



**2010 DIVISION II
WOMEN'S ROWING
CHAMPIONSHIPS HANDBOOK**

Updated 2/9/2010



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Introduction

During the 2009-10 academic year, the Association will sponsor 88 national championships, of which 41 are for men, 44 are for women, and three are for both men and women. Among the men's championships, three are National Collegiate Championships, 13 are Division I championships, 12 are Division II championships and 13 are Division III championships. Among the women's championships, four are National Collegiate Championships, 13 are Division I championships, 13 are Division II championships and 14 are Division III championships. The combined men's and women's championships are National Collegiate Championships.

A championships handbook is produced for each NCAA championship and posted on the NCAA Online Web site (www.ncaa.org).

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

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



THE NATIONAL COLLEGIATE ATHLETIC ASSOCIATION
 P.O. Box 6222
 Indianapolis, Indiana 46206-6222
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www.ncaa.org
 January 2010

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Women's Rowing Championship Information

Important Dates

Friday, February 19—Deadline for coaches to e-mail their schedules to the National Office.

Monday, April 5--First regional advisory call.

Tuesday, April 6—First national committee call and ranking.

Monday, April 19--Second regional advisory call.

Tuesday, April 20—Second national committee call and ranking.

Monday, May 3--Third regional advisory call.

Tuesday, May 4—Third national committee call and ranking.

Monday, May 17—Final regional advisory and national committee call (no published ranking).

Tuesday, May 18—Selection and web cast via NCAA.com -5 p.m.

Friday-Sunday, May 28-May 30—Championships at Sacramento State Aquatic Center; Gold River, California; Washington State University, host.

General Administration

Sports Committee

[Reference: Administration and Management in the Division II General Section and Bylaws 31.1.1 and 31.1.2 in the NCAA Division II Manual.]

The NCAA Division II Women's Rowing Championship are under the control, direction and supervision of the NCAA Division II Women's Rowing Committee. Current members of the committee are:

John Gartin, Nova Southeastern University, chair

Chris O'Brien, Philadelphia University

Patricia Pinkerton, UC San Diego

For additional information about the championship, contact:

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Associate Director of Championships
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Regional Advisory Committees

[Reference: Regional Advisory Committees in the Division II General Section and Bylaws 21.4.1.5 and 21.6.7.1.5 in the NCAA Division II Manual.]

Sports committees shall appoint an advisory committee in each of their respective regions to assist in the evaluation of teams and individual crews throughout the season. Members of the 2009-10 regional advisory committees are:

East Region

Chris O'Brien, Philadelphia University, chair

Peter Lee, Dowling College

Adrian Spracklen, Mercyhurst College

South Region

John Gartin, Nova Southeastern University, chair
Bridget Lyons, Barry University
Shawn Pistor, Rollins College

West Region

Pattie Pinkerton, UC San Diego, chair
Lynda Goodrich, Western Washington University
Robin Meiggs, Humboldt State University

Annual Forms

Lineup Form. The lineup form must be completed properly, signed by the director of athletics or senior woman administrator, and faxed to Jennifer Gunnels at 317/917-6826. You will have the opportunity to make any changes at the prechampionship meeting on site. You will receive the form via email from the national office.

Expense Reimbursement Form. Expense reimbursement forms with instructions will be available on the NCAA Web site in the championships administration section (www.ncaa.org/champadmin). Forms can be mailed to the director of athletics of a competing institution if they are unable to be accessed via the Web site. Please contact the travel department at the NCAA national office (phone: 317/917-6757; e-mail: travel@ncaa.org) to receive hard copies of the forms.

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

Financial Report 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. A financial report from each championship site must be submitted online to the NCAA not later than 60 days after the conclusion of the competition.

[Reference: Bylaw 31.4 in the NCAA Division II Manual.]

Schedule. A copy of your schedule must be e-mailed by the coach no later than February 19 to Jennifer Gunnels (jgunnels@ncaa.org) at the NCAA.

Regular-Season Results Form. Results from every regular-season competition must be entered into the NCAA website (<https://web1.ncaa.org/indsport/exec/login>) by 5 p.m. the Monday after the completion of the event. Failure to submit the appropriate forms by the deadline may jeopardize an institution's opportunity to be selected to the championship.

Determination of Participants

Championship Structure

The NCAA Division II Women's Rowing Championship will provide for a maximum field of four teams in two events, requiring an Eight and a Four with a coxswain from each institution. It will also provide for two at-large Eights selected from the remaining member institutions. One team shall be selected from each of the current three regions and one team shall be selected at-large. The two at-large Eights may be selected from any region.

Selected teams shall be allotted two spare student-athlete positions and five nonathlete travel-party members, while at-large Eights shall be allotted two spare student-athlete positions and three nonathlete travel-party members. This provides for a total of 16 student-athletes and five nonathlete travel-party members for each selected team, and 11 student-athletes and three nonathlete travel-party members for each selected at-large Eight.

Individual rowers are not permitted to double at the championships. Due to the geographical distances between member institutions from different regions, and the resulting lack of comparative, head-to-head racing between regions, each region is to provide at least one racing opportunity to their respective regional members in which all member institutions can be present if they choose to attend. Those institutions not in attendance at the designated racing opportunity(s) in their region may jeopardize their chances for selection to the championships. Each regional racing opportunity that encompasses all candidates seeking a bid to the NCAA championships should be a late-season race, if possible, providing fair opportunity for each team to attend and compete.

Each of these events will cover a 2,000-meter course.

Selection Procedures

[Reference: Bylaws 31.02.4 and 31.3 in the NCAA Division II Manual.]

Participants in the championships will be selected by the NCAA Division II Women's Rowing Committee. One team from each region will be selected, provided there is a minimum of five competitions against Division I, II or III varsity intercollegiate programs and three in-region competitions against Division II varsity intercollegiate programs at 2,000 meters. In each of these competitions, the institution must have both an Eight and a Four competing with no doubling of student-athletes. If these results are not provided, the regional slot will then be awarded to an at-large team. The fourth team selected will be an at-large team. There will also be two at-large Eights selected, which also require five competitions and three race results against regional competition. Each team will consist of two boats (an Eight and a Four boat) from Division II member institutions. Race results against boats using male coxswains will not count toward rankings or selections. Participation by male coxswains is not permitted.

In accordance with Bylaw 31.3, the following criteria will be used in selecting teams and individual boats:

- Seasonal regional head-to-head results.
- Seasonal regional common opponents' results (opponents must be in the same race to be able to count as a common opponent).
- Strength-of-schedule will be determined by the number of in-region competitions and when they occur during the season.
- Eligibility and availability of student-athletes.

Higher consideration will be given to the following criteria listed in priority order:

1. Late-season* regional head-to-head results.
2. Late-season* regional common opponents results.

Selections for at-large team and individual boats will also consider the following:

- Cross-regional competition results.
- Results against Eights and teams already selected.
- Performance within a team's own region.

**Late-season performance is defined as competition taking place within the 24 days prior to the selection date for the NCAA championship.*

Note: In order to be selected for the championships, 50 percent of the declared lineup, excluding coxswains, must race together in that event at least once during the regular season. For ranking and selection purposes, the committee reserves the right to consider every race result regardless of lineup. The committee reserves the right to consider all results from spring competition, including those raced on courses that deviate from the recommended 2,000-meter distance and format of the NCAA championship. However, the committee strongly recommends that teams race on a 2,000 meter course.

Entry Procedures

Lineup Form. The lineup form must be completed properly, signed by the director of athletics or senior woman administrator, and faxed to Jennifer Gunnels at 317/917-6826. You will have the opportunity to make any changes at the prechampionship meeting on site. You will receive the form via email from the national office.

Late Lineup Form. Forms received after the deadline will be considered late and subject to a fine of \$50 per individual, up to a maximum of \$300 per team.

Substitutions. The lineups to be raced at the National Championship in the Eight and the Four must follow suit with the selection criteria in that 50 percent of the declared lineup, excluding coxswains, must race together in that event at least once during the season.

Certification of Eligibility/Availability

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

Male coxswains are not permitted on any women's rowing team, either varsity or sub-varsity, during the regular season or at the championship. Teams that violate this rule will not be ranked during the season or selected to the NCAA championship field. It is the intent of the committee to consider as varsity all participants in women's rowing. The term 'varsity team' includes all rowers on the team, including participants historically referred to as varsity, junior varsity, sub-varsity, novice and light-weight.

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

For this championship, Mark Bedics (mbedics@ncaa.org) must be notified before May 17.

Instructions to Participants

Adjusted Place Standings

[Reference: Bylaw 31.2.2.4-(a) in the NCAA Division II Manual.]

If a student-athlete is found to be ineligible, the team standings shall be adjusted accordingly and any awards involved shall be returned to the Association.

Audio Coverage (Radio and Internet)

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

Awards

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

Official NCAA awards will be presented to the top finisher in each event (Eight and Four). A team trophy will be presented to the top two teams in the championship. Student-athletes will also receive their own first-place watch and second-place team award. If two or more teams are tied for an award, the tie will be broken by the team's place finish in the Eights. Participation awards will be presented to all student-athletes competing or in uniform in the championships that did not win an official NCAA award. These medallions will be sent to the institutions' directors of athletics after the competition.

Drug Testing

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

Student-athletes who compete in the 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 these championships; and thereafter, student-athletes who are tested shall remain eligible only if they test negative.

Equipment

[Reference: Appendix B in this handbook.]

All boats, oars and other equipment must conform to USRowing Rules 3-101 through 3-205, except for rules pertaining to uniforms, male coxswains and equipment, for which NCAA rules will apply. All boats are required to have the name of the institution in letters at least two inches high on each side of the boat. It is preferred that the name be placed near the coxswain on the boat. A boat will not be allowed on the water until the institutional name appears on both sides of the boat. Manufacturers' normal identification may appear on participants' uniforms, per the provisions of Bylaw 12.5.4. Manufacturers' normal identification may appear on equipment; all other identification is limited to the name of the institution.

Judges and Referees

The rowing committee is responsible for the hiring and assignment of all judges and referees. Officials shall include a chief referee, starter, aligner, four on the water and seven at the finish-line control commission. A maximum of five officials will be permitted to use air transportation; the remaining nine officials will be selected from the local area. Each official will receive a fee of \$100 per competition day, and the chief referee will receive a flat fee of \$1,000.

Travel and Per Diem. Travel expenses for the officials will be paid according to the actual mode of transportation, not to exceed jet coach airfare or 50 cents per mile, but not including terminal or other local transportation. Officials who receive approval for air transportation must make flight arrangements through the NCAA travel service, Short's Travel Management, 866/655-9215.

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

Policies. A sports committee or games committee may not require membership in any specific officials' association as a prerequisite for selection to officiate in an NCAA championship. Officials shall be selected and assigned by the sports committee or games committee, which shall ensure that officials adhere to the Association's policies relating to gambling activities and drug and alcohol use. Furthermore, officials must conduct themselves in a manner befitting intercollegiate athletics. Failure to do so may result in termination of the officiating assignment.

Jury

A jury comprised of the committee and selected judges/referees will convene to settle any disputes that arise during the conduct of competition. All protests will be administered according to current USRowing rules.

Lodging

All teams will be assigned hotel rooms by the NCAA. Following the selection to the championship, coaches will be notified which hotel they are assigned (rate, location, etc.). All teams are financially responsible for their allotted rooms. If an institution does not wish to stay at the designated hotel, it must receive a written release from the general manager stating their institution and the NCAA are NOT financially responsible for the allotted room block. Full teams will be allotted and responsible for 12 rooms; at-large Eights will be responsible for eight rooms.

Logo Restrictions

Logo restrictions on apparel worn by student-athletes participating in the championship also apply to all persons (e.g., coaches, trainers, managers) who are in the team area for practices and competition, and who participate in NCAA news conferences.

Media Arrangements

Media Credentials. Requests for working media credentials shall be directed to the championship's host media coordinator. The NCAA and the host institution's sports information director shall control the issuance of media credentials for each championship. 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 to the sports information director of each participating 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 intercollegiate sports events. In addition, credentials will not be issued to representatives of telephone reporting services and professional sports organizations.

Other conditions for obtaining media credentials may be implemented, based on the circumstances at the championship site. These conditions must be approved by the NCAA.

Microphones. The placement of microphones on a team coach or student-athlete is prohibited.

Postcompetition Interviews. Immediately after a 20-minute cooling-off period (i.e., 20 minutes after a team concludes competition), an interview area will be open to all certified members of the news media; any coach and student-athletes requested by the media will be available for interviews. If a team or individual is participating in an awards ceremony, the cooling-off period will begin immediately after the presentation.

Regardless of any regular-season radio or television contract(s), the coach is obligated to the entire covering media during the championship and must report to the interview area immediately after the 20-minute cooling-off period. The coach cannot delay a postcompetition interview with the covering media to conduct a program for a single newspaper, radio or television reporter, unless requested to remain for a short interview (not to exceed four minutes) by the television entity that has been granted television rights by the NCAA.

Coaches cannot make themselves available to selected media representatives before the conclusion of the 20-minute cooling-off period. They may, however, report to the interview area before the cooling-off period ends, and make themselves available to all media representatives staffing the championship.

Meetings

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

A mandatory meeting for head coaches of the competing teams, chief referee and the women's rowing committee will be conducted before the competition. Administrators traveling with their teams are strongly encouraged to attend the meeting. The provisions of Bylaw 31.1.8, which prescribes conditions under which a student-athlete or representative of an institution may be disqualified from further participation in

the championship for reasons of misconduct, as well as other pertinent information regarding the championship, will be presented.

NCAA Web Site

Championship results and information can be found at www.ncaa.com and www.ncaa.org.

News, Media, Press Conferences and Satellite Feeds

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

Postponement of Racing/Lane Reassignment

The chief referee, in consultation with the rowing committee and the regatta director, will make all decisions regarding the postponement of racing and lane reassignment.

Practice

The course will be available for practice during the following tentative times:

Wednesday, May 26—3-8 p.m.

Thursday, May 27—7 a.m.-11 a.m. and 2-4 p.m.

Friday, May 28—6-7 a.m. and 4:30-6:30 p.m.

Saturday, May 29—7-8 a.m. and 2-4 p.m.

Sunday, May 30—7-8 a.m.

Institutions are not permitted to practice on the race course before the first practice session. Boats will not be permitted to launch with fewer than 30 minutes remaining in a practice session.

Coaching from motor launches will not be permitted. Crews must practice in gear that complies with Bylaw 12.5.4.

A course marshal will be on the water during all practice sessions to ensure that the traffic rules are observed properly during training. Specific traffic rules will be posted at the competition site.

Programs

[Reference: Advertising in the Division III General Section, and Bylaws 31.1.12.1 and 31.6.3 in the NCAA Division III Manual.] IMG College will be responsible for all program production including layout and design, advertising, printing, vending and distribution to the championship sites. No competing publications, whether sold or free of charge, are permitted at NCAA events without prior permission of the NCAA and IMG College. The championship host should not include expenses or revenues for programs in the championship budget and/or financial report. All program contents are subject to NCAA approval.

Advertising

Each program will include NCAA corporate champion and partner advertising. Additionally, programs may include non-competing national ads as well as local ads. All ads must

follow NCAA advertising guidelines and are subject to NCAA approval. If your school would like to sell advertising into the official program or you know of an individual who would like to serve as a local advertising representative, please contact Doug Iler (502/459-4346; doug.iler@imgworld.com) 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 College will attempt to provide proofs for SID approval when time permits. If you are not sure what/when materials are needed, please contact Ms. Stoess at IMG College.
2. Programs for predetermined sites will include information on the host institution, host city and/or host facility. In addition, some programs provide complimentary advertising space. IMG College will contact via e-mail the tournament manager and sports information contacts, as listed on the key contact sheets submitted to the NCAA, with the specifics of what items are needed and when those items are due. Host institution pages are subject to NCAA approval.
3. Event-specific historical information, including past champions, records, all-tournament teams and/or the previous year's recap.
4. Information on the NCAA, including the sport committee.
5. Feature stories - Not all programs include event/sport-specific features. However, if you have an idea for a feature story, please submit it to Mr. King.

Program Supplements and Update Sheets

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

For championships that have multiple sessions, matches, events or days, host institutions may choose or be required by the NCAA to produce update sheets (e.g., heat sheets, lane assignments, pairings). IMG College will contact hosts of those championships in advance of their events to discuss projected quantities and the paper on which update

sheets should be printed. The cost of producing the update sheets will be covered by the host institution and not be expensed to the NCAA or IMG College. The first update sheet of the event should be distributed inside and as a part of the program. Subsequent update sheets complement the program and are to be redeemed only with a coupon from the program. The cost of the program cannot be raised as a result of the update sheet. Once all programs have been sold, update sheets may be given away or sold at the discretion of the host institution, with all potential revenue for such remaining with the host institution. No advertising of any kind may be sold or placed on the update sheets. If update sheets are distributed, following the conclusion of the championship event please mail two samples of each update sheet to Mr. King (IMG College, 904 North Broadway, Lexington, KY 40505, ATTN: Dan King).

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

Program Sales

1. Predetermined sites: Will be contacted at least two weeks prior to the event. If you have not been contacted within two weeks of your championship, please contact Matt Briggs (859/226-4556; matthew.briggs@imgworld.com). You will receive your vending agreement (contract) and settlement statement prior to the championship.
2. Non-predetermined sites: Once sites are announced, IMG College determines how many programs will be sent to each site and will contact the site. Your vending agreement (contract) and settlement statement will be e-mailed within one day of your site being selected.
3. Distribution of programs: Programs will be shipped to the host institution at least one day prior to the event when possible. If your shipping information is different than that on the contract please contact Mr. Briggs 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. A IMG College representative will track the return of all signed vending contracts to IMG College.
 - b. Settlement Reports
 - i. Three days after the conclusion of the event, all settlement reports must be faxed to IMG College (859/226-4575).
 - ii. The vendor will have two weeks to submit payment to IMG College.
 - iii. An IMG College representative will be assigned to track the receipt of all vending settlement reports and payments.
 - iv. If payment and/or settlement have not been received within the two-week period, IMG College will include the site/ championship on its "No Pay" list sent to the NCAA.
 - v. Do not combine settlement statements for separate rounds/events or combine program settlements with Event 1 merchandise.

vi. Please include the event number on the check that is sent.

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

Race Numbers

Race numbers shall be issued for each event to correspond with the team's starting position.

Regional Rankings

The NCAA Division II Women's Rowing Committee will release regional rankings on the following dates: Tuesday, April 6; Tuesday, April 20; and Tuesday, May 4. Results must be entered at <https://web1.ncaa.org/indsport/exec/login> by 5 p.m. the Monday after competition. Please note that the online system is password protected. You will receive a rowing specific password in late Winter.

Results Form—Reporting Procedures

Coaches are required to submit their institution's results to <https://web1.ncaa.org/indsport/exec/login> by the deadline indicated. Failure to submit the results in a timely basis may affect a team's regional ranking and selection to the championship.

Rules

[Reference: Bylaw 31.1.6.2 in the NCAA Division II Manual.]

Per 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 where 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.

The USRowing Association rules will be followed, with the exceptions of:

1. Honest Effort—If a referee sees a blatant slowdown, the referee will give instructions to the crew to increase its speed. If the crew does not respond, a red flag will be raised immediately after the completion of the race, and the crew will be advised of a possible violation. Within 10 minutes of the completion of the race, a jury comprised of members of the committee and selected referees/judges will be convened to determine if a violation of the rule occurred.
2. NCAA rules regarding uniforms will be applied.
3. The last 500 meters of the race will be announced.
4. Participation by male coxswains is not permitted. Race results against boats using male coxswains will not count toward rankings or selections.
5. Use of prohibited aids such as an apparatus for wireless communication and water-soluble chemicals intended to reduce frictional resistance are prohibited, however GPS systems will be allowed as long as there is no direct communication with the coaches on the land.
6. Any weight violation violators will be relegated to last place in that race and a second violation would result in an exclusion from the competition.

Schedule of Events-Tentative

Wednesday, May 26

- 1-6 p.m.—Crew registration and heat sheet pick-up
- 1:30 p.m.—Coxswain meeting*
- 3-8 p.m.—Practice
- 4 p.m.—Coxswain meeting*

Thursday, May 27

- 6:30 a.m.—Coxswain meeting*
- 7-11 a.m.—Practice
- Noon —Coaches and administrators meeting
- 1-1:30 p.m.—Coxswain meeting*
- 1:30 p.m.—Judges and referees meeting
- 2-4 p.m.—Practice and Boat weigh-ins available (optional)
- 6 p.m.—Championships banquet

Friday, May 28

- 6-7 a.m.—Practice
- 11 a.m.—Eights Heat 1
- 11:15 a.m.—Eights Heat 2
- 11:30 a.m.—Fours Heat 1
- 11:45 a.m.—Fours Heat 2
- 4:30-6:30 p.m.—Practice

Saturday, May 29

- 7-8 a.m.—Practice
- 10:30 a.m.—Eights Repechage
- 10:45 a.m.—Fours Repechage
- 2-4 p.m.—Practice

Sunday, May 30

- 7-8 a.m.—Practice
- 9 a.m.—Fours Grand Finals (places 1-3)
- 9:15 a.m.—Eights Petite Final (places 5-6)
- 9:30 a.m.—Eights Grand Final (places 1-4)
- Noon—Awards Ceremony

Seeding of Heats and Lane Assignments

The following procedures will be used for seeding heats and assigning lanes:

1. The Eight boats will be assigned to alternate heats so that no heat may have more than two boats from the same region.
2. A predetermined progression system will be used after the completion of heats. (See Appendix D.)

Squad Size/Official Traveling Party

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

31.1.5 in the NCAA Division II Manual.]

Please refer to the NCAA Travel policies for all information regarding transportation and per diem expenses. Travel policies can be found online at www1.ncaa.org/finance/travelindex.html.

Television Rights and Footage Licensing

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

Tickets

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

The ticket price for the 2010 women's rowing championship shall be:

Three-day package—\$25 for children, students and senior citizens;
\$40 for general public (children two and under are free).

Single-day ticket—\$10 for children, students and senior citizens; \$15
for general public (children two and under are free).

Training Facilities

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

Transportation of Boats

[Reference: Squad Size/Official Traveling Party and Transportation in the Division II General Section.]

In addition to reimbursing members of the official traveling party, expenses for transporting the boats to and from the competition site will be reimbursed by the Association.

The reimbursement rate is 74 cents per mile for an institution's own boats. If an institution also transports another institution's boats, the rate is 18 cents per mile for each additional boat not to exceed \$1.42 per mile.

The driver of the boat trailer shall not receive a per diem unless he/she is part of the institution's official travel party. Institutions requesting reimbursement for transporting boats must obtain prior approval from the committee for their method of transportation.

Uniforms

[Reference: Bylaw 12.5.4 in the NCAA Division II Manual.]

All competitors in a crew shall wear identical clothing for all competitions, practices, interviews and awards sessions. Such clothing shall cover the torso of the body and may also include warm-up gear. The chief referee may grant exception to this rule on account of unusual weather conditions.

Individual competitors in a crew may choose whether or not to wear a hat or other headgear, but it must be similar in color.

All apparel must conform to the NCAA logo policy.

Use of Logos on Equipment, Uniforms and Apparel. Athletics equipment (e.g., shoes, gloves) may bear only the manufacturer's normal label or trademark as it is used on all such items for sale to the general public.

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

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

A student-athlete representing an institution in intercollegiate competition is limited to wearing apparel items that include only the logo (not to exceed 2¼ square inches) of an apparel manufacturer or distributor. The student-athlete may not wear any apparel that identifies any other entity, other than the student-athlete's institution.

These restrictions apply to all apparel worn by student-athletes during the conduct of competition, which includes any pregame or postgame activities.

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

Videotapes, Films and Still Photographs

[Reference: Bylaw 31.6.4.3 in the NCAA Division II Manual.]

Institutions are permitted to videotape championship competition by their teams or individual student-athletes for archival, coaching or instructional purposes. Each institution is permitted to use one camera and may videotape only that portion of the competition in which it participates. The videotapes may not be used for any commercial purposes.

Appendix A

Regional Alignment

East Region

Assumption College	Franklin Pierce College
University of Charleston (West Virginia)	Mercyhurst College
Dowling College	Philadelphia University

South Region

Barry University	Nova Southeastern University
University of Central Oklahoma	Rollins College
Florida Institute of Technology	University of Tampa

West Region

University of California, San Diego	Seattle Pacific University
Humboldt State University	Western Washington University

Appendix B

Equipment

Construction and Design

Free Construction of Equipment. Except as specifically limited in these rules, there shall be no limitations on the design and construction of boats, oars and other equipment.

General Requirements for Boats.

1. A boat in the sport of rowing shall have all its load-bearing parts, including axes of moving parts, firmly fixed to the body of the boat, but the seat of a rower may move along the axis of the boat.
2. The use of "sliding riggers," in which the fulcrum of the oar is not stationary with respect to the body of the boat, is strictly forbidden.

Categories of Boats.

Number of Rowers	Oar	Coxswain	(Abbr.)
8	Sweep	With	8+
4	Sweep	With	4+

Minimum Weight of Boats. All boats described in USRowing Association Rule 3-103 ("Categories of Boats") shall comply with the following minimum weights:

Category	Weight (pounds)	Weight (kilograms)
8+	205.03	93
4+	112.44	51

For purposes of this rule, the weight of a boat shall not include oars or detachable loudspeaker or electronic systems. Seats, rudders, skegs, fins and riggers shall be included in the boat's weight. Other items that are not permanently affixed to the boat shall not be included in the boat's weight.

Bowballs. Every boat shall have a supple or plastic ball, of a white or fluorescent color, mounted on its bow unless equivalent provision for visibility and protection against puncture injury is included in the boat's basic construction. The bowball shall be at least four centimeters in diameter.

Electronic Devices. A boat may be equipped with an internal loudspeaker system and electronic devices that provide statistical information about the progress of the race or performance of the crew (such as elapsed time or stroke rate). During a race, no boat shall have on board any electronic devices (however GPS systems will be allowed as long as there is no direct communication with the coaches on the land) that are capable of sending or receiving information from any source external to the boat, regardless of whether it is actually used. The possession within the boat of any radio device is specifically prohibited.

Foreign Substances. No boat shall have on its hull any substance that is water soluble or partially soluble, or that alters the mechanical or chemical interaction between the hull and water, except that nonsoluble varnishes, paints or other similar surface finishes may be applied. The use of “bottom tape,” including “3M Riblets™” on the outside of the hull is specifically prohibited.

Oars. The blade of an oar shall have the following minimum thickness: sweep oar, five millimeters (measured three millimeters from the tip of the blade).

Footgear Release. Where the feet of the competitors are held in place by footgear affixed to the structure of the boat, the design of such footgear shall provide for the quick release of the competitors’ feet in case of emergency, without the use of hands. (Such design may consist of Velcro™ or pull strings at the heels.)

Boat Construction for Coxswains. A boat in which the body of the coxswain is enclosed or partially enclosed within the hull of the boat shall conform to the following requirements:

1. The opening through which the coxswain enters and exits shall be at least 2.30 feet (70 centimeters) long when measured along the longitudinal axis of the boat. For a length of at least 1.64 feet (50 centimeters), the opening shall be as wide as the inner hull of the boat itself.
2. The inner surface within which the coxswain’s body rests shall be smooth and free of any obstacles, devices, or other structures that would hinder quick exit.

Insignia

Bow Numbers. Each boat shall be capable of having mounted on its bow a card indicating the number of its lane in a race, and each crew shall be responsible for supplying the bow number card. The local organizing committee may have a supply of bow number cards for use in a regatta, but crews shall not rely on the local organizing committee to provide such cards. The local organizing committee also may require that a member of a crew wear a number marker affixed to her uniform.

Oars. The following rules apply to each oar whether it is a sweep or sculling oar.

1. Oars must be uniform throughout the crew. The team colors may appear on oar blades. Unpainted oars also are permitted for all boats, whether composite or otherwise, if all rowers use such oars.
2. Any portion of the loom or shaft beyond the collar must be free of any advertisement or inscription.
3. Nothing else (excluding the name of the school or its emblem) may appear on the oar, except that marks to identify the owner of the oar are permitted. In addition, a designation on the oar of the captain is also permitted.

Boat Manufacturer. The manufacturer’s name, address, trademark and name of the product may appear on the inside of the boat on a plaque or equivalent marker, provided that plaque has a maximum area of not more than 50 square centimeters. The manufacturer’s advertisement also may appear on the outside of the boat once on each side (including the gunwale and washboard), provided the maximum area of that advertisement does not exceed 30 square centimeters.

Name of School. Each boat must carry once on each side of the shell the name of the institution that the crew represents. The letters used in any such name must be at least 2 inches high, preferred to be mounted near the coxswain (stern).

Electric Equipment. Any internal loudspeaker or electronic equipment permitted by USRowing Association Rule 3-106 (“Electronic Equipment”) may bear the name and trademark of the manufacturer of that equipment.

Footgear. Any footgear attached to the stretcher for use by a rower may bear the name and trademark of the manufacturer.

Appendix C

2010 NCAA Division II Women's Rowing Championship Points System

Place	Eights	Fours
1	12	8
2	9	6
3	6	4
4	3	2

Notes: (1) Only boats from institutions competing as a team will be awarded points. Points earned by a "non-team" boat will be awarded to the next "team" boat. (2) Ties for team awards will be broken by the place finish in the Eights.

Appendix D

2010 NCAA Division II Women's Rowing Championships System for Determining Finalists

The lane assignments for the Eights heats will be announced on the selection web cast on May 18. The committee will perform the draw for lane assignments within one-half hour after the conclusion of the heats and repechage for the next event using the methods outlined below.

If a crew withdraws from competition after the draw, but at least one hour before the start of the first heat, the committee shall require the remaining crew to race and maintain a racing cadence, of which it is capable in good faith throughout the heat, as indicated by its strokes per minute. Failure to comply with these provisions shall result in a five-second penalty, which will be assessed by the chief referee in the subsequent race.

Determining the Heats and Lanes for the Eights

During the selection web cast, the two first-round heats of three Eights will be announced. The assignment of heats and lanes requires that every top-ranked team eight from each region are not all in the same heat. In addition, there shall be no more than two boats from the same region in the same heat. The remaining at-large team eight and two individual at-large eights shall be randomly drawn for each heat. The random lane draw for each three-boat heat shall be for lanes two, three and four, as determined by a six or seven-lane course*. Only the winners of each heat will advance directly to the Grand Final. Nonwinners of each heat will progress to the repechage.

The rowing committee shall complete the lane assignments for the repechage within one-half hour after the conclusion of the heats. The lane draw for the four-boat repechage shall be for lanes two, three, four and five as determined by a six- or seven-lane course with the second place finishers in the heats randomly assigned to the priority lanes*. The third place finishers from the heats will be randomly drawn into the two non-priority lanes. The top two finishers of the repechage advance to the Grand Final.

The committee shall complete the lane assignments for the Grand Final within one-half hour after the conclusion of the repechage. The winners of the two heats will be randomly drawn into the two priority lanes while the top two finishers of the repechage will be randomly drawn into the two non-priority lanes. For the Grand Final, the lanes used shall be two, three, four and five as determined by a six- or seven lane course*. The winner of the Grand Final is declared the NCAA Division II Women's Rowing Eights Champion.

Eights Heats A and B

Winners of heats A and B advance directly to the four-boat Grand Final. Nonwinners proceed to the four-boat repechage.

Eights Repechage

Top two finishers of the repechage advances to the four-boat Grand Final.

Eights Grand Final

The Grand Final shall be a four-boat final to determine the event champion, second-, third- and fourth-place finishers.

Determining the Heats and Lanes for the Fours (with Coxswain)

As determined by the committee, the lanes for the two heats for the Fours (with coxswain) event will be determined by doing a random draw. Based on a six- or seven-lane course, in the preliminary heats and repechage, the crews shall compete in lanes three and four*. The heats shall be determined so that the two boats from the same region are not in the same heat. They will be paired with the boat from the other regions in random fashion. The lanes should be assigned randomly as well. The winner of the each heat shall advance to the three-boat Grand Final. Nonwinners of the heats shall progress to the repechage.

The random lane draw for the repechage shall be held within 30 minutes after the conclusion of the heats. The crews shall compete in lanes three, and four*. The first place finisher of the repechage shall advance to the three-boat Grand Final. The nonwinner of the repechage shall be designated the fourth-place finisher in the Fours.

The random lane draw for the three-boat Grand Final shall be held within 30 minutes after the conclusion of the repechage. The crews shall compete in lanes two, three and four, with the winner of the repechage shall be placed in lane two and the heat winners shall be placed in three and four via random draw*. The winner of the three-boat Grand Final is declared the NCAA Division II Women's Rowing Fours (with coxswain) Champion.

**Note: Under extenuating course conditions, the chief referee, in consultation with the committee, will make all decisions regarding lane reassignment.*

Dead Heats

1. If there is a dead heat between two or more crews, the following procedure will be enforced. In the heats, if a dead heat occurs between crews for first place, there must be a re-row between the crews involved. The re-row must take place the same day as the dead heat and not less than two hours after the race in which the dead heat occurred. The referee shall order the re-row, taking into account the scheduled time of the next race in the event and allowing for the rest interval. If a crew refuses to re-row, the referee shall award the higher place being contested to the other crew, and he or she may exempt the crew from re-rowing the course.
2. In a final, if a dead heat occurs between crews, they will be given the same placing in the final order and the next placing(s) will be left vacant. The NCAA will provide additional medals. Points awarded for ties will be calculated by averaging the points for the place tied with the points awarded for the next place.