

# PARTICIPANT

## MANUAL



## 2014 GYMNASTICS CHAMPIONSHIPS

NATIONAL COLLEGIATE • BIRMINGHAM, ALABAMA

UNIVERSITY OF ALABAMA AND  
THE ALABAMA SPORTS FOUNDATION, HOSTS

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## SECTION 1 – INTRODUCTION

Congratulations on your advancement to the 2014 National Collegiate Women's Gymnastics Championships! This 33rd annual championship event occurs April 18-20 at the Birmingham-Jefferson Convention Complex (BJCC) in Birmingham, Alabama, hosted by the University of Alabama and the Alabama Sports Foundation.

As your team/individual competitors prepare for the championships in Birmingham, this manual will be a helpful guide to the policies and procedures governing the administration and conduct of this championship. Further, this manual will provide specific information on hotel arrangements, practice sessions, travel, tickets, schedule of events, etc.

This outstanding championship opportunity is only superseded by the amazing talents and accomplishments of each of the student-athletes who have qualified. Similar to your coaching approach, we understand that thorough preparation is the key to success – that is why we are excited about the upcoming championships. Good luck and we will see you in Birmingham!

## SECTION 2 – NCAA STAFF/COMMITTEE

### NCAA WOMEN'S GYMNASTICS COMMITTEE

<u>South Central Region</u> Lindy Roberts, chair Associate Director of Athletics University of Oklahoma Cell: 405/535-7021 Email: <a href="mailto:lindy@ou.edu">lindy@ou.edu</a>	<u>Northeast Region</u> Carolynn Kimball Associate Athletics Director University of New Hampshire Cell: 603/969-3317 Email: <a href="mailto:ckimball@unh.edu">ckimball@unh.edu</a>
<u>Central Region</u> Brice Biggin Head Women's Gymnastics Coach Kent State University Cell: 330/962-6999 Email: <a href="mailto:bbiggin@kent.edu">bbiggin@kent.edu</a>	<u>Southeast Region</u> Adina Stock Assistant Athletics Director North Carolina State University Cell: 919/819-1834 Email: <a href="mailto:azstock@ncsu.edu">azstock@ncsu.edu</a>
<u>Northeast Region</u> Gary Babjack Head Women's Gymnastics Coach State University of New York at Cortland Phone: 607/753-4999 Email: <a href="mailto:babjackg@cortland.edu">babjackg@cortland.edu</a>	<u>West Region</u> Marianne Vydra Senior Associate Athletics Director Oregon State University Cell: 541/230-0634 Email: <a href="mailto:marianne.vydra@oregonstate.edu">marianne.vydra@oregonstate.edu</a>
<u>North Central Region</u> Douglas Day Head Women's Gymnastics Coach U.S. Air Force Academy Cell: 612/802-5524 Email: <a href="mailto:douglas.day@usafa.edu">douglas.day@usafa.edu</a>	

## NCAA STAFF

<p>Marie Scovron Championships and Alliances, <i>Committee and Operations</i> Office: 317/917-6494 Cell: 317/874-7130 Email: <a href="mailto:mscovron@ncaa.org">mscovron@ncaa.org</a></p>	<p>Phil Pierce Championships and Alliances, <i>Media Coordination and Statistics</i> Office: 317/917-6976 Cell: 317/263-4475 Email: <a href="mailto:ppierce@ncaa.org">ppierce@ncaa.org</a></p>
<p>Kerstin Hunter Championships and Alliances, <i>Operations</i> Office: 317/917-6645 Email: <a href="mailto:khunter@ncaa.org">khunter@ncaa.org</a></p>	<p>Claudia Dorsey Championships and Alliances, <i>Corporate Alliances</i> Office: 317/917-6553 Cell: 317/410-6679 Email: <a href="mailto:cdorsey@ncaa.org">cdorsey@ncaa.org</a></p>
<p>Sean Ward Championships and Alliances, <i>Marketing</i> Office: 317/917-6915 Cell: 317/445-1769 Email: <a href="mailto:sward@ncaa.org">sward@ncaa.org</a></p>	<p>Durenka Robie Championships and Alliances, <i>Branding and Fan Experience</i> Office: 317/917-6825 Cell: 317/966-6434 Email: <a href="mailto:drobie@ncaa.org">drobie@ncaa.org</a></p>
<p>Natalie Nauman Championships and Alliances, <i>Broadcast</i> Office: 317/917-6690 Cell: 317/ 966-6450 Email: <a href="mailto:nnauman@ncaa.org">nnauman@ncaa.org</a></p>	
<p><b><u>Event 1 (merchandise)</u></b> Whitney Claycamp Cell: 913/269-5651 Office: 888/800-2467 Email: <a href="mailto:wclaycamp@gearforsports.com">wclaycamp@gearforsports.com</a></p>	<p><b><u>IMG (souvenir programs)</u></b> Chad Laytham Phone: 859/226-4511 Email: <a href="mailto:chad.laytham@imgworld.com">chad.laytham@imgworld.com</a></p>

## SECTION 3 – CHAMPIONSHIP HOST CONTACTS

Tournament Manager:	<p>Billy Rodgers Assistant VP (Alabama Sports Foundation) Email: <a href="mailto:brodgers@brunoeventteam.com">brodgers@brunoeventteam.com</a></p>	<p>Phone: 205/967-4745 ext. 120 Cell: 205/901-4805 Fax: 205/967-9940</p>
Sports Information Contact:	<p>Jessica Sciacca VP of PR/Marketing (Alabama Sports Foundation) Email: <a href="mailto:jsciacca@brunoeventteam.com">jsciacca@brunoeventteam.com</a></p>	<p>Phone: 205/977-9350 Cell: 205/919-2332 Fax: 205/967-9940</p>
	<p>Aaron Jordan Associate Athletics Communications Director (UA) Email: <a href="mailto:ajordan@ia.ua.edu">ajordan@ia.ua.edu</a></p>	<p>Phone: 205/348-5401 Fax: 205/348-8841</p>
Tournament Athletic Trainer:	<p>Britney Bates (Lemak Sports Medicine and Orthopedics) Director of Sports Medicine and Outreach Email: <a href="mailto:Britney.bates@lemakhealth.com">Britney.bates@lemakhealth.com</a></p>	<p>Cell: 205/329-7534 Fax: 205/329-7526</p>

Ticket Manager:	Brenton Howard Event Manager (Alabama Sports Foundation) Email: <a href="mailto:bhoward@brunoeventteam.com">bhoward@brunoeventteam.com</a>	Phone: 205/262-2814 Cell: 205/478-1520 Fax: 205/967-9940
Facility Manager:	Bobby Breedlove Facility Manager (BJCC) Email: <a href="mailto:bobby.breedlove@bjcc.org">bobby.breedlove@bjcc.org</a>	Phone: 205/458-8544 Cell: 205/238-8418 Fax: 205/238-8626

## SECTION 4– CHECKLIST

Deadline	Item	Completed
<b>April 9</b>	<ol style="list-style-type: none"> <li>Deadline for institutions that have qualified for the national championships to accept or decline the invitation to participate. (NOTE: No later than noon Eastern time.) If declining, the institution must submit a written notice to Marie Scovron (<a href="mailto:mscovron@ncaa.org">mscovron@ncaa.org</a>) at the NCAA national office.</li> <li>Deadline for submission of the official entry and march-in form to Billy Rodgers, tournament director (fax: 205/967-9940; email: <a href="mailto:brodgers@brunoeventteam.com">brodgers@brunoeventteam.com</a>) and Marie Scovron (fax: 317/917-6237; email: <a href="mailto:mscovron@ncaa.org">mscovron@ncaa.org</a>).</li> <li>Banquet Reservation Form due - 2 p.m. Eastern time to Faye Oates (<a href="mailto:foates@brunoeventteam.com">foates@brunoeventteam.com</a>)</li> </ol>	
<b>April 10</b>	<ol style="list-style-type: none"> <li>Participant teleconference - Noon Eastern time.</li> <li>Press teleconference with head coaches of the 12 participating teams (AA and IES head coaches on request from media) - 1:30 p.m. Eastern time.</li> <li>Rooming lists due to the assigned hotel - 5 p.m. Eastern time.</li> <li>Ticket block confirmed - 5 p.m. Eastern time to Brenton Howard (<a href="mailto:bhoward@brunoeventteam.com">bhoward@brunoeventteam.com</a>)</li> <li>Elite 89 submission - 5 p.m. Eastern time.</li> <li>Confirm with Brenton Howard if band, spirit squads or mascot will be in attendance.</li> </ol>	
<b>April 11</b>	Upload institutional sports information materials to FTP site - Noon Eastern time.	

## SECTION 5 – TELECONFERENCES

A mandatory teleconference will be held April 10 at NOON Eastern time to discuss items relevant to the championships. This call shall include the tournament director, NCAA staff, participating head coaches and administrators (teams, AA and IES), committee chair and meet referee. The committee chair will lead this call along with the tournament director and NCAA staff.

The purpose of the teleconference will be to discuss pertinent information about the championships. Please be prepared to have the following information available (where applicable):

- ☐ Congratulations and introductions
- ☐ Name and contact information of administrator traveling with team
- ☐ Squad size (up to 15), travel party (up to 20) and corral (up to 21); AA/IES competitor plus two non-athletes (travel party) and corral (competitors plus four non-athletes)

- ☐ Review schedule of events noting practices and competitive rotations
- ☐ Parking information (BJCC and hotels)
- ☐ Hotel rooming lists
- ☐ Uniform and logo specifications
- ☐ Athletic training/medical staff
- ☐ Competitor numbers
- ☐ Ticket orders
- ☐ Banquet ticket numbers, student-athlete seating
- ☐ Media teleconference (see below)
- ☐ Elite 89 program
- ☐ FTP site
- ☐ Reminder of forms to bring to administrative meeting

A media teleconference will be conducted at 1:30 p.m. Eastern time, Thursday, April 10. This call replaces the practice day press conference that was previously conducted on site at nationals. Head coaches of teams competing in Semifinal I will be available to media representatives from 1:30 to 2 p.m., and head coaches of teams competing in Semifinal II from 2 to 2:30 p.m. Additional information will be provided as part of the selection announcement materials. All coaches are expected to join the call at 1:30 p.m.

## SECTION 6 – SCHEDULE OF EVENTS

### WEDNESDAY, APRIL 16

6:30 p.m.	Championships Banquet	The Club
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### THURSDAY, APRIL 17

9 – 9:45 a.m.	Administrative Meeting	BJCC Arena Club room
10 a.m. – 6 p.m.	Athletic Training Rooms Open	BJCC
11 a.m. - 6 p.m.	Participant Hospitality	BJCC
11 a.m. - 6 p.m.	Media Workroom/Hospitality	BJCC
11:15 a.m. – 1:01 p.m.	Practice Session I	BJCC
1:15 – 3:01 p.m.	Practice Session II	BJCC
3:15 – 5:01 p.m.	Practice Session III	BJCC

### FRIDAY, APRIL 18

9 a.m. – 11 p.m.	Athletic Training Rooms Open	BJCC
9:30 a.m. – 10 p.m.	Participant Hospitality	BJCC
10:30 a.m. – 12:25 p.m.	Warm-up - Semifinal #1	BJCC
Noon – 1 p.m.; 5:30pm - 7pm	Media Hospitality	BJCC
11:30 a.m.	Doors Open to Public	BJCC
1 p.m.	Semifinal #1	BJCC
Following competition	Press Conferences	BJCC
Following press conference	ESPN interviews (Semifinal I)	BJCC
4:30 - 6:25 p.m.	Warm-up - Semifinal #2	BJCC
5:30 p.m.	Doors open to Public	BJCC
7 p.m.	Semifinal #2	BJCC
Following competition	Press Conferences	BJCC
After press conferences	Draw - Individual Event Finals/Confirm Super Six	BJCC

### SATURDAY, APRIL 19

TBD	ESPN interviews (Semifinal II)	BJCC
1:30 – 10 p.m.	Athletic Training Rooms Open	BJCC



2 – 9 p.m.	Participant Hospitality	BJCC
3:30 - 5:25 p.m.	Warm-up – Team Finals	BJCC
4:30pm – 6 p.m.	Media Hospitality	BJCC
4:30 p.m.	Team Final – Doors Open	BJCC
6 p.m.	Super Six Team Final Begins	BJCC
Following competition	Super Six Awards Ceremony	BJCC
Following awards	Press Conferences	BJCC

#### **SUNDAY, APRIL 20**

10 a.m. – 6 p.m.	Athletic Training Rooms Open	BJCC
11 a.m. – 5 p.m.	Participant Hospitality	BJCC
Noon – 2 p.m.	Media Hospitality	BJCC
Noon	Individual Event Finals – Doors Open	BJCC
Noon – 1:30 p.m.	Warm-up - Individual Event Finals	BJCC
12:30 – 1:30 p.m.	Autograph Session (those not competing)	BJCC
2 p.m.	Individual Event Finals Competition Begins	BJCC
Following competition	Individual Event / All-Around Awards Ceremony	BJCC
Following awards	Press Conferences	BJCC

### **SECTION 7 – COMPETITION SCHEDULE**

Olympic order will be followed: Vault — *Bye before Bars* — Bars — Beam — *Bye before Floor* — Floor

#### **FRIDAY, APRIL 18 - SEMIFINALS**

Open Stretch	10:30 - 10:45 a.m.	4:30 - 4:45 p.m.
Warm-up Rotation 1	10:45 - 11 a.m.	4:45 - 5 p.m.
Transition	11 - 11:02 a.m.	5 - 5:02 p.m.
Warm-up Rotation 2	11:02 - 11:17 a.m.	5:02 - 5:17 p.m.
Transition	11:17 - 11:19 a.m.	5:17 - 5:19 p.m.
Warm-up Rotation 3	11:19 - 11:34 a.m.	5:19 - 5:34 p.m.
Transition	11:34 - 11:36 a.m.	5:34 - 5:36 p.m.
Warm-up Rotation 4	11:36 - 11:51 a.m.	5:36 - 5:51 p.m.
Transition	11:51 - 11:53 a.m.	5:51 - 5:53 p.m.
Warm-up Rotation 5	11:53 a.m.- 12:08 p.m.	5:53 - 6:08 p.m.
Transition	12:08 - 12:10 p.m.	6:08 - 6:10 p.m.
Warm-up Rotation 6	12:10 - 12:25 p.m.	6:10 - 6:25 p.m.
<b>Clear Floor</b>	<b>12:25 p.m.</b>	<b>6:25 p.m.</b>
<b>Lineup by</b>	<b>12:40 p.m.</b>	<b>6:40 p.m.</b>
<b>March-in/Intros/Anthem</b>	<b>12:40 - 12:55 p.m.</b>	<b>6:40 - 6:55 p.m.</b>
<b>National Anthem</b>	<b>12:55 - 12:56:30 p.m.</b>	<b>6:55 - 6:56:30 p.m.</b>
<b>Transition to 1<sup>st</sup> event</b>	<b>12:56:30 - 1 p.m.</b>	<b>6:56:30 - 7 p.m.</b>
<b>Touch warm-up</b>	<b>1 - 1:04 p.m.</b>	<b>7 - 7:04 p.m.</b>
<b>Competition Begins</b>	<b>1:06 p.m.</b>	<b>7:06 p.m.</b>

## **SATURDAY, APRIL 19 – SUPER SIX**

Open Stretch	3:30 - 3:45 p.m.
Warm-up Rotation 1	3:45 - 4 p.m.
Transition	4 - 4:02 p.m.
Warm-up Rotation 2	4:02 - 4:17 p.m.
Transition	4:17 - 4:19 p.m.
Warm-up Rotation 3	4:19 - 4:34 p.m.
Transition	4:34 - 4:36 p.m.
Warm-up Rotation 4	4:36 - 4:51 p.m.
Transition	4:51 - 4:53 p.m.
Warm-up Rotation 5	4:53 - 5:08 p.m.
Transition	5:08 - 5:10 p.m.
Warm-up Rotation 6	5:10 - 5:25 p.m.
<b>Clear Floor</b>	<b>5:25 p.m.</b>
<b>Lineup by</b>	<b>5:40 p.m.</b>
<b>March-in/Team Intros</b>	<b>5:40 - 5:55 p.m.</b>
<b>National Anthem</b>	<b>5:55 - 5:56:30 p.m.</b>
<b>Transition to 1<sup>st</sup> event</b>	<b>5:56:30 - 6 p.m.</b>
<b>Touch warm-up</b>	<b>6 - 6:03:30 p.m.</b>
<b>Competition Begins</b>	<b>6:06 p.m.</b>

## **SUNDAY, APRIL 20 – INDIVIDUAL EVENT FINALS**

Open Stretch	Noon - 12:15 p.m.
Warm-up Begins	12:15 - 1:30 p.m.
Clear Floor	1:35 p.m.
Lineup by	1:45 p.m.
March-in/Intros	1:45 - 1:55 p.m.
National Anthem	1:55 - 1:56:30 p.m.
Transition to 1 <sup>st</sup> events	1:56:30 - 2 p.m. ( <i>vault and bars</i> )
Touch warm-up	2 - 2:04:30 p.m. ( <i>:30 per gymnast</i> )
Flight One Begins	2:06 p.m. ( <i>approximately</i> )

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## **SECTION 8 – CHAMPIONSHIP OPERATIONS**

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### **ADMINISTRATIVE MEETINGS**

#### **Thursday, April 17**

A mandatory meeting of the head coaches and institutional administrators of the competing teams, all head coaches of individual competitors, the tournament director, NCAA Women's Gymnastics Committee and meet referee will be held at 9 a.m. in the BJCC Arena – Richard Arrington Jr. Boulevard North, Birmingham, Alabama- in the Arena Club room.

At this meeting the women's gymnastics committee chair, tournament director, meet referee and ESPN representatives will review meet format, opening ceremonies, meet procedures, etc. The meet referee also

will collect tentative lineups (Appendix D). Teams competing at the national championships are required to be represented at information meetings, practices and throughout the competition by a designated administrator, other than a coach or sports information director. Institutions of all-around or individual-event qualifiers are not required to have an administrator present.

## BANQUET

A championship banquet will be held at 6:30 p.m. on Wednesday, April 16, at The Club (see Appendix M for address and directions) to celebrate the teams and individuals participating in the 2014 National Collegiate Women's Gymnastics Championships. The banquet meal will include: grilled chicken; baby lettuces salad with spiced pecans, dried cranberries, goat cheese, and balsamic vinaigrette; marinated and grilled vegetables; fettuccini and tortellini with marinara sauce; assorted rolls; and an assortment of fresh fruit and yogurts. The program will feature a video of the participating teams, announcement of the Elite 89 and AAI winners, and a live performance. There also will be a chance for student athletes to take photographs on the patio of The Club with Birmingham's skyline as a backdrop.

Complimentary tickets to the banquet will be distributed based on the official travel: teams = 20 each; all-around and individual competitors plus three non-athletes (coaches/team personnel/administrators). Up to five additional tickets for team personnel/administrators may be purchased at a cost of \$ 40 each. Please complete the banquet ticket reservation form (Appendix N) and return it to Faye Oates by 2 p.m. Eastern time, Wednesday, April 9. Checks should be payable to "Alabama Sports Foundation" or credit cards will be accepted. If you have any questions regarding banquet tickets, please contact Mrs. Oates. ***\*Space is extremely limited, so additional attendees will be accommodated until space is filled, on a first-come, first-served basis.***

Tickets for the banquet will be provided in your team packet, which will be available on your arrival.

## LOCKER ROOMS

Six locker rooms are available in the BJCC for teams, all-around and individual event specialists for use during all practice, warm-up and competition sessions (Appendix H). Signs with team/individual competitors' names will be posted on the assigned locker room door. Additionally, separate locker rooms will be provided for male coaching staff members. Security personnel will be posted in the locker room hallway, and towels and a cooler with bottled water and electrolyte replacement drinks will be provided. For Friday's semifinals, the schedule is as follows:

9 a.m.	Assigned locker rooms available for those competing in Semifinal I
10:30 a.m.	Warm-up begins (Semifinal I participants)
12:40 p.m.	March-in
1:06 p.m.	Competition begins
4:10 p.m.	Assigned locker rooms available for those competing in Semifinal II
4:30 p.m.	Warm-up begins (Semifinal II participants)
6:40 p.m.	March-in
7:06 p.m.	Competition begins

Cooperation from all coaches and participants is requested to ensure a smooth transition of locker rooms between the two semifinals on Friday.

On Saturday, locker rooms will be available for all teams at 1:30pm. On Sunday, locker rooms 1, 2, 3 and 4 will be available for all competitors at 10 a.m.

AA and IES will use the same locker room assigned to the team with which they are paired for rotation.

## COMPETITION DRAW and ROTATION (provided separately by NCAA)

Each semifinal will include six teams, six all-arounders and various individual event specialists. The last competitor will be the all-arounder unless an individual event specialist also is competing. If injuries or scratches result in a team having fewer than five gymnasts in an event, it still shall compete as a team with a zero being included for each missing score.

**Competition Draw.** A random draw for placement into each semifinal (if applicable) as well as the competition rotation will be conducted at the NCAA national office.

**Team.** The top two teams from each of the six regionals advance to semifinal competition and compete as determined by the bracket. The host team and its corresponding group will compete in the second semifinal. If the host does not qualify or the championships are held at a neutral site, a random draw will be used to determine which group is placed in semifinal I or II. A random draw will be conducted to determine event rotation.

**All-Around.** A random draw will be used to place half of the first-place all-arounders from regionals into Group A and half into Group B. The same procedure will be followed for the second-place all-arounders. A random draw will be used to determine placement into either Semifinal I or II.

**Individual Event Specialists.** If any event specialist qualifies (i.e., gymnast who won an event during regional competition and is not a member of a team or an all-around competitor), then she will compete after the all-around qualifier and be placed into a semifinal and rotation using the following procedures:

- One qualifier on an event — place qualifier in rotation III and draw for semifinal;
- Two qualifiers on the same event (compete in rotation III) — draw to place one qualifier in each semifinal;
- Three qualifiers on the same event — follow procedures for two qualifiers, placing the third qualifier in rotation IV and draw for semifinal; and
- Four qualifiers on the same event — draw to place one qualifier in each semifinal in rotations III and IV.

*[Note: If a gymnast qualifies in more than one event, she will compete in only one session during rotations III, IV, etc. An additional two-minute warm-up will be added to accommodate these individuals (2:10 added to beam).]*

The Women's Gymnastics Committee at its annual meeting conducted the following random draw for Super Six competition:

EVENT	TEAM
Vault	Semi #2, Team 1
Bye/Bars	Semi #1, Team 1
Bars	Semi #1, Team 3
Beam	Semi #1, Team 2
Bye/Floor	Semi #2, Team 2
Floor	Semi #2, Team 3

**Individual Event Finals Draw.** Usually all events will be divided into two flights. The committee, however, may adjust the size and number of flights to allow warm-up and competition to align as close as possible to team size and duration of each flight per event. Olympic order shall be followed; however, the committee may adjust the order so that the event that has more competitors will begin the rotation. A gymnast who has qualified for two events in the same session (vault-bars or beam-floor) will not compete in the same flight during that session.

Events in which order of draw will not be changed are as follows:

Even years (2014): Vault and Beam

Odd years (2015): Bars and Floor

If possible, the gymnast will be replaced with the same position from the other flight. If it is not possible, the gymnast will switch positions with the gymnast in the opposite flight in the following order:

one position up

one position down

two positions up

two positions down

If a gymnast is last in one flight and first in the subsequent flight, adjustments to the order also will occur. A student-athlete will not be required to compete first on an event more than once between the two sessions.

#### **CORRAL and PODIUM PROTOCOL**

All gymnasts, coaches and team personnel shall be in the designated corral from the end of the timed warm-up to the completion of the competitive rotation. Teams that are on a bye may proceed to the locker room and remain in the locker room until it is time to rotate to the next event.

The next gymnast scheduled to compete in any event is the only gymnast permitted outside of the corral. Only on the balance beam may the on-deck competitor warm-up in a designated area.

After the team completes competition on the uneven bars, its student-athletes *scheduled* to compete on the balance beam (plus an alternate and the balance beam coach) may proceed to the designated warm-up area, if available, until the next rotation. All other team members shall remain in the corral.

Teams and individual competitors are required to take their personal belongings with them as they move from corral to corral.

#### **COACHES (ATHLETIC TRAINING PERSONNEL) VIEWING BOXES**

Designated viewing boxes will be established outside the team corrals (maximum of two per event) for coaches to watch their student-athletes compete. The designated viewing areas will be placed throughout the competition floor as to not impede meet operations or the safety of the student-athletes.

One athletic trainer per competing institution will be permitted in a designated area in close proximity to the vault landing area in instances where the vault corral is located at the beginning of the vault runway. The athletic trainer is there to observe and must refrain from engaging in any communication and/or cheering with the student-athlete, coach or other team personnel while in the vault landing area.

## PRACTICES

All practices will be held at the BJCC. Three practice sessions, lasting one hour and 46 minutes in length, will be conducted (20 minutes for stretching and 20 minutes per event). A team's practice session will be determined by its competition session and starting event as follows. All-around **and** individual event competitors will practice with their assigned team.

<u>Competition Draw</u> (Semifinal & starting event)	<u>Practice Session</u>	<u>Practice Starting Event</u>
Semifinal 1 Vault	Session 1	Vault
Semifinal 1 Bye before Bars	Session 2	Vault
Semifinal 1 Bars	Session 1	Bars
Semifinal 1 Beam	Session 1	Beam
Semifinal 1 Bye before Floor	Session 2	Floor
Semifinal 1 Floor	Session 1	Floor
Semifinal 2 Vault	Session 3	Vault
Semifinal 2 Bye before Bars	Session 2	Bars
Semifinal 2 Bars	Session 3	Bars
Semifinal 2 Beam	Session 3	Beam
Semifinal 2 Bye before Floor	Session 2	Beam
Semifinal 2 Floor	Session 3	Floor

Practice times for each session are indicated below:

<i>Rotation</i>	<i>Practice Session I</i>	<i>Practice Session II</i>	<i>Practice Session III</i>
<i>Timeframe</i>	11:15 a.m. – 1:01 p.m.	1:15 – 3:01 p.m.	3:15 – 5:01 p.m.
<i>Open Stretch</i>	11:15 – 11:35 a.m.	1:15 – 1:35 p.m.	3:15 – 3:35 p.m.
<i>One</i>	11:35 – 11:55 a.m.	1:35 – 1:55 p.m.	3:35 – 3:55 p.m.
<i>Transition</i>	11:55 – 11:57 a.m.	1:55 – 1:57 p.m.	3:55 – 3:57 p.m.
<i>Two</i>	11:57 – 12:17 p.m.	1:57 – 2:17 p.m.	3:57 – 4:17 p.m.
<i>Transition</i>	12:17 – 12:19 p.m.	2:17 – 2:19 p.m.	4:17 – 4:19 p.m.
<i>Three</i>	12:19 – 12:39 p.m.	2:19 – 2:39 p.m.	4:19 – 4:39 p.m.
<i>Transition</i>	12:39 – 12:41 p.m.	2:39 – 2:41 p.m.	4:39 – 4:41 p.m.
<i>Four</i>	12:41 – 1:01 p.m.	2:41 – 3:01 p.m.	4:41 – 5:01 p.m.

Teams and individuals must stay within their respective rotation orders and time periods. Practices shall be open to the public and media on Thursday. Judges assigned to the competition may not attend practices. Fans will be permitted to take photographs. Media will not be permitted on the floor to conduct interviews with the coaches and/or student-athletes; however, credentialed media may obtain footage for promotional purposes. Requests to speak with coaches and/or student-athletes after each practice session shall be coordinated with the team's sports information contact, Phil Pierce or Jessica Sciacca.

## OPEN STRETCH

Teams/individual competitors will use the matting surrounding the first event for open stretch. On competition day, the floor exercise mat will be used by the team/competitors that begin on floor as well as the two teams/competitors that begin on a bye. Each team will have 1/3 of the floor exercise mat. Group dances are not allowed. There are no restrictions on flight or inverted skills for the duration of the open stretch. Gymnasts warming up on vault, bars and beam may use the apparatus for stretching purposes without mounting the equipment. On bars, the low bar may be raised but not removed; the high bar may not be used.

## TIMED WARM UPS (TIME ALLOTMENTS)

Timing at beam and bars will begin once the first student-athlete touches the apparatus. Any team (or individual competitor) not using the full allotted time segment (3:15 (:30) on bars); 6:25 (1:05) on beam) may carry over a maximum of 15 seconds (calculated in five-second increments) to the next warm-up time segment (maximum four segments for bars and two for beam). Likewise, any overtime will be deducted from the next warm-up segment in five-second increments. If team(s) has completed its warm-up(s) before the 3:15 segment on bars or the 6:25 segment on beam expires, then the AA or IES may begin her allotted warm-up time. Time required to adjust the bars between team and individual event specialist/all-around competitor as well as the time required to prepare the balance beam area is not included in the timed warm-up. This will be followed on the official practice day, as well as for warm-up on the day of competition.

Bars	Beam
Team = 3:15 AA/Event Specialist = :30	Team = 6:25 AA/Event Specialist = 1:05
Team = 3:15 AA/Event Specialist = :30	Team = 6:25 AA/Event Specialist = 1:05
Team = 3:15 AA/Event Specialist = :30	
Team = 3:15 AA/Event Specialist = :30	

## MARCH-IN

Teams will be introduced in competitive order (vault, bye before bars, bars, beam, bye before floor, floor exercise). Gymnasts on each team (followed by the name of the head coach) will be introduced during the march-in (shortest to tallest) followed by the all-around competitor, and then any event specialists assigned to rotate with the team.

## TOUCH WARM-UP

As competitors arrive at each event for competition, each team will be allotted a three-minute and 30 second touch warm-up. Each all-around competitor and/or individual event specialist will take her own 30-second touch warm-up after the team's touch warm-up.

During the touch warm-up, vault timing **will be four minutes per team. An additional 60 seconds will be added for the all-around and individual event competitors. The all-around and individual event competitors are guaranteed two times over the vault.**

On floor, the all-around competitor and individual event specialist may add her own 30-second touch warm-up to the team's three minutes and 30 seconds and warm-up with the team.

**Individual Event Finals.** Before event-finals competition begins on each event, each gymnast will be allowed a 30-second touch warm-up in competitive order. On the vault, each gymnast will be allowed 30-seconds with a minimum of two vaults. On the floor exercise, 30-seconds per gymnast will be allowed.

[Note: For all competition, if an injury or equipment failure occurs and competition is halted for 20 minutes or more, a 30-second touch warm-up per student-athlete will be provided.]

## LINEUP/SCRATCHES

A written official team lineup must be submitted to the NCAA scoring coordinator at the mandatory administrative meeting and again 1½ hours before the start of the competition. The lineup may be changed

before the competition, but is requested in advance for media and administrative purposes. Scratches for individual event finals must be made to the women's gymnastics committee chair or meet referee in writing by the head coach.

During open stretch on competition day, the official scorer shall print the lineup entered into the ScoreKeeper system. The head coach shall review the official lineup against the one submitted at the administrative meeting for accuracy. Once verified or corrected, the head coach shall initial the official lineup. Members of the women's gymnastics committee will assist with the verification process.

## **SUBSTITUTIONS**

Before the start of an event, changes to the lineup may be made by notifying the NCAA scoring coordinator, who will notify the scoring table personnel, meet referee and chief judge at the event (via the chief judge's headset person).

After the event starts, the head coach must notify the chief judge on the event. The chief judge's headset person will notify the scoring table.

Once a team begins an event (chief judge raises the flag for the first student-athlete), a substitute may replace a gymnast in that same position in the lineup; the order of competition may not be changed. A gymnast who is removed from one event lineup may compete in other events.

## **EQUIPMENT and MUSIC**

American Athletic, Inc. (AAI) will furnish all equipment for the national championships. Teams, all-around and individual competitors may bring one vaulting board and one small beam pad (not a sting or suede mat). The small beam pad may not be left on the floor during the competition. Plywood to be used beneath vault boards and spotting blocks will be supplied by the University of Alabama. See Appendix F for a complete equipment list.

Teams, all-around competitors and those individual event qualifiers on floor exercise are asked to bring their floor exercise music in two different forms. If your primary method is via iPod, please bring a CD and vice-versa.

## **FOREIGN SUBSTANCE**

Foreign substances may NOT be placed on the hands and/or feet of the gymnasts or any piece of equipment (e.g., honey and sugar, tuff skin, etc.).

## **HOSPITALITY for PARTICIPANTS/COACHES**

Hospitality [strawberries, bananas, apples, trail mix, power bars, etc. as well as PowerAde and DASANI water] will be provided in the BJCC's participant hospitality during all practice and competition sessions.

## **JUDGES**

Judges will be selected by the NCAA Women's Gymnastics Committee. The meet referee will be present at all practice and competition sessions.

## **NATIONAL ANTHEM**

The national anthem will be performed LIVE before each semifinal Friday, as well as Saturday and Sunday as part of the march-in ceremony.



## UNIFORMS and COMPETITOR NUMBERS

An institution's official uniform and all other items of apparel (i.e., tights, T-shirts, warm-ups, tennis shoes) must be identical if worn on either practice or competition day. During the march-in and awards ceremony, team members must be in identical warm-up apparel.

1. Gymnasts must wear one-piece leotards that include briefs that are the same color of the leotard or are skin-tone in color. There is no deduction for an exposed sports bra that is in contrast to or matches the color of the leotard as long as it is identical in color worn by all team members.
2. Leotard straps must be a minimum of 2 cm (7/8") in width. Following a warning, a .10 deduction may be assessed for leotards above the hipbone.
3. Swimsuit apparel is permitted during practice and warm-up only provided the apparel meets all other requirements.
4. The meet referee will instruct a gymnast who does not meet the uniform policies that she is "out of uniform."
5. The gymnast must comply with the uniform rules or a .30 team deduction will be taken during team competition or a .30 deduction off the individual's score during individual competition.
6. Gymnasts are only permitted to wear one stud per ear. No other jewelry is permitted. After a warning, a .20 deduction will be taken from the gymnast's score for each occurrence.

A gymnast who does not conform to the uniform policies will be considered "out of uniform" and required to conform to the uniform rules prior to competing. Being "out of uniform" also applies to wearing an incorrect competitor number, in which case a warning will be issued and the deduction as stated in number five above taken, if not corrected.

Competition numbers assigned to each gymnast are considered a part of the official uniform and must be worn without alteration (e.g., folded over, cut, etc.) on the backs of all gymnasts' **practice and competition leotards**. Two sets of numbers will be provided and MAY NOT BE ALTERED IN ANY WAY. The gymnast must wear her competition number during the competition, ***unless she is performing a back spin on beam or floor, in which case the coach must show the number to the judges.***

## LOGO POLICY

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

Bylaw 12.5.4 indicates 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 2 ¼ 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, and parallelogram). This also applies to any member of the coaching and support staff.

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 2 1/4-square inches) of an apparel manufacturer or distributor. The student-athlete may not wear any apparel that identifies any other entity, other than the student-athlete's institution.

These restrictions apply to all apparel worn by student-athletes, and any and all credentialed personnel in the bench area during the conduct of competition, which includes any practices and 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.

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## **SECTION 9 – COMPETITION SITE**

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The NCAA is dedicated to fair and equitable competition throughout each session of the championships and strongly supports an environment to safeguard the health and safety of the participating student-athletes, coaches, officials and spectators.

### **BAND/SPIRIT SQUADS/MASCOT**

Band members, not to exceed 25, who are in uniform and performing at the championships will not be charged admission to the competition. The host institution must designate seating off the competition floor. Bands, or any component thereof, may play only during the 15 minutes before the competition when the floor is cleared, the 3-minute and 30-second touches and 15 minutes after the awards ceremony.

In the event there is more than one band, the tournament director will divide the 15 minutes and the 3-minute and 30-second touches equally among the bands. The host will play last with all others performing in alphabetical order. Bands MAY NOT interfere with the announcer.

FIGHT SONGS MAY NOT BE PLAYED DURING THE 3-MINUTE AND 30-SECOND TOUCHES. A participating institution must notify Brenton Howard, event manager, ([bhoward@brunoeventteam.com](mailto:bhoward@brunoeventteam.com)) no later than Thursday, April 10, if it intends to bring a pep band, mascot and/or spirit squad.

### **BANNERS AND ARTIFICIAL NOISEMAKERS**

Any banners other than the approved NCAA and television and radio banners may not be posted on arena walls without the permission of the NCAA Women's Gymnastics Committee. Hand-held team banners are permissible as long as they do not interfere with the competition or view of spectators and they do not contain any commercial identification. Banners advertising equipment or manufacturing are prohibited.

Artificial noisemakers, laser lights, air horns, electronic amplifiers and the like are not permitted and shall be removed on discovery.

### **COMPETITION and LOCAL AREA MAPS**

Appendix G – Competition Floor/Reserved Seating Area  
Appendix H – Arena Ground Level Map with Locker rooms  
Appendix I – Arena Seating Chart  
Appendix J – Birmingham Area  
Appendix K – Arena Map & Driving Directions  
Appendix M – Banquet Map & Directions

## EMERGENCY and EVACUATION PLAN

- In the case of an emergency, a chain of command has been established between the BJCC Arena event management staff. Radios are the primary form of communication between staff members in an emergency, phones are the backup. Police are available via a radio channel.
- An emergency plan is in place to escort fans out of the arena in a swift, but orderly fashion. Ushers and police are trained to move people out of the arena through the exits on the main concourse, plus the exits on the lower level that will be opened in the event of an emergency.
- Participants and judges will be escorted to their respective locker rooms. If full facility evacuation is needed, they will be escorted from the locker room hallway.
- The arena public address system will be used to inform and direct fans with media and public-address announcements for anticipated incidences.

## STUDENT-ATHLETE/TEAM ENTRANCES and PARKING

All participants will enter the BJCC Arena through the 19<sup>th</sup> Street North Team/Media Entrance. Buses will be directed to park in Lot 13 near 18<sup>th</sup> Street North on the BJCC map – Appendix K).

Individual competitors shall park in Lot 13 near 18<sup>th</sup> Street North as well.

Credentials must be worn as specified to gain entry to the arena and for access to designated areas (competition floor, press conferences, locker rooms, etc.). All wristbands will be provided at the venue on a daily basis and needed to access the competition floor. The respective credential or wristband must be worn at all times in order to gain access to the competition floor (this also pertains to any student-athlete NOT competing but traveling with the team). Coaches and staff will be required to wear the wristband (visible location, e.g., can be affixed to belt loop, etc.) while the laminated bag tag will be secured to the competing student-athletes' equipment/apparel bag.

## ADMINISTRATORS' ENTRANCE

Administrators not traveling with participating institutions should park in Lot 13 nearest 19<sup>th</sup> Street North. Administrators with tickets will be able to enter the venue at the team entrance if they travel on the bus with the team/all-arounder/individual event specialists. There are two main entrances to the BJCC Arena. One is located on 19<sup>th</sup> Street North, while the other is located on 9<sup>th</sup> Ave North. All media and pass gates will be identified with directional signage (Appendix K).

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## SECTION 10 – DRUG TESTING

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The following statement will be read at the mandatory administrative meeting:

***The NCAA championships committees, following a recommendation from the NCAA drug-testing subcommittee, have discontinued the practice of announcing whether drug testing will be conducted at NCAA championship events.***

***Although knowing prior to competition whether NCAA drug testing was to occur had value for reasons of convenience, it left open the possibility that student-athletes might be tempted to use banned substances if they knew that NCAA testing was not being conducted at the site of competition.***

***Therefore, all coaches and student-athletes should presume that NCAA drug testing will occur at this championship event. Please inform your student-athletes that in the event they are notified of their***

***selection for drug testing, the student-athlete must inform an official representative of your institution (e.g., coach, athletic trainer) before proceeding to the drug-testing site. Student-athletes will be reminded by the courier to contact their team representative.***

## **STUDENT-ATHLETE NOTIFICATION**

For individual championships, testing could occur at any time after the first event and may conclude many hours after the last event of the championships. The individual championship drug-testing program provides for a courier system to facilitate the notification of student-athletes selected for drug testing at individual championships. The courier will hand the student-athlete the *Individual Championship Student-Athlete Notification Form*. The notification form will instruct the student-athlete to accompany the courier to the testing room within **60 minutes** unless otherwise directed by the crew chief or designee. Student-athletes who are scheduled to compete in additional events will be instructed to defer testing until completion of her final event of that session of that day, or to defer until completion of her final event of the championships. The student-athlete and courier must obtain a signature from an institutional representative.

The approximate number tested is usually nine randomly chosen student-athletes.

## **MEDIA OBLIGATIONS**

Within the allotted 60 minutes, the student-athlete must complete all NCAA required responsibilities (e.g., media obligations, awards ceremonies, etc.). The courier must remain in visual contact with the student-athlete at all times.

## **TESTING PROCESS**

Student-athletes are drug tested through urinalysis and must provide a specimen in view of a drug-testing collector of the same gender. The length of the collection process depends on the student-athlete's ability to provide an adequate specimen. If a student-athlete provides an adequate specimen immediately on arriving in the drug-testing area, the entire process can be completed within 20 minutes. If the student-athlete is unable to provide an adequate specimen, she must remain in the drug-testing area until one is provided. There is no maximum allotted time for a student-athlete to provide an adequate specimen.

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## **SECTION 11 – LODGING**

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The 12 teams, all-around and individual event specialists will be assigned to either the Hyatt Regency Birmingham-The Wynfrey Hotel, The Embassy Suites Birmingham-Hoover or the Hilton Birmingham Perimeter Park. A sufficient number of rooms at each property are being held for teams and the individual competitors. Specific hotel assignments will be provided not later than noon Eastern time, Monday, April 7. Each institution is responsible for contacting the hotel directly to confirm space and make its own special arrangements for meeting rooms, catering and other functions. **Rooming lists are due to the respective sales manager at the assigned hotel by 5 p.m. Eastern time, Thursday, April 10.**

### **Hyatt Regency Birmingham- The Wynfrey Hotel**

Velda Johnson - Sales Manager

1000 Riverchase Galleria

Birmingham, AL 35244

Direct: 205/444-5725

Hotel: 205/705-1234

Fax: 205/987-0454

[velda.johnson@hyatt.com](mailto:velda.johnson@hyatt.com)

[wynfrey.regency.hyatt.com](http://wynfrey.regency.hyatt.com)

**Embassy Suites- Birmingham-Hoover**

Ashley Fox – Director of Sales and Marketing  
2960 John Hawkins Parkway  
Hoover, AL 35244  
Direct: 205/769-3841  
Hotel: 205/985-9994  
Fax: 205/769-3850  
[ashley.j.fox@hilton.com](mailto:ashley.j.fox@hilton.com)  
[www.birminghamhoover.embassysuites.com](http://www.birminghamhoover.embassysuites.com)

**Hilton Birmingham Perimeter Park**

**Marguerite Gentry-** Director of Sales & Marketing  
8 Perimeter Park S  
Birmingham, AL 35243  
Direct: 205/972-1123  
Hotel: 205/967-2700  
Fax: 205/972-1116  
[Marguerite.gentry@hilton.com](mailto:Marguerite.gentry@hilton.com)  
[www.birminghamperimeterpark.hilton.com](http://www.birminghamperimeterpark.hilton.com)

An institution is not obligated to stay at the designated property; however, it is responsible for canceling its reservations and then securing its own accommodations. If an institution prefers to stay in another hotel, it must: (1) Obtain a release for the rooms from the hotel manager; or (2) use the rooms for persons accompanying the official traveling party. The competing institution is responsible for the first night's room charges even if it fails to use those rooms.

If an institution fails to make satisfactory arrangements for use of rooms with the hotel, full charges for the rooms will be billed to the institution. The tournament manager of the host institution is to be advised of the plans of each institution sufficiently before the competition.

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**SECTION 12 – MEDIA SERVICES**

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**CREDENTIALS**

All media credential requests must be submitted online at [www.ncaa.com/media](http://www.ncaa.com/media) by 5 p.m. Eastern time, Friday, April 11. Please contact Phil Pierce ([ppierce@ncaa.org](mailto:ppierce@ncaa.org)) with any questions.

Credentials must be worn at all times to gain entry to the floor and designated areas. Directional signage will be posted, identifying the media workroom, media hospitality and press conference/media interview areas. Those areas are located in the lower arena, under Section 22L (beam end of floor).

Credentials are nontransferable; misuse will result in revocation of credential(s) and removal from the arena. Misuse of credentials could impact access at future NCAA championships.

**MEALS**

Media meals will be provided as follows:

- Friday, April 18                      Noon to 1 p.m. and 5:30 to 7 p.m.
- Saturday, April 19                  4:30 to 6 p.m.
- Sunday, April 20                    Noon to 2 p.m.

Dry snacks and Coca-Cola products will be provided throughout each practice and competition sessions.

## SPORTS INFORMATION

The host sports information director is Jessica Sciacca, Alabama Sports Foundation, and Aaron Jordan, associate athletics communications director. Their contact information is listed on page 2.

Any media guides/notes may be shipped in advance to:

Bobby Breedlove  
Facility Manager  
BJCC Arena  
2100 Richard Arrington Jr Blvd N, Dock 3  
Birmingham, AL 35203

## TEAM and INDIVIDUAL COMPETITOR SPECIFIC INFORMATION

By noon, Friday, April 11, the following information must be uploaded to the NCAA FTP site:

1. Color team photo
2. Color head shot of any individual qualifier (AA or IES)
3. Roster with name, event(s), year, hometown, coaching staff
4. Season results in the following format: Date, Meet, Results, Score
5. EPS version of school logo
6. Quick Facts: Location, Nickname, Colors, NCAA title(s), NCAA Regional title(s)

Please place all requested information in the appropriate team folder under your school folder.

Hostname: <https://app.smartfile.com/ftp/login/?next=/ftp/private/browser/browse/>

Username: ncaaschools

Password: ncaafpt

## PRESS CONFERENCES

The interview area will be open to all certified members of the news media. Press conferences will be held 10-minutes after the conclusion of the competition or awards presentation. After each semifinal, each head coach and requested student-athletes of an advancing team and the all-around leader are required to attend the press conferences. For the Super Six, the head coach and requested student-athletes of the winning team will be interviewed. Individual event champions and their head coaches are required to attend the Sunday press conference. The head coach will be escorted to the Media Interview Area by an athletics administrator from his or her institution. The schools' communications (sports information) department will be responsible for escorting the student-athletes to the Media Interview Area.

Coaches cannot make themselves available to selected media representatives before the conclusion of the 10-minute cooling-off period. Press conferences will be held at the following times:

- |                      |   |
|----------------------|---|
| · Friday, April 18   | After Semifinal I<br>After Semifinal II |
| · Saturday, April 19 | After Team Finals                       |
| · Sunday, April 20   | After Individual Event Finals           |

## MIXED ZONE

Coaches on a bye may speak with media in the mixed zone while the meet is still in progress. The mixed zone will be located under Section 22L near the media workroom (northwest corner of BJCC Arena). Once the meet has concluded, the mixed-zone area is closed and no other interviews may be conducted until the formal press conferences after the 10-minute cooling-off period. Coaches shall not conduct any interviews with media representatives -- other than in the mixed zone -- prior to the scheduled press conference. Student-athletes shall not be interviewed until the end of competition.

## VIDEOTAPING, FILMING and STILL PHOTOGRAPHS

Institutions are permitted to videotape championship competition of their teams or their individual student-athletes for archival, coaching or instructional purposes only and not for any commercial purpose. Each institution is permitted to use **one** camera and may videotape only that portion of the competition in which it participates from either the designated area provided by the host institution, or from their respective corral with the following provisions: to shoot video from the corral, the team videographer must have been included as one of the 21 permitted in the corral and must use a hand-held or stationary-tripod camera that does not obstruct fan viewing.

Still photography will be permitted, but use of flash is not. Locations for still photographers will be stipulated by the NCAA media coordinator, with every effort being made to allow photographers to take good shots without interfering with the competition. A final map of all still photo locations will be made available the morning of April 18.

## RADIO COVERAGE

Space will be reserved for a participating institution's radio station only by request. All other stations in the institution's area will be reserved on a space-available basis. Broadcasts of any championship competition must conform to the general broadcasting policies established by the NCAA. All stations broadcasting a competition will be required to sign a radio agreement and secure media credentials available at [www.ncaa.com/media](http://www.ncaa.com/media). Phone lines must be ordered no later than April 11. Please contact Patti Morgan at [patti.morgan@bjcc.org](mailto:patti.morgan@bjcc.org) or 205/458-8415.

## RESULTS and TIES

The team championship will be awarded to the team with the highest cumulative team score, with five scores counting per event. The all-around champion will be awarded to the individual with the highest cumulative score determined during semifinal competition on Friday. The individual event champions will be determined solely on the basis of scores from the individual-event competition on Sunday.

The top four individuals from each semifinal and in each event (plus ties) will compete in the individual event championships. Individual champions will be determined from scores from the individual event competition; scores from semifinal competition will not be considered. During the first half of the competition, routines will alternate between vault and bars, and conclude alternating between beam and floor. In the individual competition, the gymnast must perform one vault with the score determined by averaging all six scores rather than performing two different vaults and the average of the averages of each vault calculated as the final score, as was the case in the past.

Ties — Nationals

- Day 1 — Semifinals (team competition): Ties for third place in each semifinal will be broken by counting six scores per event. If a tie still exists, the team score will be determined by using six scores per event, dropping the high and low scores, and adding the four middle scores.
- Day 2 — Team Finals: Ties will not be broken.

- Day 3 — Individual Event Finals: Ties for the fourth spot in each session will not be broken. There will be no alternates.

The results of the meet will be verified by the NCAA scoring director and meet referee immediately after each event.

## TELEVISION NEWS CREWS

As the NCAA broadcast partner for this event, ESPN has exclusive rights to televise this championship. All other television entities shall have access to the facility up to 30-minutes before the start of each event to establish presence at the site. Immediately thereafter, the facility shall remain off limits to all television entities until ESPN has signed off the air after the completion of the event. ESPN will provide the appropriate feed if any other entities desire crowd, team, individual or competition footage.

## FOOTAGE ON THE INTERNET

Under no circumstances may any highlights be broadcast or otherwise distributed on the Internet or via any other online service, mobile application, digital medium or computer network, without the prior written permission from the NCAA or its designee.

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## SECTION 13 – MEDICAL

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### AMBULANCE

An ambulance will be on site for all practice and competition sessions.

### ATHLETIC TRAINING

Starting Thursday, April 17, the BJCC will open up its two training rooms. The two athletic training rooms will fulfill all of the student-athlete needs. The athletic training rooms will be open during the following hours:

Thursday, April 17	10 a.m. – 6 p.m.	BJCC Arena
Friday, April 18	9 a.m. – 11 p.m.	BJCC Arena
Saturday, April 19	1:30 – 8 p.m.	BJCC Arena
Sunday, April 20	10 a.m. – 6 p.m.	BJCC Arena

The following health care providers will be available should you need their services:

- **Certified Athletic Trainers:** stationed in the main athletic training rooms during hours of operation and on the competition floor during all practices and competitions.
- **Emergency Medical Services:** on site for all competitions and practices.
- **Team physicians (primary care & orthopedic):** on site for all competitions and on call for all practices.
- 

See Appendix O for additional information.

There will be designated seating for medical personnel during the competition for those teams who travel with their own physician, physician assistant, chiropractor, etc. with easy access to the athletic training rooms and competition floor.



## CHAMPIONSHIP MEDICAL CONTACTS

Tournament Athletic Trainer: Britney Bates, MA, CHES, LAT, ATC  
Director of Sports Medicine & Outreach  
Email: britney.bates@lemakhealth.com

Cell: 205/612-7784  
Fax: 205/329-7526

On-call Physician: For more information regarding team doctors on site/on call, please contact Britney Bates.

## EQUIPMENT AND SUPPLIES

Please refer to Appendix O for information regarding modalities, supplies and locations.

If you have a special request for use of the athletic training room and its equipment, please inform Britney Bates in advance, and she will do her best to accommodate you. If a certified athletic trainer will not be traveling with your team/individual competitor, sufficient materials for their needs and written permission for use of modalities must accompany the student-athlete(s). Lemak Sports Medicine will provide on-site physicians, athletic trainers, and on-call specialists as well.

## CONCUSSION MANAGEMENT

The NCAA has adopted legislation that requires all active member institutions to have a concussion management plan for their student-athletes. Participating institutions shall follow their concussion management plan while participating in NCAA championships. If a participating team lacks appropriate medical staff to activate its concussion management plan, the host championship concussion management plan will be activated.

The legislation notes, in part, that a student-athlete who exhibits signs, symptoms or behaviors consistent with a concussion shall be removed from athletics activities (e.g., competition, practice, conditioning sessions) and evaluated by a medical staff member (e.g., sports medicine staff, team physician) with experience in the evaluation and management of concussions; a student-athlete diagnosed with a concussion is precluded from returning to athletics activity for at least the remainder of that calendar day; and medical clearance for return to athletics activity shall be determined by the team physician or the physician's designee from the student-athlete's institution. In the absence of a team physician or their designee, the NCAA tournament physician will examine the student-athlete and will determine medical clearance.

A concussion is a brain injury that may be caused by a blow to the head, face, neck or elsewhere on the body with an "impulsive" force transmitted to the head. Concussions can occur without loss of consciousness or other obvious signs. A repeat concussion that occurs before the brain recovers from the previous one (hours, days or weeks) can slow recovery or increase the likelihood of having long-term problems. In rare cases, repeat concussions can result in brain swelling, permanent brain damage and even death.

For further details please refer to the "NCAA Sports Medicine Handbook Guideline on Concussions" online at [www.NCAA.org/health-safety](http://www.NCAA.org/health-safety).

## HOSPITALS AND EMERGENCY SERVICES

Please refer to Appendix O for a complete list.

## SECTION 14 – PARTICIPANT EXPECTATIONS and GUIDELINES

### ETHICAL BEHAVIOR BY COACHES

Members of the coaching profession have certain inherent obligations and responsibilities to the profession, to the student-athletes and to all those with whom they come into contact. Coaches are expected to be role models who conduct themselves with integrity and high ethical standards at all times.

The words and actions of a coach carry tremendous influence, particularly on the young people under his or her direction. It is, thus, imperative that he or she demonstrate and demand high principles of sportsmanship and ethical behavior.

### FINANCIAL PENALTIES

The NCAA Women's Gymnastics Committee may assess a financial penalty (up to a maximum of \$600) against an institution for failure of its representatives to adhere to the policies and procedures governing the administration of the competition. This includes failure to comply with the procedures and deadlines for submitting score sheets, schedules and entry forms for qualification, and other materials necessary for the efficient administration of the competition.

### MISCONDUCT

[Reference: Meetings (see pages in sports-specific handbooks) and Bylaws 31.1.10 and 31.1.11 in the NCAA Manual.]

**31.02.4 Misconduct.** Misconduct in an NCAA championship is any act of dishonesty, unsportsmanlike conduct, unprofessional behavior or breach of law, occurring from the time the championship field is announced through the end of the championship that discredits the event or intercollegiate athletics. *(Revised: 8/15/89, 8/13/92, 1/14/08 effective 8/1/08)*

**Criticism of Officials.** Members of the coaching staff or other representatives of participating institutions or conferences shall not make public statements critical of officiating in any NCAA championship event. Failure to comply with this policy may subject the individual, institution or conference to the misconduct provisions of Bylaw 31.1.10.

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

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

**Penalty for Misconduct.** In accordance with Bylaw 31.1.10.3, the governing sports committee (or the games committee authorized to act for it) may impose any one or a combination of the following penalties on an institution or any student-athlete or representative of an institution guilty of misconduct that occurs

incident to, en route to, from or at the locale of the competition or practice:

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

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

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

## **SPORTSMANSHIP**

The primary goal of the rules is to maximize the safety and enjoyment of the student-athlete. Sportsmanship is a key part of that goal. Sportsmanship should be a core value in behavior of student-athletes and team personnel, in crowd control by game management and in the judges' proper enforcement of the rules governing related actions.

## **SPORTS WAGERING**

The NCAA defines sports wagering as putting something at risk – such as an entry fee or a wager – with the opportunity to win something in return. The NCAA opposes all forms of legal and illegal sports wagering on college sports. Student-athletes and athletics administrators cannot place a sports wager for any NCAA-sanctioned sport. This includes wagering on the intercollegiate, amateur or professional level.

A student-athlete involved in sports wagering on the student-athlete's institution permanently loses all remaining regular-season and postseason eligibility in all sports. A student-athlete who is involved in any sports wagering activity that involves college sports or professional athletics, through Internet gambling, a bookmaker, a parlay card or any other method employed by organized gambling, will be ineligible for all regular-season and postseason competition for at least one year.

In championships in which a bracket format is used, student-athletes, coaches and administrators may not participate in bracket competitions where there is both a required entry fee and an opportunity to win a prize. Student-athletes and administrators may participate under current NCAA rules, in bracket contests where there is no entry fee but a possibility of winning a prize. Some NCAA member schools, however, have chosen to ban student-athletes from participating in these types of bracket contests.

## TOBACCO POLICY

The use of tobacco products is prohibited by all game personnel (e.g., coaches, trainers, managers and game officials) in all sports during practice and competition. Uniform penalties (as determined by the applicable rules-making committees and sports committees with rules-making responsibilities) shall be established for such use.

The use of tobacco products by a student-athlete is prohibited during practice and competition. A student-athlete who uses tobacco products during a practice or competition shall be disqualified for the remainder of that practice or competition.

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## SECTION 15 – SECURITY

### MEDIA/INTERVIEW AREA

There will be one security officer inside each vomitory entrance. The security officer will check credentials as individuals enter/leave the competition floor; and from the competition floor to the media work/hospitality and interview areas.

### TEAM LOCKER ROOMS

Throughout all practice and competition sessions, there will be security officers located at either end of the locker room hallway to monitor the locker rooms.

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## SECTION 16 – TEAM TRAVEL AND TRANSPORTATION

Participating institutions shall be responsible for making their own reservations in accordance with NCAA travel policies.

1. **Air Transportation.** Participating institutions located 400 miles or more from the site of competition and approved for a flight are required to make all air travel arrangements with the NCAA's official travel agency, Short's Travel Management, at 866/655-9215. Institutions also may enter travel manifest and other travel party information through the travel portal at [www.shortstravel.com/ncaachamps](http://www.shortstravel.com/ncaachamps). The NCAA will pay the agency directly for such costs. Institutions who fail to use the official agency will not receive reimbursement for their travel.

The NCAA will reimburse fees for checked baggage charged by commercial airlines. While we encourage you to take as few bags as necessary, a maximum of two bags per person will be reimbursed. Fees for oversized or overweight bags will not be reimbursed.

The NCAA, will not reimburse fees charged by the airlines to pre-assign seats, choose premium seats, or receive priority check-in.

2. **Ground/Local Transportation.** For individual-team sports, when institutions are required to travel by ground transportation to the site of competition or are eligible for reimbursement at the site, reimbursement will be provided at a rate of 53 cents per mile, per participant, not the actual cost of ground transportation. Individual-team sports are not required to use GO Ground.

Local transportation is not reimbursable by the NCAA and must be paid by the institution. Transportation between the team's hotel and the competition or practice site is considered local transportation. Please see the NCAA travel policies for the applicable mileage limits.

3. **Per Diem.** Per diem will be paid for the allowable travel party. The per diem rate and allowable days can be found in the NCAA travel policies.
4. **Expense Reimbursement.** Team expense reports should be filed online through the Travel Expense System (TES). The login information for the system is the same as that used for the Short's travel portal. The system can be accessed at: <https://web1.ncaa.org/TES/exec/login?js=true>. All institutions, including hosts, must complete the online reimbursement process in order to receive the appropriate reimbursement.
5. **Travel Exceptions and Questions.** Be advised that if extraordinary circumstances may warrant an exception to the travel policies, please contact the NCAA travel department for approval PRIOR TO making any travel arrangements. The travel group can be reached at 317/917-6757, or by email at [travel@ncaa.org](mailto:travel@ncaa.org).

## CAR RENTAL OPTIONS

Rental car companies are located in the Rental Car Facility in Section 1B of the Birmingham-Shuttlesworth International Airport parking deck. Below is a list of car rental companies:

### **Alamo**

Local Counter: 205/591-4395

Reservations: 1-800-327-9633

### **Avis**

Local Counter: 205/592-8901

Reservations: 1-800-230-4898

### **Budget**

Local Counter: 205/322-3596

Reservations: 1-800-527-0700

### **Thrifty**

Local Counter: 205/510-0026

Reservations: 1-800-847-4389

### **Dollar**

Local Counter: 205/591-8666

Reservations: 1-800-800-4000

### **Enterprise**

Local Counter: 205/591-1927

Reservations: 1-800-261-7331

### **Hertz**

Local Counter: 205/591-6090

Reservations: 1-800-654-3131

### **National**

Local Counter: 205/592-7259

Reservations: 1-800-227-7368

## DIRECTIONS

**BJCC Arena** is located at:  
Richard Arrington Jr. Blvd. North  
Birmingham, AL 35203

**From Atlanta and Gadsden** Take 22nd Street exit from I-20/59 west (125) At bottom of ramp go straight across 22nd Street. At the next intersection take a right on to Richard Arrington Jr. Blvd North. The Sheraton Birmingham Hotel and Medical Forum are on your right and the Arena, Concert Hall, Exhibition Halls and Meeting Rooms are on your left.

**From US Hwy 280** Take Carraway Blvd. exit. At the second light take left on to Richard Arrington Jr. Blvd North. Go four blocks.

**From Huntsville, Montgomery or Tuscaloosa** At the downtown interchange of I-20/59 and I-65 take I-20/59 east to Atlanta and Gadsden. Take the 17th Street exit (125A) and turn left on to 8th Avenue (first light). Take left on 19th Street, go under the interstate and the Arena is on the right side of the street.

- Spectators and Team Administrators not traveling with the teams are directed to park for \$8 per vehicle in Lot 13 B nearest 19<sup>th</sup> Street, Lot 7, 22<sup>nd</sup> Street Parking Deck, East Garage, private lot adjacent to Lot 14, or Social Security Building Parking lot. Parking attendants are available at the entrance to each lot approximately two hours prior to event.
- Teams/Team Administrators riding with teams/IES/AA will drop off along 19<sup>th</sup> street and enter through the 19<sup>th</sup> Street Team/Media entrance. Once athletes and administration are dropped off, team buses/vans will park in Lot 13 near 18<sup>th</sup> Street North.

## RESTAURANTS and PLACES OF INTEREST

There are numerous restaurants, hotels and places of interest in the Birmingham-Hoover Metropolitan Area. For a complete listing, visit the following link: (Also See Appendix P)

[www.birminghamal.org](http://www.birminghamal.org)

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## SECTION 17 – TICKETS

Each participating institution will be guaranteed a minimum of 90 seats. Each institution must contact Brenton Howard at 205/262-2814 not later than 5 p.m. Eastern time, Thursday, April 10, regarding how many of the 90 tickets it will purchase, and if additional tickets are needed. If tickets are not claimed by 5 p.m. Eastern time, Thursday, April 10, they will be released for public sale. Please contact Mr. Howard with questions. See Appendix I for BJCC seating map.

There are no complimentary tickets for NCAA championship events. However, an institution may purchase tickets that can be used as complimentary tickets for student-athletes' guests. Space will be provided at BJCC Arena and staffed by University of Alabama personnel at the player-guest pass gate. It is preferred; however, that each institution provides a representative to administer its own player-guest list. If an institution does not send a representative, a will call and player-guest list must be submitted to Mr. Howard via fax at 205/967-9940 or bhoward@brunoeventteam.com by noon, Thursday, April 17.

## ALLOCATIONS

Participant ticket blocks will be held in the following sections: 6L-15L and 22L-27L. Ticket allocations will be reviewed on the participant call April 10, noon Eastern time.

## TICKET PRICES

### *Ticket pricing is as follows:*

All-session tickets:

\$50	Reserved Lower Level
\$45	Group Reserved Lower Level (10+)
\$35	Reserved Upper Level
\$30	Group Reserved Upper Level (10+)

Single-session tickets:

\$20	Reserved Lower Level
\$15	Reserved Upper Level
\$17	Group Reserved Lower Level (10+)
\$13	Group Reserved Upper Level (10+)

Participating Institution Ticket blocks and group tickets can be ordered by calling 205/262-2814. All fan tickets may be purchased by calling Ticketmaster at 1-800-745-3000 or online at [www.ncaa.com/wgymnastics](http://www.ncaa.com/wgymnastics).

## GENERAL WILL CALL WINDOW

If requested, tickets ordered by phone can be picked up at the BJCC Arena Will Call window in the box office located at the 19<sup>th</sup> Street North entrance.

## PLAYER GUEST ENTRANCE

The Player-Guest Entrance is located at 19<sup>th</sup> Street North Main entrance of the BJCC Arena. There will be University of Alabama ticket representatives on hand to distribute player-guest tickets. (If your institution intends to bring a ticket representative, please notify Brenton Howard, event manager, by Wednesday, April 16.) Guests receiving tickets via the player-guest entrance will be required to present photo identification for entry.

## NON-COMPETING PARTICIPANT SEATING

Seating will be held in section 12U for those participants not competing in a particular session. Your participant credential will be needed for access to the venue. All participants will enter the BJCC Arena through the 19<sup>th</sup> Street North Team/Media Entrance.

## BANDS/SPIRIT SQUADS/MASCOT ENTRANCE

Enter through the Team/Media Entrance located on 19<sup>th</sup> Street North. Signage will indicate team drop-off area. Band seating will be in Sections 16U/32U, Rows A-C as needed.

### CREDENTIALS

The championships entry form is available on the NCAA website and in Appendix A. **This form must be returned by noon Eastern time, Wednesday, April 9, to Marie Scovron at the NCAA national office ([mscovron@ncaa.org](mailto:mscovron@ncaa.org)) and to Billy Rodgers, tournament director, ([brodgers@brunoeventteam.com](mailto:brodgers@brunoeventteam.com)).** Changes to the 15 student-athletes designated on the entry form must be made in writing to Ms. Scovron not later than the institution's departure from campus.

General Policies: The entry/march-in form shall serve as the official credential request form. Credentials must be worn as specified below to gain entry to the arena and for access to designated areas (competition floor, press conferences, locker rooms, etc.). At the national championships, participating gymnasts will receive bag tags as their credentials (these shall be affixed to the gym/apparel bag), and non-participants (coaches, athletic trainers, managers, etc.) will be provided wristbands. All wristbands will be provided at the venue on a daily basis and needed to gain entry.

An issued credential may not be given to another team member or individual. If a participant or staff member loses a credential, a fine will be imposed (the price of an all-session ticket to the event - \$55) to replace the credential.

Teams: Teams shall receive a total of 21 individual credentials, with a maximum 15 for competing student-athletes. If a team does not have 15 student-athletes, the remaining credentials may be allocated to other necessary institutional staff members. For videographer to film from the corral, see policy on following page.

All-Around and Individual Event Qualifiers/Individual Event Finals: In addition to credentials issued to the individual qualifier(s), institutions will receive four (4) wrist bands that will serve as credentials for coaches, athletic trainers and other necessary institutional staff members.

Temporary Passes: A maximum of three (3) temporary credentials may be issued (not good for admittance) to each institution for use by its administrators for access to pre- and post-competition responsibilities, press conferences and awards ceremonies. The administrator(s) will be permitted on the competition floor up until the floor is cleared to prepare for march-in. These three individuals shall be listed on the official entry/march-in form.

Team Physician: A medical credential may be issued to a team physician on request via the official entry/march-in form. Hosts shall seat team physicians in an area that is easily accessible to the competition floor in the event of an injury.

Sports Information Director: One (1) floor-access credential (non-transferable) for purposes of fulfilling media responsibilities and access to the competition floor and locker rooms as needed. This will be requested through and issued by the *media coordinator*.

Photographers/Videographers from Participating Institutions: Two (2) credentials (two for an institution's photographers, or one each for a photographer and a videographer) may be requested via the media coordinator and removed from the team list. The photographer(s) must cover the event from areas designated by the host institution. For the videographer to film from the team corral, he or she must be included as part of the 21 permitted in the team corral and listed on the official entry/march-in form. Photographers are not permitted in the corrals and their credentials will be handled by the *media coordinator*.



## ALTERNATES

For nationals, the vacated spot will be filled with a team or all-around competitor with the next highest score from the respective regional. Notification will be made up through 5 p.m. local time of the host institution Tuesday prior to the competition. After that date, no replacements will be made if a team or all-around competitor must withdraw from the competition. For individual/event competition (Day 3), alternates will not be named.

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## SECTION 19 – TROPHIES AND AWARDS

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### AWARDS

Official NCAA awards will be presented at the site of the national championships. The following number of awards will be given: team trophies for the top four teams; a maximum of 18 individual awards (the official squad list of up to 15 student-athletes, plus three coaches) for each of the four teams; championship watches to the winning team (the official squad list of up to 15 student-athletes; an additional three watches will be ordered by the NCAA after the event); and awards to the top eight place-finishers on each of the four individual events, plus all-around. These official NCAA awards are the only awards that may be presented at the site of the championships.

1. Team awards will be presented immediately after the team competition Saturday evening. On Sunday, the all-around and individual event awards will be presented in one ceremony at the conclusion of the competition. Each gymnast should report to the staging area immediately after the end of competition and be dressed in her team warm-ups. Any of the top eight all-around award winners should be prepared to participate in the Sunday awards ceremony.
2. The NCAA committee will record all ties. The additional awards will be ordered by and sent to the respective institution's athletics administrative office from the NCAA national office after the championships. All awards that are not given out because of ties (e.g., third place if there is a tie for second place) shall be returned to the vendor.
3. Participation medallions will be provided to all participating student-athletes based on the official squad size.

### ADJUSTED PLACE STANDINGS

If a student-athlete is found to be ineligible, that individual's performance shall be stricken from the championships record, the points the student-athlete has contributed to the team's total shall be deleted, the team standings shall be adjusted accordingly and any awards shall be returned to the Association. Further, the placement of other competitors shall be altered and awards presented accordingly. *[Reference: Bylaw 31.2.2.3 in the NCAA Manual.]*

### ELITE 89

The Elite 89 award is presented to the student-athlete with the highest cumulative grade-point average competing at the final site for each of the 89 NCAA championships. Each institution that has at least one student-athlete qualify for the final round/site is eligible to nominate a student-athlete for the award. All ties are broken by number of credits completed.

For more information regarding this program, please contact Mark Bedics, Ryan Hall or Juliette Kenny (317/917-6222; elite89@ncaa.org). All documents, including deadlines and nomination forms, can be obtained at [Elite 89 forms](#).

The deadline for submitting nominations for the 2014 National Collegiate Women's Gymnastics Championships is 5 p.m. Eastern time, April 10.

## PARTICIPATION AWARDS

An apparel item again will be among the participation awards being provided to student-athletes who advance to the championships finals site this year. This item will be sent to your institution for distribution to your student-athletes after the conclusion of the championships. The NCAA, in conjunction with PPI Sports, Inc., will communicate directly to participating institutions' head coaches regarding the ordering and delivery process of these participation awards. In order to ensure that each participant receives his or her award, we ask that you respond to [Mark Williams](#) at PPI with the appropriate sizes to be ordered. You will be able to do so after receiving instructions in an email from PPI. If, for some reason, you fail to receive information for ordering awards within two weeks after your event, please contact Mr. Williams at PPI, or Marie Scovron at the NCAA national office.

On Thursday, April 17 in the Participant Hospitality area samples will be available to determine sizing.

If you would like to purchase additional awards, or have questions with the ordering process, please contact Mr. Williams at 612/379-3859 or [mark@ncaachampionshipstore.com](mailto:mark@ncaachampionshipstore.com)

Below is an example of the awards that will be sent to each of your student-athletes after the championships.





**NCAA WOMEN'S GYMNASTICS CHAMPIONSHIPS**  
**2014 Official Entry and March-in Form**



1. Regionals \_\_\_\_\_

2. Nationals \_\_\_\_\_

Institution: \_\_\_\_\_

Please list each individual from your institution's travel party (limit of 21). **Please denote eligible student-athletes who will be participating with an asterisk. Student-athletes should be listed in alphabetical order using lines 1-15.** If a team does not have 15 student-athletes, the remaining credentials may be allocated to other necessary institutional staff members.

1. _____	15. _____
2. _____	16. _____
3. _____	17. _____
4. _____	18. _____
5. _____	19. _____
6. _____	20. _____
7. _____	21. _____ (athletic trainer)
8. _____	
9. _____	
10. _____	
11. _____	
12. _____	
13. _____	
14. _____	
	<i>Use Lines 22 – 24 to list the three on-site administrators; and line 25 to list the team physician.</i>
	<i>*Tickets must be purchased.</i>
	*22. _____
	*23. _____
	*24. _____
	*25. _____ (team physician)

**March-in Form.** Please list all eligible student-athletes that will be on-site at the event and participating in the official march-in below **(shortest to tallest)**.

1. _____	9. _____
2. _____	10. _____
3. _____	11. _____
4. _____	12. _____
5. _____	13. _____
6. _____	14. _____
7. _____	15. _____
8. _____	

This form must be returned to Marie Scovron (mscovron@ncaa.org) at the NCAA national office and Billy Rodgers, tournament director, (brodgers@brunoeventteam.com) by noon, April 9 for nationals. Changes to the 15 student-athletes designated on the entry form must be made in writing to the tournament director and Ms. Scovron not later than the institution's departure from campus.

## 2014 HOTEL ROOMING LIST

Institution	_____
HEAD COACH	_____
ROOM 1	_____
ROOM 2	_____
ROOM 3	_____
ROOM 4	_____
ROOM 5	_____
ROOM 6	_____
ROOM 7	_____
ROOM 8	_____
ROOM 9	_____
ROOM 10	_____
ROOM 11	_____
ROOM 12	_____
ROOM 13	_____
ROOM 14	_____
ROOM 15	_____

Please contact respective hotel sales manager to confirm/book your reservations.

**Rooming lists are due to the respective sales manager at the assigned hotel by 5 p.m. Eastern time, Thursday, April 10.**

**Hyatt Regency Birmingham- The Wynfrey Hotel**

Velda Johnson - Sales Manager

Direct: 205/444-5725

Fax: 205/987-0454

[velda.johnson@hyatt.com](mailto:velda.johnson@hyatt.com)

**Hilton Birmingham Perimeter Park**

**Marguerite Gentry**- Director of Sales & Marketing

Direct: 205/972-1123

Fax: 205/972-1116

[Marguerite.gentry@hilton.com](mailto:Marguerite.gentry@hilton.com)

**Embassy Suites- Birmingham-Hoover**

Ashley Fox – Director of Sales and Marketing

Direct: 205/769-3841

Fax: 205/769-3850

[ashley.j.fox@hilton.com](mailto:ashley.j.fox@hilton.com)

2014 NCAA Women's Gymnastics Championships  
Student-Athlete Guest List (duplicate as needed)

I received a complimentary admission from the student-athlete named below. By signing this form, I certify that I did not, nor do I plan to, pay or give anything of value to the student-athlete in exchange for the complimentary admission.

<b>Participant's Name (Last, First)</b>	<b>Name of Guest(s)</b>	<b>Signature</b>
	1.	
	2.	
	3.	
	4.	
	5.	
	6.	
	1.	
	2.	
	3.	
	4.	
	5.	
	6.	
	1.	
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	3.	
	4.	
	5.	
	6.	
	1.	
	2.	
	3.	
	4.	
	5.	
	6.	
	1.	
	2.	
	3.	
	4.	
	5.	
	6.	

**2014 NATIONAL COLLEGIATE WOMEN'S GYMNASTICS CHAMPIONSHIPS****LINEUP FORM**

Institution \_\_\_\_\_

Coach \_\_\_\_\_

VAULT 1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_  
5. \_\_\_\_\_  
6. \_\_\_\_\_

BARS 1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_  
5. \_\_\_\_\_  
6. \_\_\_\_\_

BEAM 1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_  
5. \_\_\_\_\_  
6. \_\_\_\_\_

FLOOR 1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_  
5. \_\_\_\_\_  
6. \_\_\_\_\_

## 2014 NATIONAL COLLEGIATE WOMEN'S GYMNASTICS CHAMPIONSHIPS

### PODIUM PROTOCOL

The intent of the podium is to showcase the competing student-athletes. All participants must conduct themselves in a fair and sportsmanlike manner at all times during the competition, in particular:

- at the apparatus.
- during the march in.
- during the march to and from the apparatus.
- during the mandatory participation in the applicable award ceremony.

While a student-athlete is competing, no other individual shall be on the podium except as noted below.

- Only one coach at a time may be on the podium to spot a gymnast during her routine or stationed near the apparatus for safety purposes (i.e. near the corner of the diagonal on floor exercise to guard a gymnast falling out of bounds). Except on floor where two coaches may be at opposite corners, if needed.
- Coaches or gymnasts may be on the podium to remove a springboard, to move mats or to stabilize mats. These individuals should leave the podium when their duties are complete, being careful not to be a distraction to the judges.
- Viewing boxes (not on the podium) will be marked outside of the corral at each event for one coach.
- Verbal cues by a coach or teammate(s) to own gymnast shall receive a .20 deduction (applied after one warning has been given). If the gymnast is competing on the apparatus and the coach or teammate(s) instructs her by giving specific information on what to do during the routine, then deduction of .20 is taken from the average without warning. The deduction is taken only once, regardless of the number of cues given.
- One coach will be allowed to celebrate with the competing student-athlete on the podium. Other individuals may not get on the podium to celebrate or congratulate anyone or run down the vault runway to celebrate. Additional individuals on the podium as permitted (for spotting, moving mats, etc.) must refrain from celebrating on the podium.
- After a routine, gymnasts and coaches should use the podium stairs designated by the NCAA Women's Gymnastics Committee to descend whenever possible, as the stairs and corrals will be located in a manner that will expedite both the needs of the teams and coaches and the opportunity for television to cover the team aspect of the sport of women's gymnastics.
- A .10 deduction for each infraction will be taken from the team score for not adhering to the above protocols including excessive celebration, unless otherwise noted. For all-arounders and individual event competitors, a .10 deduction from the gymnasts score will be taken.

#### Other General Guidelines:

- Only NCAA-approved matting is allowed on the podium.

- On bars, all major chalking shall be done at the chalk station next to the bar corral on the floor. The next gymnast to compete shall use the chalk station on the floor, not the podium. A chalk station will be placed on the podium in case a gymnast falls and she needs to chalk up again.
- After the touch warm-up, the first competitor should remain on the podium to begin competition immediately. Remaining team members must return to the corral to watch the first routine.
- No food or drinks on the podium.
- No one should lean on or against the podium, particularly during competition.
- No items (including cameras, notebooks, grips, cups, etc.) should be left on the podium.

*\*If there is a violation of any of the GENERAL guidelines, the coach or gymnast will receive a warning or "yellow card." If a coach or gymnast continues to violate these guidelines, then a "red card" will be issued and will no longer be permitted on the competition floor. The individual in violation will be asked to leave the floor and watch the event from the stands for the remainder of the championships.*

Best of luck and thank you for your adherence to the above policies.



## National Collegiate Women's Gymnastics Championships Equipment List (regionals & nationals)

We verify that this is the equipment that will be used at NCAA Women's Gymnastics Championships.

Host BJCC

Signature Meet Director \_\_\_\_\_

Signature Athletics Director \_\_\_\_\_

Year(s) \_\_\_\_\_

**\*\* circle specific equipment when given more than one option \*\***

				<b>Regionals</b>		<b>Nationals</b>	
	<b>800 ELITE SERIES</b>	<b>CATALOG</b>		<b>CHECK</b>	<b>WILL</b>	<b>AAI</b>	<b>If something is different please note</b>
<b>VAULT</b>	<b>ITEM DESCRIPTION</b>	<b>NO.</b>	<b>QTY.</b>	<b>IF HAVE</b>	<b>GET</b>	<b>PROVIDES</b>	
	TAC/10 Vault Table	407-557	1			x	
	Padded Vaulting Runway (1 3/8" x 3' x 84')	416-785	1			x	
	TAC/10 Board	407-233	2			x	
	Contoured Vault Safety Zone	407-238	1			x	
	Monopod Anchor Mat 20 cm	416-549	1			x	
	FIG 8' x 15.5' x 20 cm V2 - Firm	416-558	1			x	
	FIG 4' x 8' x 20 cm V2 - Slab	416-553	1			x	
	Throw Mat 7' x 10' x 10 cm (anti-slip with Duel Density Foam)	416-258	2			x	
	Throw Mat 7' x 10' x 10 cm (standard foam mesh bottom)	416-319	1			x	
	Throw Mat 8' x 15' x 4" folding	416-020	1			x	
	8" Skill Cushion 5' x 10'	416-159	1			x	
	8" Skill Cushion 5' x 10' "Softy"	416-006	1			x	
	Sting Mat 6'.6" x 8" x 2"	416-584	1			x	
	TAC/10 Round off Pad - 36" x 54" x 1 3/8" (no personal pads)	416-098	1			x	
	Mini TAC/10 Round off Pad - 36" x 36" x 1 3/8" (no personal pads)	416-099	1			x	
	Low Spotting Block 2' x 1' x 4'	416-042	1			x	
	TAC 10/Towel (one box)	407-571	1			x	
	TAC 10/Surface Cleaner	407-567				x	
	Step-in Chalk Holder w/ chalk	407-007	1			x	
	Score Flasher - 3 digit (panel judges and vault group)	418-002	4			x	
	Score Flasher - 4 digit (chief judge)	418-003	1			x	
<b>MISC</b>	Collegiate Vault Value Chart		1				
	100 ft. US Tape Measure		1				
	Start Value Flip Charts		4				
	Green Start Flag		1				
				<b>Regionals</b>		<b>Nationals</b>	
<b>BARS</b>				<b>CHECK</b>	<b>WILL</b>	<b>AAI</b>	<b>If something is different please note</b>
	<b>Floor Plates</b> or <b>Free standing</b>			<b>IF HAVE</b>	<b>GET</b>	<b>PROVIDES</b>	
	UTB 844 Elite Uneven	407-080	1			x	
	Extra Graphite X Bar	407-152	2			x	
	Elite Uneven Bars Adapters - if floor plates are not available	407-361/349	1			x	
	FIG 8' X 15.5' x 20 cm V2 - Firm	416-558	2			x	
	FIG 8' x 12' x 20 cm V2 - Firm	416-557	2			x	
	FIG 5' x 7.5' x 20 cm V2 - Slab	416-554	1			x	
	Throw Mat 7' x 10' x 10 cm (anti-slip with Duel Density Foam)	416-258	1			x	
	Throw Mat 7' x 10' x 10 cm (standard foam mesh bottom)	416-319	1			x	
	Sting Mat 6'.6" x 8" x 2"	416-584	1			x	
	8" Skill Cushion 5' x 10' "Softy"	416-006	1			x	
	8" Skill Cushion 5' x 10' Anti Skid	416-257	1			x	
	Throw Mat 8' x 15' x 4" folding	416-020	1			x	
	TAC/10 Board	407-233	1			x	
	Low Spotting Block 2' x 1' x 4'	416-042	1			x	
	High Chalk Holder	407-008	2			x	
	Block Chalk	407-585	Case			x	
	Score Flasher - 3 digit (panel judges)	418-002	3			x	
	Score Flasher - 4 digit (chief judge)	418-003	1			x	
<b>MISC</b>	Stop Watches		2				
	Scotch bright pad for scraping bars		1				
	Start Value Flip Charts		4				
	2' x 4' x .5" plywood mounting boards w/ non-skid surface both sides no logos (w/ rope for handles)		1				
	Green Start Flag		1				
	Wire Brush		2				
	Spray Water Bottles for Bars		3				

**\*\*Please note that some items may be added or deleted due to future changes to equipment specifications. Also, some catalog numbers may change.**

## National Collegiate Women's Gymnastics Championships Equipment List (regionals & nationals)

We verify that this is the equipment that will be used at NCAA Women's Gymnastics Championships.

Host BJCC

Signature Meet Director \_\_\_\_\_

Signature Athletics Director \_\_\_\_\_

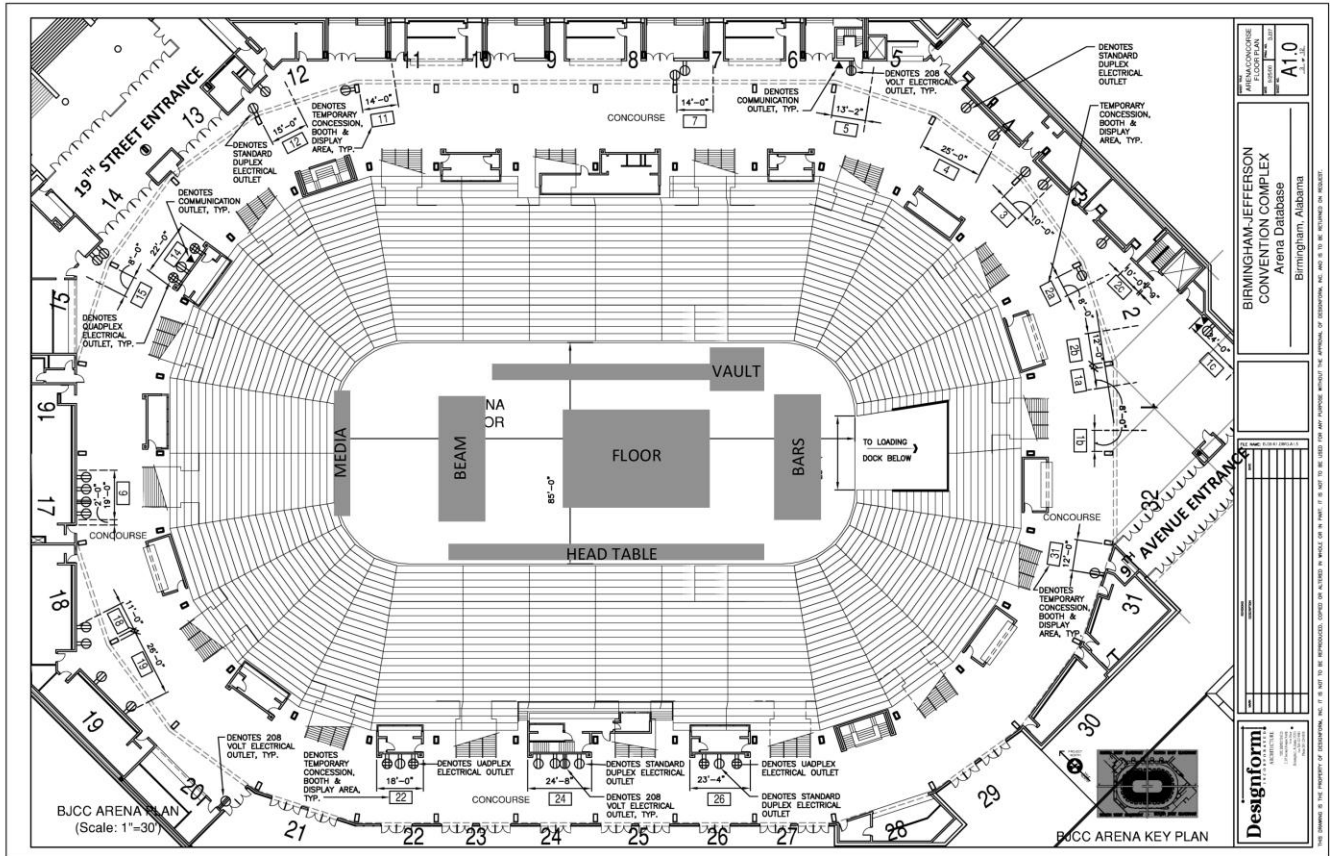
Year(s) \_\_\_\_\_

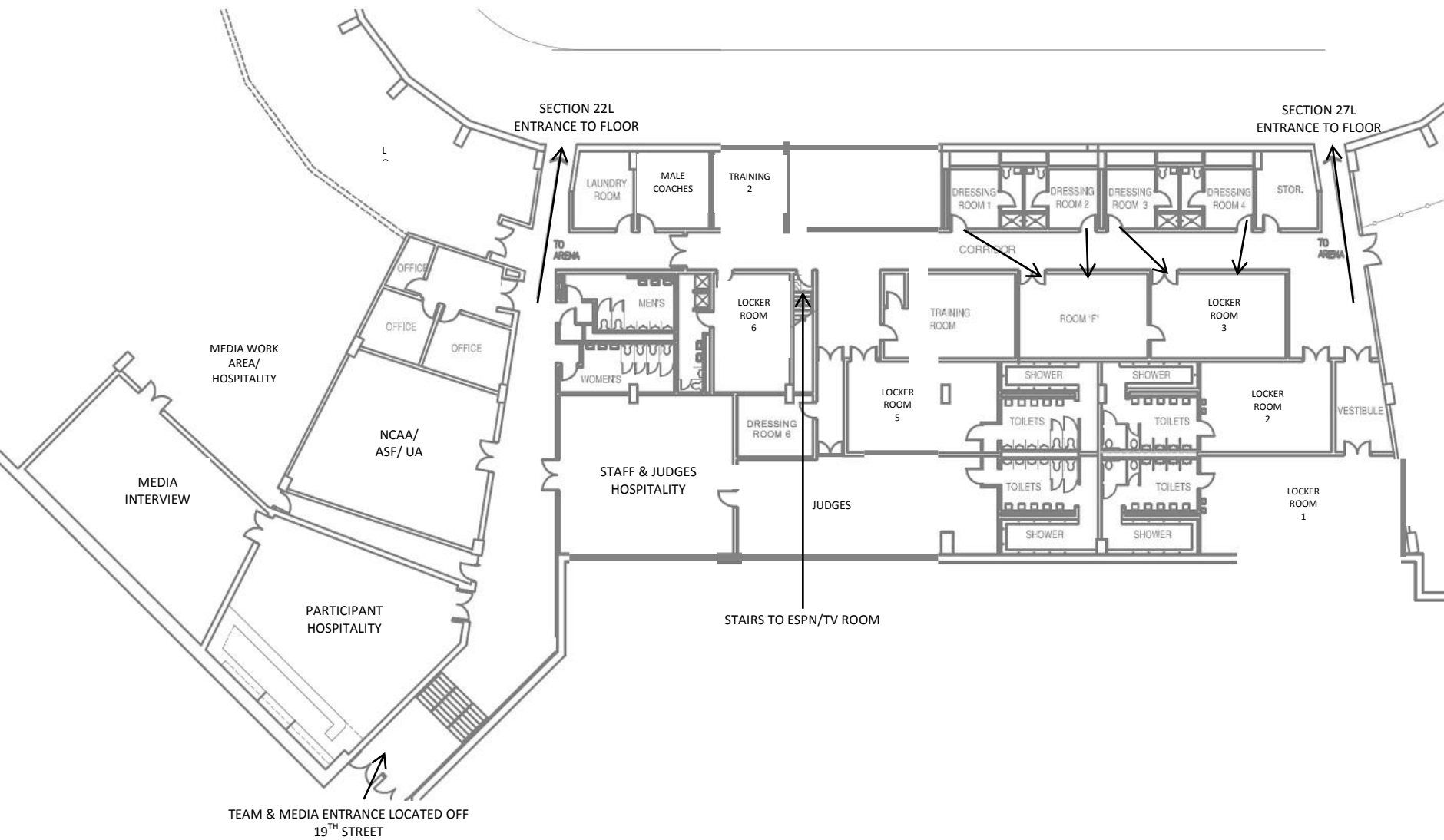
**\*\* circle specific equipment when given more than one option \*\***

				<b>Regionals</b>		<b>Nationals</b>	
	<b>800 ELITE SERIES</b>	<b>CATALOG</b>		<b>CHECK</b>	<b>WILL</b>	<b>AAI</b>	
<b>BEAM</b>	<b>ITEM DESCRIPTION</b>	<b>NO.</b>	<b>QTY.</b>	<b>IF HAVE</b>	<b>GET</b>	<b>PROVIDES</b>	<b>If something is different please note</b>
	Elite Reflex Nonadj Beam	407-430	1			x	
	Elite Beam Leg Pads	416-325	1 set			x	
	Elite Beam Leg Filler Mat System	416-560	1 set			x	
	FIG 8' x 15.5' x 20 cm V2 - Firm	416-558	2			x	
	FIG 8' x 15.5' x 20 cm V4 - Firm	530-854	2			x	
	FIG 8' x 12' x 20 cm V2 - Firm	416-557	1			x	
	FIG 4' X 8' x 20 cm V2 - Firm Slab	416-553	1			x	
	Throw Mat 7' x 10' x 10 cm (anti-slip with Duel Density Foam)	416-258	1			x	
	Throw Mat 7' x 10' x 10 cm (standard foam mesh bottom)	416-319	1			x	
	8" Skill Cushion 5' x 10' nonslip	416-159	1			x	
	Sting Mat 6'.6" x 8" x 2"	416-584	1			x	
	Throw Mat 8' x 15' x 4" folding	416-020	1			x	
	TAC/10 Board	407-233	1			x	
	Suede Beam Pad	416-051	1			x	
	Step-in Chalk Holder w/ chalk	407-007	2			x	
	Score Flasher - 3 digit (panel judges)	418-002	3			x	
	Score Flasher - 4 digit (chief judge)	418-003	1			x	
<b>MISC</b>	Stop Watches		2				
	Start Value Flip Charts		4				
	2' x 4' x .5"plywood mounting boards w/ non-skid surface both sides no logos (w/ rope for handles)		1				
	Green Start Flag		1				
	Bell (beam warning); loud enough to be heard over crowd		1				
				<b>Regionals</b>		<b>Nationals</b>	
<b>FLOOR</b>				<b>CHECK</b>	<b>WILL</b>	<b>AAI</b>	<b>If something is different please note</b>
				<b>IF HAVE</b>	<b>GET</b>	<b>PROVIDES</b>	
	Elite Floor Exercise System - 40' x 40'	432-340	1			x	
	Extra Floor Panel	534-128	2			x	
	All-American Elite Carpet - 45' x 45' (note color in blank column)	432-510	1			x	
	Foam Border	432-891	1			x	
	2" QuadLam Foam 6' x 42'	416-773	7 rolls			x	
	8" Skill Cushion 5' x 10'	416-663	1			x	
	Sting Mat 6'.6" x 8" x 2"	416-584	1			x	
	Throw Mat 7' x 10' x 10 cm (anti-slip with Duel Density Foam)	416-258	1			x	
	Throw Mat 7' x 10' x 10 cm (standard foam mesh bottom)	416-319	1			x	
	Step-in Chalk Holder w/ chalk	417-007	2			x	
	Score Flasher - 3 digit (panel judges)	418-002	3			x	
	Score Flasher - 4 digit (chief judge)	418-003	1			x	
	EZ Roll Corner Mats - set of 4 each	416736	1			x	
	Block Chalk	407-585	Case			x	
<b>MISC</b>	Start Value Flip Charts		4				
	Sound system including Ipod adapter		1				
	Green Start Flags		1				
	Yellow Flags		2				
	Stop Watches		1				
	60" x 60" Vinyl Floor Sheets (for gymnastics to apply chalk to their feet - versus crushing chalk on competitive mats)		4			x	
	Score Flasher - 5 digit (for finals)		2			x	
<b>bye area 1</b>	off competition floor						
	Additional Panel Mats - for stretching area		2			x	
<b>bye area 2</b>	off competition floor						
	Additional Panel Mats		2			x	
<b>Meet Referee</b>	Host to provide						
	100 ft. US Tape Measure		1				
	20 meter Tape Measure		1				
	Stop Watches (3 backups)		3				

**\*\*Please note that some items may be added or deleted due to future changes to equipment specifications. Also, some catalog numbers may change.**

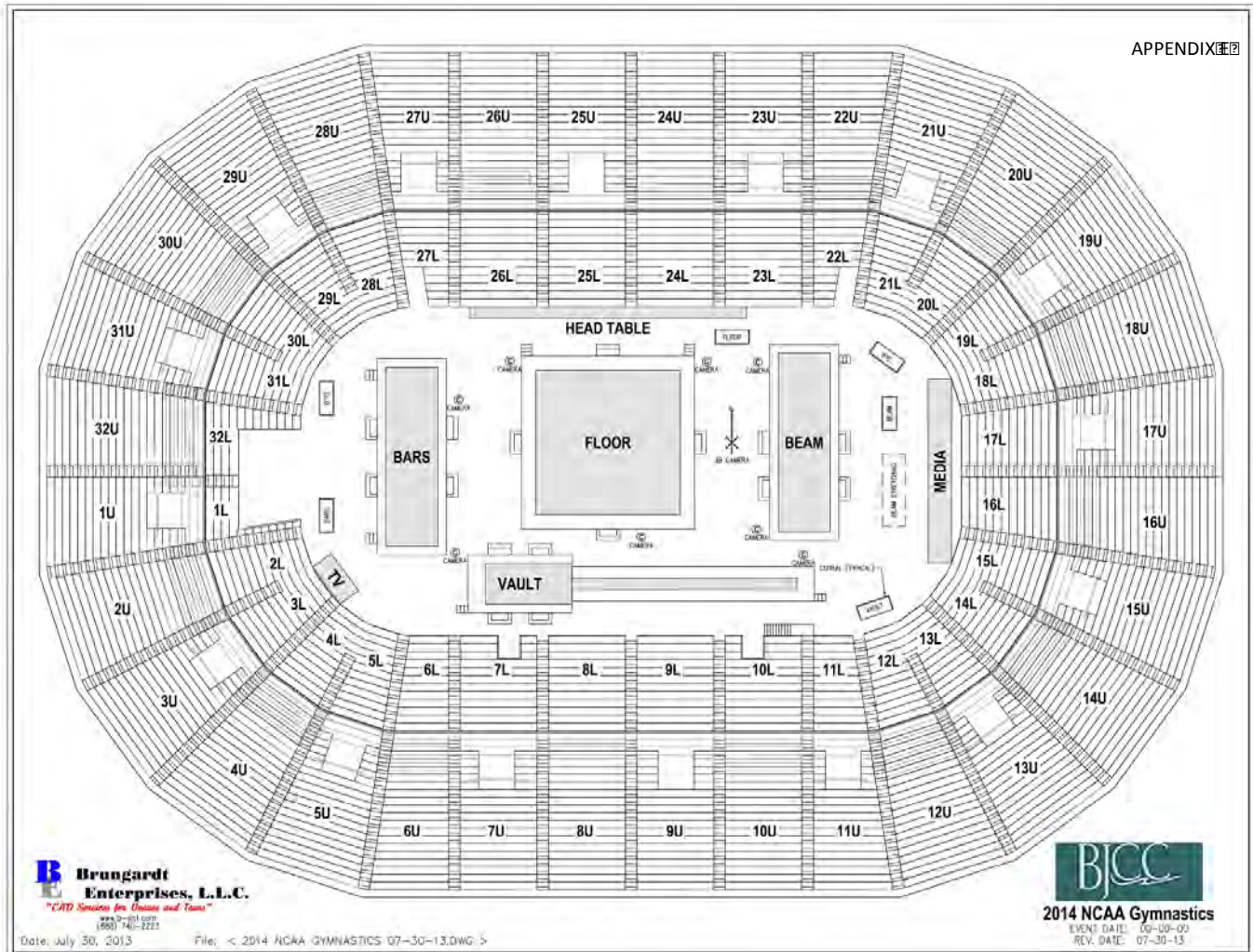
**BJCC Arena – Competition Floor/Concourse Layout**





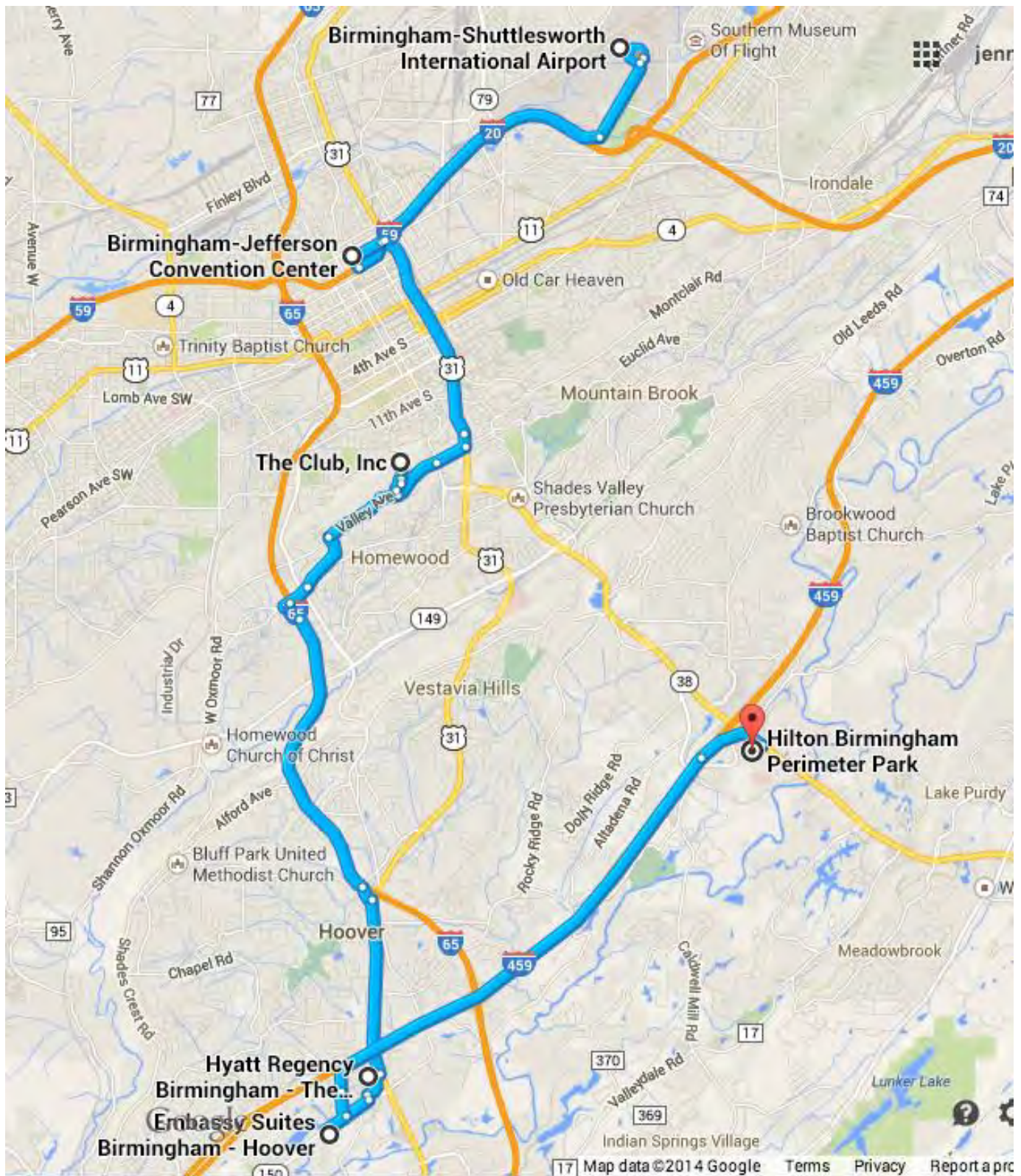
**BJCC Arena Competition Floor/Seating Chart**

APPENDIX I



Team Allocations: 6L-15L and 22L-27L  
 All-Around/Individual Event Specialists: 26L  
 Non Competing Participant Seating: 12U



**BIRMINGHAM AREA MAP**





# BJCC MAP/BUS PARKING/TEAM ENTRANCE

## APPENDIX K

- A** OFFICIAL TEAM VEHICLE PARKING
- B** FAN RV & BUS PARKING \$25
- C** MEDIA & ASF PARKING FREE PARKING FOR MEDIA
- D** CREDENTIALLED MEDIA & TEAM ENTRANCE

- E** TV TRUCK PARKING ALONG 19<sup>TH</sup> STREET
- F** ASF & NCAA PARKING (50) SPOTS ALLOCATED FOR NCAA
- G** JUDGES ENTRANCE
- X** PARKING LOT ENTRANCES

- C** MEDIA & FREE PARK
- D** CREDEN' TEAM EN'

\*\$8 TO PARK IN ALL OTHER BJCC LOTS



**DRIVING DIRECTIONS TO BJCC Arena****FROM THE Hyatt Regency- Wynfrey Hotel**

- Head Northwest on Riverchase Galleria
- Turn left onto James Wilson Jr.
- Turn right to merge onto I-459N
- Take exit 15 for I-65 N toward Birmingham
- Turn right onto I-65N
- Take exit 261A to merge onto I-20E/I-59 N toward Atlanta/Gadsden
- Take exit 125B for 22<sup>nd</sup> St.
- Turn right onto 22<sup>nd</sup> St. N
- Take the 1<sup>st</sup> right onto Reverend Abraham Woods Jr. Blvd.
- Take the 1<sup>st</sup> right onto Richard Arrington Jr. Blvd N
- Turn left on 9<sup>th</sup> Ave and head to 19<sup>th</sup> Street North
- Turn right on 19<sup>th</sup> Street North and team entrance will be on the right

**FROM THE Hilton Birmingham Perimeter Park**

- Turn right on Colonnade Parkway
- Head under US 280 overpass and turn right on Colonnade Dr.
- Merge onto US 280 West toward Birmingham
- Take the US-31N/US-280 W ramp to Birmingham
- Merge onto AL-3N/US-280/US-31/Elton B. Stephens Expy/Red Mountain Expy
- Turn left onto Richard Arrington Jr. Blvd N and head to 9<sup>th</sup> Ave. North
- Turn left on 9<sup>th</sup> Ave and head to 19<sup>th</sup> Street North
- Turn right on 19<sup>th</sup> Street North and team entrance will be on the right

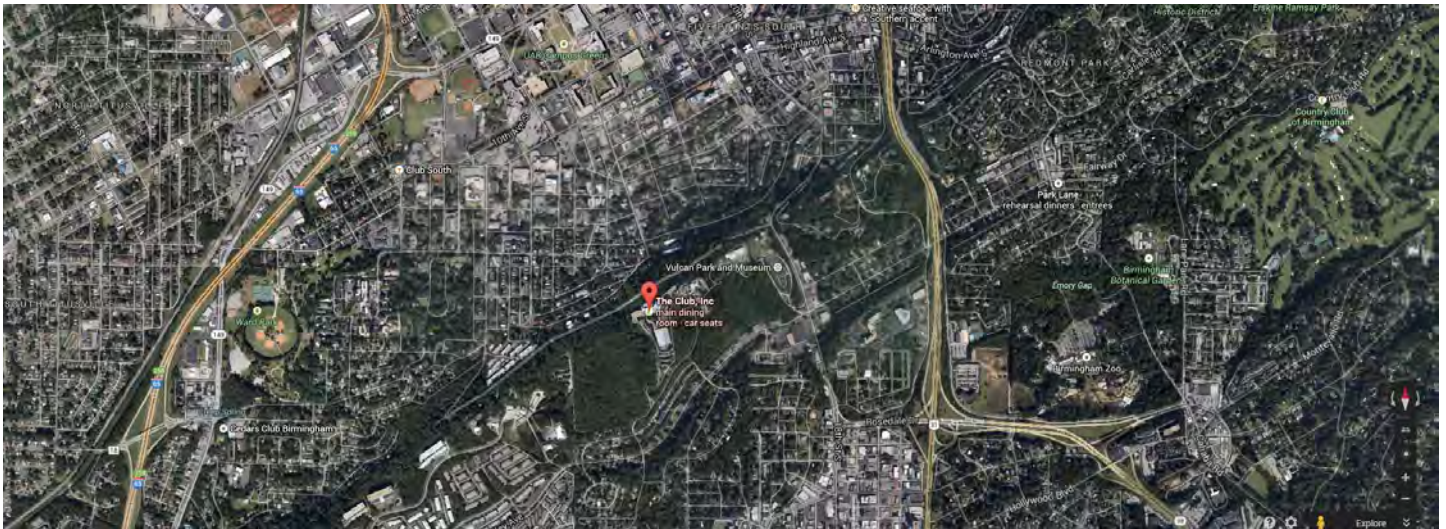
**FROM THE Embassy Suites Birmingham-Hoover**

- Head northeast on John Hawkins Pkwy toward Creekside Ave
- Turn left onto Galleria Blvd
- Take the ramp onto I-459 N
- Take exit 15 for I-65 N toward Birmingham
- Turn right onto I-65N
- Take exit 261A to merge onto I-20E/I-59 N toward Atlanta/Gadsden
- Take exit 125B for 22<sup>nd</sup> St.
- Turn right onto 22<sup>nd</sup> St. N
- Take the 1<sup>st</sup> right onto Reverend Abraham Woods Jr. Blvd.
- Take the 1<sup>st</sup> right onto Richard Arrington Jr. Blvd N
- Turn left on 9<sup>th</sup> Ave and head to 19<sup>th</sup> Street North
- Turn right on 19<sup>th</sup> Street North and team entrance will be on the right



**BANQUET MAP/Directions (The Club)**

**The Club Address: 1 Robert S Smith Dr. Birmingham, AL 35209**

**FROM THE Hilton Birmingham Perimeter Park**

- Turn right on Colonnade Parkway
- Head under US 280 overpass and turn right on Colonnade Dr.
- Merge onto US 280 West toward Birmingham
- Turn slight left onto Rosedale Dr.
- Turn right onto 18<sup>th</sup> St. S
- Continue onto 21<sup>st</sup> St. S
- Turn left onto Valley Ave.
- Turn right on Clermont Dr.
- Turn left onto Robert Smith Dr.
- Destination will be on right

**FROM THE Hyatt Regency- Wynfrey Hotel**

- Turn left onto US-31
- Take ramp to I-459 N
- Merge onto I-65 N toward Birmingham
- Take exit 256A for Oxmoor Rd toward Homewood
- Turn right onto Oxmoor Rd.
- Turn left onto AL-149 N
- Take the 2<sup>nd</sup> right onto Valley Ave
- Turn left onto Clermont Dr.
- Turn left onto Robert Smith Dr.
- Destination will be on right

**FROM THE Embassy Suites Birmingham-Hoover**

- Head northeast on John Hawkins Pkwy toward Creekside Ave
- Turn left onto Galleria Blvd

- Take ramp to I-459 N
- Merge onto I-65 N toward Birmingham
- Take exit 256A for Oxmoor Rd toward Homewood
- Turn right onto Oxmoor Rd.
- Turn left onto AL-149 N
- Take the 2<sup>nd</sup> right onto Valley Ave
- Turn left onto Clermont Dr.
- Turn left onto Robert Smith Dr.
- Destination will be on right

**2014 NCAA Championship Banquet  
Participant Reservation Form**

Institution \_\_\_\_\_

Contact Person Phone \_\_\_\_\_

\_\_\_\_\_ Total number of people attending (20 individuals from each institution; the AA/IES plus four non-athletes will be paid for by the NCAA as part of the championship expenses).

\_\_\_\_\_ Number of extra tickets @ \$40/each (for additional attendees) – maximum of 5 per team

\_\_\_\_\_ A check for \$\_\_\_\_\_ will be brought to the administrative meeting on April 17. Please make checks payable to the “Alabama Sports Foundation.”

\_\_\_\_\_ Payment will be made by credit card immediately after the administrative meeting on April 17.

\*Reservations must be sent to Faye Oates ([foates@brunoeventteam.com](mailto:foates@brunoeventteam.com)) by 2 p.m. Eastern time, April 9\*

***\*Space is extremely limited so additional attendees will be accommodated until space is filled, on a first-come, first-served basis.***

Please note any food allergies or dietary restrictions below:

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April 2, 2014

Dear Gymnastics Athletic Trainer,

On behalf of the Lemak Sports Medicine & Orthopedics staff, we would like to take this opportunity to extend our warmest greetings. In preparation for your upcoming journey to Birmingham, Alabama and the Birmingham Jefferson Convention Complex (BJCC), I have attached a contact list of all pertinent phone numbers that you might need as well as some other information.

- The main athletic training room will be located near the team locker rooms and will service all of your traditional athletic training needs.
- An auxiliary athletic training room will be located directly off of the event floor, and will serve as an athletic training room closest to the event floor.
- There will be a Lemak Sports Medicine & Orthopedics physician onsite during all scheduled practices and competitions as well as on-call during the week.
- Emergency Medical Services will be onsite during all scheduled practices and competition.
- We will have x-ray onsite.
- The athletic training room at the BJCC will be open during NCAA designated scheduled times.

If you are traveling without an Athletic Trainer, we will do our best to accommodate your athlete. If your athlete(s) have/has any particular needs while at the NCAA Gymnastics Championships, please let me know as soon as possible. In addition, please send any specialty items and/or tape as well as emergency contact and insurance information for these athletes.

The Lemak Sports Medicine & Orthopedics staff will try to accommodate all reasonable requests. If you are in need of any additional supplies or information, and/or if we can be of service to you in any way, please do not hesitate.

We hope the above information is helpful. Have a safe trip.

Best Regards,

***Britney D. Bates***

Britney Bates, MA, CHES, ATC  
Director of Sports Medicine & Outreach  
Lemak Sports Medicine & Orthopedics  
Cell (205) 612-7784  
Office (205) 329-7504  
Fax (205) 329-7526

## **NCAA 2014 Women's Gymnastics Championships**

### **Emergency Contact Information**

#### **Physicians-**

- Dr. Lawrence Lemak, MD - Orthopedic
- Dr. Amanda Martin, DO - Orthopedics
- Dr. Robert Agee, MD- Primary Care/Sports Medicine
- Dr. Matthew Daggett, DO - Fellow, Orthopedic
- Dr. Tucker Leigh, DO - Fellow, Orthopedic
- Dr. Shomari Ruffin, MD - Fellow, Orthopedic
- Dr. Jonathan Pettigrew, MD - Fellow, Orthopedic
- Dr. James Sanderson, DMD - Dentists
- Dr. Andrew Lemons, MD - Obstetrics/Gynecology
- Dr. Mark Schaeffer, OD - Optometrist
- Dr. Michael Koslin, DMD - Oral Surgeon
- Dr. Christopher Kahn, DMD - Oral Surgeon

#### **Athletic Trainers-**

Britney Bates  
Director of Sports Medicine & Outreach

office- (205) 329-7534  
cell- (205) 612-7784  
fax (205) 329-7526  
[britney.bates@lemakhealth.com](mailto:britney.bates@lemakhealth.com)

## **Hospital-**

- **Trinity Hospital Medical Center**
  - 800 Montclair Road Birmingham, Alabama 35213
    - General Information- (205) 592-1000
    - Emergency Room- (205) 592-1466
    - [www.trinitymedicalonline.com](http://www.trinitymedicalonline.com)

## **Sports Medicine Clinic**

- **Lemak Sports Medicine & Orthopedics (Birmingham/Trinity)**
  - 720 Montclair Road Birmingham, Alabama 35213
    - Main (205) 397-5200
    - Fax (205) 397-5220
    - [www.lemaksports.com](http://www.lemaksports.com)
- **Lemak Sports Medicine & Orthopedics (Hoover)**
  - 2949 John Hawkins Parkway Hoover Alabama 35244
    - Main (205) 444-2025
    - Fax (205) 444-2026
    - [www.lemaksports.com](http://www.lemaksports.com)

## **Dentist Clinic**

- **SanDentistry**
  - 1633 Montgomery Highway Suite 5 Hoover, Alabama 35216
    - Main (205) 545-8019
    - [www.sandentistry.com](http://www.sandentistry.com)

## **Optometrist Clinic**

- **Schaeffer Eye Center (Hoover)**
  - 1686 Montgomery Highway Hoover, Alabama 35216
    - Main (205) 979-2020
    - [www.schaeffereyecenter.com](http://www.schaeffereyecenter.com)

## **Obstetrics/Gynecology Clinic**

- **Trinity Hospital Medical Center**
  - 840 Montclair road Suite 500 Birmingham, Alabama 35213
    - Main (205) 592-5499
    - Fax (205) 397-5220
    - [www.trinitymedicalonline.com](http://www.trinitymedicalonline.com)

## **Oral Surgery Clinic**

- **Koslin & Kahn (Hoover)**
  - 2036 Patton Chapel Road North Hoover, Alabama 35216
    - Main (205) 979-9738
    - Fax (205) 979-9760
    - [www.koslinkahn.com](http://www.koslinkahn.com)

## **Pharmacy-**

### **Birmingham Jefferson Convention Complex**

CVS (Store# 4873)  
1431 11<sup>th</sup> Avenue South  
Birmingham, Alabama 35205  
(205) 933-8374 pharm  
M-F 7am-8pm  
Sat 8am-6pm  
Sun 10am-6pm

CVS (Store# 4951)  
3303 Clairmont Plaza South  
Birmingham, Alabama 35222  
(205) 322-3055 pharm  
M-F 7am-8pm  
Sat 8am-6pm  
Sun 10am-6pm

Walgreens (Store# 15144)  
3020 Clairmont Ave South  
Birmingham, Alabama 35205  
(205) 323-6823 pharm  
M-F 8am-10pm  
Sat 9am-6pm  
Sun 10am-6pm

### **NCAA Hotels near Hoover (Embassy Suites & Hyatt Regency-The Wynfrey Hotel)**

Rite Aid (Store# 7370)  
1615 Montgomery Highway  
Hoover, Alabama 35216  
(205) 823-6091 pharm  
M-F 8am-9pm  
Sat 9am-6pm  
Sun 10am-6pm

CVS (Store# 4889)  
1881 Chance Lake Drive  
Hoover, Alabama 35244  
(205) 987-7286 pharm  
M-Su 24/hr

Wal-Mart (Store# 1229)  
2780 John Hawkins Parkway  
Hoover, Alabama 35244  
(205) 733-0055 pharm  
M-F 9am-9pm  
Sat 9am-7pm  
Sun 10am-6pm

### **NCAA Hotels near U.S. Highway 280 (Hilton Hotel)**

Walgreens (Store# 11651)  
4700 U.S. 280  
Birmingham, Alabama 35242  
(205) 991-1599 pharm  
M-Su 24/hr

CVS (Store# 4864)  
105 Inverness Plaza  
Birmingham, Alabama 35243  
(205) 991-5201 pharm  
M-Su 24/hr

Super Target  
4616 Highway 280  
Birmingham, Alabama 35242  
(205) 991-6248 pharm  
M-F 9am-7pm  
Sat 9am-5pm  
Sun 11am-5pm

### **Birmingham 24-Hour Pharmacy**

CVS (Store # 4829)  
418 West Valley Avenue  
Homewood, Alabama 35209  
(205) 942-7503 Pharmacy  
(205) 942-5307 Fax

CVS (Store # 4889)  
1881 Chase Drive  
Hoover, Alabama 35244  
(205) 987-7286 Pharmacy  
(205) 987-8250 Fax

CVS (Store # 4864)  
105 Inverness Plaza  
Birmingham, Alabama 35243  
(205) 991-5201 Pharmacy  
(205) 995-2257 Fax

### **Main Athletic Training Room Supplies**

- (2) Two treatment tables
- (2) Taping tables
- (1) One-hydroculator
- (1) One-refrigerator/freezer (ice cups)
- (1) One-E-stim/ultrasound combo unit
- Ice machine
- Treatment towels

### **Auxiliary Athletic Training Room Supplies**

- (2) Two treatment tables
- (1) One-E-stim/ultrasound combo units
- (1) One-hydroculator
- Injury ice
- Treatment towels

### **Event Floor Supplies**

- (2) Two-treatment tables
- (2) Two-hydroculators
- Towels
- Injury ice (with ice bags and wrap)
- Water and PowerAid coolers



**Birmingham Jefferson Convention Complex (BJCC)**

**2100 Richard Arrington Jr. Blvd North**

**Birmingham, Alabama 35203**

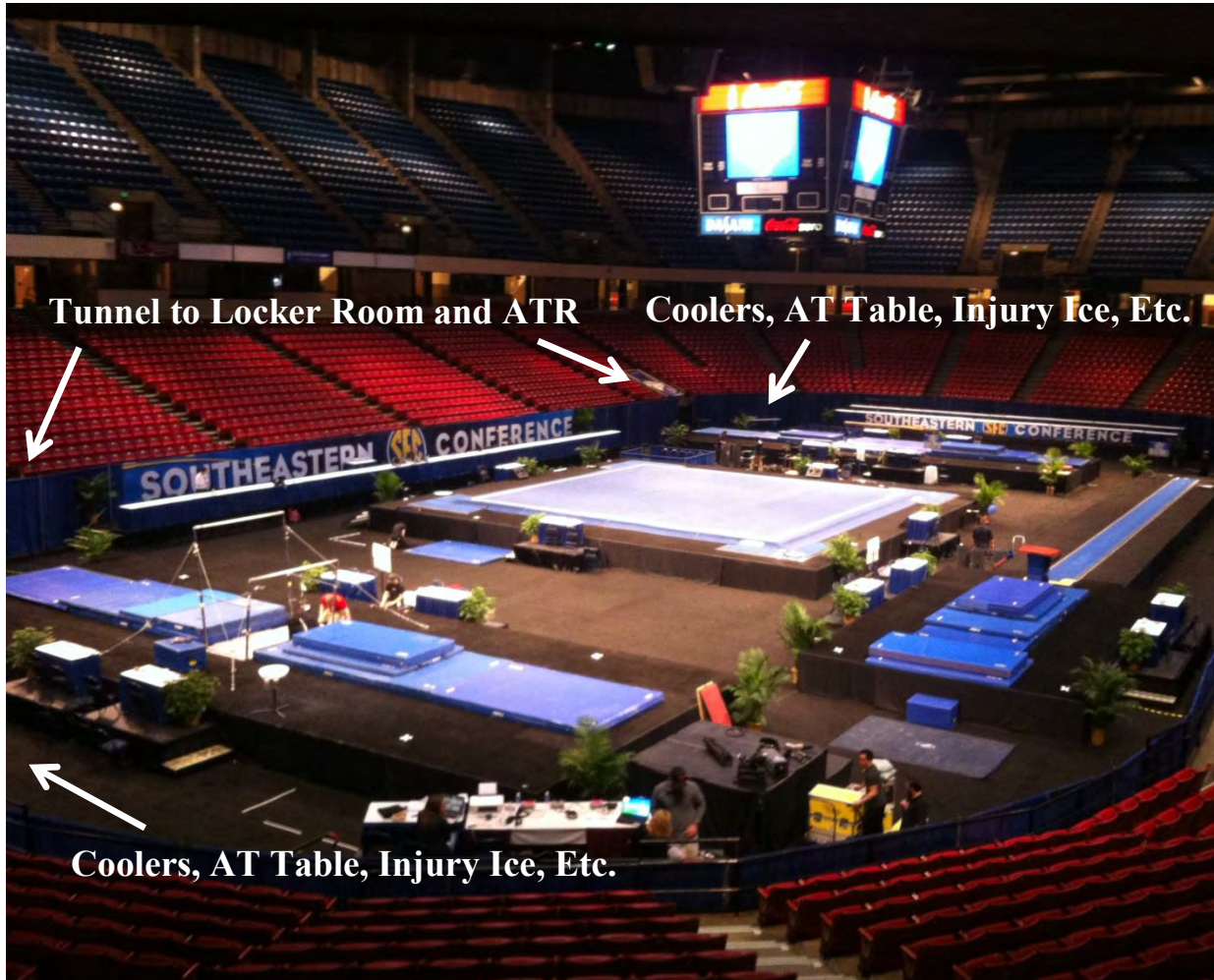
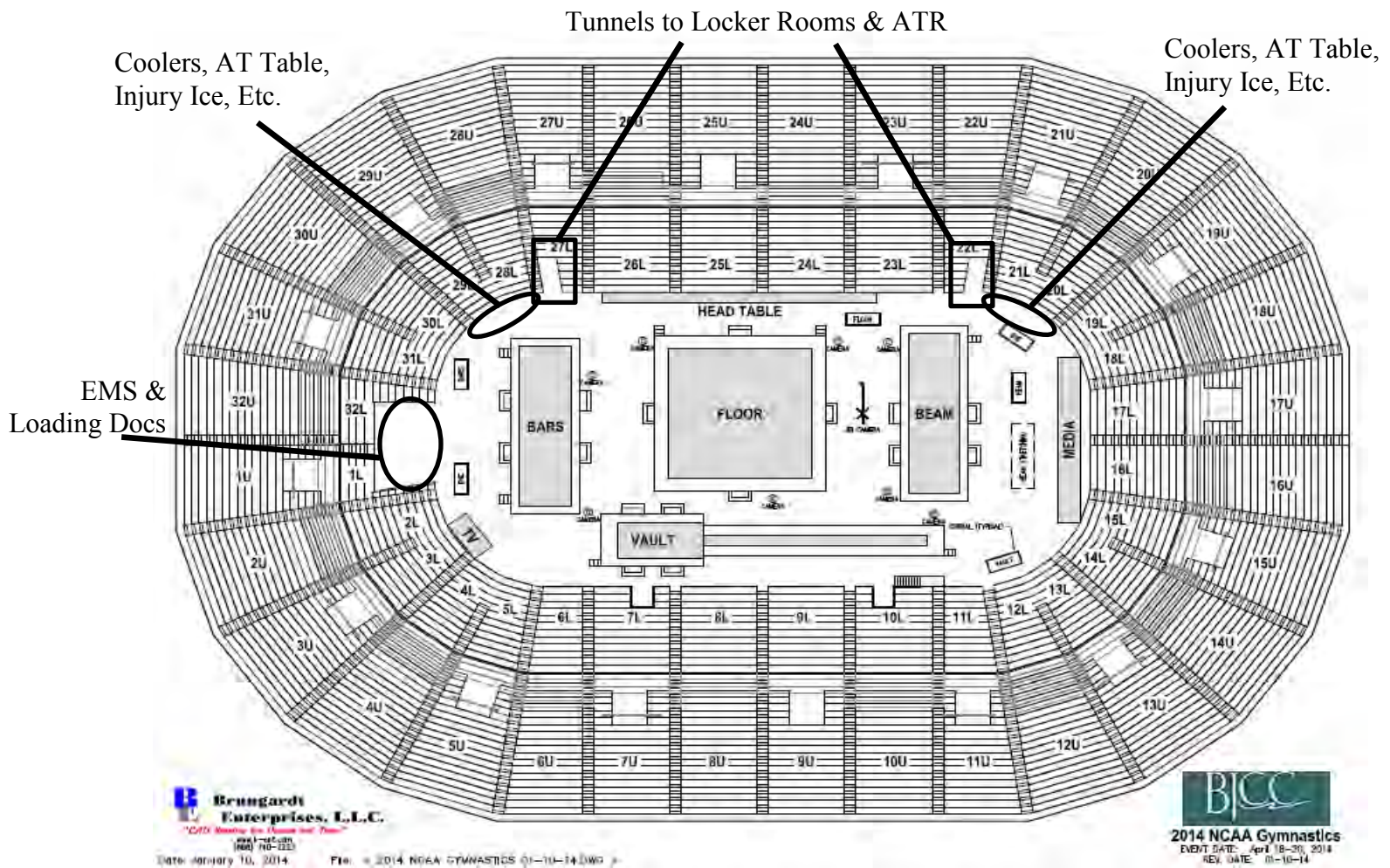


Photo from SEC 2014 Gymnastics Championships at the BJCC

# Birmingham Jefferson Convention Complex (BJCC)

2100 Richard Arrington Jr. Blvd North

Birmingham, Alabama 35203



**RESTAURANTS NEAR TEAM HOTELS**

**Restaurants Located near the Hyatt Regency Birmingham- The Wynfrey Hotel, Embassy Suites Birmingham-Hoover, and Riverchase Galleria Shopping Mall**

Restaurants located in Patton Creek Shopping Center across from the Hyatt Regency Birmingham- the Wynfrey Hotel:

Johnny Carino's Italian Restaurant  
4330 Creekside Ave.  
Birmingham, AL 35244  
205/560-0505

Baumhower's  
4445 Creekside Ave.  
Birmingham, AL 35244  
205/403-7474

Cantina  
181 Main Street, Suite 201  
Birmingham, AL 35244  
205/560-0500

Firebirds Rocky Mountain Grill  
191 Main St.  
Birmingham, AL 35244  
205/733-2002

Panera Bread  
161 Main St., Suite 111  
Birmingham, AL 35244  
205/402-0023

Zoe's Kitchen  
180 Main St., Suite 140  
Birmingham, AL 35244  
205/989-4020

Sumo Japanese Steakhouse  
151 Main St.  
Birmingham, AL 35244  
205/444-1515

The Cajun Steamer  
180 Main St., Suite 200  
Birmingham, AL 35244  
205/985-7785

**Restaurants located around the Riverchase Galleria shopping mall, surrounding the Hyatt Regency Birmingham- The Wynfrey Hotel:**

J. Alexander's  
3220 Riverchase Galleria  
Birmingham, AL 35244  
205/733-9995

California Pizza Kitchen  
3470 Riverchase Galleria  
Birmingham, AL 35244  
205/444-0777

Bonefish Grill  
3430 Riverchase Galleria  
Birmingham, AL 35244  
205/985-9545

Stix  
3250 Riverchase Galleria  
Birmingham, AL 35244  
205/982-3070

Shula's Restaurant  
1000 Riverchase Galleria  
Birmingham, AL 35244  
205/444-5750

**Restaurants Located near the Hilton Birmingham Perimeter Park**

**The following restaurants can be found at the Summit Shopping Center (214 Summit Boulevard Birmingham, AL 35243)**

California Pizza Kitchen  
205/298-7931

Chuy's Mexican Food  
205/977-4224

Fleming's Steakhouse  
205/262-9463

Flip Burger Boutique  
205/968-2000

Macaroni Grill  
205/298-7998

P.F. Chang's  
205/967-0040

Panera Bread  
205/968-7585

Lime Fresh Mexican Grill  
205/969-8068

Seasons 52  
205/968-5152

The Cheesecake Factory  
205/262-1800

Village Tavern  
205/970-1640

Zoes Kitchen  
205/967-5800

Urban Cookhouse  
205/969-6700