B commits a dead-ball foul. RULING: Team B starts its series on the 40-yard line, first and 10.
2. During the first series of a period, Team A passes and a Team A back is illegally in motion during the down. The pass is intercepted, and Team B commits a foul before scoring a touchdown. RULING: Score not allowed. The series is ended,

and Team B begins its series on the 25-yard line.

3. During the second series of a period, Team B intercepts a pass and runs for a touchdown. During the run, Team B clips at midfield. RULING: Nullify the score, and if the score is tied, the next period will start with first and 10 at the 25-yard line.
- h. Timeouts: Each team shall be allowed one timeout for each extra period. Timeouts not used during the regulation periods may not be carried over into the extra period(s). Unused extra-period timeouts may not be carried over to other extra periods. Timeouts between periods shall be charged to the succeeding period.
Radio and television timeouts are permitted only between extra periods (first and second, second and third, etc.). Charged team timeouts may not be extended for radio and television purposes. The extra period(s) begins when the ball is first snapped.

Appendix G

Preliminary Checklist

This is a checklist for conference calls between two competing teams' directors of athletics, head coaches and sports information directors, and NCAA national office and football committee representatives.

- *1. Introductions and roll call.
- *2. Date and time.
- *3. Wilson F1001, F1003, F1004 and/or F1005 Footballs. Footballs (game-ready) must be given to officials during the pregame meeting.
4. Officials will be assigned by a Division II football conference office selected by the Division II Football Committee. If possible, officials will be assigned who have not officiated either team during the regular season. Please note that an officiating crew affiliated with a given conference will be assigned to a playoff game involving two teams from that same conference. Officials' rating forms will be provided to coaches and the NCAA game representative.
- *5. Uniforms.
- *6. Sports information directors' arrival at game site.
- *7. Agreement and explanation on the exchange of game video. All exchanged videos will be complete videos. No in-person scouting is permitted.
8. Filming/video of game. Determine the number of camera operators from each institution and make other arrangements if the institution decides not to include a camera operator among its official party. Determine if both teams will film end-zone videos. Focus also on second-round film exchange.
9. Will institutions bring their bands for halftime performance?
10. Arranging for lodging (at the expense of the team).
11. Arranging for transportation to and from practice and game (at the expense of the team).
12. Establishing practice schedule and coordinating with scheduled activities sponsored by the sponsoring agency or host institution. Do not allow practice on natural grass game field prior to game day.
- *13. Press box arrangements and field telephones (wireless or wired), space for coaches, duplicating machines, etc. (refer to handbook).
14. Medical service and assistance available. (Refer to Medical Arrangements in the Division II General Section.)
15. Arrangements for VIPs and name of official institutional representative at game.
16. Note that the handbook states no complimentary tickets will be issued. Review arrangements and number of tickets available for competing teams. Review ticket policy.
- *17. Public address announcer and team introductions must be neutral.
18. Remind teams that expense forms must be presented to the NCAA within 30 days following the competition.
19. No television under any circumstances without approval from the NCAA office.
20. Find out if either team has a radio station covering the game.

21. Arrange for any promotional request by the game management such as coaches on radio, television, etc. Should interview requests of coaches go through the sports information director or directly via the coach?
22. Explain squad size (54), travel party limitation (70), maximum sideline passes (20—exclusive of uniformed players), team medical credentials, per diem, etc. Check for previous disqualifications. Final changes to roster are due 10 minutes prior to kick-off, and rosters are not exchanged.
23. Warm-up area. ("L" formation to 50/50 when full squads are on the field).
24. Review tiebreaker procedure (refer to handbook).
25. Review tentative transportation plans (e.g., plane, charter, etc.). E-mail or fax plans to NCAA game representative and host institution.
26. Press party and/or special activities for teams (e.g., time, site, etc.). Refreshments are permissible at the pre-game meeting.
27. Host institution responsible for paying officials' and committee representatives' expenses. Payment must be sent no later than seven days following the competition.
28. Security provisions (e.g., teams, officials, postgame, etc.) should be reviewed. The crowd control statement must be read at a minimum prior to the start of each half. Bands can't play once the 25-second clock starts. No artificial noisemakers allowed.
29. Team area from 25-yard line to 25-yard line. An on-site officer is needed.
30. Time and site of pregame meeting.
31. Telephone numbers (home and office) and fax number of directors of athletics, sports information directors and press box.
32. Host institutions or sponsoring agencies are encouraged to extend the utmost courtesy to the competing teams.
33. Will space heaters be provided?
34. Review kicking net rule.
35. Do you have a tarp? What about snow removal plans?
36. Complete waiver of liability forms for all volunteers.

Note 1: Playoff participants will receive a more complete checklist supplied to hosts.

Note 2: A separate conference call for bye teams will take place in 2010. Those items marked with an asterisk will be covered during the conference call with the bye teams.

Appendix H

Suggested Pregame Schedule

- 10:30 a.m. Field available for teams.
- 11:00 a.m. Officials' meeting with timer, ball persons and chain gang.
- 11:45 a.m. Teams leave field.
- 11:45 a.m. Pregame activities begin.
 - a. Bands.
 - b. National anthem.
- 11:55 a.m. Officials notify teams in locker rooms.
- 11:57 a.m. Actual coin toss.
- 11:58 a.m. Introduction of players.
- Noon Kickoff.

It is understood this schedule could be modified to accommodate television or special activities associated with the game.

Two Suggested Pregame Warm-Up Areas

Diagram #1

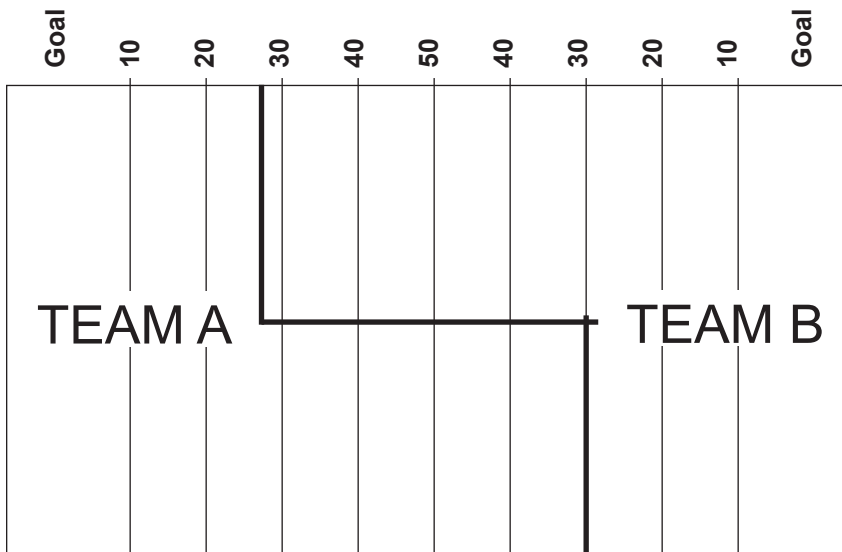
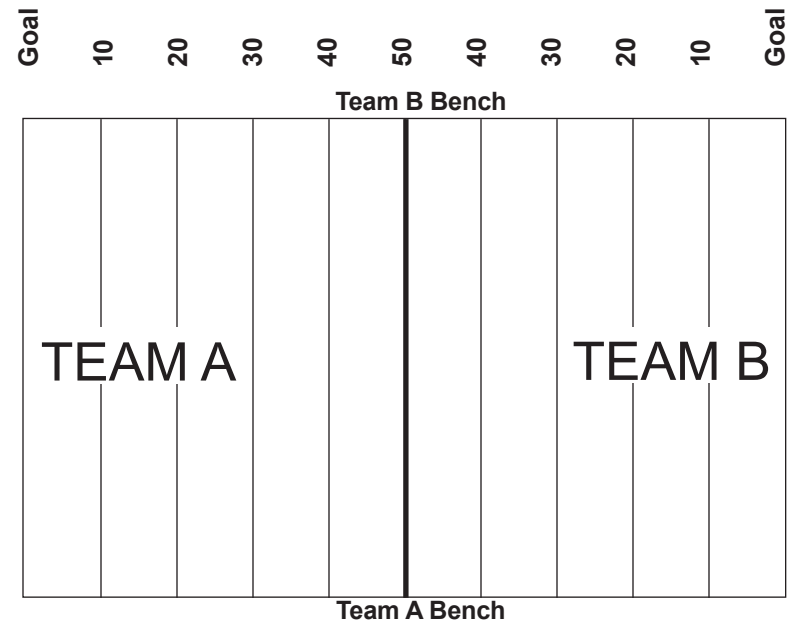


Diagram #2



Appendix I

Pregame Meeting Checklist

1. Introductions and roll call.
2. Welcome participants.
3. Thank host institution.
4. Establish games committee.
5. Review of misconduct section (see Division II General Section).
 - a. Read disqualification statement.
 - b. Explain reasons for disqualification procedure.
6. Eligibility lists.
 - a. Squad size (54 uniformed players). Check for previous disqualifications.
 - b. Official traveling party (70).
 - c. Expense form.
 - d. Team area passes (maximum 20 team area passes per institution).
 - e. Team medical credentials.
7. Officials.
 - a. Transportation to stadium.
 - b. Arrival time at stadium.
 - c. Security arrangements.
 - d. Meeting times with chain gang, timer, ball persons and television timeout coordinator (if applicable).
 - e. Submit the completed football game report to the NCAA game representative after the game.
 - f. Expense forms and arrange payment with host institution (carefully checked and approved by NCAA game representative in accordance with NCAA policies and procedures).
 - g. Introduce referee, who introduces remainder of crew.
 - h. Provide officials' rating form to each head coach, who must return it to the NCAA game representative within three days after the game.
 - i. Legal and proper equipment (e.g., spot check of cleats).
 - j. Review tiebreaker procedures (Appendix F of handbook).
 - k. Questions for officials.
8. Review pregame schedule.
 - a. Warm-up areas.
 - b. Officials' meeting.
 - c. National anthem.
 - d. Officials' notification to teams in locker rooms.
 - e. Captains on field.
 - f. Coin toss—actual.
 - g. Introduction of players.

- h. Kickoff time—Noon local time for all first-round, second-round, quarterfinal and semifinal games. Semifinal game times are subject to change after consultation with the televising networks. Other times may be established at the discretion of the Division II Football Committee as requested by the host institution or as assigned by the committee.
9. Halftime schedule.
 - a. Review halftime intermission policy.
 - b. Bands and other activities.
 - c. Officials' notification to teams in locker rooms.
10. Field telephones (see handbook).
11. Review of game football(s).
12. Confirm uniforms.
13. Filming and video exchange arrangements.
14. Awards will be sent to losing institutions (for semifinals only).
15. Crowd control.
16. Merchandising products.
17. Band shall not be allowed to play after the ball has been declared ready for play by the referee.
18. Conference call for winning team Monday (first round, second round, quarterfinals and semifinals). Call also on December 8 for all semifinalists related to a championship game preview.
 - a. Obtain phone numbers and names of individuals to be on call.
 - b. Indicate the time of the call.
19. Media arrangements.
 - a. Post-championship interviews.
 - b. 10-minute cooling-off period.
 - c. Press-box seating.
20. No commercial logo.
21. Drug testing announcement to be read.
22. Weather issues.
23. Security issues, including postgame security (person in charge of security should be in attendance at this meeting).
24. Miscellaneous.

Appendix K

CHAMPIONSHIPS ELIGIBILITY PROJECT TEAM EFFECTIVE FOR 2010-11

Principles of Nullification.

1. Opponents of an ineligible individual or team that competes with an ineligible player should not be adversely affected.
2. The ineligible student-athlete and the institution he or she represents will be penalized. As it relates to access to NCAA championships, a penalty will be assessed to the selection criteria, which may impact the individual's and/or team's opportunity for selection to postseason competition.
3. All contests in which an ineligible student-athlete competes will be nullified (win, lose or tie). The nullification of a contest will penalize only the individual and/or institution using an ineligible student-athlete.
4. The number of nullified contests is identified and the penalty is assessed for each nullified contest. If a student-athlete was deemed ineligible and then reinstated through the NCAA reinstatement process, only those contests in which the student-athlete competed while ineligible will be nullified. The competition prior to or after that time will not be nullified.
5. A penalty will be applied in two categories: the win-loss record percentage and the strength-of-schedule index (overall and in-region, if applicable).
6. The penalty assessed will vary from sport to sport. It will be a mathematical calculation that is relevant to each sport and reduces the percentage of the win-loss record and the strength-of-schedule index. The calculation will be determined after a year of studying the data and in conjunction with the NCAA statistics department.
7. The value of the nullification will be consistent across sports; however, the actual mathematical calculation (number) could be different because of factors such as number of games played. (Example: The nullification may be worth 2 percentage points; however, that equates to .025 for one sport and .063 for another sport).
8. Information regarding the penalties for nullification will be part of the selection criteria for each sport.
9. In team sports, a team's won-lost record that falls below .500 after adjustments for nullification(s) will be ineligible for championships selections to fill at-large berths. In addition, in football, a conference will lose earned access privileges to the championship if nullification penalties drop all conference teams out of the top eight super regional ranking.
10. For individual sports (i.e., qualifying standards in swimming and diving), if a student-athlete achieved the qualifying standard while ineligible, the qualifying standard would not be recognized as eligible for selection to the championship. If the student-athlete achieved the qualifying standard while eligible, became ineligible and was reinstated, the qualifying standard would be eligible for selection to the championship.
11. For individual/team sports (i.e., golf); if the student-athlete competed while ineligible, the score achieved by the student-athlete would be deleted from the team score. In the case of golf (play 5 count 4), the fifth score would be calculated into the team score.
12. Nullifications do not carry over to the next academic year for eligibility violations detected after the season is complete.

The penalties for using an ineligible student-athlete during the 2010-11 season are as follows:

Fall Sports	Overall Won/Loss Percentage	DII W/L Percentage	DII Avg. Opp. W/L Percentage	DII Avg. Opp./ Opp. W/L Percentage	In Region W/L Percentage
Football	0.025	0.024	0.008	0.003	0.025

In addition, each team must submit the mid-season verification form. The form will be used to verify the eligibility of student-athletes for NCAA championship selections. The form is not intended to require schools to recertify the eligibility of every student-athlete. Rather, the form is to ensure that eligibility questions are resolved during the season instead of schools delaying eligibility questions until after the championship has been completed.

Appendix L

Opponents' Average Winning Percentage (OWP) and Opponents' Opponents' Average Winning Percentage (OOWP) Calculation Explanation

Opponents' Average Winning Percentage (OWP). Take each opponent's regular won-lost percentage against other Division II teams (excluding the results against the team in question) and average the percentages.

To calculate: Team A Schedule is as follows:

Opponent	Record	vs Team A	Revised Record	Revised W-L Percentage
Team B	21-7	0-1	21-6	.7778
Team C	11-15	0-1	11-14	.4400
Team D	7-20	0-1	7-19	.2692
Team E	13-13	0-1	13-12	.5200
Team F	23-6	1-0	22-6	.7857
Total			74-56 (.5692)	.5585 (OWP)

Team A's Opponents' Average Winning Percentage = .5585

Opponents' Opponents' Average Winning Percentage (OOWP). The strength of each opponents' schedule is measured by computing the opponents' winning percentage for each opponent, then averaging the percentages. This recognizes the fact that two opponents with similar won-lost records may have played far different schedules (in terms of strength of opponents).

To calculate: Take Team B, C, D, E and F schedules and perform the same calculation as above (OWP). It is important to note that the OOWP will support the OWP (i.e., if Teams A and B have the same OWP of .5692; Team A has a OOWP of .6125 and Team B has a OOWP of .4567; it would indicate team A has the stronger strength of schedule).