NATIONAL CHRISTIAN COLLEGE ATHLETIC ASSOCIATION

Men's & Women's
Indoor Track and Field

Men's & Women's Indoor Track and Field

I. GENERAL ADMINISTRATION

A. The NCCAA Indoor Track and Field Season, National Championship, and all events related thereto are under the control and supervision of the NCCAA Indoor Track and Field coaches and are subject to standards developed by these coaches and subsequent approval of the NCCAA Board of Directors. These standards shall receive annual review and approval by the sport leadership.

B. National Indoor Track and Field Committee
   1. Composition and Term of Office
      a. The National Indoor Track and Field Committee shall consist of the National Indoor Track and Field Chair (who serves as chair of the committee) and the National Indoor Track and Field Vice-Chair. An NCCAA National Office representative shall serve as a non-voting member.
      b. The National Indoor Track and Field Chair shall serve a three-year term of office and shall be succeeded by the National Indoor Track and Field Vice-Chair.
   2. Duties of the National Indoor Track and Field Committee (see Bylaws section)
      a. Represent the interests of coaches and student-athletes.
      b. Propose revisions of the National Championship operating policies and procedures to the Board of Directors.
      c. Assist in solicitation of bids for future championship sites.
   3. Duties of the National Indoor Track and Field Chair (see National Sport Chair Job Description in Forms & Procedures section)
      a. Initiate, direct, and control the work of the National Indoor Track and Field Committee.
      b. Communicate with the National Indoor Track and Field Committee on issues requiring their input.
      c. Conduct meetings of the coaches and the committee at the National Championship to provide opportunities for questions, suggestions, and recommendations regarding the conduct of the championships.
      d. Supervise and assist the Tournament Director of the National Championship with planning and conducting the National Championship.
      e. Invite coaches of all NCCAA participating institutions to the coaches' meeting and request agenda items.
      f. Submit proposed revisions of the operating procedures (Indoor Track and Field section of the NCCAA Handbook) to the NCCAA Director of Membership by the deadlines listed in the National Handbook Proposal Process.

C. Indoor Track and Field National Championship Committee
   The Championship Committee shall be appointed and approved annually. This committee shall have the responsibility to administer the Indoor Track and Field National Championship.
   1. Membership
      a. The committee shall be composed of the National Indoor Track and Field Chair (who shall serve as Chair of the Championship Committee), or his/her appointee from the National Indoor Track and Field Committee, the NCCAA National Indoor Track and Field Vice-Chair or Past Chair, an NCCAA National Office representative, and the head official.
      b. If a member of the Championship Committee is directly or indirectly involved in a protest submitted, this individual shall be replaced by an appointee of the National Indoor Track and Field Chair.
      c. Three members must be present for action to be taken.
   2. Responsibilities
      a. Ethical Behavior
         1) Observe the behavior of the student-athletes, coaches, and other team personnel for the duration of the National Championship.
         2) Promote standards of ethical behavior during competitive events and throughout the championship. This can be accomplished by general reminders to individuals and teams during the championship and reinforced by more specific communication. If unacceptable behavior occurs, this committee has the right and obligation to act on the issue. This may include a reprimand with official notice to the institution with/via the NCCAA Director of Membership.
      b. Write a report of all cases on which this committee acts.
      c. Make on-site decisions concerning extenuating circumstances that affect the conduct of the championship (e.g., extreme weather conditions).
      d. Make sure all teams follow the NCCAA #KingChasing Code of Ethics signed by coaches and the NCCAA #KingChasing Commitment by student-athletes (on file in the National Office).

3. Protests
    a. Ensure that protest procedures, as indicated in the National Collegiate Athletic Association Rulebook, have been followed.
    b. Act on all appropriate protests.

D. A Meet Management/Jury of Appeals shall be appointed by the National Indoor Track and Field Chair. The Meet Management/Jury of Appeals shall consist of five experienced coaches. The primary responsibility of the Meet Management/Jury of Appeals is to give specialized assistance to the Tournament Director of the National Championship. Major responsibilities shall include:
1. Approve time schedule and order of events.
2. Formation of heats and assignment of lanes.
3. Qualifying for next round (places versus time).
4. Judicate appeals, protest, and other issues which may arise during the meet.

E. Officers
Chair: Melissa Baughman, Lancaster Bible College
Vice-Chair: Brian Patton, Greenville University

F. Election of Sport Chair and Vice-Chair
A National Indoor Track and Field Chair and a Vice-Chair are elected to serve three-year terms. The Vice-Chair replaces the National Indoor Track and Field Chair after three years to serve as the National Indoor Track and Field Chair. Selection must be by more than 50% of the total number of coaches in the NCCAA and shall be conducted by email vote.

II. ELIGIBILITY

A. Institution Eligibility
Only teams that are in good standing with the NCCAA shall be eligible. Good standing shall include all dues paid in full and free from any sanctions imposed by the NCCAA restricting institutional eligibility.

B. Team Eligibility
All NCCAA member institutions must file a completed Declaration of Intent to Participate form by August 15 for all varsity sports with the National Office (see Forms & Procedures section).

C. Individual Eligibility
NCCAA-only member institutions must file an affidavit of eligibility (see Eligibility section) to the NCCAA Director of Membership no later than the date of their first contest (including scrimmage). Dual members with CCAA, NAIA, NCAA II, and NCAA III must confirm eligibility is being filed for all sports in compliance with their primary affiliation on the Membership Directory & Dues Form.

III. GENERAL REGULATIONS FOR NCCAA INDOOR TRACK AND FIELD NATIONAL CHAMPIONSHIPS

A. Official Rule Book
Track and Field, Indoor and Outdoor (Men and Women): National Collegiate Athletic Association (NCAA) Track and Field Rules. The marathon and race walking shall comply with international rules. To obtain rules, visit www.nccaapublications.com.

B. The NCCAA Men's and Women's Indoor Track and Field National Championships shall be held on a Friday and Saturday three weeks before the NAIA Indoor Track and Field National Meet and four weeks before NCAA II & III.

The National Indoor Track and Field Chair is responsible for NCCAA Indoor Track and Field National Championships qualifying standards, records, and top 10 (all time) list.

C. National Championship Dates and Sites:

February 12-13, 2027	Cedarville University
February 11-12, 2028	TBA
February 9-10, 2029	TBA

February 8-9, 2030	TBA
TBA, 2031	TBA

D. Frequency of Play and Practice Guidelines
Each sport in the NCCAA has 24 weeks between August 1 and May 15 to conduct practices and competitions. Each sport has a maximum and minimum number of contests in the regular season. Indoor Track and Field has a maximum of 10 total meets. Each sport has a specified date to begin practice and to conduct their first contest. Indoor Track and Field's start date for practice is September 1. The first allowable meet is September 1. More details can be found in the Sport Policies and Procedures section of the NCCAA Handbook.

E. Rules Education
All coaches, new and returning, must complete an annual online rules education training program. For NCCAA-only members, this includes all paid and voluntary head, associate, assistant, and graduate assistant coaches. For dually affiliated members, this includes all head coaches. New coaches must complete the required training within the first 60 days of hire or prior to the coach's first competition, whichever is earlier. Returning coaches and staff members must complete the required training prior to the earliest start date for competition for any sport sponsored by the institution. More details can be found online at the NCCAA Member Help Center.

F. Required Functions to Attend
Teams that advance to the Indoor Track & Field National Championship are required to attend and participate in the Christian Service Project, the Coaches Meeting, and the Meet. Arriving late to the championship or not attending/ participating in these required functions shall be considered failure to comply with its Declaration of Intent to Participate. The sanction for failure to comply with the Declaration of Intent to Participate is the sport being placed on Restrictive Probation for the following academic year with the potential for additional penalties up to all sports at that institution being placed on Restrictive Probation.

IV. HOST INSTITUTION FOR NATIONAL CHAMPIONSHIPS

A. The host shall be required to submit an official Bid Contract to the National Office one year prior to hosting the event. (See Forms and Procedures section).

B. The Tournament Director of the National Championship shall have the entry forms and pertinent information about the championships sent by email by February 1.

C. Qualifier Packet and Qualifier Call
The NCCAA Director of Championships, in concert with the Tournament Director of the National Championship and the National Sport Leadership, shall prepare a Qualifier Packet detailing key information about the championship event, such as lodging information, schedule, CSP, and other important information. The Qualifier Packet shall be made available on the NCCAA website and sent to each qualifier. Additionally, a mandatory Qualifier Call shall be scheduled once all teams have qualified and before teams travel to the championship site.

D. National Championship Entries
1. All entries must be received by the host institution by Monday the week of the National Championship meet no later than 11:55 p.m. (ET).
2. Entry Procedures:
   a. Go to www.directathletics.com.
   b. Entry Limit: Each institution may have six men individual and six women individual right of membership entries who do not meet the national qualifying standards. (See rule for multi-athletes, Item J below.) If the athlete has a mark or time in the event, enter the event mark or time from Track and Field Results Reporting System (TFRRS), if an athlete did not compete in the event, enter them using a NT / NM. Each team shall be allowed one entry in each relay race but must use a TFRRS time or enter No Time. Required emailing RIGHT OF ENTRY MARKS, email in this format to meet director: ABC University – Women - Josie Runner - mile - 5:49.93, Julie Tosser - Weight Throw – 7.96, Tami Thrower- SP –NM (this helps with entries).
   c. Entry Marks: See qualifying marks as posted on the TFRRS Website. Each coach is responsible to verify that each athlete has met the qualifying standard or is using a Right of Entry. Use Metric marks for field events. TRFSS shall use conversions to convert marks from 300 meter or banked tracks to the flat 200 meter marks.

d. Entry Deadline: The deadline for entries is **Monday the week of the meet at 11:55 p.m. (ET).** Any mistakes or scratches must be adjusted by **Tuesday the week of the meet at 4:00 p.m. (ET)** via email to the Tournament Director of the National Championship. After this, time performance lists shall be posted on the NCCAA website, and any scratches shall result in disqualification for the athlete from the entire meet.
e. Teams that do not appear on the list shall not be able to participate.

E. Qualifying Standards
The qualifying standards shall be established by the chairperson and shall not be more demanding than the average eighth place finish of the preceding three years. Entries are unlimited to the number of possible places scored within each event if the student-athletes make the standard or have right-of-entries. There are no qualifying standards for relay events, thus a right-of-entry is not charged in relay events.

F. Shoe Compliance
Shoe brand and model shall be checked only for individuals or coaches of individuals who request it for verification. The student-athlete shall take his/her shoes to the check-in table and the student-athlete's name, shoe brand, and model shall be recorded and kept on file. The current list of approved shoes can be found at www.certcheck.worldathletics.org/FullList.

G. Outdoor marks shall not be allowed for the Indoor Track and Field National Championships.

H. A student-athlete is permitted to compete in the National Championship only if properly entered and confirmed by his/her coach or representative. Teams are limited to a total of six non-qualifying entries per team. These entries may be used in any event (except relays, see Item D above), even if a qualifying student-athlete is also in that event.

I. Both the men's and women's NCCAA Indoor Track and Field National Championships shall be conducted under the NCAA Indoor Track and Field rules, except as modified by this document and other NCCAA guidelines.

J. Coaches' Meeting
The annual Indoor Track and Field coaches' meeting shall be held at the NCCAA Indoor Track and Field National Championships.

K. The Pentathlon and Heptathlon entries shall be treated like all other national events, where a coach may use a right-of-entry without a person having established a performance mark. However, if the field has more than 12 student-athletes, all "No Mark" student-athletes shall be deleted from the event. Marks for the Pentathlon and Heptathlon competition may be maintained by one of the following ways:
1. Student-athletes who competed in the multi-event format as defined by the NCAA Rulebook in the current season;
2. Student-athlete competes in all of the events over the course of one meet during the current season; or
3. Student-athlete competed at the previous year's NCCAA meet or subsequent conference or national meet in the Pentathlon or Heptathlon.

Preference shall be given in the order listed above. No more than 16 student-athletes shall be allowed to compete in the Pentathlon or Heptathlon at the NCCAA Indoor Track & Field Championships.

L. Championship Result Reporting
1. The official results, championship reporting form, and championship photos shall be sent to the National Office immediately following the championships (see Forms & Procedures section).
2. Separate high resolution digital photographs shall be taken of the NCCAA men's and women's champions. The photos shall be emailed to the NCCAA Director of Communications immediately following the championships. Arrangements for these photographs shall be made by the Tournament Director of the National Championship.

M. National Championship Broadcasting
The NCCAA owns exclusive rights for all broadcasts (television, webcast, radio, etc.). When the NCCAA produces a webcast, no institution or entity is allowed to produce a webcast. All institutions interested in producing a broadcast of any kind must first obtain written approval from the NCCAA Director of Communications. Approval is not guaranteed. More information, including rights fees, is found in the Sports Policies and Procedures section.

V. APPROVED EVENTS

A. Men's Indoor Track and Field National Championship

Shot Put	60 M Dash	4 x 200 M Relay	Weight Throw
Triple Jump	200 M Dash	4 x 400 M Relay	Distance Medley Relay
Long Jump	3,000 M Run	4 x 800 M Relay	Mile Run
Pole Vault	5,000 M Run	400 M Dash	Heptathlon
High Jump	60 M Hurdles	800 M Run	

Note: 60 meters is preferred distance for sprints and hurdles. However, if a venue is constructed for 55 meters and not 60 meters then 55 meters shall be the contested distance for sprints and hurdles.

B. Women's Indoor Track and Field National Championship

Shot Put	60 M Dash	4 x 200 M Relay	Weight Throw
Triple Jump	200 M Dash	4 x 400 M Relay	Distance Medley Relay
Long Jump	3,000 M Run	4 x 800 M Relay	Mile Run
Pole Vault	5,000 M Run	400 M Dash	Pentathlon
High Jump	60 M Hurdles	800 M Run	

Note: 60 meters is the preferred distance for sprints and hurdles. However, if a venue is constructed for 55 meters and not 60 meters, then 55 meters shall be the contested distance for sprints and hurdles.

VI. NCCAA INDOOR TRACK AND FIELD NATIONAL CHAMPIONSHIPS POLICY AND PROCEDURE

A. Dashes and Hurdles
1. 60 M Dash and 60 M Hurdles shall be run in a semi-final with the heat winners plus the number of lanes remaining on the track making up the finals.
2. Timed final shall be run for all other events, with the fastest seed times in the last heat.
3. 200 M and 400 M dashes shall be seeded lanes 5, 6, 4, 3 best to worst times and no more than 4 runners in a heat if possible.
4. The 4 x 200 M Relay shall use the international exchange zone.

B. The starting height for the pole vault shall be one increment of 15 centimeters below the qualifying standard (exception allowed for extenuating circumstances).

C. The starting height for the high jump shall be one increment of 5 centimeters below the qualifying standard (exception allowed for extenuating circumstances).

D. Proof of Performance: The qualifying performance of any individual must be verifiable by the coach of the individual's institution. A coach who challenges the performance must pay a $25 challenge fee to the Tournament Director of the National Championship prior to the first event at the National Championships. The challenged coach must then provide acceptable documentation that verifies the qualified student-athlete's performance as entered on the official entry. The fee shall be refunded if the appeal is upheld. If the challenge fails, the $25 fee shall go to the Tournament Director of the National Championship to help cover championship expenses. A successful challenge shall be reported to the NCCAA National Office and shall result in supervisory probation. A coach who submits an inaccurate time shall be assessed a fee of $100 (per team) that shall go to the charity supported at the championships.

E. A $25 (cash only) fee shall apply for protest, appeal of referee decision, and photo review. An additional $25 fee shall apply if the coach wants to see the photo. The fee shall be refunded if the appeal is upheld. Only a Head Coach may file an official protest.

F. Field Events shall be measured using the metric system. However, printed results shall have both the metric and English system.

G. The Meet Management/Jury of Appeals shall determine if starting blocks shall be limited to those provided by the host or if institutions may provide their own starting blocks. The committee shall also determine if starting blocks shall be required in any specific race. See NCAA Rule Book for more details.

VII. OFFICIALS

A. Certified Officials
The host institution shall provide a sufficient number of certified officials to ensure a fair and well run meet. The minimum requirements are as follows:
1. Certified Starter
2. Certified Assistant Starter
3. The high jump and pole vault shall have at least one certified official at the event.
4. The long jump, triple jump, shot put, and weight throw shall have at least 2 certified officials.

B. Starter and Assistant Starter
1. The starter shall be responsible to see that all contestants have an equal start according to the rule specifications.
2. The start shall follow the time schedule according to the regular schedule of the events.
3. The starter shall be stationed ahead of and to one side of the track when giving the commands for starting races, such as the 60 M Dash and the 60 M Hurdles.
4. In races around the curve with the staggered starts, the starter shall be stationed either in front of (preferable) or behind the row of contestants.
5. The assistant starter shall be stationed on the opposite side of the runners relative to the starter.
6. In races using a waterfall start, the starter and assistant starter shall follow the contestants for a few meters to ensure a fair start. In the event of an infraction, they may recall the race.
7. The starter shall give a signal by pistol or bell at the beginning of the last lap of all distance races. Finish line officials shall be very careful in the counting of laps in the distance events.

C. Clerk of Course
1. A clerk shall be appointed to assist the starter.
2. The clerk shall be responsible for giving all necessary instructions concerning the race (number to qualify, lane number, heat number, etc.).

D. Timers
Fully Automatic Timing (F.A.T.) must be used. Proper backup timing shall be available in case of malfunction.

E. Inspectors
There shall be a sufficient number of inspectors to judge proper lane observance and to judge relay exchanges. The head inspector shall be responsible for placing inspectors at the proper points for each race.

F. Field Event Judges
Current coaches shall be elected referees for the National Championships. The Tournament Director of the National Championship and the National Chair shall select coaches to serve. This enables more coaches to become involved in the leadership of the NCCAA and leads to better championship management. Positions to be filled are as follows:
1. Field event referee.
2. Running event referee.
3. Multi-event referee assigned from schools sending multi-event athletes.

G. Scorer
Computer software shall be used to score the championships. A backup system shall be available in case of computer malfunction.

H. The Meet Management/Jury of Appeals, Championship Referee, and F.A.T. personnel shall remain 15 minutes after the championship results are available in the event there should be any disputes.

VIII. AWARDS

The National Championship team shall receive a championship banner, trophy, medallions, and t-shirts. Teams finishing second through fourth shall receive a plaque designating their finish. The NCCAA maintains a standardized awards program for all National Championships. Team, Men's & Women's Track Athlete of the Meet, the Men's & Women's Field Athlete of the Meet, National Coach of the Year, and All-American awards are ordered and paid for by the National Office.

A. Team Awards
   1. Team championship banner and trophy for first place shall be awarded.
   2. Team plaques for second, third, and fourth places shall be awarded.
   3. Scholar-Athlete certificates shall be given to each qualified recipient (see Forms & Procedure section). The form must be sent to the National Office via Teamworks four weeks prior to the National Championships meet.
   4. A medallion shall be presented to each member on the championship team (up to 35 total). Teams may purchase additional awards if needed. Championship t-shirts shall also be given to each individual on the winning teams.

B. Wheeler Indoor Track and Field Awards
   1. Sponsorship
      John and Jody Wheeler were involved in supporting athletic activities of Christian high schools and colleges throughout their lives. John served on the NCCAA Board for over 35 years, and he and Jody founded the NCCAA Pro-Am event that has provided millions of dollars in support for the NCCAA since 1988. A Taylor University graduate who knew the benefit of a Christian worldview and a lifelong pursuit for God's truth, John was inducted into the NCCAA Hall of Fame in 2002.
   2. Purpose of the Awards
      The awards were established in order to enhance excellence in Christian indoor track and field competition, and to perpetuate the Christian philosophy and faith as exemplified through Christ-like indoor track and field participation in NCCAA member institutions.
   3. Selection Procedure and Committee
      a. Student-athletes must be nominated by the head coach, Athletics Director, or Sports Information Director (SID) on the Wheeler Indoor Track and Field Nomination Form (see Appendix A), which is due by January 25. Completed forms must be submitted to the National Office by January 25. Only one nominee allowed per institution per gender.
      b. Final selection shall be made prior to the National Championship by a selection committee comprised of the National Chair, National Vice-Chair, the namesake of the award (if they so choose), and a representative of the National Office. It is the responsibility of each committee member to recuse themselves from the vote and find a replacement voter if they have a direct bias toward a nominee. If there are three or more nominees, voters shall rank their top three with points allocated to athletes from highest to lowest (e.g., top athlete receives three points, second two, third one). All ties in voting shall be broken by the National Chair (or National Vice-Chair or his/her appointee pending recusals).
      c. Presentation of the awards shall be made at the Indoor Track and Field National Championships opening ceremonies.
   4. Recipient Qualifications
      Recipients of these awards must each:
      a. Have a clear Christian testimony both on and off the track, including Christian service activities.
      b. Be an excellent/highly skilled student-athlete.
      c. Be a junior, senior, or graduate student academically and a varsity team member.
      d. Demonstrate leadership ability.
      e. Possess a cumulative GPA of 3.00 or higher on a 4.00 scale.
   5. The recipient of the Wheeler awards shall subsequently be a nominee for the year-end NCCAA GP4L Student-Athlete Character Award. It is encouraged that one letter of recommendation from an Athletic Director, opponent coach, or member of the institution faculty or staff be included with the nomination.

C. All-American
   The first three finishers in each individual event and the first three relay teams shall be named NCCAA All-Americans. Each of these finishers shall receive a 1st, 2nd and 3rd place medallion.

D. Outstanding Track and Outstanding Field Athlete of the Meet
   These awards, for both men and women, shall be selected by a vote of the respective coaches during the championships. The National Office shall provide plaques.

E. Coaching Staff of the Year
   This award, for both men and women, shall be selected by a vote of coaches at the conclusion of the meet. The National Office shall provide a plaque to each Head Coach.

F. Scholar-Athlete Award

The purpose of the Scholar-Athlete Award is to recognize outstanding scholar-athletes among NCCAA member institutions, emphasize the place of academics in our national organization, and publicize and promote the NCCAA by recognizing institutions individually and collectively through this medium.

1. Criteria for nomination
   a. Be of junior, senior, or graduate student academic standing making normal progress toward a degree.
   b. Have completed at least one term (semester or quarter) at the nominating institution.
   c. Be a competing student-athlete in the sport for which nominated.
   d. Have maintained a minimum cumulative grade point average of 3.40 on a 4.00 scale at the nominating institution. Transfer students must have a cumulative grade point average of 3.40 on a 4.00 scale based on all grades at all institutions attended, regardless of whether a course grade is accepted at the nominating institution. GPA cannot be rounded up.
2. Procedure for nomination

   The nominating institution must submit a completed nomination form on Teamworks to the National Office four weeks prior to the National Championship. The institution's registrar's office or compliance officer must verify the nominee's GPA on the Teamworks form with a signature. Forms shall not be complete until signatures are acquired.

G. Scholar Team Award

The purpose of the Scholar Team Award is to honor NCCAA athletic teams that demonstrate academic success in the classroom, emphasize the importance of academics within our national organization, and promote individual student-athlete scholarship on the team.

1. Criteria for nomination
   a. An institution must be a current NCCAA member in good standing. The team must be a varsity team.
   b. Have a minimum grade point average (GPA) of 3.40 on a 4.00 scale. Please do NOT round up to 3.4 or 3.40.
   c. Fall teams use fall term(s) GPA's only and spring teams use spring term(s) GPA's only.
   d. Teams that overlap terms and have countable games or matches in each term must use GPA's from all terms in which the sport participates. (Note: tennis is a spring only sport, golf is a fall only sport.)
   e. Include all varsity student-athletes who competed in the sport with the institution for any portion of the academic year.
   f. Meet the minimum number or greater on the team as the number of student-athletes required to field a team in the sport to be recognized. (Note: track and field minimum is eight student-athletes.)
2. Nomination and Selection process
   a. The NCCAA Scholar Team Award Nomination Form must be completed on Teamworks and sent to the NCCAA National Office by January 31 for all eligible fall sports and May 31 for all eligible winter/spring sports of each academic year.
   b. The institution's registrar's office or compliance officer must verify the nominee's GPA on the Teamworks form with a signature. Forms shall not be complete until signatures are acquired.

H. Student-Athlete of the Week

The NCCAA Student-Athlete of the Week award shall be given to two student-athletes (one field and one track) in Indoor Track and Field for both men and women during the regular season, chosen from the list of nominees submitted by institutions. Only one student-athlete per school per award may be nominated. See the full procedures and instructions in the Forms & Procedures section of the handbook.

IX. FINANCES

A. The entry fee for the Indoor Track and Field National Championships shall be $375 per team (per gender) or $45 per individual (up to 8).

B. Each school shall pay $50 for the Christian Service Project (CSP) that shall be organized and selected by the host institution.

C. The championship banner, all trophies, All-American awards, the outstanding student-athletes, and Coaching Staff of the Year awards shall be supplied by the National Office (see Awards section).

D. Any loss shall be absorbed by the host institution.

X. MISCELLANEOUS

A. NCCAA Certified Athletic Trainer Policy
Certified Athletic Trainers (ATC) are required at each hosted NCCAA Member home event, NCCAA Regional Championship, and National Championship. For hosted contests in cross country, and golf, institutions may have a trainer able to respond within three to five minutes. The ATC must be certified by the National Athletic Trainers' Association Board of Certification (NATABOC), or an equivalent affiliation, and maintain a current license in the state of practice. Please reference the policy in the Sports Policies and Procedures section.

B. Code of Conduct
Conduct in competition policy found in Infractions and Penalties section IV.A. shall be followed by all NCCAA-only institutions during regular season and postseason competition. It shall be followed by all NCCAA institutions for Regional and National Championship competition. Any coach or student-athlete ejected from play shall be subject to penalties found in this policy. It is the responsibility of the offending institution to provide a report to the NCCAA Director of Membership and its Regional Coordinator within 48 hours of the incident. Please see the Infractions and Penalties section noted above for more details related to the Conduct in Competition Policy.

C. National Handbook Proposal Process
Should changes to a sport specific section or the Sports Policies and Procedures section of the NCCAA Handbook be desired, the following process shall be followed:

1. Coaching group may propose changes to their sport handbook.
2. Coaching group votes to present proposal(s) to the appropriate committee within the National Administrative Council (NAC), if needed, or directly to the Administration Committee, as determined with the Director of Membership.
3. The appropriate committee within NAC votes whether to advance it to the Administration Committee who then votes to accept or reject the proposal.
4. Proposals for change may also come from regions and subcommittees of the Administration Committee, such as the National Administrative Council (Sports Information Committee, Competition Experience Committee, and Regional Experience Committee), Eligibility Committee, or Handbook Committee.
5. All proposals must come in written form and identify which section of handbook is being addressed.
6. All proposals must have a vote of support.
7. All proposals must be submitted for consideration to the Administration Committee by May 1 for possible inclusion for the upcoming academic year. If the proposal requires a review of a committee within NAC, it must be submitted by March 15.

Appendix A
Indoor Track and Field Wheeler Award Nomination Form
Game Plan 4 LIFE Award Series

Student-Athlete's Name: First _____ Last _____

Student-Athlete's Hometown and State _____ Year: ___JR ___SR ___G

Gender: ___M ___F Institution _____ Coach _____

Christian Character
Describe student-athlete's faith story and character on/off the track.

_____

_____

_____

_____

Christian Service
List student-athlete's specific activities in Christian service and outreach.

_____

_____

_____

_____

Current Indoor Season Best Marks

Event	Height/Distance/Time	Finish (e.g., 1st)	NCCAA TFRRS RANK	NAIA/NCAA TFRRS RANK
Event	Height/Distance/Time	Finish (e.g., 1st)	NCCAA TFRRS RANK	NAIA/NCAA TFRRS RANK
Event	Height/Distance/Time	Finish (e.g., 1st)	NCCAA TFRRS RANK	NAIA/NCAA TFRRS RANK

Career Indoor Personal Records

Event	Height/Distance/Time	Finish (e.g., 1st)	Date
Event	Height/Distance/Time	Finish (e.g., 1st)	Date
Event	Height/Distance/Time	Finish (e.g., 1st)	Date

Other Performance Notes
Past NCCAA Championship results, school records, conference records, etc.

_____

_____

_____

continued

SAMPLE

Appendix A, Page Two
Indoor Track and Field Wheeler Award Nomination Form
Game Plan 4 LIFE Award Series

Athletic Honors Received (Individual and/or Team)
List athletic awards/honors from the institution, conference, regional, and national level.

_____

_____

_____

Academic Honors Received (Major _____ GPA _____)
List academic honors.

_____

_____

_____

Leadership
Describe student-athlete's leadership characteristics and qualities.

_____

_____

_____

Additional Comments
Share any other information on why student-athlete is deserving of this award.

_____

_____

_____

Required with Nomination Form
- Include a high-resolution headshot AND action photo of student-athlete.

Nominee Eligibility Requirements
- Have a clear Christian testimony both on and off the track, including Christian service activities.
- Be an excellent/highly skilled student-athlete.
- Be a junior, senior, or graduate student academically and a varsity team member.
- Demonstrate leadership ability.
- Possess a cumulative GPA of 3.00 or higher on a 4.00 scale.

I attest that the nominee meets the eligibility requirements and nomination data is accurate.

_____ _____
Nominator Signature (Coach, SID, or AD) Date

Due by January 25 to jcampbell@thenccaa.org.

SAMPLE