



**2010 DIVISION III
MEN'S ICE HOCKEY
CHAMPIONSHIP HANDBOOK**

Updated: 11/3/09
Second update: 3/1/2010



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Introduction

During the 2009-10 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 Manuals, where appropriate. For example, if you wish to know about regional advisory committees, the basic information for that particular sport would be included in an appendix. However, as referenced under the heading "Regional Advisory Committees," more information concerning general NCAA policy governing regional advisory committees can be found later in the handbook and in the NCAA Manuals.



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 November 2009

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Division III Men's Ice Hockey Championship Information

Important Dates

Tuesday, January 12—Initial schedules due via the online score reporting system.

Friday, February 5—Proposed budget information and facility evaluation information sent to institutions.

Monday, February 8—Updated score reporting forms due (noon Eastern time).

Monday, February 15—Updated score reporting forms due (noon Eastern time).

Friday, February 19—Proposed budget information and facility evaluations due in national office.

Monday, February 22—Updated score reporting forms due (noon Eastern time).

Monday, March 1—Updated score reporting forms due (noon Eastern time).

Sunday, March 7—Selection call.

Wednesday, March 10—First round (Three single sites).

Saturday, March 13—Quarterfinals (Four sites).

Friday, March 19—Semifinals (4 p.m. and 7:30 p.m. Eastern time).

Saturday, March 20—Championship game (5 p.m. Eastern time).

General Administration

Dates and Sites

[Reference: Bylaw 31.1.3 in the NCAA DIII Manual.]

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.

The three first-round games are held the Wednesday before the quarterfinals. Quarterfinals are held on the Saturday before the semifinals and final. The semifinals and final are held on the third full weekend in March (including Friday).

2010 First Round (three sites)—Wednesday, March 10, at campus site to be determined.

2010 Quarterfinals (four sites)—Saturday, March 13, at campus site to be determined.

2010 Semifinals/Final—March 19-20, Herb Brooks Arena at The Olympic Center, Lake Placid, New York.

2011 First Round (three sites)—March 9, at campus site to be determined.

2011 Quarterfinals (four sites)—March 12, at campus site to be determined.

2011 Semifinals/Final—March 18-19 or 19-20, Ridder Arena, Minneapolis, Minnesota.

Sports Committee

[Reference: Administration and Management in this handbook and Bylaws 31.1.1 and 31.1.2 in the NCAA Manual.]

The NCAA Division III Men's Ice Hockey Championship is under the control, direction and supervision of the NCAA Division III Men's Ice Hockey Committee, which is subject to the final authority of the NCAA Division III Championships Committee. Current members of the committee are:

Bruce Delventhal, Plattsburgh State University of New York, chair

Timothy Bald, St. Norbert College

Michael McShane, Norwich University

Mark Ostapina, Milwaukee School of Engineering

Frank D. Cole is the NCAA national officiating coordinator for ice hockey. Ty Halpin is the staff liaison for rules and officiating.

For additional information about the ice hockey championship, contact:

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Recommendation Dates

Each regional advisory committee shall conduct a telephone conference before the national committee's ranking calls on Tuesday, February 9 (nonpublished), 16, 23 and March 2, and submit its recommendation to the NCAA Division III Men's Ice Hockey Committee.

Selections for the Division III Men's Ice Hockey Championship will be made by the national committee Sunday, March 7.

Annual Forms

Expense Reimbursement. Please refer to the NCAA Travel policies for all information regarding transportation and per diem expenses. Travel policies are located on the NCAA Web site at <http://www.ncaa.org/wps/ncaa?ContentID=1952>.

Teams and/or individuals should provide themselves sufficient money to meet all expenses throughout the tournament, including ground transportation, lodging and meal expenses, and other miscellaneous expenses.

[Reference: Per Diem and Transportation in this handbook, and Bylaw 31.4.6 in the NCAA Manual.]

Proposed Budget Form. Institutions being considered for selection to the Division III Men's Ice Hockey Championship will receive information from the national office outlining the process for submitting a bid. Institutions interested in bidding for any round(s) of competition should complete the forms and submit them online by the specified deadline. The NCAA uses an online proposed budget and financial report process. The online version of the form may be accessed on the NCAA Web site at http://web1.ncaa.org/champs_bid/. A bid must be submitted by the deadline for each preliminary round of competition that an institution is interested in hosting. Please note that the online proposed budget and financial report form is password protected. Your institution's athletics director 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. If you have any questions regarding this process, please contact Sherard Clinkscales at the NCAA national office.

Information inviting institutions to bid will be mailed from the national office on Friday, February 5. All bid information must be received in the national office not later than Friday, February 19.

[Reference: Budgets in this handbook.]

Financial Report. A financial report, which is part of the proposed budget form, from each championship site must be submitted to the NCAA via the online system not later than 60 days after the conclusion of the competition. As part of the online process, statement of expense forms and lodging receipts for NCAA representatives and officials no longer need to be submitted to the national office. However, these documents shall be kept on file by the host institution in the event an audit is conducted. NCAA representatives and officials' expenses must be included on the online financial report under "unbudgeted disbursements." Failure to submit the report within 60 days will result in financial penalties. The online proposed budget and financial report form is located on the NCAA Web site at web1.ncaa.org/champs_bid/.

[Reference: Bylaw 31.4 in the NCAA Manual.]

Determination of Competing Institutions

Championship Structure

NCAA Division III institutions in good standing that sponsor intercollegiate men's ice hockey are eligible for the Division III championship.

The Division III championship shall comprise 11 teams. The championship playoff format involves three single first-round games and four quarterfinal games that are played on the campuses of the participating institutions. All rounds of the championship are single-elimination. The four quarterfinal winners will advance to the final championship site at Herb Brooks Arena at the Olympic Center, Lake Placid, New York, for the semifinals and championship game, which will be played March 19 and 20.

Championship Selection

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

For the Division III championship, an 11-team format will be used. Automatic-qualification privileges have been granted to the following conferences:

- ECAC DIII Men's East Hockey League
- ECAC DIII Men's Northeast Hockey League
- Midwest Collegiate Hockey Association
- Minnesota Intercollegiate Athletic Conference
- New England Small College Athletic Conference
- Northern Collegiate Hockey Association
- State University of New York Athletic Conference

The Division III Men's Ice Hockey Committee will select teams to the championship based on the following selection principles:

After the determination of the automatic (Pool A) berths, the committee will determine the at-large Pool B selections followed by the at-large Pool C selections.

Pool B comprises independent institutions and institutions that are members of conferences that do not meet the requirements for automatic qualification. Pool C will be reserved for institutions from automatic-qualifying conferences that are not their conference champions, and the remaining teams in Pool B.

At-large berths from Pool B and Pool C will be selected on a national basis, using regional selection criteria. There will be no predetermined regional allocations for Pools B and C.

- 2010 berths:
- Pool A= 7 institutions
- Pool B= 1 institution
- Pool C= 3 institutions

Selection Requirements. To be considered during the at-large selection process (Pools B or C), an institution must play at least 50 percent of its competition against Division III in-region opponents, unless a waiver has been approved by the Division III Championships Committee.

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

Primary Criteria

The primary criteria emphasize regional competition (all contests leading up to NCAA championships); all criteria listed will be evaluated (not listed in priority order).

- Win-loss percentage against regional opponents.
 - Strength-of-schedule (only contests versus regional competition).
 - Opponents' Average Winning Percentage (OWP).
 - Opponents' Opponents' Average Winning Percentage (OOWP).
 - Weighted Scale. For a minimum of two championship seasons (2009-10 and 2010-11), a weighted scale will apply for the following team sports: baseball, men's and women's basketball, field hockey, men's and women's ice hockey, men's and women's lacrosse, men's and women's soccer, softball and volleyball. Once the Opponents' Average Winning Percentage (OWP) and Opponents' Opponents' Winning Percentage (OOWP) are calculated, they are to be combined on a weighted scale (e.g., 2/3 weight for OWP and 1/3 weight for OOWP) and this combined number becomes the strength of schedule.
- See Appendix G for an explanation of OWP and OOWP calculations.
- In-region head-to-head competition.
 - In-region results versus common regional opponents.
 - In-region results versus regionally ranked teams.
- Ranked opponents are considered ranked once they appear one time in the sports official rankings.
 - Conference postseason contests are included.
 - Contests versus provisional and reclassifying members in their third and fourth years shall count in the primary criteria. Provisional and reclassifying members shall remain ineligible for rankings and selections.

Secondary Criteria

If the evaluation of the primary criteria does not result in a decision, the secondary criteria will be reviewed. All the criteria listed will be evaluated (not listed in priority order). The secondary criteria introduce results against out-of-region Division III and all other opponents including those contests versus opponents from other classifications (i.e., provisionals, NCAA Divisions I and II).

- Out-of-region head-to-head competition.
- Overall Division III win-loss percentage.
- Results versus common non Division III opponents.
- Results versus all Division III ranked teams.
- Overall win-loss percentage.
- Results versus all common opponents.
- Overall Division III Strength of Schedule.
- Win-loss percentage during the last 25 percent of the season.

Definition of In-Region Competition

1. All competition within an institution's defined region.
2. All competition within a 200-mile radius from one institution to another.
3. All competition within an institutions membership geographical region (NCAA Bylaw 4.12.1.1).
4. The NCAA uses a mileage calculator to confirm distances from campus to campus. It can be accessed online <https://web1.ncaa.org/TES/exec/TES/exec/miles>.

Additionally, input is provided by regional advisory committees for consideration by the NCAA Division III Men's Ice Hockey Committee. In order to be considered for selection for Pools B or C, an institution must play at least 50 percent of its competition against Division III in-region opponents. Coaches' polls and/or any other outside polls or rankings are not used as a selection criterion by the NCAA Division III Men's Ice Hockey Committee for selection purposes.

Pairings and Site Selection

Once automatic qualifiers are identified and the Pools B and C teams are selected, the following guidelines should be followed:

- Once selected, teams will be grouped in clusters according to natural geographic proximity. Teams will then be paired according to geographic proximity. A team may be moved to numerically balance the bracket, if geographic proximity is maintained. Teams should be paired and eligible sites should be selected according to geographic proximity (within 500 miles).
- Teams may be seeded on a regional basis using the regional selection criteria. However, geographic proximity takes precedence over seeding.
- Teams from the same conference do not have to play one another in the first round, as long as geographic proximity is maintained.
- The highest-seeded team that meets all site selection criteria will be selected as the host institution, provided geographic proximity is maintained.

Certification of Eligibility/Availability

[Reference: Certification of Eligibility/Availability in this handbook and Bylaws 3.2.4, 12, 13, 14, 15 and 16 in the NCAA Manual.]

Only student-athletes eligible under Bylaws 12, 13, 14, 15 and 16 may compete in NCAA championships. In accordance with Bylaw 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 championship competition. Teams are required to bring a typed list of all eligible student-athletes to each round of competition.

Division III Religious/Commencement Conflicts Policies

Please note that the NCAA Division III Presidents Council has approved the following policies for the 2009-10 championships:

Religious Reasons. If a participating institution has a written policy against competition on a particular day for religious reasons, it shall inform the NCAA championship staff liaison in writing one week before the selection date in order for it or one of its student-athletes to be excused from competing on the day. The championship schedule shall be adjusted to accommodate that institution.

Commencement Reasons. If an institution's commencement conflicts with participation in the championship, it shall inform the NCAA championship manager in writing one week before the selection date in order for the governing sports committee to accommodate a request to alter the championship schedule.

The following guidelines apply to commencement requests:

- Policy applies to team sports only.
- The governing sports committee in consultation with participating institutions would reschedule the game on the nearest possible date if a participating school has a conflict.
- Institutions should give prior notice of commencement dates.
- Does not apply to predetermined finals sites.

The governing sports committee shall make a good faith effort to accommodate participating institutions in non-predetermined preliminary-round contests with multiple teams participating at the same site.

The Presidents Council noted the importance of commencement for Division III and encouraged greater flexibility of governing sports committees and the Division III Championships Committee.

Seeding and Pairings

[Reference: Championship Structure in this handbook and Bylaw 31.1.3 in the NCAA Division III Manual.]

The Division III Men's Ice Hockey Committee will rank the teams selected within each geographic region using the primary and secondary criteria. The highest-ranked teams in each region will be given consideration as preliminary first-round and quarterfinal sites, assuming they meet the requirements of Bylaw 31.1.3.2.3. The committee will pair the teams regionally, based on geographic location of all participants and final seeding. Flights will be kept to a minimum. Please refer to Appendix B for the Division III men's ice hockey bracket.

Instructions to Participants

All-Tournament Team

A six-member all tournament team shall be selected by members of the media, in conjunction with the NCAA championship committee members, at the finals site. The committee will make the final determination. The all-tournament team shall consist of the following players: three forwards, two defenders and one goalkeeper. The most outstanding player will be selected from among these players.

Attendance

The attendance figures to be announced for each session of the championship shall be based on paid attendance. The paid attendance figures also are what should be listed on the online proposed budget and final financial report. The host has the option of providing a "turnstile" count [e.g., 34,575 paid attendance (12,456 turnstile attendance)].

Audio Coverage (Radio and Internet)

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

Awards

[Reference: Awards in this handbook and Bylaw 31.1.10 in the NCAA DIII Manual.]

Participation awards will be presented to a maximum of 21 (i.e., squad size) Division III student-athletes involved in preliminary-round competition of the championship. These awards will be sent to the preliminary-round tournament directors to be distributed to the non-advancing teams at the conclusion of each contest.

In addition, the following awards will be provided at the finals site:

The national champion, national runner-up and non-advancing semifinalists will receive team trophies. Twenty-six members of each of the four teams competing at the final site shall receive individual awards.

Bench Areas

Rule 1, Section 9 of 2008-10 NCAA Men's and Women's Ice Hockey Rules and Interpretations will be enforced.

Cheerleaders

All cheerleading squads must conform to the guidelines set by the American Association of Cheerleading Coaches and Advisors (AACCA). 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, 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 managers 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 or between games. It cannot be used to taunt competitors or block spectators' view. Cheerleaders and mascots must leave the ice before the return of the teams.

Conference Call Schedule

A teleconference will be conducted at 10 a.m. (Eastern time) Monday, March 15, with the four semifinalists' directors of athletics, coaches and sports information directors, and representatives of the Division III Men's Ice Hockey Committee. Teleconferences for first-round and quarterfinal competition will be arranged and conducted by the NCAA regional representatives.

Credentials/Passes

The NCAA will print and distribute to host institutions/sponsoring agencies all credentials for the semifinals and final of the tournament. The following will be admitted free of charge: 20 band members; eight cheerleaders; one mascot; and 26 members of each institution's official traveling party. Up to seven additional credentials may be requested. Two of these additional credentials must be reserved for medical personnel. These individuals will be admitted via a gate list and will be provided a credential for access inside the building. The other five must be accompanied by a ticket. Seating will be provided for 26 members of the official traveling parties, plus the additional five members if applicable, when their institutions are not playing. The credential will allow access to the locker room and interview area.

Drug Testing

[Reference: Drug Testing in this handbook and Bylaws 18.4.1.5 and 31.2.3 in the NCAA Manual.]

Student-athletes who compete in this championship may be subject 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.

Games Committee

A games committee will be established to actively supervise the conduct of each championship session. At the first-round and quarterfinal sites, the games committee shall consist of the NCAA representative, the director of athletics, or his or her designee, from each participating institution, the tournament director and a representative of the officiating crew, if necessary. At the championship site, the games committee will be the national committee, tournament director and a representative of the officiating crew, if necessary.

Home-Team Determination

If both teams share the same regional ranking, the team that is representing the host region will be considered the home team. If a team has a higher regional ranking than its opponent, the higher regionally ranked team will be considered the home team and may use the host bench. The Division III Men's Ice Hockey Committee will have the ability to change bench assignments based on facility configuration or any other safety concern.

The host team shall always retain its own locker room.

Introductions

[Reference, Rule 8, Section 2 of 2008-2010 NCAA Men's and Women's Ice Hockey Rules and Interpretations.]

The introduction procedure shall be as follows: (1) on returning to the ice, both teams shall circle their respective ends of the ice twice and meet at their respective goals; (2) the "visiting team" starters will be introduced first, then the "home team" starters; (3) after being introduced, each starter shall skate to the blue line and face center ice; (4) after the introduction of each team's starting lineup, the remaining players shall skate to the blue line; (5) the U.S. national anthem shall be played; and (6) after the anthem, the teams may have a short huddle at their respective goal before the faceoff.

Lodging

For first-round and quarterfinal competition, the host institution shall make local reservations for the visiting team and advise it of the arrangements. An institution is not obligated to stay at the designated property; however, it is responsible for obtaining a written financial release from the hotel management and informing the host institution of the alternate lodging arrangements. Prior to the host signing, all contracts should be reviewed by the national office. Any financial penalty may be withheld from the participating institution's travel and per diem reimbursement. For semifinal and final competition, institutions should confirm their hotel arrangements with the host institution not later than 6 p.m. Tuesday, March 16.

For the championship weekend, 17 rooms should be reserved for each of the participating teams for Thursday, March 18; Friday, March 19; and Saturday, March 20.

Hotel rooms should be reserved by the host institution on submitting hosting materials.

Media Arrangements

Media Credentials. The host institution shall control the issuance of media credentials for all rounds of the championship. Subject to limitations of space, media credentials shall be assigned in accordance with the following priorities: (1) certified media from the immediate locale of the championship or the immediate locale of the competing teams; (2) national/regional certified media; and (3) campus media certified by the director of athletics and/or sports information director of each participating and host institution.

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.

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

Postcompetition Interviews. See Postgame Interview Policy, pages 18-19.

Meetings

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

For the preliminary rounds, the games committee, participating coaches and the host institution staff shall meet at least 90 minutes before the start of the game. At the finals site a prechampionship administrative meeting will be held one hour before the start of the banquet. Head coaches, administrators and sports information directors are required to attend.

The games committee and all officials shall meet 70 minutes before each contest throughout the championship.

The pregame meeting will include information on the provisions of Bylaw 31.1.7, which prescribes conditions under which a student-athlete or representative of an institution may be disqualified from further participation in the championship for reasons of misconduct.

Merchandise

Teams selected to participate in NCAA championships will be given the opportunity to preorder first-round event merchandise online through the official NCAA souvenir merchandiser, Event 1, Inc. On selection, teams will be given the information to place orders. These team orders will be shipped directly to the institution the week after first-round competition. Questions regarding the online team ordering process may be directed to Kevin Housman at Event 1 at 888/745-3058.

Misconduct

[Reference: Meetings (see pages in general information handbooks and Bylaws 31.1.2 and 31.1.8 in the NCAA Manual.)]

Misconduct at an NCAA championship is any act of dishonesty, unsportsmanlike conduct, unprofessional behavior or breach of law occurring en route to, from or at the locale of the competition or practice that discredits the event or intercollegiate athletics.

Committee or games committee is authorized to (1) reprimand publicly or privately, (2) disqualify from future participation and/or (3) ban from subsequent competition a student-athlete or representative of the institution who is guilty of misconduct at any time during the championship.

Criticism of Officials. Members of the coaching staff or other representatives of participating institutions or conferences shall not make public statements critical of

officiating in any NCAA championship event. Failure to comply with this policy may subject the individual, institution or conference to the misconduct provisions of Bylaw 31.1.8.

Coaches Meeting. Each games committee shall hold a pretournament meeting with the coaches of participating institutions to review and explain the policies related to misconduct.

Hearing Opportunity. An act of misconduct may be found on an administrative hearing granted to the student-athlete or the institutional representative involved by the governing sports committee or the games committee authorized to act for it.

Misconduct Incident to Competition. If the act of misconduct occurs during the competition, under normal circumstances the individual shall be allowed to complete the competition in which he or she is participating at the time of the incident. An administrative hearing shall be held at the conclusion of the day’s competition, during a break in the continuity of the championship (e.g., between rounds of a basketball tournament) when no competition is being conducted or at the conclusion of the championship. However, if the act of misconduct is so flagrant that it obviously violates the principles of fair play and sportsmanship, the games committee may immediately withdraw the student-athlete or institutional representative from the competition and conduct the hearing after this action. Other acts of misconduct may be dealt with at the governing sports committee’s discretion.

Penalty for Misconduct. In accordance with Bylaw 31.1.8.3, the governing sports committee (or the games committee authorized to act for it) may impose any one or a combination of the following penalties on an institution or any student-athlete or representative of an institution guilty of misconduct that occurs, en route to, from or at the locale of the competition or practice:

1. Public or private reprimand of the individual;
2. Disqualification of the individual from further participation in the NCAA championship involved;
3. Banishment of the individual from participating in one or more subsequent championships of the sport involved;
4. Cancellation of all or a portion of payment to the institution of the Association’s transportation and/or per diem allowance for the individuals involved;
5. Withholding of all or a portion of the institution’s share of revenue distribution;
6. Banishment of the institution from participation in one or more subsequent championships in which its team in that sport otherwise would be eligible to participate;
7. Disqualification of an institution for a period of time from serving as host institution for one or more NCAA championships;
8. Cancellation of all or a portion of the honorarium for hosting an NCAA championship; and
9. Financial or other penalties different from Nos. 1 through 8, but only if they have prior approval of the Division III Championships Committee.

Ban From Subsequent Championship. When a student-athlete or institutional representative is banned from participation in a subsequent championship, such penalty shall be applied to the next tournament(s) in which the individual’s team is involved and the individual otherwise is eligible to participate. In the case of an individual event, the

penalty shall be applied to the next meet(s) or tournament(s) for which the individual qualifies and otherwise is eligible to participate.

Review of Action. Any action related to misconduct may be reviewed by the governing sports committee on request of any institution participating in the championship.

News, Media, Press Conferences and Satellite Feeds

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found on <http://www.ncaa.com/broadcast/>.

Official Traveling Party

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

Transportation expenses and per diem will be provided for an official traveling party of 26 persons. The NCAA is not responsible for the expenses of persons beyond these limits.

Officials

Officials for all championship competition are selected by the chair of the ice hockey committee, based on recommendations submitted by the NCAA national ice hockey officials coordinator and NCAA conferences/associations. 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.

Two referees and one linesman will be obtained per game. Before the competition, game officials will receive a checklist that will serve as a guide in the pregame meetings with the major and minor officials.

Division III referees will receive a \$45 per diem and a fee of \$182 per game; local linesmen will be provided a \$45 per diem and a fee of \$104 per game. In addition, actual transportation expenses will be reimbursed, but they may not exceed jet coach fare or 51 cents per mile, excluding local transportation. An alternate official will be hired and provided a fee of \$52 per game, plus transportation expenses not to exceed 51 cents per mile round-trip. The alternate official must be a local official. Goal judges will be hired by the host institution from the local area and paid \$41.60. Goal judges may not be students.

Postgame Interview Policy

All coaches and student-athletes shall be available for interviews.

Throughout the championship, press conferences are scheduled for the convenience of the press representatives, the coaches and the student-athletes representing the participating institutions. They are designed to provide the media with tournament

information required for thorough coverage and to limit the time demands placed on the coaches and student-athletes.

Coaches' Obligation. Regardless of any regular-season radio or television contract(s), the coach is obligated to the entire covering media during the championship and must report to the interview room immediately after the cooling-off period. The coach cannot delay a postcompetition interview with the covering media to conduct a program for a single newspaper, radio or television reporter, unless requested to remain for a short interview (not to exceed four minutes) by the television entity that has been granted television rights by the NCAA. 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 cooling-off period has ended, the dressing room shall be opened to all other media representatives desiring access to the area.

Cooling-Off Period. Immediately after a 10-minute cooling-off period (e.g., 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 begins immediately after the presentation.

Open Locker Room Policy. NCAA championships have an "open locker room policy," which is administered by the media coordinator on site. Locker rooms will be open for a period of 15 minutes directly after the cooling-off period.

Order of Appearance. In the first and quarterfinal rounds, the visiting coach and players will be scheduled in the interview room, before the home coach and players, at the conclusion of the 10-minute cooling off period. After the semifinal and final games, the non-winning coach and players will be scheduled in the interview room first.

Practice Schedule

During preliminary competition, all practice times will be scheduled with the host institution and be a minimum of one hour in length on the competition ice. During the semifinals and final competition, the following schedule will be used.

Tentative Practice Schedule (Thursday)

10 - 11:15 a.m.	Semifinal 1 (higher seed)
11:30 a.m. - 12:45 p.m.	Semifinal 1 (lower seed)
1 - 2:15 p.m.	Semifinal 2 (higher seed)
2:30 - 3:45 p.m.	Semifinal 2 (lower seed)

Tentative Practice Schedule (Friday)

7:30 - 8 a.m.	Semifinal 1 (higher seed)
8:15 - 8:45 a.m.	Semifinal 1 (lower seed)

9 - 9:30 a.m. Semifinal 2 (higher seed)

9:45 - 10:15 a.m. Semifinal 2 (lower seed)

Tentative Practice Schedule (Saturday)

9:30 - 10:30 a.m. Semifinal 1 winner

10:45 a.m. - 11:45 a.m. Semifinal 2 winner

Note: All practice times are tentative and subject to change.

Programs

[Reference: Bylaws 31.1.11 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 championship budget and/or financial report. All program contents are subject to NCAA approval.

Advertising. Each program will include NCAA corporate champion and partner advertising. Additionally, programs may include non-competing national ads as well as local ads. All ads must follow NCAA advertising guidelines and are subject to NCAA approval. If your institution 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 Dan King (dan.king@imgworld.com; 859/226-4588).

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. HOST will attempt to provide proofs for SID approval when time permits. If you are not sure what/when materials are needed, please contact Mr. King at IMG College.
2. Programs for predetermined sites will include information on the host institution, host city and/or host facility. In addition, some programs provide complimentary advertising space. IMG College will contact via e-mail the tournament manager and sports information contacts, as listed on the key contact sheets submitted to the NCAA, with the specifics of what items are needed and when those items are due. Host institution pages are subject to NCAA approval.
3. Event-specific historical information, including past champions, records, all-tournament teams and/or the previous year's recap.
4. Information on the NCAA, including the sport committee.
5. Feature stories - Not all programs include event/sport-specific features. However, if you have an idea for a feature story, please submit it to Mr. King 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 Dan King (IMG College, 904 North Broadway, Lexington, KY 40505, Attn.: Dan King).

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

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

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. On 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. A 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.

Pucks

For preliminary rounds, the NCAA will provide the practice and game pucks. One hundred (100) practice pucks and fifty (50) game pucks will be shipped to each host institution. The NCAA will also provide pucks for the semifinals and final.

Radio

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found on <http://www.ncaa.com/broadcast/>.

Raffles

Raffles, lotteries or giveaways are not permitted during NCAA championship competition.

Rules

[Reference: Bylaw 31.1.6 in the NCAA Manual.]

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

Signs, Banners and Artificial Noisemakers

Signs supporting the participating teams and student-athletes may be displayed. However, these signs may not be attached to any part of the facility and the games committee reserves the right to remove any signs that are determined to be in poor taste. No advertising or promotional signs may be displayed. The NCAA site representative and games committee may remove any artificial noisemakers that may cause a safety concern to the players, coaches and fans, or may interfere with the conduct of the game.

Squad Size

[Reference: Bylaw 31.1.5 in the NCAA DIII Manual.]

Participating teams are limited to 18 skaters plus not more than three, nor fewer than two, goalies. Replacements are permitted up to the starting time of the game; but after the game begins, no replacements shall be permitted for any reason.

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

Starting Times

Faceoff for preliminary-round competition shall be determined by the host institution. However, the committee reserves the right to set game times, if necessary. The committee recommends a 7 p.m. (local time) for the first and quarterfinal rounds.

The national semifinals will start at 3:30 and 7:30. (local time) Friday, March 19. The committee will determine the order of games. If applicable, the host will play in the late game.

The championship will start at 5 p.m. (Eastern time) Saturday, March 20. Times and sequence of games are tentative and may be changed by the Division III Men's Ice Hockey Committee.

Strobe Lights

A maximum of three sets of strobe lights may be installed at an arena, on approval of the committee, for media agencies requiring immediate news coverage under the following priorities:

1. The Associated Press, Reuters and the NCAA. If all agencies request strobe lighting, they shall pool one set.
2. Sports Illustrated.
3. A single pool unit for all other media agencies, installed and administered by USA Today. If USA Today does not use a strobe, the NCAA media coordinator shall coordinate the activity.
4. Should Sports Illustrated, AP, Reuters or USA Today not install strobes, the strobes shall be administered and pooled at the discretion of the NCAA media coordinator.

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

Any installed strobe unit may not exceed four clusters of strobe lights producing a maximum of 3,200 watt-seconds at any championship site. All strobes must flash at a duration less than 1/2,000th of a second.

All hanging or installed strobes must be placed as close to the playing surface as possible, depending on the physical structure of the arena, near the corners of the playing surface. All strobes must be installed and tested, if necessary, at the site 24 hours before the start of the event during which the strobes will be used. Committee representative(s) will grant final approval relative to the installation of strobes.

If the physical structure of an arena prevents a media agency from meeting these specifications, the agency may petition the committee for an exception. This written request and explanation shall be submitted to the committee at least two weeks before the event.

No other strobes, including hand-carried units, are permitted in the arena, and no strobe or any other photography equipment may be placed on, or attached to, a goal standard unless approved by the appropriate committee representatives.

Television Rights and Footage Licensing

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found on <http://www.ncaa.com/broadcast/>.

Tickets

[Reference: Tickets in this handbook and Bylaw 31.1.10 in the NCAA DIII Manual.]

For first and quarterfinal rounds of the Division III championship, the visiting team will be permitted to purchase a minimum of 200 tickets or 15 percent of the official capacity (whichever is greater) for each session. The Division III Men's Ice Hockey Committee reserves the right to adjust the number of tickets and location allocated to each team. The Division III Men's Ice Hockey Committee reserves the right to adjust the number of tickets and location allocated to each team. The minimum ticket price for the first and quarterfinal rounds shall be \$6 for a reserved seat, \$5 for a general admission ticket and \$3 for students with student identification. No complimentary tickets shall be issued.

For the semifinals and final, each participating team will be permitted to purchase a minimum of 200 tickets. The Division III Men's Ice Hockey Committee reserves the right to adjust the number of tickets and location allocated to each team. An all-session ticket is recommended and the minimum price for this ticket shall be \$25. If tickets are available for the championship game, the minimum price will be \$15 and available the day of the game only. A reduced-price student ticket is not permitted. No complimentary tickets shall be issued.

Participants are reminded that the host is not obligated to "buy back" unused tickets.

Uniforms

[Reference: Bylaw 12.5.3 in the NCAA Manual.]

Each participating institution should bring both home and away uniforms to the site of the competition. The higher seed will wear light jerseys and socks.

Logos. Bylaw 12.5.3-(b) indicates that an institution's official uniform and all other items of apparel (e.g., socks, head bands, T-shirts, wrist bands, visors or hats, and towels) that are worn by student-athletes in competition may bear a single manufacturer's or distributor's normal trademark, not to exceed 2¼ square inches, including any additional material (e.g., patch) surrounding the normal trademark or logo. The logo or trademark must be contained within a four-sided geometrical figure (i.e., rectangle, square, parallelogram).

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

A student-athlete representing an institution in intercollegiate competition is limited to wearing apparel items that include only the logo (not to exceed 2¼ 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 pregame or postgame activities.

This bylaw will be strictly enforced at all NCAA championships and the names of individuals and institutions that are not in compliance with this bylaw shall be forwarded to the NCAA enforcement staff.

Video Exchange Policy

For the first and quarterfinal rounds, all championship participants must provide a quality videotape of their most recent game (filmed from an elevated, mid-ice location) to their opponents by the second working day, via overnight delivery, after the selection of participants. If requested, immediately after each quarterfinal game, the winners must forward a copy of their quarterfinal game to their respective semifinal opponent. In every case, videotapes sent to competing teams must adhere to the following guidelines:

- a. Must be recorded on a new, unused videotape or DVD;
- b. Must be viewable in DVD quality format;
- c. Must be of sufficient visual quality; and
- d. Must be of sufficient natural sound quality (no play-by-play).

Failure to comply with this policy may result in administrative action as described in NCAA Bylaw 31.1.9.

Videotapes, Films 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 one camera and may videotape only games 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. For Division III, the host institution will provide a tape to each participating institution.

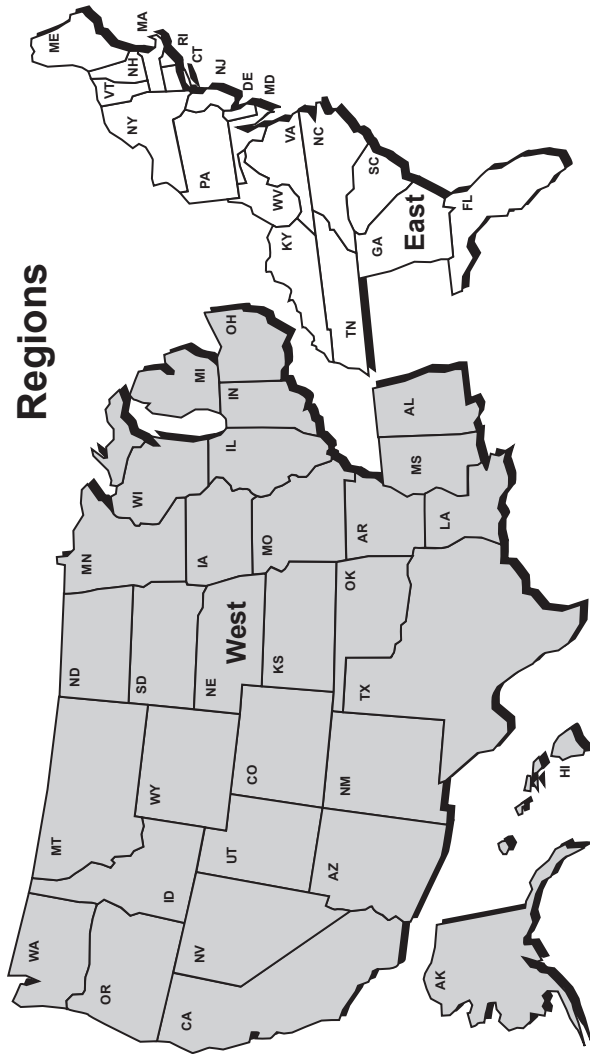
The host institution and/or facility must videotape the entire ice from the time teams take the ice for pregame warm-ups until they leave the ice after the completion of the game. All game tapes must be forwarded to the NCAA national office (attention Sherard Clinkscales) immediately after each game.

Failure to comply with this policy may result in administrative action as described in NCAA Bylaw 31.1.9.

Web Sites/Internet/Video Streaming

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found on <http://www.ncaa.com/broadcast/>.

Appendix A



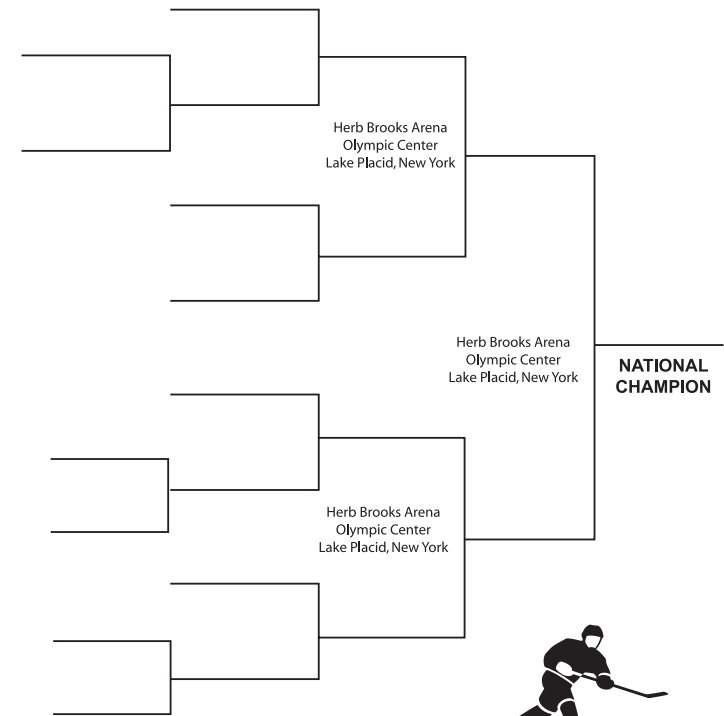
Appendix B

Division III Bracket



2010 Division III Men's ICE HOCKEY CHAMPIONSHIP

First Round March 10 Second Round March 13 Semifinals March 19 Championship March 20



*Indicates host institution.
First and Quarterfinal Games are 7 p.m. local time.



Appendix C

Pre Championship Teleconference Checklist

This is a checklist for teleconferences relating to the Men's Division III Ice Hockey Championship. Participating will be directors of athletics, coaches and sports information directors of competing institutions; NCAA national office staff members; and NCAA Division III Men's Ice Hockey Committee representatives.

1. Introductions
 - a. Have individuals introduce themselves, their affiliation and series responsibilities.
 - b. Congratulate participating institutions.
 - c. Name and identify games committee.
 - d. Thank host institution/sponsoring agency.
2. Game Information
 - a. Date and time of games.
 - b. Uniforms (Higher seed - light jerseys and socks).
 - c. Transportation arrangements and estimated time of arrival at the site of the championship.
 - d. Local transportation arrangements.
 - e. Lodging arrangements.
 - f. Pucks.
 - g. Establishment of practice schedules and coordination with scheduled activities.
3. Explanation of allowable squad size, traveling parties, per diem, transportation allowance, etc.
4. Ticket situation, including number available to each team. No complimentary tickets will be issued. Credit-card procedure.
5. Television—all television must have prior approval of the NCAA national office.
6. Radio rights and arrangements.
7. Films and arrangements. [Note: Encourage individuals who are responsible for videotaping to videotape all misconduct incidents in their entirety.]
8. Sports information directors arrival at site of the championship.
9. Bands/cheerleaders/mascots (one on ice between periods).
10. Press hospitality and/or special activities for teams (banquet). (Final site only)
11. Medical and emergency procedures.
12. Security arrangements (identify the individual responsible for security).
13. Institutional representative who will serve on the games committee.
14. Misconduct provisions in handbook.
15. Pretournament meeting.
16. Media room.
17. Minor officials, goal judges.
18. Crowd-control statement.
19. Typed list of student-athletes who are academically eligible to compete. Also provide a typed list of student-athletes who have received game disqualifications and list dates of each disqualification. List of disqualified student-athletes given to NCAA site

coordinator (see participants' manual).

20. Signage and banners.
21. Seating for noncompeting teams. (Final site only)
22. Locker room assignments.
23. Starting lineup procedures (Reference Rule 8).
24. Team/officials credentials.
25. Miscellaneous.

Appendix D

Pregame Meeting Checklist

This checklist is provided to assist in the operation of the pregame meeting, and will be addressed at all rounds of competition, where appropriate. Those required in attendance shall be the games committee, head coaches, institutional representatives (director of athletics or their designee). Athletic trainers and sports information representatives are optional.

1. Introductions.
 - a. Have individuals introduce themselves, their affiliation and series responsibilities.
 - b. Congratulate participating institutions.
 - c. Name and identify games committee.
2. Game information.
 - a. Time, day, date of game(s).
 - b. Arrival of participating teams at site.
 - c. Team parking.
 - d. Team passes/gate lists/will call.
 - e. Officials arrival/passes/parking.
 - f. Minor officials arrival/passes/parking.
 - g. Games committee arrival/passes/parking.
 - h. Confirm participating teams' uniforms.
 - i. Squad size —18 skaters, plus not more than three, nor fewer than two, goalies.
 - j. Identify bench and warm-up areas.
 - k. Starting lineup procedures.
 - l. Pucks.
 - m. Practice schedule.
3. Pregame schedule (Subject to change for NCAA championships with television).

	Activity	Time of Day	Clock Time
a.	Official meeting with NCAA committee.		
b.	Minor officials meeting with officials.		70:00
c.	Captain's meeting with officials in officials' locker room.		60:00
d.	Officials on ice.		39:00
e.	Home team on ice, followed by visiting team.		38:00
f.	Home team leaves ice, followed by visiting team.		23:00
g.	Starting lineups submitted.		15:00
h.	Crowd control statement read.		14:00

	Activity	Time of Day	Clock Time
i.	Officials notify teams to return to ice (three-minute warning).		10:00
j.	Home team returns to ice, followed by visiting team.		7:00
k.	Introduction of teams at respective blue lines and national anthem.*		5:00
l.	Faceoff.		0:00
[Note: Higher-seeded team is designated as home team.] * Review procedures			

4. Intermission. (12 minutes minimum, unless determined the ice is not ready for play by the games committee.)
 - a. Officials notify teams three minutes before faceoff (home team followed by visiting team).
 - b. Officials on ice, followed by home team and visiting team.
5. Security.
 - a. Benches.
 - b. Officials.
 - c. Penalty box.
6. Crowd-control statement.
The following statement should be announced before (between 15 and seven minutes before faceoff) and during the contests as needed:
"The NCAA promotes good sportsmanship by student-athletes, coaches and spectators. We request your cooperation by supporting the participants and officials in a positive manner. Profanity, racial or sexist comments or other intimidating actions directed at officials, student-athletes, coaches or team representatives, will not be tolerated and are grounds for removal from the site of competition. Also, you are reminded that consumption or possession of alcoholic beverages is prohibited."
7. Band/mascots/cheerleaders.
8. National anthem.
9. Overtime procedures.
Reference 2008-10 NCAA Men's and Women's Ice Hockey Rules and Interpretations Handbook.
10. Television (if applicable) .
 - a. Timeouts.
 - b. Interviews (between periods and postgame).
 - c. Videotaping.
 - d. Start of second game.
11. Media.
 - a. Ten-minute cooling-off period.
 - b. Non-winning coach and players shall be scheduled in the interview room before the winning coach and players. During the first round and quarterfinals, the visiting team shall be scheduled in the interview room first, regardless of the outcome of the game.

- c. Interview area/procedures. Respective participating teams' SIDs responsible for bringing coach and student-athletes to interview area.
 - d. Questions of the officials by the media regarding clarification of a call are directed to the chair of the games committee, who will meet with the officials and respond to the media.
 - e. Institutional representatives are reminded that public comments regarding the officials that are deemed inappropriate will be reviewed under NCAA Bylaw 31.1.8.3.
12. No alcohol.
Participating institutions are reminded that there is no sale or consumption of alcoholic beverages allowed anywhere in the facility, locker rooms or meeting areas any time during the championship.
13. Misconduct statement.
Reference "Misconduct" in the General Championship Information.
14. Drug testing.
Drug Testing Announcement
(to be read at all NCAA pre-championships meetings)
NCAA championships committees, following a recommendation from the NCAA drug-testing subcommittee, have discontinued the practice of announcing whether drug testing will be conducted at NCAA championship events.
Although knowing prior to competition whether NCAA drug testing was to occur had value for reasons of convenience, it left open the possibility that student-athletes might be tempted to use banned substances if they knew that NCAA testing was not being conducted at the site of competition.
Therefore, all coaches and student-athletes should presume that NCAA drug testing will occur at this championship event. Please inform your student-athletes that in the event they are notified of their selection for drug testing, the student-athlete must inform an official representative of your institution (e.g., coach, athletic trainer) before proceeding to the drug-testing site. Student-athletes will be reminded by the courier to contact their team representative.
15. Teleconference for winning team (teams advancing to semifinals).
Get telephone numbers.
16. Emergency procedures (in case of injury).
17. Awards ceremony.
Division III—Semifinals and final.
18. Eligibility and disqualification.
19. Tickets.
20. Banners, signs and noisemakers.
21. Questions or comments pertaining to the administration of the games.

Appendix E

Officials Pregame Meeting Checklist

Time. Seventy minutes before opening faceoff.

Place. The officials' dressing room unless otherwise specified by the tournament director.

Materials. Current NCAA rules book, stick-measuring device, tape measure, hockey stick, goalie stick, blackboard, official tournament program.

In Attendance. Referee, assistant referee, linesman, game timekeeper, penalty timekeeper, official scorer, goal judges, announcer, backup official, tournament director and members of the appropriate NCAA committee attending the championship.

The following items should be discussed and/or reviewed with the various game officials:

On-Ice Officials—Referees, Assistant Referees or Linesman

1. Personal appearance.
2. Player list (official lineup for warm-ups) of each team, including captains and alternates.
3. Warm-up duties.
4. NCAA rules and interpretations.
5. Signals.
6. On-ice discussions with captains, players, coaches.
7. Disallowed goals (report to scorer).
8. Video replay.
9. Debris procedures (stop play, clear ice of players).
10. High-sticking/fighting incidents (duties of each official).
11. Condition of nets before start of each period.
12. Officials teamwork.
13. Faceoffs.
14. Offsides.
15. Relationship to news media (explanation of rulings).

Off-Ice Officials. Minor officials are appointed to act as game officials and must cooperate at all times with the referees. Minor officials are part of a team assigned to officiate a game and must know all the rules of the game. When requested, minor officials should give their version of a situation only to the proper authority.

Official Scorer

1. Official game program review (three copies of player lists, starting lineups, captains).
2. Crediting goals and assists.
3. Penalty report and recording.
4. Definition of shot on goal.
5. Postgame procedures (required signatures, copies to coaches).

Game and Penalty Timekeeper

1. Fifteen-minute pregame warm-up.
2. Required materials (NCAA rules book, stick-measuring device, tape measure, alternate timing device, penalty work sheet, note pad).
3. Clock-malfunction procedures.
4. Penalty situations.
5. Overtime procedures.
6. Minimum of 12 minutes between periods, unless determined the ice is not ready for play by the games committee.
7. Three-minute notification before expiration of intermission period to officials/teams.

Goal Judges

1. Signaling a goal.
2. Providing advice (on request).
3. Communicating with players (disputed goals).
4. Checking working order of red and green lights.

Announcer

1. Pregame-introduction procedures.
2. Announcement (play in progress, end of period).
3. Announcement of roster **changes**.
4. Procedures for goal/penalty announcements.

Appendix F

Regional Advisory Committees

[Reference: Regional Advisory Committees in this handbook and Bylaws 21.5.1.5 and 21.9.7.1.4 in the NCAA Manual.]

The regional advisory committees that have been appointed to assist in the evaluation of teams throughout the season are:

Division III East

Bruce Delventhal, Plattsburgh State University of New York, chair
Michael Letzeisen, Eastern College Athletic Conference
Michael McShane, Norwich University, co-chair
Chris Potter, Wesleyan University (Connecticut)
Chuck Sack, Neumann College

Division III West

Mark Ostapina, Milwaukee School of Engineering, chair
Tim Bald, St. Norbert College, co-chair
Sean Goldsworthy, St. Olaf College
Brett Petersen, Gustavus Adolphus College
Terry Watkins, University of Wisconsin, Stout
Jasen Wise, Marian University (Wisconsin)

Appendix G

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 III 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).