



2010 DIVISION III WOMEN'S LACROSSE CHAMPIONSHIP HANDBOOK

Updated 1/19/2010
Second update: 1/26/2010
Third update: 2/2/2010
Fourth update: 2/24/2010
Fifth update: 3/5/2010
Sixth update: 4/1/2010
Seventh update: 4/20/2010



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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 (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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 January 2010

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Division III Women's Lacrosse Championship Information

Important Dates

- Monday, January 11*—Score reporting form available on Web.
- Monday, March 22*—Deadline for institutions to submit their complete schedule on the Web-based score reporting form.
- Tuesday, April 6*—Division III regional advisory committees and national committee orientation call - 1 p.m. Eastern time.
- Wednesday, April 7*—National committee ranking call orientation.
- Tuesday, April 13*—Division III first ranking call with regional advisory committees.
- Wednesday, April 14*—First national committee ranking call (non-publicized).
- Tuesday, April 20*—Second ranking call with regional advisory committees.
- Wednesday, April 21*—Second national ranking call. Rankings will be published. Warning letters will be sent to institutions who fail to report by the Monday 3 p.m. Eastern time deadline.
- Tuesday, April 27*—Third ranking call with regional advisory committees.
- Wednesday, April 28*—Third national ranking call. Rankings will be published. Committee will assess fines (in the amount of \$50) for institutions that do not report by the Monday 3 p.m. Eastern time deadline.
- Friday, April 30*—Proposed budget and facility evaluation forms due at the national office from institutions interested in hosting a preliminary round of competition. Deadline for individuals to submit site rep availability forms.
- Tuesday, May 4*—Fourth ranking call with regional advisory committees.
- Wednesday, May 5*—Fourth national ranking call. Rankings will be published. Committee will assess fines (in the amount of \$50) for institutions that do not report by the Monday 3 p.m. Eastern time deadline.
- Friday-Saturday, May 7-8*—Regional advisory committees' recommendation calls to national committee/Final ranking call with regional advisory committees.
- Sunday, May 9*—National committee selection call. Committee will assess fines (in the amount of \$50) for institutions that do not report scores from games between April 28 and May 4.
- Monday, May 10*—Conference call with preliminary round site representatives, chair and liaison - 9 a.m. Eastern time
- Monday, May 10*—Conference call with first-round participating teams and NCAA site representative or committee member. (11 a.m. Eastern time)
- Wednesday, May 12*—First-round competition. (8 on-campus sites)
- Thursday, May 13*—Conference call with regional participating institutions and NCAA site representative or committee member. (11 a.m. Eastern time)
- Saturday, May 15 and Sunday, May 16 (or Friday, May 14 - Saturday, May 15)*—Regional competition on campuses of teams participating in the championship. (4 on-campus sites)
- Monday, May 17*—Conference call with semifinalists, NCAA Championship Manager, committee members and host championship tournament director. (1 p.m. Eastern time)
- Saturday, May 22*—Semifinals.
- Sunday, May 23*—Championship game.

General Administration

Dates and Sites

[Reference: Bylaw 31.1.3 in the NCAA Manual.]

- Selections—Sunday, May 9
- First Round (12 sites) —Wednesday, May 12, on campus
- Regionals (4 sites)—Saturday and Sunday, May 15-16 (or Friday-Saturday, May 14-15), on campus
- Semifinals and Final—Saturday and Sunday, May 22-23 will be at Clark Field at Gettysburg College, Gettysburg, Pennsylvania; Gettysburg College will host.

Date Formula

Each year, the championship finals are scheduled for the third full weekend in May [semifinals Saturday, with finals Sunday]. Regional competition is held the Saturday through Sunday (Monday if necessary) before the final. First-round games are held the Wednesday before the regionals. As per Bylaw 31.1.4, a religious or graduation exemption may alter game schedules to include Friday or Monday.

2011 Dates

- Selections—Sunday, May 8
- First Round —Wednesday, May 11, on campus
- Regionals—Saturday and Sunday, May 14-15 (or Friday-Saturday, May 13-14), on campus
- Semifinals and Final—Saturday and Sunday, May 21-22 will be at the Outdoor Sports Complex at Adelphi University in Garden City, New York; Adelphi University will host.

2012 Dates

- Selections—Sunday, May 6
- First Round—Wednesday, May 9, on campus
- Regionals—Saturday and Sunday, May 11-12 (or Friday-Saturday, May 12-13), on campus
- Semifinals and Final—Saturday and Sunday, May 19-20 at a TBD site.

Sports Committee

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

The Division III Women's Lacrosse Championship is under the control, direction and supervision of the Division III Women's Lacrosse Committee. Current members of the committee are:

Susan Fumagalli, Gettysburg College

Susan Hoffman, College of Brockport, State University of New York
Wynne Lobel, Pacific University
Scott Musa, Shenandoah University
Charlyn Robert, Nichols College, chair

For additional information about the lacrosse championship, contact:

Sherard Clinkscales Assistant Director of Championships NCAA P.O. Box 6222 Indianapolis, Indiana 46206-6222 Phone: 317/917-6474 Fax: 317/917-6235 E-mail: sclinkscales@ncaa.org	Charlyn Robert Director of Athletics Nichols College 121 Center Road Dudley, Massachusetts 01571 Phone: 508/213-2368 Fax: 508/213-2384 E-mail: charlie.robert@nichols.edu
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Annual Forms

Proposed Budget/Facility Evaluation Forms. Both the proposed budget and the facility evaluation forms are now available on the NCAA Web site at www.ncaa.org; under sports & spring sports; women's lacrosse, championship documents and forms. For institutions interested in hosting the first round or regionals, the forms are due at the NCAA national office **not later than April 30**.

Proposed Budget Form. 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://www.ncaa.org/champadmin/champ_budget/. Please note that the online 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 and on each sport specific Web site in the Documents and Forms section. If you have any questions regarding the new process, please contact Sherard Clinkscales.

[Reference: Dates and Sites, and Budgets in this handbook.]

Financial Report Form. A financial report, which is part of the proposed budget form, from each championship site must be submitted to the NCAA not later than 60 days after the conclusion of the competition. The women's lacrosse committee may assess a financial penalty against an institution that fails to submit the financial report within 60 days after the conclusion of the competition.

Expense Reimbursement Form. Expense forms will be available on the NCAA Web site in the championships administration section (www.ncaa.org/champadmin). In addition, the travel handbook will no longer be published. Instead, individual documents outlining the travel policies for each championship will be made available online, with the reimbursement forms. All transportation to be paid or reimbursed by the Association must be arranged in accordance with the procedures outlined in these documents. It is our belief that this will eliminate many of the problems members have had in the past in understanding how the policies differ for each championship. Forms

and policies can be mailed to the director of athletics of each competing institution, if they are unable to be accessed via the Web site. Please contact the NCAA travel department at 317/917-6757 or by e-mail at travel@ncaa.org, to receive hard copies of any of these documents.

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.

Determination of Competing Institutions

Championship Structure

The championship provides for a 28-team, single-elimination tournament. Twelve first-round games will be conducted at twelve campus sites. Eight second-round games and the quarterfinal games will be conducted at four regional sites to determine the teams that will advance to the semifinals. (Refer to Appendix A for the bracket and Appendix B for a listing of the regions.)

If, due to unforeseen circumstances, it becomes impossible to play a tournament game, the committee is authorized to determine which teams shall advance.

Championship Selection and Seeding

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

To be considered for selection for the championship, regular-season games that are tied after regulation play must be decided with an overtime period. Teams must play a minimum of eight NCAA varsity games.

The committee will select teams for the championship Sunday, May 9. The bracket will be available online (NCAA.com) and institutions have the ability to watch or call into listen to the CBS College Sports selection show.

The brackets will be available May 9 on the NCAA's official Web site at NCAA.com. CBS College Sports will also be conducting a selection show Sunday evening at a time to be determined. More details on the show will be sent to all institutions closer to the date.

Selection Guidelines

The 28-team field will consist of three selection pools. First, 17 berths (Pool A) will be allocated to automatic-qualifying conferences. The criteria for receiving automatic qualification are outlined in Bylaw 31.3.6 in the 2009-10 NCAA Division III Manual. Second, five berths (Pool B) will be reserved for true independents and those teams that are members of conferences that do not meet the criteria for automatic qualification. Third, six berths (Pool C) will be provided for those teams remaining from automatic-qualifying conferences that do not win their conference's automatic berth.

The 17 conferences that qualify for automatic qualification in 2010 are:

- Capital Athletic Conference
- Centennial Conference
- Colonial States Athletic Conference
- Empire 8
- Great Northeast Athletic Conference
- Liberty League
- Little East Conference

- Middle Atlantic States Conference
- New England Small College Athletic Conference
- New England Women's and Men's Athletics Conference
- New England Women's Lacrosse Alliance
- North Coast Athletic Conference
- Old Dominion Athletic Conference
- Skyline Conference
- State University of New York Athletic Conference
- The Commonwealth Coast Conference
- USA South Athletic Conference

A listing of all evaluation regions (listed by conference and Pool B teams) is listed in Appendix B.

The women's lacrosse committee, in cooperation with the Division III Championships Committee, has developed the guidelines below in an attempt to clearly define the criteria that will be used to select the tournament field.

Allocation of Berths

Pool B will be composed of 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 champion.

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.

There will be no maximum or minimum number of berths from one region. For the 2010 championship, no conference will receive more than one automatic berth.

Selection Criteria

The sports committee will select teams in Pools B and C based on the criteria below. The criteria of two or more teams will be compared to determine the higher ranked team.

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
 - **Opponents average winning percentage** – Take each opponents' regular won-lost percentage against other Division III teams (excluding the results against the team in question) and average the percentages.
 - **Opponents Opponents Average Winning Percentage** – The strength of each opponents schedule is measures 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).

- In-region head-to-head competition.
- In-region results versus common regional opponents.
- In-region results versus regionally ranked teams.
- Ranked opponents are defined as those teams ranked at the time of the rankings/selection process only.
 - Once a team is ranked in the sport's official rankings, it is always considered ranked.

Conference postseason contests are included.

- Contest versus provisional or reclassifying members in their 3rd and 4th years shall count in primary criteria. These members shall remain ineligible for rankings and selections.

- The “in-region results versus regionally ranked teams” criterion will be defined as those teams ranked at the time of the ranking/selection process.

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, NAIA, NCAA Divisions I and II).

- Overall Division III Strength of Schedule
 - Division III opponents average winning percentage
 - Division III opponents opponents average winning percentage
- Out-of-region head-to-head competition.
- Overall Division III win-loss percentage.
- Results versus common non Division III opponents.
- Results versus Division III teams ranked in other regions.
- Overall win-loss percentage.
- Results versus common out-of-region opponents.

Additionally, input is provided by regional advisory committees for consideration by the Division III Women's Lacrosse 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 Division III Women's Lacrosse Committee for selection purposes.

** Please note: To calculate Opponents' Average Winning Percentage (OWP) and Opponents' Opponents' Average Winning Percentage (OOWP) please see the examples and explanation below.

Opponents' Average Winning Percentage (OWP).

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).

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).

Definition of In-Region Competition

1. All competition within an institution's defined sport/evaluation region. [Appendix B]
2. All competition within a 200-mile radius from one institution to another.
3. All competition within an institution's defined geographic membership region. (Bylaw 4.13.1.1) [Appendix J]
 - Region 1 - Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, Rhode Island, Vermont
 - Region 2 - New York, Pennsylvania
 - Region 3 - Alabama, Arkansas, Florida, Georgia, Indiana, Kentucky, Louisiana, Michigan, Mississippi, North Carolina, Ohio, Puerto Rico, South Carolina, Tennessee, Virginia, West Virginia
 - Region 4 - Alaska, Arizona, California, Colorado, Hawaii, Idaho, Illinois, Iowa, Kansas, Minnesota, Missouri, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Texas, Utah, Washington, Wisconsin, Wyoming

The Microsoft MapPoint program (<https://web1.ncaa.org/TES/exec/login?js=true>), using the “shortest trip” option, will be used to confirm distance from campus to campus.

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

Regional Alignments

All members of a conference will be placed in the same region for evaluation purposes, unless the championships committee has granted an exception. The American Southwest Conference and Southern Collegiate Athletic Conference, Allegheny Mountain Collegiate Conference, North Eastern Athletic Conference and the University Athletic Association have been granted exceptions. Members of these conferences shall be placed in their natural geographical regions for evaluation purposes.

Recommendations that significantly affect championships formats or the membership in general must be approved at least one year before implementation, unless there is sufficient reason (e.g., overwhelming and documented support from the membership for such a recommendation) to establish an earlier effective date.

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.

Countable Competition. (Bylaw 31.3.3.1)

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 institution. Competition against service teams, professional teams, semiprofessional teams, amateur teams, two-year colleges and club teams shall be excluded.

Score Reporting Procedure

In an effort to streamline score reporting, the NCAA Division III Championships Committee has implemented online score reporting for all institutions sponsoring Division III women's lacrosse.

Your institution is required to enter your team's schedule on your initial online score-reporting form including conference tournament dates and sites **by Monday, March 22**. It will be your institution's responsibility to enter all game results, starting with your first game. **You must update the score reporting system with the latest results by 3 p.m. Eastern time the Monday after weekend play.** For any games after May 5 the scores must be updated immediately after each game, including postseason games (i.e. conference tournament contests) following the May national rankings.

The guidelines and penalties below as designed by the Division III Championship Committee, will be used when an institution fails to report its team scores/results each week:

- Four weeks prior to selections [Reporting Deadline – April 12, Ranking - April 14] (one week prior to the first publicized ranking): Committee members may contact coaches on an informal basis regarding failure to update schedules and/or scores.
- Three weeks prior to selections [Reporting Deadline – April 19, Ranking - April 21] (week of first official publicized ranking): A formal warning letter to all institutions failing to report scores. The letter must be addressed to the director of athletics; the head coach and the conference commissioner should be copied.
- Two weeks prior to and up to the week of selections [Reporting Deadlines – April 26, May 3 and May 9, Rankings - April 28 (publicized), May 5 (publicized) and May 9 (not publicized)] (weeks of the three remaining rankings): Committees may assess fines in the amount of \$50 per violation.
- Postseason: Committees will send a letter to the chief executive officer (CEO) of each institution that has not submitted payment for all fines assessed.

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 shall 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 later is determined to be ineligible or unavailable for NCAA championships competition. The championship liaison must be notified if this situation exists before April 28.

Religious and Commencement Conflicts

[Reference: Bylaws 31.1.4.1 and 31.1.4.5 in the NCAA Manual.]

Please note that the NCAA Division III Presidents Council has approved the following policies regarding championship competition:

Religious Reasons. If a participating institution has a written policy against competition on a particular day for religious reasons, it shall inform the NCAA championships staff liaison in writing one week before the selection date (Friday, April 30) in order for it or one of its student-athletes to be excused from competing that 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 championships staff liaison in writing one week before the selection date (Friday, April 30) 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.

Site Selection

[Reference: Dates and Sites, Pairings and Site Selection in this handbook and Bylaw 31.1.3 in the NCAA Manual.]

The site-selection criteria has been prioritized in the following order for the championship:

1. Quality and availability of the facility and other necessary accommodations.
2. Geographical location (including such factors as rotation of sites, weather, accessibility and transportation costs);
3. Seeding; and
4. Attendance history and revenue potential, which shall be considered necessary to assure fiscal responsibility.

Additionally, all sites selected to host must meet NCAA Women's Lacrosse Rules of required field dimensions.

NCAA Championships Policy Related to Sports Wagering. No pre-determined or non-predetermined 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.

Instructions to Competing Institutions

Accommodations

The host institution must make local reservations for the competing teams and advise them of the arrangements. All hotel accommodations should be equidistant from campus and be of an equal level of quality. Each competing institution is obligated to confirm the accommodations. Campus housing is not acceptable.

For all rounds, the host will reserve 20 double rooms for each institution competing. Institutions are responsible for the rooms reserved.

All-Tournament Selection

Twelve outstanding players will be selected at the championship. The announcement of the outstanding players will be made in conjunction with the presentation of awards. The two semifinal teams name two players each. The second-place team names three players and the championship team names five players (including the most outstanding player). Ballots will be passed out at the head coaches' and administrators' meeting and the committee will be responsible for their collection after each game.

Audio Coverage (Radio and Internet)

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

Awards

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

Official NCAA trophies and individual awards will be presented to the official travel party of the top four teams in the championship. Participation medallions will be provided to all student-athletes competing in or in uniform at the championship that do not receive an NCAA mini-trophy. These medallions will be sent to each preliminary round site tournament director to distribute to the non-advancing teams after competition in an on-field presentation, provided time exists.

Balls

The Brine yellow lacrosse ball will be used in all tournament games. These balls will be sent by the manufacturer to the tournament manager at the host institution for each round of competition. Each team must provide its own practice balls, except for the championship final site.

Banners

The display of institutional banners is subject to the approval of the games committee.

Banquet

A banquet will be held for the official travel parties of the competing teams of the championship Friday, May 21, at 7 p.m.

Conference Call Schedule

For first-round games, a mandatory conference call for participating teams and the NCAA site representative will be conducted Monday, May 10.

For regional competition, a mandatory conference call for participating teams and the NCAA site representative will be held Thursday, May 13.

For the championship, a mandatory conference call for participating teams, the host institution and the NCAA liaison and committee chair will be held Monday, May 17.

For all calls, each competing team's director of athletics (or designated representative) and head coach shall participate. Refer to Appendix D for the conference call agenda.

Drug Testing

[Reference: Drug Testing in the Division III 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.

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. At individual championships, drug-testing couriers will be instructed to remind selected student-athletes of such.

If drug-testing were to occur at the championship the following format would be used:

tested: Based on # of teams at site

Test Plan: 7 random from each team

Equipment

In accordance with Bylaw 12.5.4, athletics equipment (e.g., shoes, gloves, helmets, sticks) may bear only the manufacturer's normal label or trademark as it is used on all such items for sale to the general public. Failure to comply with this regulation may jeopardize a student-athlete's eligibility.

All equipment must conform to the specifications outlined in the NCAA Women's Lacrosse Rules Book.

Close-fitting gloves, nose guards and soft headgear may be worn by all players. All protective devices used should be close-fitting, padded where necessary, and not be of excessive weight.

Every stick brought to the field needs to be measured. Every stick bag must be emptied. Illegal sticks will be placed under the scorer's table. Sticks should be measured on the field. In the case of inclement weather, the games committee can agree to measure sticks at the teams' respective locker rooms.

For a media and officials timeout, players on the field should drop their sticks to indicate their place on the field. Student-athletes and coaches from the bench area will come out to the field to meet the players to conduct the timeout. Student-athletes in the substitution area can carry their stick with them to the team timeout area, only if conducting the substitution at that time

Film/Videotape Exchange

Competing institutions may exchange and view regular-season game film/videotape but may not exchange or view film/videotape from NCAA tournament games. Institutions are encouraged to discuss exchanging film directly with their opponents if possible. All film/videotape exchanged must be of complete games, and overnight mailed within 24 hours of the exchange agreement. Selection of game film is at the discretion of the coach supplying the tape.

Games Committee

First Round/Regionals. The Division III Women's Lacrosse Committee will designate an NCAA representative for each first-round/regional site; the host will be notified of this person's name and telephone number on the Monday before the competition. This representative will serve as chair of the games committee which for preliminary rounds will be comprised of the host institution's tournament director, an administrator from each competing institution (other than the head or assistant coach or athletic trainer), and the head official.

Championship's Games Committee. The Division III Women's Lacrosse Committee members and the tournament director comprise the games committee at the championship site. If a NCAA committee member is associated with an involved team, they will not serve as a games committee member. Charlyn Robert, committee chair, will chair the games committee, and NCAA representative Sherard Clinkscales will work with the committee in an advisory capacity.

Games Committee Duties. The games committee at each site will actively supervise the conduct of each contest.

Game Films/Videotape

Host teams are required to film all games at the final site. Copies of the game tape should be provided to participating institutions (must be done within 72 hours of the completion of the competition). If teams would like to videotape, the host must provide equitable areas for the teams. Teams advancing to the semifinal round must provide a copy of their last game to their scheduled opponent, no later than 5 p.m., Tuesday, May 18. This exchange may take place via Game Tape Exchange at: <http://gametapeexchange.com/>, provided both teams have access.

Game Staffing/Table Personnel

Table personnel must be experienced and knowledgeable of the game of women's lacrosse. The host institution should be able to accommodate a space at the table for a representative from each participating team.

Game Personnel. Besides officials, the following personnel are needed for each game:

1. One official scorer;
2. One clock operator;
3. Scoreboard operator;
4. Adult supervision at the scorer's table;
5. One public-address announcer;
6. At least four qualified statisticians;
7. Four ball retrievers (Ball retrievers must be at least 12 years of age and dress in attire that will distinguish them from the competing institutions and other sideline personnel. Please note this attire must adhere to the NCAA logo policy. The host institution is required to train and provide for the safety of the ball retrievers.); and
8. Five drug-testing couriers, if applicable.

Facility Management. Depending on the facility, the number of people needed in each category will vary. The types of personnel that is needed during the championship weekend is listed below:

1. Adequate security, with at least two uniformed security persons;
2. Ticket sellers;
3. Ticket takers;
4. Ushers;
5. Concession workers;
6. NCAA merchandise sellers and
7. Host/hostess/escort for officials to and from the locker room.
8. Hospitality area personnel.

Mascots

A team mascot shall be admitted, if in uniform, via the gate list furnished to the host institution by the competing institution's director of athletics; all other institutional representatives will be admitted only upon presentation of a ticket. The mascot is not allowed in the designated bench area and may only be in the spectator seating.

Media Arrangements

[Reference: Publicity and Promotion in the Division III General Section.]

Media Credentials. The NCAA shall control the issuing 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 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. To obtain credentials, call the host sports information office.

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

Open Practices. Representatives of the credentialed media will be permitted access to team practices only on the game field during scheduled practice hours with permission of the coach.

Postgame Interviews. Immediately after a 10-minute cooling-off period, an interview area will open to all certified members of the news media; all coaches and student-athletes must 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. The general policy is that the non-advancing team will be interviewed first. Coaches may waive the cooling-off period if they desire. 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 respective sports committee.

Regardless of any regular-season radio or television contract(s), the coach is obligated to address all media covering the championship and must report to the interview room immediately after the 10-minute cooling-off period. The coach cannot delay a postgame 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 locker 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 locker room before the 10-minute cooling-off period has ended, the locker 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 III General Section and Bylaws 31.0.2.3 and 31.1.8 in the NCAA Division III Manual.]

Head Coaches and Administrators’ Meetings. For all rounds, there will be a mandatory meeting of the host institution and participating school personnel, an official and the NCAA representative, to discuss policies and procedures related to the championship. Participating school personnel must include the head coach and an athletics director or senior woman administrator (or a designated administrator other than the head or assistant coaches) from each institution. This meeting must be conducted not less than two hours before the first game of all preliminary rounds. The games committee will be designated at the meeting.

Officials’ Meeting. For first-round games, an officials’ meeting will be conducted before competition. This meeting shall take place not less than 90 minutes before the game.

Recommended Meeting Schedule.

First Round Competition. The coaches meeting should be conducted on Wednesday no later than 2 p.m. (the head official must attend) and the officials meeting should be conducted at 2:30 p.m. (all officials must be in attendance) with competition to begin at 4 p.m. The officials must conduct a field inspection as part of their meeting. (If the game is to be conducted later that evening, please continue to follow the schedule to start the coaches meeting not less than 2 hours and the official’s meeting not less than 90 minutes prior to the start of the game.)

Regionals. An officials’ meeting must be conducted no less than three hours before the first game of regional play. The officials must conduct a field inspection as part of their meeting. The schedule would be as follows: officials meeting at 8:30 a.m. on Saturday (all officials in attendance) and the coaches meeting at 9 a.m. with the first game to begin at 11:30 a.m.

Championship Final Weekend. The coaches’ meeting will take place prior to the banquet on Friday night at 6 p.m. (head official in attendance). The officials meeting will be (all officials in attendance) Saturday.

Misconduct

[Reference: Misconduct in the Division III General Section and Bylaws 31.1.1.2 and 31.1.8 in the NCAA Division III Manual.]

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

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 13.1.8.

News, Media, Press Conferences and Satellite Feeds

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

Officials

Officials for all tournament games will be selected and assigned by the NCAA officiating coordinator for women’s lacrosse.

A head official will be designated for each site. Three field officials and one table official will be assigned to officiate each game. Each should hold a nationally recognized rating. The head official for the championship final weekend shall arrive the Thursday before competition to conduct a field inspection with the games committee and to present at the coaches’ meeting on Friday night. The full officials meeting at the championship site will take place the Saturday morning prior to the semi-finals.

Officials’ expenses and fees shall be as follows: \$200 (field and table officials) for first-round and regional games. The semifinal and final game officials will receive \$275 (field and table officials). All officials will receive travel expenses of 50 cents per mile, but not including local transportation. For the championship final, the head official shall receive an additional \$100 honorarium. In addition, the championships committees has approved air transportation for up to nine officials for any round of the championships. Officials will receive a \$45 per diem for meals and incidentals on each day of their assignments, beginning with the day of arrival and ending with the day of departure.

Practice

Practice access to all designated host-site fields is limited to the day before and the day of competition, weather permitting. If this is not possible, a practice field will be available to all teams the day before the game. All practices held the day before games will be closed with the exception of credentialed media and credentialed participants. The host institution is required to provide one set of goal cages for each team on the practice field and at the alternate indoor facility. A team is limited to not more than the 33 members of its traveling party participating in the practice sessions.

Teams are entitled to one practice opportunity in the first round. This may take place on Tuesday for 90 minutes or Wednesday for 60 minutes.

For practice and warm-ups, the game clock will start at the designated time from the schedule regardless if the participating team is on the field.

On game days, each team will be guaranteed 45 minutes on the field for its pregame warm-up before the introduction of the players.

For all rounds, except the championships, practice times will be assigned during each respective round conference call based upon travel distance for each team to the site. No team will be permitted to practice on the game field at any time other than its officially assigned time. Teams are permitted 90 minutes of practice on the game field (weather permitting). Indoor facilities should only be utilized in the occurrence of inclement weather and not in addition to the assigned 90 minutes of practice time, including warm up.

Championship site only: Institutions competing in the semifinals will be assigned a practice time determined by game time and visitor/home status. Those competing in the championship game will receive a shoot-around time for Sunday as noted below. This was decided last year at the annual meeting.

Regional competition

Teams will select available practice slots based on distance traveled (i.e., the team traveling the farthest has the first choice).

Friday. 1-1/2 hour time slots. (local host time).

Saturday. There are no practice times at regionals on Saturday.

Sunday. Shoot-around from 10-10:30 a.m. (game 1) and 10:35-11:05 a.m. (game 2). Shoot-arounds are limited to 30 minutes.

**These practice times are set and may not be altered unless there are extenuating circumstances.*

Championship Final Weekend

The following practice information has been determined:

Friday. Teams shall be provided 30 minutes on an adjacent field (an open grass space or one end of a field; if available, cages shall be provided with crease and lines drawn for goalie warm-up and team stretching). Each team then would move to the competition field for a one-hour practice.

Practice times are:	Alternate/Adjacent Field	Time on the Competition Field	
	7:55-8:25 a.m.	8:30-9:30 a.m.	Game 1 Visitor
	9:00-9:30 a.m.	9:35-10:35 a.m.	Game 1 Home
	10:05-10:35 a.m.	10:40-11:40 a.m.	Game 2 Visitor
	11:10-11:40 a.m.	11:45-12:45 p.m.	Game 2 Home

Saturday. No shoot-arounds shall be conducted. Teams will not be provided time on an alternate field for stretching with stick check and a 45-minute warm-up on the game field before the game.

Sunday. The highest seed will have its choice of shoot-around times.

Shoot-around times: Away Team 7:45 - 8:15 a.m.

Home Team 8:20 - 8:50 a.m.

**These practice times are set and may not be altered unless there are extenuating circumstances that are approved by the NCAA Division III Women's Lacrosse*

Committee.

Pregame Music

Warm-up music will be provided by the NCAA for all rounds. A host may not use its own warm-up music.

Programs

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

Advertising. Each program will include NCAA corporate champion and partner advertising. Additionally, programs may include non-competing national ads as well as local ads. All ads must follow NCAA advertising guidelines and are subject to NCAA approval. If your school would like to sell advertising into the official program or you know of an individual who would like to serve as a local advertising representative, please contact Doug Iler (502/459-4346; doug.iler@imgworld.com) 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 (859/226-4588; dan.king@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 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. 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 Host Communications.

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, Suite 200, 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, Suite 200, 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. 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.

Protest Procedure

The protest committee shall consist of the four officials; in case of a split decision, the decision of the head field official is final. (The NCAA representative will be present during discussions regarding protests.)

In the event of a protest, the coach must proceed to the scorer’s table, within a reasonable amount of time, and explain to the table official what is being protested. Only the misapplication of a rule may be protested; an official’s judgment may not. The table official will determine whether the situation is protestable and, if so, will call a timeout at the next dead ball so play will not be interrupted. The four officials will discuss the protest and advise the coaches of their decision.

Publicity and Promotion

Immediately after the selections of teams, all institutions should send promotional material to the sports information director at the host institution.

Promotional material should include up-to-date won-lost records, data on outstanding players, cumulative statistics, news releases and brochures.

The sports information director of each host institution will provide the sports information director of the visiting institution with a listing of the news outlets to which

publicity materials are to be directed and outline how each visiting director may assist in the promotion of the tournament.

Rules of Play

The 2010 championship will be conducted according to the NCAA Women's Lacrosse Rules Book.

Per NCAA Bylaw 17.32, 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.

Scouting of Opponents

All scouting of championship games must be done in person. No filming is permitted. No restrictions will be made to preclude competing teams from scouting another session of the championship playoffs; however, complimentary admission for scouts is not allowed. Opportunity for scouting should be equitable for all teams at each respective site.

Severe Weather Policy

In case of severe weather, the host institution's regular severe weather policy will be followed during all practices and games. Institutions with questions in establishing such a policy should refer to the NCAA Sports Medicine Handbook, guideline I-D, Lightning Safety.

If a game is delayed, the following warm-up times will be allowed before restarting play:

- Up to 45-minute delay—10-minute warm-up
- 40- to 60-minute delay—15-minute warm-up
- More than one-hour delay—20-minute warm-up.
- The warm-up times may be waived if both coaches agree.

Site Selection

[Reference: Site Selection in the Determination of Competing Institutions section of this handbook and Bylaw 31.1.3 in the NCAA Division III Manual.]

The governing sports committees shall evaluate prospective sites for NCAA championships in terms of the specific criteria approved by the Division III Championships Committee, which may assign specific priorities to these criteria. A governing sports committee that desires to use additional criteria shall obtain the approval of the Championships Committee before doing so.

Starting Times

Starting times for the games shall be as follows:

First Round – To be determined.

Regionals – 11:30 a.m. and 2:30 p.m., Saturday (local time)

Regional Final – 1 p.m., Sunday (local time)

Semifinals – 11 a.m. and 2 p.m., Saturday (local time)

Championship – noon (local time)

[Note: Participants in the second game are guaranteed 45 minutes of warm-up time.]

Any changes to these times must be approved by the women's lacrosse committee.

Team Personnel/Travel Party

Squad Size - 28 individuals

Official Travel Party - 33 individuals

Bench Area - 42 individuals

Additional Information/Requirements on Team Personnel:

Squad Size. Participating teams are limited to a maximum of 28 players. Each team must designate its 28 players to be used in that round during the pregame meeting. After the game starts, no replacements will be permitted for any reason. An institution that is advised it is in violation of this regulation and does not promptly conform 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.

Official Travel Party. There are 33 individuals in each team's official travel party with not more than 28 participants in uniform. The members of the official travel party will receive a credential and transportation and per diem will be provided to cover the 33 individuals. **Please see Appendix I for a copy of the official travel party form that must be brought to the coaches' meeting at each round of the championship.**

Bench Area/Passes. For all NCAA championship games, the NCAA representative(s) will designate the bench areas for the teams. The home team will be assigned the bench to the right as one faces the scorer's table from the field. The bench and travel party credentials will be distributed at the coaches meeting.

A total of 42 individuals from each institution may be in the bench area during the competition. This total must include an administrator from the participating institution. The 42 individuals in the bench area must be institutional personnel or team members, no other individuals (i.e. family members or children) are allowed in the immediate bench area.

Please note: Anyone above the official travel party number of 33 must purchase a ticket to the competition, even if they receive a bench pass. **No bench personnel may take photographs.** Each institution is allotted 9 bench passes to distribute to their team personnel above and beyond the 33 members of the official travel party, and as stated above those 9 individuals with the bench pass must also purchase a ticket to the competition. Each institution should designate one person to serve at the official scorers' table. **No photography in the bench area.**

Television News

Unless the NCAA has awarded live television rights for a game in the championship, the games committee of that championship may permit single television stations or broadcast and/or cable networks to air action footage of a game on a live or delayed basis on their regular television news programs. If live rights to a game have been awarded, game coverage may be presented only after the game being documented has been completed. Unless otherwise approved by the NCAA, such coverage shall not exceed three minutes of action footage of the championship unless broadcast rights have been secured from the NCAA by payment of a rights fee. Such a “news program” shall be a regularly scheduled program devoted exclusively to general news and/or sports news. Sports entertainment programs do not qualify under this provision.

Television/Radio/Film Rights

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

Tickets

[Reference: Tickets in the general section of this handbook.]

Please note that for NCAA championship events there are no complimentary tickets. The minimum ticket prices for preliminary-round games are \$3 for adults and \$2 for students with ID cards from the host or participating institutions.

The ticket prices for the championship games will be as follows:

Single Game Ticket Prices	
Adult	\$10
Student	\$5
Child	\$2
All Sessions Ticket Prices	
Adult	\$15
Student	\$8
Child	\$3

Children three years of age and younger may be admitted to any game for \$1.

Transportation

[Reference: Team Personnel/Travel Party in this handbook and Per Diem and Transportation in the Division III General Section.]

Transportation for Teams. Teams located within 500 ground miles of the competition site are required to travel via ground transportation. Mileage is calculated on the shortest route through Microsoft MapPoint (<https://web1.ncaa.org/TES/exec/login?js=true>). Teams approved for air travel must make flight arrangements through Short’s Travel Management at 866/655-9215.

The host institution is urged to assist each team in arranging for local transportation (i.e., reserve team buses in advance or provide names and telephone numbers of companies that could be contacted).

For more travel information and the reimbursement forms and policies, please go online to: NCAA.org.

Game Officials’ Transportation. Travel expenses for the officials will be paid according to the actual mode of transportation, not to exceed jet coach air fare or 50 cents per mile, but not including airport 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, 866/821-8547.

Uniform Logos

The provisions of Bylaw 12.5.4 indicate that an institution’s official uniform and all other items of apparel (e.g., socks, headbands, T-shirts, wristbands, visors or hats, swim caps, 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 restrictions.

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 practices, 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. Non-compliance with this legislation could result in loss of eligibility, forfeiture of points earned by those ineligible student-athletes and adjustment of team standings.

Uniforms

The home team (as determined by the women’s lacrosse committee) will wear light-colored uniforms for all rounds of competition.

In competition and during related ceremonies (pregame/warm-up, introductions, award ceremonies and postgame interviews), student-athletes in the championship shall wear exclusively the official uniform of their institutions. This applies to warm-up uniforms and competitive uniforms. All uniforms must meet the provisions of Bylaw 12.5.4 (b) regarding commercial identification.

Laundry services must be arranged through the host institution for the participating teams.

Videotapes, Films and Still Photographs

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

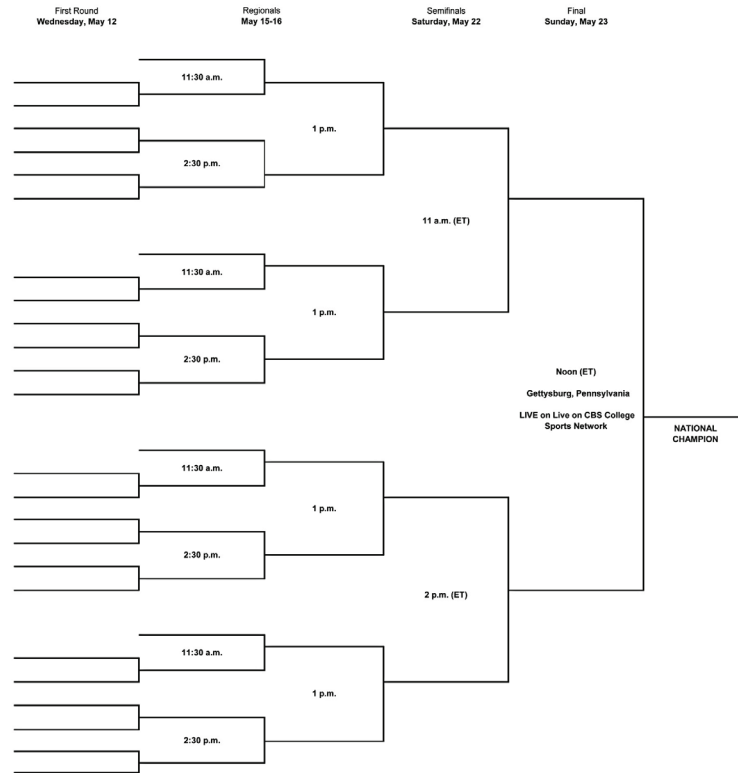
Web site/Internet

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

Appendix A

Championship Bracket

Division III Women's Lacrosse



In the first round, the home team is the host institution. During Regionals, the team with byes are the host institution
 * Host Institution

Appendix B

2009-10 Regions

METRO REGION

Pool A

Centennial Conference

- | | |
|-----------------------------|-------------------------------|
| Bryn Mawr College | McDaniel College |
| Dickinson College | Muhlenberg College |
| Franklin & Marshall College | Swarthmore College |
| Gettysburg College | Ursinus College |
| Haverford College | Washington College (Maryland) |

Colonial States Athletic Conference

- | | |
|--------------------------|------------------------------|
| Cabrini College | Marywood University |
| Cedar Crest College | Neumann College |
| Centenary College (N.J.) | College of Notre Dame (M.D.) |
| Gwynedd-Mercy College | Rosemont College |
| Immaculata University | |

Middle Atlantic States Conference

- | | |
|---|-------------------------|
| Alvernia College | Lycoming College |
| Arcadia University | Manhattanville College |
| Eastern University | Messiah College |
| Elizabethtown College | Misericordia University |
| Fairleigh Dickinson University, Florham | Widener University |
| King's College (Pennsylvania) | Wilkes University |
| Lebanon Valley College | |

Skyline Conference

- | | |
|--|---|
| Bard College | Ramapo College |
| Kean University | State University of New York at Farmingdale |
| Montclair State University | State University of New York at Maritime |
| Mount Saint Mary College (New York) | The Sage Colleges |
| College of Mount Saint Vincent | |
| Polytechnic Institute of New York University | |

Pool B

- | | |
|---------------------------------|---------------------------|
| Catholic University | University of Scranton |
| Drew University | Susquehanna University |
| Goucher College | The College of New Jersey |
| Lancaster Bible College | Rowan University |
| Moravian College | Wilson College |
| Penn State University, Abington | |

NEW ENGLAND REGION

Pool A

Great Northeast Athletic Conference

Emerson College	Rivier College
Lasell College	Pine Manor College
Mount Ida College	St. Joseph College (Connecticut)
Norwich University	Saint Joseph's College (Maine)

Little East Conference

Eastern Connecticut State University	Rhode Island College
Keene State College	University of Southern Maine
University of Massachusetts, Dartmouth	Western Connecticut State University
Plymouth State College	

New England Small College Athletic Conference

Amherst College	Middlebury College
Bates College	Trinity College (Connecticut)
Bowdoin College	Tufts University
Colby College	Wesleyan University (Connecticut)
Connecticut College	Williams College

New England Women's Lacrosse Alliance

Becker College	Fitchburg State College
Bridgewater State College	Thomas College
Castleton State College	Westfield State College
Elms College	Worcester State University

New England Women's and Men's Athletics Conference

Babson College	Springfield College
Massachusetts Institute of Technology	Wellesley College
Mount Holyoke College	Wheaton College (Massachusetts)
Smith College	

The Commonwealth Coast Conference

Anna Maria College	University of New England
Colby-Sawyer College	Nichols College
Curry College	Regis College
Endicott College	Roger Williams University
Gordon College	Salve Regina University
New England College	Western New England College

Pool B

Daniel Webster College	Husson University
Framingham State College	University of Maine, Farmington
Green Mountain College	Simmons College

NEW YORK REGION

Pool A

Empire 8

Alfred University	Rochester Institute of Technology
Elmira College	St. John Fisher College
Hartwick College	Stevens Institute of Technology
Ithaca College	Utica College
Nazareth College	

Liberty League

Clarkson University	Skidmore College
Hamilton College	Union College (New York)
Rensselaer Polytechnic Institute	Vassar College
University of Rochester	William Smith College
St. Lawrence University	

State University of New York Athletic Conference

College at Brockport, State University of New York	State University of New York at Morrisville
Buffalo State College	State University College at New Paltz
State University College at Cortland	State University College at Oneonta
State University College at Fredonia	State University of New York at Oswego
State University College at Geneseo	State University College at Potsdam

Pool B

Cazenovia College	Medaille College
Keuka College	Wells College

SOUTH ATLANTIC REGION

Pool A

Capital Athletic Conference

Hood College	Salisbury University
University of Mary Washington	Stevenson University
Marymount University (Virginia)	Wesley College
St. Mary's College of Maryland	York College of Pennsylvania

Old Dominion Athletic Conference

Bridgewater College (Virginia)	Randolph-Macon College
Guilford College	Roanoke College
Hollins University	Sweet Briar College
Lynchburg College	Virginia Wesleyan College
Randolph College	Washington and Lee University

USA South Athletic Conference

Christopher Newport University	Methodist College
Ferrum College	North Carolina Wesleyan College
Greensboro College	Shenandoah University
LaGrange College	

Pool B

Frostburg State University	Trinity College (District of Columbia)
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WEST REGION

Pool A

North Coast Athletic Conference

Allegheny College	Ohio Wesleyan University
Denison University	Wittenberg University
Kenyon College	College of Wooster
Oberlin College	

Pool B

Albion College	North Central College
Adrian College	Occidental College
Birmingham-Southern College	Pacific University (Oregon)
Carthage College	Pomona-Pitzer Colleges
Claremont McKenna-Harvey Mudd-Scripps Colleges	University of Puget Sound
Colorado College	University of Redlands
University of Dallas	Saint Vincent College
Fontbonne University	University of the South
Linfield College	Trine University
College of Mount St. Joseph	Washington & Jefferson College
	Waynesburg University
	Whittier College

Appendix C

Championship Final Weekend Schedule

Pre-match Schedules

- No game will begin before its scheduled starting time;
- Halftime will be 10 minutes (for the championship final on Sunday halftime will be 15 minutes due to live television);
- At the conclusion of each game, there will be a 10-minute cooling-off period. Institutions' SIDs will be responsible for assisting with the postgame interviews.

Friday

Teams shall be provided 30 minutes on an adjacent field. Each team then would move to the competition field for a one-hour practice.

Adjacent Field	Time on the Competition Field
7:55-8:25 a.m.	8:30-9:30 a.m.
9:00-9:30 a.m.	9:35-10:35 a.m.
10:05-10:35 a.m.	10:40-11:40 a.m.
11:10-11:40 a.m.	11:45-12:45 p.m.

6 p.m. – Coaches Meeting

7 p.m. – Banquet

No shoot-arounds shall be conducted. Teams shall be provided time for stretching with stick check and a 45-minute warm-up on the game field before game.

Clock Time	Actual Time	
	10 a.m.	Stick Measurement
45:00	10:05 a.m.	Pregame warm-up for Game 1
5:00	10:45 a.m.	Captains meeting
0:00	10:50 a.m.	Field cleared
	10:55 a.m.	Introduction of teams/National Anthem
	11 a.m.	Game 1

For the second game the following time schedule will be utilized:

Clock Time	Actual Time	
	1 p.m.	Stick measurement
45:00	1:05 p.m.	Pregame warm-up
5:00	1:45 p.m.	Captains meeting
0:00	1:50 p.m.	Field cleared
	1:55 p.m.	Introduction of teams
	2 p.m.	Game Begins

If games fall behind schedule, the following schedule will be used to guarantee the 45-minute warm-up:

Clock Time

45:00	Pregame warm-up for Game 2
5:00	Captains meeting
0:00	Field cleared
	Introduction of teams
Approx. 2 p.m.	Game 2 begins

**Note: Bench areas must be cleared 10 minutes after the final horn of each game.*

At the conclusion of each championship semifinal, there will be a trophy presentation to the non-advancing team.

Sunday

One-half hour shoot-around times from 7:45 - 8:50 a.m. for competing teams

7:45-8:15 a.m.	Away Team Shoot-around time
8:20-8:50 a.m.	Home Team Shoot-around time

Clock Time	Actual Time	
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	11 a.m.	Stick measurement
45:00	11:05 a.m.	Pregame warm-up
5:00	11:45 a.m.	Captains meeting
0:00	11:50 a.m.	Field cleared
	11:55 a.m.	Introduction of teams/National Anthem
	noon	Game Begins

At the conclusion of the national championship game, an awards ceremony will immediately follow.

Schedule is subject to change, per the Division III Women's Lacrosse Committee.

Appendix D

CONFERENCE CALL AGENDA

INTRODUCTION

Welcome and congratulations to participants
Thank host
Introductions/Roll Call
Contact Information: Host – Tournament Director, SID, Trainer
NCAA – Liaison, Chair, Site Rep

LOGISTICS

Game dates/times
Games committees (Pg.19)
Meetings – Location/Times – officials/coaches (Pg.22)
Schedule of Events (App.C - regional and final weekend)
Facility/Field surface (App. E)
Practice Schedule (Pgs. 23-24) (App.C - final weekend)

TEAMS

Transportation arrangements/arrival (Pgs. 29-30)
Lodging Arrangements – location, contact at hotel, confirmation numbers (Pg.17)
Team Personnel/Official Travel Party (Squad Size/Bench Party) (Pg. 29)
Uniforms – color (Pg. 31)
Tickets (Pg. 30)
Laundry – post game collection methods
Locker room assignments
Training/Medical services
Filming/videotaping of competing institutions (Pg. 20)
Event 1 Merchandise – team order information
Final Site only:
Banquet – time, location, tickets available for sale, designated student-athletes to speak
Halftime procedures

MEDIA

Media access/credentials – practices on game field only (Pg. 21)
Radio Stations

CLOSING

Championships handbook and participant manual – Print off and have with you
Official Travel Party Form (App. H) - complete and submit to NCAA rep at each coaches meeting

Appendix E

Field Dimensions

(Note: Please refer to 2009-10 NCAA Women's Lacrosse Rules Book for any changes or updates.)

SECTION 1. The playing area shall be rectangular and marked with a solid lined boundary. The field should be between 101m and 128m (110 to 140 yds.) from end line to end line; and between 55m and 64m (60 to 70 yds.) from sideline to sideline. The goals shall be placed not more than 92m (100 yds.) and not less than 82m (90 yds.) apart, measured from goal line to goal line. There must be a minimum of 9m (10 yds.) and a maximum of 18m (20 yds.) of space behind each goal line, extending to the end line and running the width of the field. Effective with the 2011 season, the distance from the goal line to the end line must only be 9m (10 yds.). There must be a minimum of 4m (4.4 yds.) of space between the sideline boundary and the scorer's table. There should be at least 4m of space between the other sideline and any spectator area. There should be 2m (6'6") of space beyond each end line.

SECTION 2. It shall be the host institution's responsibility to see that the field is in proper condition for safe play, and that the field is consistent with the rules. Where optimal field dimensions as listed in Rule 1-3 are not or cannot be met due to field-space limitations, play may take place if the visiting team has been notified in writing before the day of the game and personnel from both participating teams agree. However, the minimum distance of 9m (10 yds.) of space from goal line to end line must be maintained. Soft/flexible cones, pylons or flags must be used to mark the corners of the field. The playing area must be flat and free of glass, stones and any protruding objects. No additional marks may be added to the field. New Field Construction

SECTION 3. Optimal field dimensions shall be 65 yards in width and 120 yards in total length, with goals 100 yards apart and 10 yards of space behind each goal line. Additional space outside the playing area is required. See Rule 1-1.

Line Size and Color

SECTION 4. All lines are 5cm-10.1cm (2"-4") wide, except the goal line, which shall be 5cm (2") wide. It is recommended that all lines be painted white or a single contrasting color.

Restraining Line

SECTION 5. The restraining line, a solid line 27m (30 yds.) up field from each goal line, shall extend across the width of the field. It must be clearly distinguishable as the restraining line, for example, the only line on the field, or marked in a different color, or marked with X's. Cones shall not be used for this purpose.

Center Circle

SECTION 6. There is a circle, with a radius of 9m (30'), in the center of the field and through the center of this a line 3m (9'11") in length, parallel to the goal lines.

Arc and Fan

SECTION 7. An arc and fan shall be marked 8m (26'4") and 12m (39'4"), respectively, from the goal circles. The arc and fan shall be measured from the center of the goal line 10.6m (34'10") for the 8-meter mark and 14.6m (47'9") for the 12-meter mark. The 8-meter arc shall end on a line on each side that runs from a point on each side of the goal circle, where, if the goal line were continued, would cross the goal line. This line will be at a 45-degree angle to the goal line extended. The 12-meter fan will end at the goal line extended.

SECTION 8. The 8-meter arc will be sectioned off by hash marks 30.5cm (1') in length, perpendicular and bisecting the arc. These will be measured 4, 8 and 12 meters, respectively, from either side of the center hash mark, which shall be measured from the center of and perpendicular to the center of the goal line (10.6m/34'10"). Two additional 30.5cm (1') marks will be made 8 meters from the goal circle, perpendicular to the goal line extended.

Substitution Area

SECTION 9. The substitution area shall be in front of the scorer's table and centered at the midfield line. The area will be sectioned off by two hash marks, 2m-4m in length. The hash marks will be placed perpendicular to and touching the sideline with each one placed 4.5m (5 yds.) from the center line of the field.

Team Bench Area

SECTION 10. The team bench area is defined as the area from the end of the substitution area to the team's restraining line, and behind the level of the scorer's table extended. Nonplaying team personnel must remain in their team bench area. Violation of this rule will be assessed as a misconduct foul.

Scorer's/Timer's Table

SECTION 11. A scorer's/timer's table will be set up at midfield, at least 4m (4.4 yds.) from the designated playing boundaries on the teams' bench side. An accurate visible score must be continuously displayed. A visible clock is recommended.

Coaching Area

SECTION 12. Coaches must remain within their own coaching area, that is, the area on the bench/table side of the field extending from their side of the substitution area to their end line, and up to the sideline. Violation of this rule is misconduct.

A.R. 1-1. An assistant coach is on the opposite side of the field from the scorer's table coaching his/her team. RULING: ILLEGAL. A coach may move along the bench/table side boundary line from the substitution area to his/her end line only. Violation is considered misconduct.

Spectator Areas

SECTION 13. Spectators must be kept back at least 4m (4.4 yds.) from the sidelines. Spectators are not allowed immediately behind the team bench or table area, except in permanent stadium seating. No spectators are allowed behind the end lines, except in permanent stadium seating positioned behind protective netting or fencing.

Directions for 8-Meter Arc/12-Meter Fan

8-METER ARC (See Diagram Below)

1. The two sidelines are made first. Run string from the point (A) on the back of the goal circle that is perpendicular to the goal line at its center, to the points on the goal circle (B), where if the goal line were extended would intersect the circle. Extend and mark these lines (45-degree angle) from the goal circle (B) 8.58m (28'3") to point C.
2. To mark the curve of the arc, measure from the center of the goal line (D) 10.6m (34'10") to G connecting the sidelines. The arc will now be 8 meters from the circle.
3. The center hash mark 30.5cm (1') on the 8-meter arc shall be measured from the center of and perpendicular to the goal line (10.6m/34'10"). The other hash marks will be measured 4, 8 and 12 meters, respectively, from either side of the center hash mark. Two additional hash marks will be made 8 meters from the goal circle, perpendicular to the goal line extended.

Appendix F

Credential and Ticket Disclaimers

Conditions Placed on Use of Credentials

This working credential is issued for the sole purpose of providing facility access to an accredited agency's full-time salaried employee who has a legitimate working function (media or game service) in connection with this championship. It is nontransferable. Any unauthorized use of this credential subjects the bearer to ejection from the facility and prosecution for criminal trespass.

Any secondary use of any picture, audio description, film/tape or drawing of the game taken or made by the accredited organization or individual to whom this credential has been issued (including but not limited to use in delayed editorial or noneditorial, advertising, sales promotion or merchandising) is prohibited without prior specific written approval of the National Collegiate Athletic Association.

Television stations, networks or cable systems taping game action shall use the network feed via the video and audio distributing facilities provided by the NCAA. **Television stations, networks or cable systems taping NCAA championship competition recognize that any tapes may be used only in connection with a regularly scheduled television newscast within a seven-day period after the game and the film clip or taped portion of each such showing will not exceed three (3) minutes in length. Neither live nor delayed footage of a game may be shown until the telecast of that game has been completed.**

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

Radio stations that have not purchased rights shall not carry any broadcast report from the playing field on a live basis or any live description of any game action while it is still in progress. A station may report on events of the championship (other than on a live basis from the playing field) for broadcast within a newscast and is not precluded from reporting or updating the score of a game while it is in progress except from the playing field or in the stadium proper.

Television/radio stations, networks or cable systems agree to indemnify and save harmless the NCAA, its officers, agents, employees, and each of its member institutions, their officers, agents and employees, of and from any and all claims, demand and causes of action arising out of anything done or purported to have been done by the television/radio stations, networks or cable systems, its agents or assigns.

The aforementioned further agrees to release the NCAA and all persons and educational institutions involved in the management or production of the competition

from any claim or liability arising from failure to provide space for telecasting/broadcasting, or other facilities for the television/radio station, network or cable system.

Acceptance of this credential constitutes agreement by the bearer and his or her organization to abide by the foregoing conditions. Thank you for your cooperation.

NATIONAL COLLEGIATE ATHLETIC ASSOCIATION

2009-2010 Standard Ticket Back Disclaimer

GENERAL GUIDELINES. The ticket back language should be placed on the back of the ticket stubs, but if it cannot be done (as is the case with some championships where this language may not appear due to cost factors - e.g., no new ticket stock is produced), this language must at a minimum be posted at all ticket windows for the patrons to see, be included as an insert with the ticket mailing, etc. The patrons just need to be placed on notice about the restrictions.

Please note that the bold information in the middle of the document will need to be replaced with either just "no readmittance" as is already listed, or delete the "no readmittance" language as well and list the actual readmittance policy in succinct terms if one is allowed at a given venue.

If you receive a request for a variance in the language listed below or if there is anything sport or venue specific that you would like to include on your ticket back disclaimer language, please consult directly with Jay Rossello, and copy Randy L. Buhr on any correspondence. In addition, if the championships event uses an official, authorized secondary ticket seller (e.g., RazorGator), please also consult Mr. Rossello and copy Mr. Buhr on any correspondence.

In addition, please review the online NCAA Championships Promotions Playbook for more detailed information regarding the rules related to the use of existing ticket stock or event-specific ticket stock. The entire section can be found at the following link: <http://www.ncaa.org/wps/ncaa?ContentID=2658>.

The following is the 2009-2010 standard ticket back disclaimer language:

THIS TICKET IS A REVOCABLE LICENSE
USER ACCEPTS RISK OR INJURY

The ticket purchaser/holder ("Holder") voluntarily assumes all risk of property loss and personal injury arising during its use. Management may revoke the license and eject or refuse entry to the Holder for violation of ticket terms and conditions, facility rules, illegal activity or misconduct. Holder may not go into the competition area or interfere in any way with the play of the contest. Any Holder interfering with the play of the contest may be subject to ejection from the venue. Tickets reported as lost or stolen may not be honored and may not be replaced nor the price refunded. This ticket may not be duplicated. Holder may not solicit contributions or distribute literature on the premises. Every person, two years of

age and older, must have a ticket to enter the facility. Entry will be at the venue's discretion, unless proof of age is provided. Those under two must be accompanied by a person with a valid, admission ticket. Holder may not bring alcoholic beverages, bottles, cans or containers, laser pointers, irritants (e.g., artificial noisemakers) or strobe lights onto the premises. Promotional items (e.g., shakers, cups, flags, etc.) with commercial slogans or identification also are prohibited. Noncommercial signs, flags or banners that, in the opinion of the NCAA, reflect good sportsmanship, can be held by one individual and do not block the view of other ticket patrons, are permitted. No signs, flags, or banners of any size may be affixed to the facility. Holder shall not sell, transmit or aid in transmitting any description, account, picture, recorded transmission, video recording or other reproduction of the contest to which this ticket is issued. Holder expressly grants the NCAA and its licensees to use Holder's image or likeness in connection with any live or recorded transmission or reproduction of such event. Unless specifically authorized in advance by the NCAA, this ticket may not be offered in a commercial promotion or as a prize in a sweepstakes or contest. The NCAA may choose to relocate the event to another facility. The NCAA shall not be responsible for punitive, incidental, consequential or special damages. This ticket may not be sold above face value. No refunds or exchanges will be permitted. No readmittance. **(NOTE: PLEASE FIND OUT READMITTANCE POLICY FROM YOUR VENUE IN ADVANCE OF PRINTING THE TICKETS. EITHER LEAVE "NO READMITTANCE" LANGUAGE AS LISTED IN THE LAST SENTENCE OR STATE THE VENUE POLICY IN A VERY CONCISE MANNER, IF IT DIFFERS. IF THERE IS A READMITTANCE POLICY, OBTAIN APPROVAL FROM THE SPORTS COMMITTEE).** Access to the venue listed on the front of this ticket (or substitute venue) by any person other than the original purchaser of this ticket may be denied. If access is denied, no refund of the ticket price will be due. Persons selling or reselling tickets in violation of any applicable city, county or state regulations, ordinances or laws are subject to arrest and prosecution. The Holder of this ticket agrees not to take any action, or cause others to take any action, which would infringe upon the NCAA's rights. Purchase or use of this ticket constitutes acceptance of these terms.

TIMES ARE SUBJECT TO CHANGE.

Appendix G

Regional Advisory Committees

METRO REGION		
Name	Institution	Conference
Susan Fumagalli, chair	Gettysburg College	Centennial
Adrienne Booth	Farleigh Dickinson - Florham	Middle Atlantic
Sarah Kurpel	Neumann College	CSAC
Laura Moan	Susquehanna University	Landmark
Nicol Parcelluzzi	Montclair State University	Skyline
Kristen Stuckel	Muhlenberg College	Centennial
NEW ENGLAND REGION		
Charlyn Robert, chair	Nichols College	Commonwealth Coast
Kristie Baldwin	New England College	Commonwealth Coast
Erin Brennen	Pine Manor College	Great Northeast
Jennifer Burrows	Western Connecticut State University	Little East
Deb Draper	Worcester State College	New England Women's Lacrosse Alliance
Kully Reardon	Babson College	NEWMAC
Robin Sheppard	Trinity University (Connecticut)	NESCAC
NEW YORK REGION		
Susan Hoffman	College at Brockport, SUNY	ECAC
Jodi Canfield	St. Lawrence University	Liberty League
Celine Cunningham	Stevens Institute of Technology	Empire 8
Carly Ritchlin	SUNY Geneseo	SUNYAC
SOUTH ATLANTIC REGION		
Scott Musa, chair	Shenandoah University	USA South
Karen Harvey	Ferrum College	USA South
Dan Kanach	Randolph-Macon College	Old Dominion
Kathy Riley	Stevenson University	Capital Athletic
WEST REGION		
Wynne Lobel, chair	Pacific University (Oregon)	Independent
Stephanie Brzezowski	Denison University	NCAC
Paula Habel	Allegheny College	NCAC
Suzette Soboti	University of the Redlands	Independent

Appendix H

OFFICIAL TRAVEL PARTY FORM

2010 NCAA Division III Women's Lacrosse Championship - 33 members

Institution:	
Head Coach	
Emergency Contact:	Number:
Championship Hotel Information:	

	Name	Uniform No.		Name	Uniform No.
1.			15.		
2.			16.		
3.			17.		
4.			18.		
5.			19.		
6.			20.		
7.			21.		
8.			22.		
9.			23.		
10.			24.		
11.			25.		
12.			26.		
13.			27.		
14.			28.		

29.		Head Coach
30.		Administrator
31.		
32.		
33.		

*** Please note all listed individuals outside of the student-athletes must be institutional personnel.*
Please hand carry a completed copy of this form to all coaches' meetings at every round of the championship.

Appendix I

Membership Regions

The membership regions are defined as what is listed in Bylaw 4.13.1.1:

Region 1 — Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, Rhode Island, Vermont

Region 2 — New York, Pennsylvania

Region 3 — Alabama, Arkansas, Florida, Georgia, Indiana, Kentucky, Louisiana, Michigan, Mississippi, North Carolina, Ohio, Puerto Rico, South Carolina, Tennessee, Virginia, West Virginia

Region 4 — Alaska, Arizona, California, Colorado, Hawaii, Idaho, Illinois, Iowa, Kansas, Minnesota, Missouri, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Texas, Utah, Washington, Wisconsin, Wyoming.

Sponsorship List by Membership Regions

Region 1

Amherst College
 Babson College
 Bates College
 Becker College
 Bowdoin College
 Bridgewater State College
 Castleton State College
 Catholic University
 Centenary College (New Jersey)
 Colby College
 Colby-Sawyer College
 Connecticut College
 Curry College
 Drew University
 Eastern Connecticut State University
 Elms College
 Emerson College
 Endicott College
 Fairleigh Dickinson University, Florham
 Frostburg State University
 Gordon College
 Goucher College
 Green Mountain College
 Hood College
 Kean University
 Keene State College
 Lasell College
 Massachusetts Institute of Technology
 University of Massachusetts, Dartmouth
 Middlebury College
 McDaniel College
 Montclair State University
 Mount Holyoke College
 University of New England
 New England College

The College of New Jersey
 Nichols College
 Norwich University
 College of Notre Dame (Maryland)
 Pine Manor College
 Plymouth State College
 Regis College (Massachusetts)
 Ramapo College
 Rhode Island College
 Roger Williams University
 Rowan University
 Salisbury University
 Salve Regina University
 Smith College
 University of Southern Maine
 Springfield College
 St. Joseph College (Connecticut)
 St. Mary's College of Maryland
 Stevens Institute of Technology
 Thomas College
 Trinity College (Connecticut)
 Trinity College (District of Columbia)
 Tufts University
 Villa Julie College
 Washington College (Maryland)
 Wellesley College
 Wesley College
 Wesleyan University (Connecticut)
 Western Connecticut State University
 Western New England College
 Westfield State College
 Wheaton College (Massachusetts)
 Williams College
 Worcester State College

Region 2

Allegheny College
 Alvernia College
 Alfred University
 Arcadia University
 Buffalo State College
 State University College at Brockport
 Bryn Mawr College
 Cabrini College
 Cazenovia College
 Cedar Crest College
 Clarkson University
 State University College at Cortland
 Dickinson College
 Eastern University
 Elizabethtown College
 Elmira College
 State University of New York at
 Farmingdale
 Franklin & Marshall College
 State University College at Fredonia
 State University College at Geneseo
 Gettysburg College
 Gwynedd-Mercy College
 Hamilton College
 Hartwick College
 Haverford College
 Immaculata University
 Ithaca College
 Keuka College
 King's College (Pennsylvania)
 Lycoming College
 Manhattanville College
 State University of New York at Maritime
 Marywood University

Medaille College
 Messiah College
 College Misericordia
 Moravian College
 College of Mount St. Vincent
 Muhlenberg College
 Nazareth College
 Neumann College
 State University of New York at Oneonta
 State University of New York at Oswego
 State University College at Potsdam
 Rensselaer Polytechnic Institute
 University of Rochester
 Rochester Institute of Technology
 Rosemont College
 Russell Sage College
 University of Scranton
 Susquehanna University
 Swarthmore College
 Skidmore College
 St. John Fisher College
 St. Lawrence University
 Union College (New York)
 Ursinus College
 Utica College
 Vassar College
 Washington & Jefferson College
 Waynesburg College
 Wells College
 Widener University
 Wilkes University
 William Smith College
 York College (Pennsylvania)

Adrian College
 Birmingham-Southern College
 Bridgewater College (Virginia)
 Christopher Newport University
 Denison University
 Ferrum College
 Greensboro College
 Guilford College
 Hollins University
 Kenyon College
 Lynchburg College
 University of Mary Washington
 Marymount University (Virginia)

Region 3

Methodist College
 Oberlin College
 Ohio Wesleyan University
 Randolph-Macon College
 Roanoke College
 Shenandoah University
 Sweet Briar College
 Tri-State University
 Virginia Wesleyan College
 Washington and Lee University
 Wittenberg University
 College of Wooster

Region 4

Claremont McKenna-Harvey Mudd-
 Scripps Colleges
 Colorado College
 University of Dallas
 Fontbonne University

Linfield College
 Pacific University (OR)
 Pomona-Pitzer Colleges
 University of Puget Sound
 University of Redlands
 Whittier College

Appendix J

OFFICIALS' MEETING CHECKLIST

1. Welcome and introductions.
2. Review assignments/table official's responsibilities.
3. Game timeline.
4. Review protest procedure.
5. NCAA rules (points of emphasis).
6. Inclement weather procedures.
7. Review misconduct policy; inform officials that all rules regarding unsportsmanlike conduct or tactics and conduct of coaches and players are to be strictly enforced.
8. Review table carding policy.
9. Locker room assignments.
10. Security arrangements.
11. Hospitality
12. Back up goal keeper can be warmed up by member of coaching staff.
13. Distribute credentials and collect officials' expense forms. Host institution is responsible for paying officials.
14. Field check (first rounds and regionals only)
15. Television/Media Timeout Procedures (Finals only).

Responsibilities and Duties of the Table Official

The table official is considered part of the team of game officials. She/he shall be seated at the official scorers table and do the following:

1. Oversee the scorers and timers to see that:
 - a. Both teams' lineups are in the official scorebook 15 minutes before the start of the game. Confirm that numbers in the book match those on the players.
 - b. The clock is stopped and started correctly and appropriately, by the rules. Correct any mistakes made in this area.
 - c. Records are kept of team and individual warnings and players who have received cards. Table official should keep the time and monitor 3 minute period for yellow card penalties.
 - d. Should be responsible for the backup timing.
 - e. The correct score is maintained in the books and on the scoreboard.
2. Replace any field official in the event of injury to that official.
3. Assist the field officials and NCAA lacrosse committee personnel in maintaining bench personnel positioning and decorum.
4. Review table card procedure

TABLE OFFICIAL CARDING PROCEDURE

When necessary, the table official may issue a yellow or red card for misconduct to a player, coach, or any officially designated member of a team's traveling party who is in the bench area. When the misconduct occurs, the table official will immediately approach the person who committed the misconduct and issue the yellow/red card. The clock will not be stopped and play will not be disrupted. The official will return to the table and inform the nearest field umpire that a card has been issued. On the next whistle, the table official will inform the nearest field umpire that a card has been issued and to whom it has been issued. That field official will then call a time out and will "officially" issue the card, and notify the other umpires. If the card is red, the clock will remain stopped until the offending party leaves the playing area. If the card is yellow, play resumes as it would have after the initial whistle which stopped play. Play also resumes in this matter after the offending party in the red card situation, leaves the field. **THERE IS NO PENALTY AFFECTING PLAY ON THE FIELD FOR THESE CARDS!!!**

5. Determine the validity of a protest brought to her by a coach and serve, with the three field officials, in the deliberation process of valid protests.
6. Review protocol with ball retrievers.
7. Serve in any other capacity, which would contribute to maintaining control of the game and efficiency of the scorers and timers table.
8. Please refer to the television/media timeout procedures for roles and responsibilities to assist in the administration and communication of media timeouts. (Finals only)