

**NATIONAL CHRISTIAN COLLEGE ATHLETIC ASSOCIATION**



**2026-2027 Official Handbook  
Division I**

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**NCCAA • 302 West Washington Street • Greenville, SC 29601  
(864) 250-1199 • [www.thenccaa.org](http://www.thenccaa.org)**

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# NCCAA Official Handbook

## Division I

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**Mission Statement,  
History, & Philosophy**

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## Mission Statement

To keep Christ at the center of intercollegiate athletics.

## History & Philosophy

The NCCAA was incorporated to provide a Christian-based organization that functions uniquely as a national and international agency for the promotion of outreach and ministry and for the maintenance, enhancement and promotion of intercollegiate athletic competition with a Christian perspective.

Established in 1968 in Canton, Ohio, the NCCAA, an association of Christ-centered collegiate institutions, held its first men's basketball tournament in Detroit, Michigan. At the initial tournament, the NCCAA adopted a constitution and voted to move the national headquarters to Chattanooga, Tennessee upon the invitation of the Chamber of Commerce. Norm Wilhelmi and E.C. Haskell are considered the founding fathers. Norm chaired the first meeting (15 coaches were present at the meeting) and became the first President and E.C. Haskell was appointed as the first Executive Director. E.C. was given a list of 13 colleges that were interested in membership, and he also set up the first charter, got the NCCAA registered and acquired the first tax exempt number.

In 1973, the NCCAA launched into other sports, developing national competition in cross country, track and field, and men's soccer. Bible colleges, which had competed well against liberal arts colleges, submitted a plan to add a second division. Division II basketball was developed in 1975 for the Bible colleges (non-scholarship), along with national competition in wrestling. Over the years, national championship competition in several other sports began: women's basketball, men's and women's volleyball, softball, men's and women's golf, women's soccer, men's and women's tennis, baseball, football, and indoor track and field.

In 1989, the Board of Directors voted to move the National Office to Marion, Indiana. As the NCCAA grew in membership and national appeal, the Board of Directors examined the need for relocation to a larger corporate community. In May 2000, the NCCAA officially moved the National Office to Greenville, South Carolina.

Four executive directors have led the NCCAA during its existence: E.C. Haskell (1970-88 in Chattanooga, TN); Dr. Barry R. May (1988-97 in Marion, IN); Rob Miller (1997-1999 in Marion, IN); and Dan Wood (2000-present in Greenville, SC). Under their leadership, much growth and change have occurred within the association.

Today, each of the 24 national championships are required to hold a Christian Service Project (CSP) during the championship event. CSPs are opportunities in which NCCAA student-athletes and coaches go out into a championship host's community and serve others. Some CSPs have included visiting children's hospitals, serving the Salvation Army, Boy's and Girl's Clubs, Habitat for Humanity, Big Brothers/Big Sisters, Samaritan's Feet, Operation Christmas Child, women ministry centers, hunger projects, reading to children in public schools, doing yard work around the community, writing soldiers overseas, working in food projects, visiting the elderly in nursing homes, and much more. Tens of thousands of hours have been given to communities across the nation through the NCCAA.

In athletics, the term #RingChasing is used by athletes to describe their goal of winning a championship. Within the NCCAA, there is a focus on #KingChasing, which helps lay a foundation of seeking Christ first. The #KingChasing Program uses the four values of the Game Plan 4 LIFE – Love, Integrity, Faith, and Excellence – to enhance the purpose of collegiate athletics to be more than winning championships. The mission of the #KingChasing program is to keep Christ at the center of the student-athlete experience.

Since its first tournament in 1968, the NCCAA has grown to encompass approximately 90 Christian colleges nationwide, serving both Christian liberal arts and Bible colleges. The participating schools are dedicated not only to providing the best athletic competition possible, but also to exemplifying Jesus Christ in all they do.

The NCCAA believes:

- That athletics are a means to an end, not an end in themselves.
- That the process is as important as the performance.
- That the person (student-athlete) is more important than the program.

Athletic participation in a Christian liberal arts or Bible college is a unique experience that prepares Christian men and women for a life of meaningful work and service. The athletic experience provides a dynamic growth process for learning discipline, teamwork, leadership, and mutual respect where the student-athlete and his/her preparation for life is more important to the coaches and the athletic administration than win-loss records and championships.





## Directory

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## **NCCAA BOARD OF DIRECTORS**

### **CHAIRMAN**

Mr. Daniel L. Wood

### **PRESIDENT**

Mr. Chris Lahm  
Ozark Christian College

### **1<sup>st</sup> VICE-PRESIDENT**

Dr. Matthew Webb  
Houghton University

### **2<sup>nd</sup> VICE-PRESIDENT**

Mr. John D. Jones  
Trinity College of Jacksonville

### **PRESIDENT'S DESIGNATE**

Mr. Marcus Moeller  
Mid-America Christian University

### **EXECUTIVE DIRECTOR**

Mr. Dan Wood

### **AT-LARGE BOARD MEMBERS**

Mr. Paul Berry (Counselor)

Mr. Chad Briscoe

Dr. Gene Crume, Jr.

Dr. Vickie Denny

Dr. Matt Hill

Mr. Jon Holmes

Col. Hal Hoxie (USAF Retired)

Dr. Ken Kemper

Dr. Wayne Lewis, Jr.

Mr. Terry Metzger

Dr. David Miller

Mr. Scott Pothoven

Mr. Roger Skelly (Counselor)

Mrs. Joy Stauffer

Mr. Grover Todd

Mr. David Wheeler

### **DIRECTOR OF ADVANCEMENT**

Mr. Luke Cureton

### **DIRECTOR OF CHAMPIONSHIPS**

Mr. David Bireline

### **DIRECTOR OF COMMUNICATIONS**

Mr. Jesse Campbell

### **DIRECTOR OF MEMBERSHIP**

Mr. Brandon Gilmore

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## **NCCAA PRESIDENTS**

|              |                     |                              |
|--------------|---------------------|------------------------------|
| 1966-1973    | Norm Wilhelmi       | The King's College           |
| 1973-1977    | Chet Kammerer       | Grace College                |
| 1977-1979    | Howard Nourse       | John Wesley College          |
| 1979-1981    | Keith Phillips      | Eastern Mennonite College    |
| 1981-1983    | Jim Huckaby         | Baptist Bible College, PA    |
| 1983-1985    | Dr. Don Callan      | Cedarville College           |
| 1985-1987    | Dr. Homer Drew      | Bethel College               |
| 1987-1989    | Dr. Ralph Swearngin | Atlanta Christian College    |
| 1989-1991    | Dr. Mike Fratzke    | Indiana Wesleyan University  |
| 1991-1993    | Dr. David Ribbens   | Trinity Christian College    |
| 1993-1995    | Dr. John Bratcher   | Lee College                  |
| 1995-1997    | Del Wubben          | Clearwater Christian College |
| 1997-1999    | Rick Johnson        | Tennessee Temple University  |
| 1999-2002    | Kirk Hanson         | Central Bible College        |
| 2002-2005    | Dr. Vickie Byler    | Lancaster Bible College      |
| 2005-2008    | Paul Berry          | The Master's College         |
| 2008-2011    | Dr. Vickie Denny    | Clearwater Christian College |
| 2011-2014    | Dr. Matt Hill       | University of Northwestern   |
| 2014-2017    | Pete Beers          | Lancaster Bible College      |
| 2017-2020    | Chris Williams      | Southern Wesleyan University |
| 2020-2023    | Rob Thompson        | Maranatha Baptist University |
| 2023-2026    | Chad Briscoe        | Grace College                |
| 2026-present | Chris Lahm          | Ozark Christian College      |

## **NCCAA EXECUTIVE DIRECTORS**

|              |                  |
|--------------|------------------|
| 1970-1988    | E.C. Haskell     |
| 1988-1997    | Dr. Barry R. May |
| 1997-1999    | Rob Miller       |
| 2000-present | Dan Wood         |

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## **NATIONAL ADMINISTRATION COMMITTEE**

### **PRESIDENT**

Mr. Chris Lahm  
Ozark Christian College

### **2<sup>ND</sup> VICE-PRESIDENT**

Mr. John D. Jones  
Trinity College of Jacksonville

### **AT-LARGE MEMBERS**

Mr. Paul Berry (Counselor)  
Mr. Chad Briscoe  
Dr. Gene Crume, Jr.  
Dr. Vickie Denny  
Dr. Matt Hill  
Dr. Ken Kemper  
Dr. Wayne Lewis, Jr.

### **1<sup>ST</sup> VICE-PRESIDENT**

Dr. Matthew Webb  
Houghton University

### **PRESIDENT'S DESIGNATE**

Mr. Marcus Moeller  
Mid-America Christian University

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## **NCCAA NATIONAL SPORT CHAIRS**

### **BASEBALL**

Anthony Hurla, Kansas Christian College

### **CROSS COUNTRY II**

Ryan Long, Faith Baptist Bible College

### **WOMEN'S SOCCER II**

Juan Lander, Alice Lloyd College

### **BASEBALL II**

Colton Wolfe, Grace Christian University

### **MEN'S GOLF**

Ryan Bowen, Cedarville University

### **SOFTBALL**

Sara Allen, Columbia International University

### **MEN'S BASKETBALL I**

Will Shouse, Asbury University

### **WOMEN'S GOLF**

Chris Hess, Bethel University

### **TRACK & FIELD**

Justin Carver, Columbia International University

### **MEN'S BASKETBALL II**

Brian Fincham, Faith Baptist Bible College

### **INDOOR TRACK & FIELD**

Melissa Baughman, Lancaster Bible Coll.

### **MEN'S VOLLEYBALL**

Mike Dedee, Roberts Wesleyan University

### **WOMEN'S BASKETBALL I**

John Mills, Alice Lloyd College

### **MEN'S SOCCER I**

Chris Swift, Greenville University

### **WOMEN'S VOLLEYBALL I**

Kristin Steele, OUAZ

### **WOMEN'S BASKETBALL II**

Kyle Wicklund, Ozark Christian College

### **MEN'S SOCCER II**

Greg Fulton, Bob Jones University

### **WOMEN'S VOLLEYBALL II**

Kristi McDaniel, Arlington Baptist University

### **CROSS COUNTRY I**

Mason Blevins, Sterling College

### **WOMEN'S SOCCER I**

Zachary Welch, Asbury University

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## **NCCAA REGIONAL COORDINATORS**

### **DIVISION I**

#### **Central**

Jim Giacomazzi, Wayland Baptist University  
Assistant: Justin Morris, Sterling College

#### **Midwest**

Will Shouse, Asbury University  
Assistant: David Manning, Kentucky Christian University

#### **Midwest**

Jason Mucher, Houghton University  
Assistant: Tanya Hockman, Malone University

#### **North Central**

Chris Hess, Bethel University  
Assistant: TBA

#### **South**

Damon Cogdell, University of Fort Lauderdale  
Assistant: Kyle Neal, Carolina University

#### **West**

Leo Balayon, Bethesda University  
Assistant: Nicklaus Ebert, Nelson American Indian Coll.

### **DIVISION II**

#### **Central**

Jack Defreitas, Central Christian College of the Bible  
Assistant: Lauren Sanders, Manhattan Christian College

#### **Midwest**

Greg Fawbush, Welch College  
Assistant: Michael McCarty, Boyce College

#### **Midwest**

Chris McHugh, Emmaus Bible College  
Assistant: Cory Jamieson, Grace Christian University

#### **North**

Jordan Nowell, Trinity Bible College  
Assistant: Daved Lundeen, Oak Hills Christian College

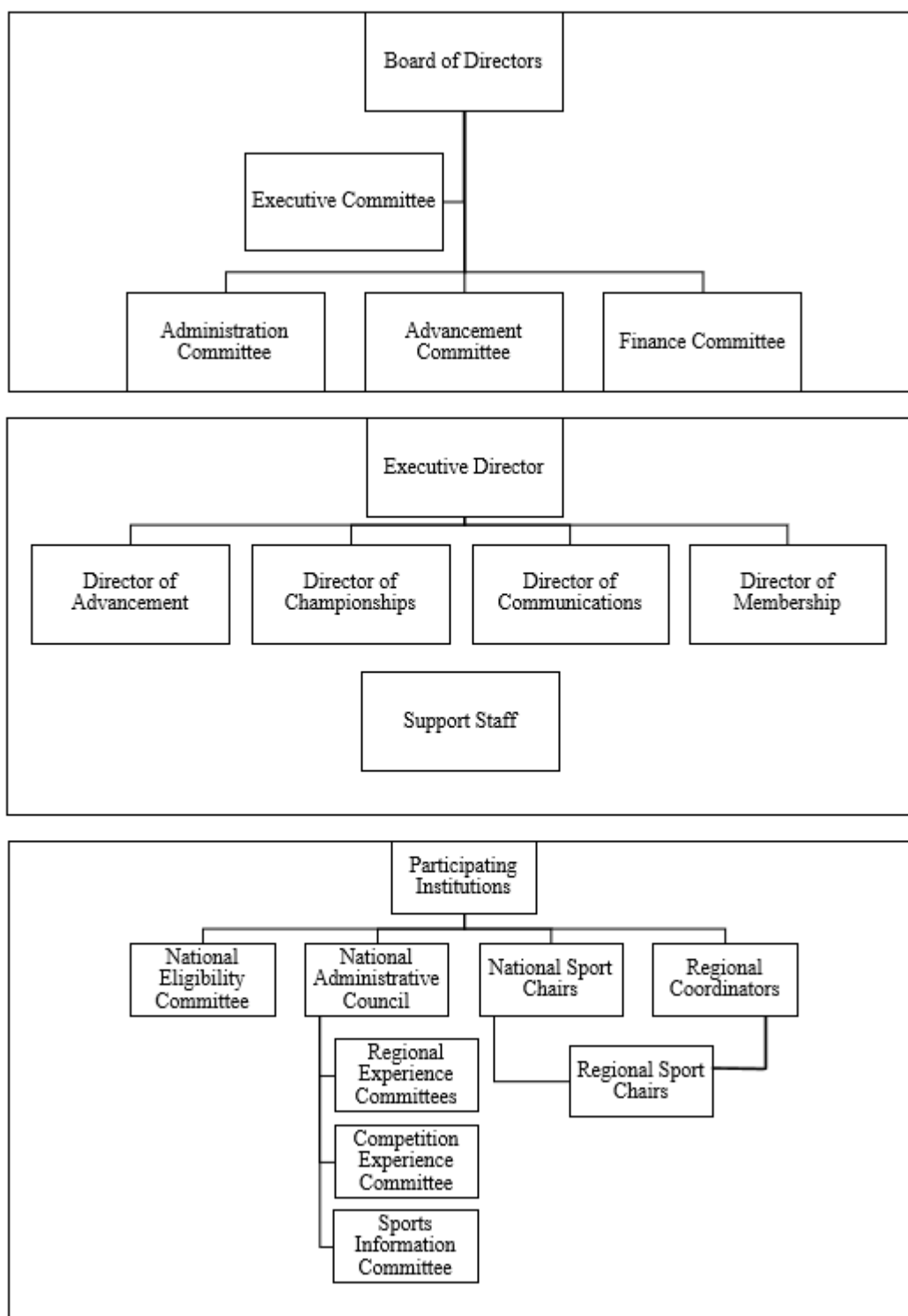
#### **South**

Mark Goetsch, Pensacola Christian College  
Assistant: Josh Taylor, Toccoa Falls College

#### **Southwest**

Tyler Wooldridge, Southwestern Adventist Univ.  
Assistant: TBA

## National Christian College Athletic Association Organizational Flowchart



**NATIONAL CHRISTIAN COLLEGE ATHLETIC ASSOCIATION**



**Constitution**

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## **The NCCAA Constitution**

### **ARTICLE I: NAME AND PURPOSE**

- Section I. The name of this organization shall be National Christian College Athletic Association (NCCAA).
- Section II. The purpose: to supply wholesome athletic competition on a national scale among Christian institutions who adhere to the historic evangelical position as defined by our Statement of Faith.

### **ARTICLE II: PARTICIPATION IN THE NCCAA**

- Section I. Christian institutions in the United States and Canada offering a standard four-year program accredited by one of the six regional accrediting bodies, ABHE or TRACS are eligible to become an active participating institution in the association.
- Section II. Participation in this association shall be by a majority vote of participating institutions on the regional level and by approval of the Board of Directors.
- Section III. Participation in the NCCAA is by regional, Administration Committee, and Board of Directors vote only.
- Section IV. Participation dues shall be determined by the Board of Directors.
- Section V. Each NCCAA participating institution must sign the Statement of Faith.
- Section VI. The NCCAA shall be divided into two divisions: Division I for institutions offering financial aid specifically for student-athletes and Division II for institutions not offering financial aid specifically for student-athletes.

### **ARTICLE III: BOARD OF DIRECTORS**

- Section I. The Board of Directors is the official governing board of the association.
- Section II. The Board of Directors shall meet two times per year. One meeting may be conducted via teleconference or conference call format.

### **ARTICLE IV: OFFICIAL RULES**

- Section I. The NCCAA shall follow the rules as set forth in the eligibility policies in the official handbook of the association.

### **ARTICLE V: DUTIES OF OFFICERS**

#### **President:**

- Section I. Shall serve a three-year term.
- Section II. In conjunction with the Board Chair, shall be responsible for the calling of regular and special meetings of the Board of Directors and association meetings.
- Section III. Shall serve as Vice-Chair of the Board of Directors unless elected as Chair. Shall chair the Administration Committee and serve on all other subcommittees as an ex-officio member. Shall develop agenda for Administration Committee. Shall serve on the Executive Committee of the Board of Directors. Shall chair the Annual Meeting and present the State of the Association report at the Annual Convention. In concert with the National Office staff, shall attend any national athletic/educational meetings deemed appropriate. Shall sign such papers as deemed necessary by the Board of Directors or as required by various institutions (banks, etc.). Shall submit a report of activities to the Board of Directors at each meeting. Shall request necessary reports and/or information from National Office as deemed necessary. Shall appoint the President's Designate upon assumption of office on July 1. In concert with Board Chair, shall make interim

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appointments to any vacant office (Executive Director, First and/or Second Vice-President, etc.). Shall work in concert with National Office staff to ensure proper procedural path for changes to NCCAA Handbook.

First Vice-President:

Section I. Shall be directly responsible to President and may assume duties of President in President's absence. Shall serve on the Administration Committee and, when the President is unable to do so, serve as an ex-officio member of all subcommittees. Shall assist in the development of the agenda for the Administration Committee meetings. Shall serve on the National Eligibility Committee. Shall attend Regional Coordinators' meeting and assist the Director of Membership as needed. Shall assume the President's office at end of the three-year term (July 1) or upon resignation of President.

Second Vice-President:

Section I. Shall serve on the Administration Committee. Shall attend the National Sport Chairs' meeting and assist the Director of Membership as needed. Shall assume the First Vice-President's office at the end of the three-year term (July 1) or upon resignation of the First Vice-President.

Executive Director:

Section I. Shall be responsible for the administration of the National Office.

Section II. Shall assist in the development of agendas for Board of Directors' meetings.

Section III. Shall serve on all committees.

Director of Membership:

Section I. Shall work with all matters involving member institutions.

Section II. Shall work directly with Regional Coordinators and National Sport Chairs.

Section III. Shall receive and verify all NCCAA Eligibility documents via the Eligibility Coordinator.

Director of Advancement:

Section I. Shall provide leadership and management for the direction, planning, and execution of development related activities for the NCCAA.

Section II. Shall develop major gift fundraising, corporate and foundation relations, donor base, special events, and communications programs to increase stewardship support for the NCCAA.

Section III. Shall be responsible for creating a fund development, communications, and marketing plan.

Director of Communications:

Section I. Shall manage the association website, public relations, and social media.

Section II. Shall manage the NCCAA Network and coordinate production of championship streaming efforts.

Section III. Shall work with member Sports Information Directors to manage statistics reporting, Student-Athlete of the Week awards, submission of national rankings, postseason awards, etc.

Director of Championships

Section I. Shall approve schedules and arrangements for NCCAA championship events.

Section II. Shall work directly with Regional Coordinators and National Sport Chairs.

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Regional Coordinator:

Section I. Shall be directly responsible to the Director of Membership and shall be approved by the Board of Directors.

Section II. Shall be responsible for their respective regions.

National Sport Chairs:

Section I. Shall be directly responsible to the Director of Membership and the Director of Championships and shall be approved by the Board of Directors.

Section II. Shall be responsible for the various functions of their respective sport.

**ARTICLE VI: REGIONS**

Section I. The Board of Directors may align regions annually in order to best serve the NCCAA.

**ARTICLE VII: CHRISTIAN CODE**

Section I. The Scriptures establish a framework of values which shall guide character, behavior, and thought. It shall be a participating institution's responsibility to apply and enforce the highest principles of Christian conduct, character, values, and courtesy from this Biblical framework.

Section II. Representatives of participating institutions, including coaches and student-athletes are expected to abide by their respective institutional code of conduct which shall be developed from the Biblical framework. Failure to refrain may result in penalties.

**ARTICLE VIII: SPECIAL PERMISSION**

Section I. Any participating institution desiring an exception of playing in a different region for playoffs due to the lack of viable regional opponents must make such requests in writing to the Director of Membership.

**ARTICLE IX: SPORTS**

Section I. The officially sanctioned national sports of the NCCAA are: baseball, basketball (men and women), cross country (men and women), golf (men and women), indoor track and field (men and women), soccer (men and women), softball, track and field (men and women), and volleyball (men and women).

Championship dates, both Regional and National, shall be set by the Administration Committee in concert with the National Administrative Council (NAC).

Section II. New sports may be added in accordance with the terms of the official Handbook.

Section III. Each national sport shall be represented by a National Sport Chair.

**ARTICLE X: PRINCIPLES OF INSTITUTIONAL CONTROL AND RESPONSIBILITY**

Section I. Irregularities and/or infractions shall be handled in a courteous and ethical manner.

Section II. All complaints against participating institutions must first be presented to the offending institution. If not resolved, then a formal complaint may be submitted in writing to the Director of Membership.

Section III. Per the recommendation of the Director of Membership, the Board of Directors shall review the reported irregularities and/or infractions and take appropriate action.

**ARTICLE XI: ANNUAL MEETING AND VOTING PROCEDURE**

Section I. The association shall meet in convention annually at a time and place designated by the Board of Directors.



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Section II. Each participating institution shall be required to have a voting delegate in attendance or utilize the Proxy Ballot in accordance with NCCAA Bylaws.

## **ARTICLE XII: PARLIAMENTARY AUTHORITY**

Section I. Robert's Rules of Order (revised) shall serve as the final authority in all parliamentary procedures.

## **ARTICLE XIII: AMENDMENTS**

Section I. The Constitution may be amended by a two-thirds vote of the participating institutions present at the Annual Meeting.

Section II. All participating institutions shall receive written notice of proposed constitutional changes 45 days prior to the Annual Meeting. The written notice shall come from the Executive Director's office.

Section III. A mail or electronic vote is not permitted for any amendment of the Bylaws except when a majority of the applicable divisional delegates present at the Annual Meeting, after appropriate discussion, recommend such a vote to the membership. The ballots shall be sent on behalf of the Executive Director to the designated representative of each institution for an organization-wide vote, by the National Sport Chairs for sports-wide votes and by the Regional **Coordinators** for region-wide votes. A motion shall carry by majority vote of those institutions which respond within the stated time limit or, otherwise, within two weeks unless the Bylaws require a specific majority. Each participating institution shall have one vote, which shall be cast by the institution's Athletics Director unless the institution has authorized another person. No quorum shall be required because there are no legally designated members.

Section IV. The Administration Committee of the NCCAA Board of Directors, in conjunction with the NCCAA National Office Staff, shall be authorized to adopt (in the interim between annual conventions) noncontroversial legislative amendments that are necessary to promote the normal and orderly administration of the association's legislation.

That authorization shall require a majority vote of the Administration Committee, or the entity designated by the NCCAA National Office Staff. The Administration Committee shall then submit the amendment(s) and/or edits which have been adopted under this authorization at the next Annual Business Meeting.

If a member institution deems any issue is of importance for further discussion and/or should be brought to a vote, it may submit a request for that amendment to be considered at the next Annual Business Meeting. Such distinction is required to be made 30 days prior to the Annual Convention.



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## **Bylaws**

### **ARTICLE I: OFFICES**

#### **SECTION 1.01. REGISTERED OFFICE AND AGENT**

The address of the registered office of the corporation is 302 West Washington Street, Greenville, South Carolina 29601. The name of the registered agent at this address is the Executive Director. The corporation is referred to as the NCCAA.

#### **SECTION 1.02. OTHER OFFICES**

The corporation may have offices at such place or places within or without the State of South Carolina as the Board of Directors may from time to time appoint or as the business of the corporation may require or make desirable.

### **ARTICLE II: DIRECTORS**

#### **SECTION 2.01. POWERS**

The property and business of the corporation shall be managed by its Board of Directors. In addition to the powers and authority expressly conferred on it by the Articles of Incorporation and the Bylaws, the Board of Directors may exercise all such powers of the corporation and do all such lawful acts and things as are not prohibited by law, by the Articles of Incorporation, or by the Bylaws.

#### **SECTION 2.02. NUMBER**

The Board of Directors shall consist of no more than 20, and, in any event, not less than three members, who shall be the officers: (a) President, (b) First Vice-President, (c) Second Vice-President, (d) President's Designate, (e) and at-large members as chosen or elected. At the discretion of the Executive Committee and Executive Director, a member of the Board may be designated as Board Counselor. This designation shall expire upon the death of the designee, or until a decision to conclude their service as deemed appropriate by the Executive Committee, and shall be limited to Board members having served a minimum of 3 terms previously.

#### **SECTION 2.03. TERM**

The term of each elected officer shall be nine years and until a successor officer has been elected and qualified. Exceptions to this are the President's Designate, who shall serve a one-year term, and any at-large members of the Board of Directors who shall serve four-year terms. Board members designated as Board Counselor will be allowed to serve until death or until a decision to conclude their service as deemed appropriate by the Executive Committee.

#### **SECTION 2.04. ELECTION**

Officers shall be nominated and confirmed by the member institutions as provided in SECTION 5.01. Officers shall be eligible for re-election without limitation on the number of terms served.

#### **SECTION 2.05. NO COMPENSATION**

Officers and members of the Board of Directors shall serve without compensation other than reimbursement for minimal meeting expenses.

#### **SECTION 2.06. REGULAR MEETINGS**

The Board of Directors shall meet twice a year. One meeting may be conducted via teleconference or conference call format and one meeting shall be conducted in person. Changes to this schedule must be approved by a majority vote of the Board of Directors.

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## **SECTION 2.07. SPECIAL MEETINGS**

Special meetings may be held if called pursuant to SECTION 2.08 herein with at least two days' notice by telephone, email, or personal delivery, or five days' notice by first class mail, of the time and place of the meeting.

## **SECTION 2.08. CALLING MEETINGS**

Meetings of the Board of Directors may be called by the Executive Director, the President, or the Chairman of the Board. See SECTION 2.07.

## **SECTION 2.09. WAIVER OF NOTICE**

Notice of a meeting of the Board of Directors need not be given in any event to any Director who signs a waiver of notice, whether before or after the meeting. Attendance of a Director at a meeting shall constitute a waiver of notice of such meeting and waiver of any and all objections to the place of the meeting, the time of the meeting, or the manner in which it has been called or convened, except if a Director states at the beginning of the meeting any such objection or objections to the transaction of business.

## **SECTION 2.10. CONTENTS OF NOTICE**

The business to be transacted and the purpose of any regular or special meeting of the Board of Directors need not be specified in the notice or waiver of such meeting.

## **SECTION 2.11. QUORUM**

At all meetings of the Board of Directors, the presence of one-third of the authorized number of Directors shall constitute a quorum for the transaction of business. In the absence of a quorum, a majority of the Directors present at any meeting may adjourn the meeting until a quorum is obtained.

## **SECTION 2.12. VOTING**

The act of a majority of the Directors present at any meeting at which there is a quorum shall be the act of the Board of Directors, except as may be otherwise specifically provided by law, by the Articles of Incorporation, or by these Bylaws.

## **SECTION 2.13. CONDUCT OF MEETINGS**

Meetings of the Board of Directors shall be presided over by the Board Chair or, in his/her absence, the Vice-Chair and, in his/her absence, a member appointed by the Chair. The Secretary of the corporation or, in the Secretary's absence, any person appointed by the presiding officer, shall act as Secretary for meetings of the Board of Directors. Meetings shall be governed by the most recent edition of Robert's Rules of Order, except to the extent that these Bylaws are inconsistent therewith.

## **SECTION 2.14. TELEPHONE PARTICIPATION**

Directors may participate in meetings of the Board of Directors through use of conference telephone or similar communications equipment, so long as all Directors participating in the meeting can hear one another. Such participation shall constitute personal presence at the meeting and consequently shall be counted toward the required quorum and in any vote.

## **SECTION 2.15. WRITTEN CONSENT**

Any action required or permitted to be taken at any meeting of the Board of Directors, or of any committee thereof, may be taken without a meeting if a written consent setting forth the action so taken is signed by all members of the Board, or of such a committee as the case may be. Such written consent shall be filed with the minutes of the proceedings of the Board or committee.

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## **SECTION 2.16. ADJOURNMENT**

Regardless of a quorum, a majority of the Directors present may adjourn any meeting of the Board of Directors to another time and place. Notice of any such adjourned meeting shall be given to the Directors who were not present at the time of the adjournment. Proper notification of rescheduled meeting shall be given to all Directors. See SECTIONS 2.07 and 2.08.

## **SECTION 2.17. REMOVAL**

The Board of Directors may declare the position vacant and remove an Officer for cause on the occurrence of any of the following events: (1) the Director has been declared of unsound mind by a final order of court; (2) the Director has been convicted of a felony; (3) the Director has failed to attend any meeting of the Board for at least a year and a half; or (4) the Director has been presented with one or more written charges, has been given at least ten days' notice of a hearing at which he/she may have legal counsel present, and has been given opportunity for such hearing at a meeting of either the Board or the Executive Committee. The Board may declare the position vacant and may remove a Director without cause by a two-thirds vote. Election or appointment of a Director shall not of itself create any contract rights.

## **SECTION 2.18. RESIGNATION**

Any officer may resign by giving written notice to the Board Chair or the Executive Director. The resignation shall be effective on receipt unless the notice specifies a later time for the effective date of such resignation, or if the corporation would be left without the minimum number of duly elected officers, in which event the resignation shall be effective upon the election of a successor. If the resignation is effective at a future time, a successor may be elected before that time to take office when the resignation becomes effective.

## **SECTION 2.19. VACANCIES**

A vacancy on the Board of Directors shall exist on the death, resignation, or removal of any member; whenever the number of members authorized is increased, and on failure of the Board to elect the full number of members authorized. Such vacancies may be filled for the remainder of the term by a majority vote at a meeting of the Board of Directors, and if the total number of remaining Directors is less than a quorum, by a unanimous vote of the two remaining Directors or the vote of a sole remaining Director.

## **SECTION 2.20. BOARD CHAIR**

The Chair of the Board of Directors shall be elected, by majority vote, by the members of the board. The term shall be for three years (beginning July 1) with election taking place at the fall board meeting. The Board Chair shall call and preside over all Board of Directors meetings and, in concert with the National Office and President, develop agendas for Board meetings; shall ensure various agendas for subcommittees are submitted in a timely fashion to the National Office; in concert with the President and Executive Director, may represent the NCCAA at national meetings; in concert with the President, shall make interim appointments to any officer vacancies (Executive Director, First or Second Vice-President, etc.); shall request reports or information from the National Office or President as deemed necessary; shall serve as Chair of the Executive Committee of the board; and shall assist, as available, with fundraising activities of the Association (calls, visits, text development, etc.). In the event of the resignation of the Chair, the Board shall elect a new Chair within 30 days.

## **SECTION 2.21. BOARD VICE-CHAIR**

The President of the NCCAA shall be the Vice-Chair of the NCCAA Board of Directors unless the President is elected as Chair. If the President is elected as Chair, the Vice-Chair shall be elected, by majority vote, by the members of the Board. The term shall be for three years (beginning July 1) with election taking place at the fall board meeting. Shall assume Chair responsibilities and duties in absence of Chair until such time of election of a new Chair.

# **ARTICLE III: MEMBERS**

## **SECTION 3.01. PARTICIPATING INSTITUTIONS**

The corporation shall have participating institutions as provided in Article VI but shall not have legally designated members.

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## **SECTION 3.02. EFFECT**

All rights that would otherwise be vest in members shall vest in the participating institutions to the extent these Bylaws expressly confer such rights on them, but otherwise shall vest in the Board of Directors. Any action that would otherwise require approval by members shall require the approval of the participating institutions to the extent these Bylaws expressly require the provided-for action by them, but otherwise shall require the approval of the Board of Directors.

## **ARTICLE IV: COMMITTEES**

### **SECTION 4.01. EXECUTIVE COMMITTEE**

The Executive Committee of the Board of Directors shall exercise all powers and authority specified by the Board of Directors and shall consist of five members including the Chair of the Board, President, First Vice-President, and Chairs of the following committees: Finance and Advancement. The Executive Director shall serve as an ex-officio member.

The Executive Committee shall act by majority vote and shall have a quorum of one-third of the member Directors. The Board of Directors may designate one or more Directors as alternate members of the Executive Committee, who may act in the place of any absent member or members at any meeting of the Executive Committee. The Executive Committee shall be governed by those rules herein governing the Board of Directors (in which case references to the Board of Directors or Board shall be deemed to refer to the Executive Committee) that concern regular meetings (SECTION 2.06), Special Meetings (SECTION 2.07), Calling Meetings (SECTION 2.08), Waiver of Notice (SECTION 2.09), Contents of Notice (SECTION 2.10), Telephone Participation (SECTION 2.14), Written Consent (SECTION 2.15) and Adjournment (SECTION 2.16).

### **SECTION 4.02. ADMINISTRATION COMMITTEE**

The Administration Committee is comprised of the following: President, First Vice-President, Second Vice-President, President's Designate, at-large members (as assigned), and as ex-officio, the Director of Membership, Director of Communications, Director of Championships, and Executive Director. It shall have a quorum of one-third of the members and shall act by majority vote. It shall meet annually four times. It shall serve as oversight of all regional and national competition and business, oversight of the handbooks, and shall make recommendations to the Board of Directors. Its other powers shall be as specified by the Board of Directors.

### **SECTION 4.03. ADVANCEMENT COMMITTEE**

The Advancement Committee of the Board of Directors shall exercise all powers and authority specified by the Board of Directors. It shall have a quorum of one third of the members and shall act by majority vote. It shall serve to assist the Director of Advancement with direction, planning and execution of development related activities for the NCCAA.

### **SECTION 4.04. FINANCE COMMITTEE**

The Finance Committee of the Board of Directors shall exercise all powers and authority specified by the Board of Directors. It shall have a quorum of one third of the members and shall act by majority vote. It shall serve as oversight of all financial planning and decisions of the NCCAA.

### **SECTION 4.05. OTHER COMMITTEES**

Other committees may be established by the Board from time to time; shall consist of two or more Directors, as provided by the Board; and shall be authorized to exercise the authority of the Board of Directors to the extent provided in the resolution creating any such committee. Any such committee shall act by majority vote and shall have a quorum of one-third of the member Directors with not less than two Directors.

### **SECTION 4.06. NATIONAL ADMINISTRATIVE COUNCIL**

The National Administrative Council shall consist of the Sports Information Committee, the Competition Experience Committee, the Division I Regional Experience Committee, and the Division II Regional Experience Committee. Members of the Sports Information Committee shall be appointed by the Director of Communications. Members of the



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Competition Experience Committee shall be appointed by the Director of Championships. Members of the Regional Experience Committees shall be the Regional Coordinators.

These committees shall make recommendations to the Administration Committee regarding the following matters:

- a. Operational policies for regional and national competition, national statistical services, and national awards;
- b. Reviewing and establishing national qualification plans for postseason competition for all sports; and
- c. Reviewing and acting on all recommendations from sport coaching bodies.

#### **SECTION 4.07. NATIONAL ELIGIBILITY COMMITTEE**

The National Eligibility Committee shall consist of the Eligibility Coordinator, who shall serve as National Eligibility Chair, the President, First Vice-President, and three representatives from Division I and Division II, appointed by the Eligibility Coordinator. The National Eligibility Committee shall receive and review all eligibility cases and appeals. The power of the committee shall be as established by the Board of Directors.

### **ARTICLE V: OFFICERS**

#### **SECTION 5.01. ELECTION**

- a. The Second Vice-President shall be elected every three years by a majority of the participating institutions and confirmed by the Board of Directors. At the end of the term, the Second Vice-President shall automatically succeed the First Vice-President. At the end of that term, the First Vice-President shall automatically succeed the President. If the Second Vice-President or First Vice-President resigns, is removed, or otherwise cannot succeed to the next office, a new First Vice-President or Second Vice-President, respectively, shall be elected and confirmed as above.  
(b) The National Sport Chairs, Regional Coordinators and other regional officers shall be nominated and confirmed as provided in SECTIONS 5.15 through 5.17 respectively, every three years.
- b. The divisional rotation of elected leaders shall be maintained unless eligible and willing candidates are not brought forth on the ballot. In such cases, the candidates may come from the other division and the rotation shall begin with the following election, whenever that may be necessary.

#### **SECTION 5.02. APPOINTMENT**

The following officers shall be appointed: an Executive Director and other approved positions. Such officers shall be appointed by majority vote of the Board of Directors.

#### **SECTION 5.03. OTHER OFFICERS**

The Board of Directors, at any time and from time to time, may appoint such other officers as it shall deem necessary, who shall hold their offices for such terms as shall be determined by the Board of Directors and shall exercise such powers and perform such duties as shall be determined from time to time by the Board of Directors or the Executive Director.

#### **SECTION 5.04. MULTIPLE OFFICES**

Individuals may not hold two positions in the NCCAA (e.g., First or Second Vice-President, Regional Coordinator, National Sport Chair, etc.) unless approved by the Administration Committee.

#### **SECTION 5.05. COMPENSATION**

The salaries of the officers of the corporation shall be fixed by the Board of Directors.

#### **SECTION 5.06. TERM**

Each officer of the corporation under SECTION 5.01 shall hold office for three years, and each officer under SECTION 5.02 shall hold office until his/her successor is chosen or until his/her earlier resignation, removal, or otherwise cannot succeed to the next office.

## **SECTION 5.07. PRESIDENT**

The President shall serve as Vice-Chair of the Board of Directors unless elected as Chair. Shall chair the Administration Committee and serve on all other subcommittees as an ex-officio member. Shall develop the agenda for the Administration Committee **in concert with the Director of Membership**. Shall serve on the Executive Committee of the Board of Directors. Shall chair the Annual Meeting and present the State of the Association report at the Convention. In concert with the National Office staff, shall attend any national athletic/educational meetings deemed appropriate. Shall sign such papers as deemed necessary by the Board of Directors or as required by various institutions (banks, etc.). Shall submit a report of activities to the Board of Directors at each meeting. Shall request necessary reports and/or information from the National Office as deemed necessary. Shall appoint the President's Designate upon assumption of office on July 1. In concert with the Board Chair, shall make interim appointments to any vacant office (Executive Director, First and or Second Vice-President, etc.). Shall work in concert with the National Office staff to ensure proper procedural path for changes to the NCCAA Handbook.

## **SECTION 5.08. EXECUTIVE DIRECTOR**

The Executive Director shall manage the affairs and direct the work and employees of the corporation subject to and in accordance with the directions of the Board of Directors; shall be a member of the Board of Directors and the Executive Committee; shall appoint the members of all committees unless these Bylaws provide otherwise for their selection; shall be an ex-officio member of all committees; shall prepare the agenda for all meetings of the Board of Directors and the Executive Committee; shall prepare annual budgets and additional budgets as needed for the approval of the Board; shall be authorized to incur expenses in accordance with the approved budget or as directed by the Board; shall report the work and affairs of the corporation to the Chair of the Board and the Board of Directors at the annual and other meetings; and shall represent the NCCAA on all fundraising calls as available.

## **SECTION 5.09. DIRECTOR OF MEMBERSHIP**

The Director of Membership shall report to the Executive Director; shall serve as the staff liaison to the Administration Committee; shall keep complete copies of records and minutes of meetings of the National Eligibility Committee, and National Administrative Council; shall prepare and furnish blank forms and other printed materials as needed; shall annually update the NCCAA Official Handbook; shall receive and file regional reports; shall receive and file National Chair reports; shall oversee the Eligibility Coordinator who shall receive, review, and verify all NCCAA eligibility documents and hear all appeals rising from any violations; and shall perform other duties as may be incidental to that office.

## **SECTION 5.10. DIRECTOR OF ADVANCEMENT**

The Director of Advancement shall report to the Executive Director; shall serve as liaison to the Advancement Committee; shall provide leadership and management for the direction, planning, and execution of development related activities for the NCCAA. This includes, but is not limited to, major gift fundraising, corporate and foundation relations, donor base development, special events, and communications programs to increase stewardship support for the NCCAA. In conjunction with the Executive Director, the Director of Advancement shall be responsible for creating a fund development, communications, and marketing plan.

## **SECTION 5.11. DIRECTOR OF COMMUNICATIONS**

The Director of Communications shall report to the Executive Director; shall manage association website, public relations and social media; shall manage NCCAA Network and coordinate production of championship streaming efforts; shall work with member Sports Information Directors to secure stories; shall manage the stats reporting process; shall manage the Student-Athlete of the Week Award; shall work with the National Sport Chairs on submission of national rankings, postseason awards, etc.; in concert with the Director of Advancement, shall develop story lines for *The Pursuit* magazine and video projects; shall attend assigned National Championships and coordinate public relations efforts with members and media.

## **SECTION 5.12. DIRECTOR OF CHAMPIONSHIPS**

The Director of Championships shall report to the Executive Director while overseeing and directing all NCCAA Championship Events. Duties shall include budget development, sponsorship opportunities, enhancement of participant experience, and procurement of all awards related to National Championship events. The Director of Championships

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shall approve schedules and arrangements for all NCCAA championship events in concert with the Executive Director. Furthermore, in conjunction with the Director of Membership, this individual shall receive and file regional reports and National Chair reports related to regional and national championships.

#### **SECTION 5.13. VICE-PRESIDENTS**

- a. First Vice-President. Shall be directly responsible to the President and may assume duties of the President in the President's absence. Shall assume the President's office at the end of three-year term (beginning July 1) or upon resignation of the President. Shall serve on the Administration Committee and, when the President is unable to do so, serve as an ex-officio member of all subcommittees. Shall assist in the development of the agenda for Administration Committee meetings. Shall serve on the National Eligibility Committee.
- b. Second Vice-President. Shall serve on the Administration Committee and assist in the selection of the #KingChasing Award recipient. Shall serve as the Secretary of the Administration Committee of the Board of Directors and submit minutes to the National Office for dissemination within five days of meeting adjournment. Shall assume the First Vice-President's office at the end of the three-year term (beginning July 1) or upon the resignation of the First Vice-President.

#### **SECTION 5.14. SECRETARY**

The role of the Secretary shall be Office Manager unless otherwise appointed by the Chairman of the Board of Directors. The Secretary shall take minutes of the Board of Directors meetings and submit them to the Board for approval.

#### **SECTION 5.15. NATIONAL SPORT CHAIR**

- a. Function. A National Sport Chair for each sport shall be responsible for directing a national NCCAA competition in his/her particular sport.
- b. Selection. Each National Sport Chair shall be nominated by a majority vote of the sport coaches and shall be confirmed by a vote of the Board of Directors.
- c. Duties. The National Sport Chair shall conduct the NCCAA National Championship in his/her respective sport, in concert with the Tournament Director of the National Championship and/or Vice-Chair of the sport; shall recommend a host site (two years in advance) for the National Championship to the Director of Championships; shall conduct all coaches' meetings; shall oversee weekly or bi-weekly national rankings and the selection of All-Americans; shall oversee the National Championship selection and seeding process; shall submit policy changes, procedures, and recommendations from the coaches' meetings to the Director of Membership 45 days prior to the Annual Convention; shall submit a complete financial report of the National Championship (as provided by the host); shall not enter into any vendor contractual agreement without the permission of the NCCAA Executive Director.
- d. Expense Reimbursement. Each National Sport Chair shall be entitled to reimbursement by the National Office for reasonable travel expenses, including meals and lodging, incurred in attending the National Championship (see job profile in Forms and Procedures section for details on expense reimbursement limits).

#### **SECTION 5.16. REGIONAL COORDINATOR**

- a. Function. The Regional Coordinator shall direct and administer all NCCAA sports competitions in his/her respective region with the assistance of each Regional Sport Chair.
- b. Selection. Each Regional Coordinator shall be elected by a majority vote of the participating institutions within the region; shall be confirmed by a vote of the Board of Directors; and shall serve a three year term.
- c. Duties. The Regional Coordinator shall direct and administer NCCAA sports within their respective region; shall set regional meeting dates, chair those meetings, keep minutes, and communicate with the Director of Membership as well as all member institutions within the region; shall screen applicants from prospective regional institutions within the region for membership, in concert with the Director of Membership; shall serve on the National Administrative Council; shall develop unity among member institutions within the region; shall select and work with Regional Sport Chairs in regional playoffs; shall complete a year-end report that includes results from regional championships, All-Regional Teams, Regional Coach of the Year, and other special awards for the region; shall update the Regional Handbook each year and send a copy to the Director of Membership and each member institution in the region; shall maintain the history of the region, including awards and championship information and results; shall represent the region at the NCCAA Annual Convention; and shall not enter into any vendor contractual agreements without the permission of the NCCAA Executive Director.

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- d. Expense Reimbursement. Each Regional Coordinator shall be reimbursed by the NCCAA National Office for onsite expenses (see job profile in Forms and Procedures section for details on expense reimbursement limits), incurred at the Annual Convention, limited to lodging. Each region shall cover travel and administrative expenses incurred for NCCAA business including transportation expenses to the NCCAA Annual Convention, pending the region's financial structure.

#### **SECTION 5.17. REGIONAL OFFICERS**

- a. Offices. Each region shall have a Regional Secretary-Treasurer, a Regional Sport Chair for each sport, and such other officers as necessary.
- b. Selection. Such officers shall be selected by a majority vote of the participating institutions within the respective regions that vote at the regional meeting.
- c. Duties. Each Regional Coordinator shall specify the duties.

#### **SECTION 5.18. NATIONAL ELIGIBILITY CHAIR**

The National Eligibility Chair shall preside over the National Eligibility Committee and shall coordinate the processing of applications for disputes about eligibility. The National Eligibility Chair shall be the Eligibility Coordinator.

#### **SECTION 5.19. PRESIDENT'S DESIGNATE**

The President's Designate is a position on the Administration Committee that is designated by the President elect. The position is nominated to the committee annually by the President. The role of the President's Designate is to serve on the committee as a voting member and to represent the opposite division of the president elect.

#### **SECTION 5.20. REMOVAL**

The Board of Directors may remove any officer with or without cause whenever, in its judgement, the best interests of the corporation shall be served thereby. Election or appointment of an officer or other agent shall not of itself create contract rights.

#### **SECTION 5.21. RESIGNATION**

Any officer may resign at any time, on written notice to the Board of Directors, to take effect immediately, unless a future effective date is specified, without prejudice to any rights of the corporation under any contract to which the officer is a party.

#### **SECTION 5.22. VACANCIES**

A vacancy in any office shall exist on the death, resignation, or removal of any officer. In case of vacancy, a new officer shall be selected pursuant to SECTIONS 5.01 and 5.02. In case of the death, removal, or resignation of any officer of the corporation, the Board of Directors may select an interim officer, or may delegate any or all of the powers or duties of such officer to any officer or Director, until the selection of replacement officer pursuant to SECTIONS 5.01 and 5.02.

### **ARTICLE VI: PARTICIPATING INSTITUTIONS**

#### **SECTION 6.01. ELIGIBLE INSTITUTIONS**

- a. Definitions. A participating institution, as used herein, is one that has been approved for participation in athletic competition sponsored or approved by the NCCAA. Institutions, as used herein, shall include the undergraduate schools of universities and Bible colleges or institutions that meet the requirements of this section. Academic year, as used herein, shall mean July through June of each year.
- b. Academic Program. To be eligible, an institution must offer an accredited four-year program with academic standards acceptable to the Board of Directors. Only accredited Christian institutions with four-year programs are eligible for regional or national championships (see Sports Policies and Procedures section II.B.4.).
- c. Christian Statement of Faith. To be eligible, an institution must sign annually, at the time of membership renewal, and comply with the Statement of Faith of the NCCAA.
- d. Admission Standards. To be eligible, institutions must admit student-athletes and non-student-athletes under the same admission standards and enroll them through the same regular academic procedure.

- e. Equitable Programs. To be eligible, institutions must provide equitable sport offerings for both genders.
- f. Required Athletic Department Staffing. To be eligible, institutions must provide adequate staffing including, but not limited to, athletics director, faculty athletics representative and/or compliance officer, athletics trainer, senior woman leader, and sports information director.

## SECTION 6.02. APPLICATION, NOMINATION, & CONSIDERATION

- a. Application. Any accredited Christian institution offering a four-year degree-granting program may submit an application to the NCCAA. The NCCAA National Office may send application materials to an applicant institution on request by the Regional Coordinator or prospective school and shall send notification of the deadline for final approval with application material sent. NCAA Division I members (full, exploratory or provisional) are not eligible for membership in the NCCAA due to the absence of any reciprocal agreements with NCAA Division I Management Councils.
- b. Commitment. In addition to submitting application materials, a prospective institution must sign a commitment to maintain NCCAA membership for a minimum of three years. Institutions withdrawing membership prior to the end of the three years shall provide written notice to the National Office by July 1 and pay a withdrawal fee as follows:
  - 1. Withdrawing after one year: Institution shall pay a withdrawal fee as follows: Year One Membership Dues Total x 2, plus an additional 6%.
  - 2. Withdrawing after two years: Institution shall pay a withdrawal fee as follows: Year Two Membership Dues Total, plus an additional 3%.
  - 3. Withdrawing after three years: Institution shall pay no withdrawal fee.
  - 4. Withdrawal fees are due in total upon providing notice of withdrawal but no later than August 1.

NOTE 1: An institution may not move to Associate Member status until the completion of the three years of NCCAA membership.

NOTE 2: If an institution closes, completely shuts down its intercollegiate athletics program, or another extenuating circumstance with approval from the Board of Directors, the institution shall pay no withdrawal fee.

- c. Nomination. A vote of the participating institutions in the Region shall be taken regarding recommendation of the nomination before the application may be sent to the Administration Committee.
- d. Deadline. Unless modified by the Board of Directors, in extraordinary circumstances only, June 30 is the deadline for final approval of the application of a prospective participating institution for that institution to participate in the sports competition for the academic year.
- e. Consideration. The completed application materials, along with a site visit summary, shall be considered by the Administration Committee. That committee shall recommend to the Board of Directors that it confirms or rejects participation and to which membership status the institution shall be assigned. Membership status shall be full membership or provisional membership.
- f. Definitions
  - 1. Provisional Membership Status: Provisional status is a possible designation for any prospective institution that seeks full membership. Prospective institutions who are starting new athletic programs, have gender inequity within their program, have questions about their accreditation, or other concerns designated by the National Office and/or site visit team could be denied membership or placed on provisional status.
  - 2. Full Membership Status: Full Membership is the designation that includes all rights and privileges of the NCCAA as stated in the handbook.

## SECTION 6.03. CONFIRMATION

- a. Confirmation. The Board of Directors shall consider applications for participation and must confirm the nomination before an institution may participate in NCCAA competition.
- b. Notification. The Director of Membership shall notify the Regional Coordinator and the Athletics Director of the applicant institution regarding the decision of the Board of Directors.
- c. Materials Sent. If the application is approved, the Director of Membership shall send the following to the Athletics Director of the new participating institution: the NCCAA Official Handbook, other necessary materials, and a bill for the current dues. The new participant shall not be entitled to participate in sports competition until the NCCAA receives payment of all dues (due August 1).

## SECTION 6.04. RENEWAL PERIOD

- a. Deadline. Each participating institution must renew its participation on or before August 1 to participate in sports competition for the following academic year.

- b. Requirements. For a renewal of participation, a participating institution must send the renewal information sheet by the August 1 deadline and dues by the August 1 deadline.

#### **SECTION 6.05. DUES**

- a. Amount. Dues structure shall be approved by the Board of Directors and include an annual increase. All non-dually affiliated members must also remit their annual Catastrophic Insurance (CAT) premium each year. Dually affiliated members that are full members of NAIA, NCAA, and CCAA have Catastrophic Insurance (CAT) via this affiliation and are not required to be on the NCCAA policy.
- b. Deadline. Annual dues are due on August 1. They are delinquent if not paid by the Friday following Labor Day of each year.
- c. Disqualification. If dues are not received by the August 1 deadline, the participating institution may be disqualified from national and regional championships during that academic year.

#### **SECTION 6.06. TERMINATION**

- a. Resignation. A participating institution may resign its participation at any time. **However, withdrawal fees shall apply for institutions in their first three years of membership per Bylaw 6.02.b.**
- b. Termination. If a member institution fails to maintain the academic and athletic standards required for membership or fails in ethics, eligibility, or Christian conduct, the Board of Directors, in harmony with the National Sport Chair (where necessary) and Regional Coordinator, may take the following disciplinary steps including warnings, reprimands, probation, and suspension as stated in Section 7.10.
- c. Reinstatement. Following the designated period of discipline, the member institution may be reinstated to full participation status upon the approval of the Board of Directors.

#### **SECTION 6.07. REHEARING**

In any of the cases listed above, an institution may petition the Board of Directors in writing for a rehearing. The appropriate documents and written justification must be submitted within one month of the decision to sanction. The institution must also show steps to prevent recurrence of such actions. The rehearing process shall normally take four to six weeks thereafter.

#### **SECTION 6.08. ANNUAL BUSINESS MEETING**

The Annual Business Meeting of participating institutions shall be held once a year, in conjunction with the Annual Convention. Each institution shall be required to have a voting delegate at the Annual Convention including the entirety of State of the Association, Hall of Fame Event, Regional Meetings, and the Annual Business Meeting. Failure to have a delegate in attendance shall result in suspension of all sports for the upcoming academic year. A member institution may utilize the Proxy Ballot (see Forms & Procedures section) once every three years when attendance is not possible by any institutional representative. When a proxy ballot is used, attendance becomes required for the next two years. New members must send either the Athletics Director or Vice-President over Athletics to the NCCAA Annual Convention the first two years of membership.

#### **SECTION 6.09. VOTING**

- a. At Annual Meeting. Any vote of participating institutions required or permitted by these Bylaws may be taken at the Annual Meeting. A motion shall carry by majority vote of those institutions present and voting unless these Bylaws require a different percentage of the institutions present and voting. Each participating institution shall have one vote, which shall be cast by the representative authorized to vote by the institution. No quorum shall be required because there are no legally designated numbers.
- b. By Mail or Electronic Vote. A mail vote is not permitted for the amendment of Bylaws except when a majority of delegates present at the Annual Meeting appropriately discuss and recommend such a vote to the membership. Then, ballots shall be sent to the representative designated by each institution, on behalf of the Executive Director for organization-wide votes, by the National Sport Chairs for sports-wide votes, and by the Regional Coordinators for region-wide votes. A motion shall carry by majority vote of those institutions who respond within the time limit stated, or otherwise within two weeks, unless these Bylaws require a different percentage of the institutions. Each participating institution shall have one vote, which shall be cast by the institution's Athletics Director, unless the

institution has authorized some other person. No quorum shall be required because there are no legally designated numbers.

## ARTICLE VII: ATHLETIC COMPETITION

### SECTION 7.01. REGIONS

Regions shall be established and changed, when necessary, by the Board of Directors. A participating institution that desires to participate in a different region for play-off competition must make that request in writing to the Director of Membership to be presented to the Administration Committee who shall make a recommendation to the Board of Directors.

### SECTION 7.02. DIVISIONS

The Board of Directors shall establish divisions within a sport.

- a. Division I. Division I shall consist of four-year Christian liberal arts institutions.
- b. Division II. Division II institutions shall grant no athletic scholarship to any student-athletes and shall not grant any special financial aid or scholarships to student-athletes unless offered equally to other members of the student body.

### SECTION 7.03. AUTHORIZED SPORTS

- a. Current Sports. The current authorized sports for national competition are baseball (Divisions I & II), men's basketball (Divisions I & II), women's basketball (Divisions I & II), men's cross country (Divisions I & II), women's cross country (Divisions I & II), men's golf, women's golf, men's indoor track and field, women's indoor track and field, men's soccer (Divisions I & II), women's soccer (Divisions I & II), softball, men's track and field, women's track and field, men's volleyball, and women's volleyball (Divisions I & II). These may be changed, when necessary, by the Board of Directors.
- b. Levels of Participation. The percentage of schools for a sport to be considered championship status and the percentage of schools for participation of teams that attend a National Championship shall be determined by the Administration Committee (see the Sports Policies and Procedures section for details).
- c. Additions. A sport is authorized for national championships only after successful invitational tournaments or meets sanctioned by the NCCAA have occurred for a minimum of two years, unless shortened by the Board of Directors, and then only when the sport is authorized as a national championship sport by the Board of Directors.
- d. Criteria. The following criteria are used in assessing whether a sport should be authorized for national competition: (1) it must have sufficient financial support to be totally independent and solvent, (2) it must have sufficient participation among member schools in order to represent competition on a national scope, and (3) it must enjoy sufficient interest among member schools so that participation shall provide a competitive quality sufficient for a national champion to be recognized.
- e. NCCAA Invitational Sport. A sport recognized by the NCCAA in which a sufficient number of NCCAA Member institutions declare intent to sponsor as a varsity intercollegiate sport (as defined by the Administration Committee). The institution's Declaration of Intent to Participate certificate shall serve as an institution's official designation of sponsorship. The following shall be the next steps:
  1. An invitational sport shall establish a coaches' association to develop policies and procedures for the sport.
  2. The Administration Committee shall approve the sport's request for invitational sport status.
  3. The coaches' association must submit the request for NCCAA Invitational Status by May 1<sup>st</sup> and receive approval from the Administration Committee.
  4. There must be growth year to year towards the sufficient number standard of becoming a recognized Championship Sport in the NCCAA. Details of this progress can be found in the Sport Policies and Procedures section.

### SECTION 7.04. AUTHORIZED COMPETITION

- a. NCCAA. No sport competition of any type, whether national or regional, shall be sanctioned as an NCCAA sport activity unless it is under the direct supervision and control of the National Sport Chair and Director of Championships. Championship dates, both Regional and National, shall be set by the Administration Committee in concert with the National Administrative Council (NAC).
- b. Host Institution. Any athletic competition shall be under the direct control and supervision of the institution administration of the host institution and the Director of Championships, and no member institution shall participate in any athletic competition that is not under such direct control and supervision.



- c. Other Sports. A sports event in a sport not approved by the NCCAA is neither authorized by nor sponsored by the NCCAA unless that sports event is specifically approved in writing by the Board of Directors. Requests for approval of particular sports events should be submitted in writing to the Director of Membership.
- d. Sunday Competition. For NCCAA regional and national competitions, it is prohibited to schedule and compete on any Sunday unless all institutions involved approve to compete based on special circumstances (e.g., weather or travel issues).

#### **SECTION 7.05. NCCAA NAME, LOGO & SPONSORSHIP**

- a. NCCAA Services. Services provided for authorized competition in authorized sports include NCCAA logos for use in game programs and other promotional material, a message from the NCCAA President or Executive Director for use in programs and other promotional material, NCCAA special event banners for display, listing NCCAA publications, and other services for a nominal fee.
- b. Authorized Activities. Only authorized competition in approved sports is entitled to the above services and then only with the written consent of the Executive Director.
- c. Executive Director's Consent. The written consent of the Executive Director must be given before the NCCAA logo or the NCCAA name may be used in any way in connection with any sport, competition, event, or activity whatsoever.
- d. Use Fee. If the NCCAA logo or the NCCAA name is used on any item, article, or other thing that is sold, the participating institution making such sale or benefiting in any way from such sale shall pay a usage fee of ten percent (10%) of the net proceeds to the NCCAA National Office. Payments shall be made quarterly by March 15, June 15, September 15, and December 15.

#### **SECTION 7.06. TELEVISION & RADIO COVERAGE**

- a. Regional Competition. The Regional Coordinator may arrange television, webcasting and/or radio coverage for regional competition. For radio coverage, no notification or prior approval is required. For television and webcasting coverage, notification of the coverage and written approval by the Director of Communications is necessary. The NCCAA reserves the right for a one-minute promotional spot per match in the television and/or webcasting coverage.
- b. National Competition. The NCCAA owns exclusive rights for all broadcasts (television, webcast, radio, etc.) of its championship meets, tournaments, and games. All institutions or entities interested in producing a broadcast of any kind must first obtain written approval from the Director of Communications. If approved, the institution or entity shall be charged a rights fee, as listed in the Rights Fee for NCCAA National Championships in the Media and Broadcasting Policies for National Events section of the Sports Policies and Procedures section.

#### **SECTION 7.07. RECRUITING GUIDELINES**

- a. Principles. The following principles govern recruitment and campus visitation of prospective student-athletes. The student-athletes should be protected in maintaining normal academic progress while still in high school or junior college. Recruitment should be coordinated with the overall policies that affect enrollment of new students to the institution. The obvious cons of tryouts should be avoided that conflict with the aim of making the intercollegiate program an integral part of the total scholastic program.
- b. Limited Tryouts. Individual or group tryouts may be conducted for the purpose of assisting in the assessment of athletic promise, if tryouts are a part of the general institutional policy in the procurement of students with special talents. Tryouts, where permitted, shall be limited to no more than two days for a specific student.
- c. No Expense Reimbursement. No reimbursement shall be made for any part of the travel expense of prospective student-athletes who visit with the participating institution, either in the form of reimbursement by the participating institution or by any individual or organization, unless the practice is part of the general institution policy in the recruiting of all students and not just limited to student-athletes.
- d. No Contact. No coach or other representative of a participating NCCAA-only institution shall contact a student-athlete who has matriculated to another NCCAA-only institution (see Sports Policies and Procedures section XVII.B.6).
- e. Reporting Contacts. If a student-athlete who has matriculated to an NCCAA-only institution contacts the Athletics Director or a coach of a participating NCCAA-only institution, the contacted institution shall have the responsibility to notify in writing the institution where the student-athlete is presently enrolled within ten days following the first contact (see Sports Policies and Procedures section XVII.B.6).
- f. Investigation. If a contact that violates this section is reported to the Director of Membership, the Administration Committee shall immediately investigate the case and take appropriate action.



## SECTION 7.08. HIGH SCHOOL ALL-STAR CONTESTS

Such competition is permissible only if sanctioned by state high school federations, the National Federation of State High School Associations, or approved state or national Christian school associations. The Board of Directors shall determine whether a particular organization that has sanctioned All-Star competition conforms to this section.

## SECTION 7.09. CHRISTIAN CONDUCT CODE

- a. Principles. The Scriptures establish a framework of values, which shall guide character, behavior, and thought. It shall be the responsibility of a participating institution to enforce the highest principles of Christian conduct, character, values, and courtesy from this Biblical framework. Representatives of participating institutions, including coaches and student-athletes, are expected to abide by their respective institutional code of conduct, which shall be developed from the Biblical framework.
- b. Ethical Acts. Representatives of participating institutions, including coaches and student-athletes, must refrain from dishonest and unethical acts as stated in the Code of Conduct and #KingChasing documents (see Forms and Procedures section).
- c. Sports Competition. No national or regional sports event under the auspices of the NCCAA shall allow any use of beer, wine, liquor, other forms of alcoholic beverages, non-therapeutic drugs, or tobacco. This shall be interpreted to prohibit their sale, sponsorship, or advertising in programs, radio, television, or other promotional media. This shall also include prohibiting the bringing of alcoholic beverages or non-therapeutic drugs into, or at the site of, any event under the auspices of the NCCAA. This shall be for the duration of the event, from arrival to departure home, including any off-site location (e.g. hotels, restaurants).
- d. Institutional Sports Events. Participating institutions in the NCCAA are also expected to adhere to this national policy in the administration of their institutional sports program events.

## SECTION 7.10. SANCTIONS

In applying to the NCCAA and participating in NCCAA sports competition, participating institutions agree to conform to all NCCAA rules and to the Board of Directors' rights to impose the following sanctions:

- a. General Sanctions. The Administration Committee may punish violation of any NCCAA rules, in its sole discretion, by any or all of the following measures: warning, reprimand, probation, suspension and/or termination. Probation/Suspension categories are as follows:
  1. Supervisory Probation. This status constitutes a "watch" policy by the Board of Directors and the Regional Coordinator. The length of the term shall be at least one year and no longer than two years. Under this status, there shall be no restriction of a team's participation. Players shall be eligible for honors.
  2. Restrictive Probation. This status is usually directed at, but not limited to, one particular sport at a member institution and shall restrict the team (or teams) from participating in postseason competition, prohibits the team (or teams) from receiving honors (both regular and postseason), and prohibits the team (or teams) from rankings and power ratings for up to two years. Depending on the type of violation, individuals on the team (or teams) may also be prohibited from receiving honors (both regular and postseason) for up to two years.
  3. Suspension. Status usually directed at, but not limited to, a particular sport to take effect at the end of the season. Teams on suspension shall not be allowed to compete at the NCCAA level for at least one season, and not more than two, including postseason play. No honors (regular and postseason) shall be allowed for the team members. Teams are prohibited from rankings and power ratings.
- b. Procedure. Charges against any participating institution, its coach or its student-athlete(s) shall first be presented to the offending institution. If not resolved, then a formal complaint may be filed with the Director of Membership. The Administration Committee may initiate investigation of any alleged violation of rules and regulations.
- c. Statistics Penalty. If a participating institution is suspended, no statistics regarding that institution shall be included in statistical releases or in NCCAA record books. However, statistical records of an individual may be counted toward a total four-year record. If suspension or another penalty is limited to one or more specified sports, only such sports shall be affected.
- d. Ineligible Student-Athletes. No participating institution shall permit the use of a student-athlete who is ineligible according to the NCCAA rules and standards. Any participating institution that violates this rule may be subject to suspension from competing in all national and regional NCCAA events pending a full investigation by the Board of Directors.
- e. Delinquent Eligibility Reports. If any participating institution is delinquent in filing its eligibility with the Eligibility Coordinator, it shall be declared ineligible to participate in any postseason competition in any sport in which it is delinquent for that season; shall not utilize the statistics service of the NCCAA until eligibility is cleared;

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shall be suspended from participation in any NCCAA national and regional sports events until eligibility is cleared for the delinquent sport; shall be investigated by the Board of Directors for possible penalties of the participating institution; and shall disqualify its student-athletes and coaches in the delinquent sports from NCCAA national and regional awards.

- f. Christian Conduct Code. If any participating institution violates, permits, or condones violation of the Code of Christian Conduct in SECTION 7.09 herein, the Board of Directors may use any or all of the sanctions herein that, in its sole discretion, it deems appropriate.
- g. Delinquent Dues. Participating institutions that have not paid annual dues by the Friday following Labor Day are ineligible for member services and subject to additional penalties. Participating institutions that have not paid annual dues by September 30 are subject to penalties including suspension and termination.
- h. Equitable Programs. If any participating institution fails to provide equitable sport offerings for both genders as stated in SECTION 6.01 herein, the Board of Directors may use any or all the sanctions herein that, in its sole discretion, it deems appropriate.

## **ARTICLE VIII: MISCELLANEOUS PROVISIONS**

### **SECTION 8.01. AMENDMENT**

Amendment to these Bylaws may be sponsored by an Athletics Director, regional bodies, sport bodies, national standing committees, or by the Board of Directors. All amendments to the Bylaws must be reviewed by the Board of Directors and sent to all participating member institutions 45 days prior to the Annual Meeting. The proposed amendment shall be read to the voting delegates at the Annual Meeting. After a discussion of the proposed amendments, the voting delegates shall cast their ballot for or against the amendment. Upon receiving two-thirds approval vote, the proposal shall become effective on July 1, unless otherwise stated.

### **SECTION 8.02. EDITORIAL OR NONCONTROVERSIAL CHANGES**

The Administration Committee of the NCCAA Board of Directors, in conjunction with the NCCAA National Office Staff, shall be authorized to adopt (in the interim between annual conventions) noncontroversial legislative amendments that are necessary to promote the normal and orderly administration of the association's legislation, per Constitution Article XIII. SECTION IV. and Bylaws Article VIII. SECTION 8.02.

That authorization shall require a majority vote of the Administration Committee, or the entity designated by the NCCAA National Office Staff. The Administration Committee shall then submit the amendment(s) and/or edits which have been adopted under this authorization at the next Annual Business Meeting.

If a member institution deems any issue is of importance for further discussion and/or should be brought to a vote, it may submit a request for that amendment to be considered at the next Annual Business Meeting. Such distinction is required to be made 30 days prior to the Annual Convention.

### **SECTION 8.03. DISSOLUTION**

The Board of Directors may cease corporate activities and dissolve the corporation as provided in ARTICLE IX of the Articles of Incorporation of the corporation.

### **SECTION 8.04. INDEMNIFICATION**

The corporation shall indemnify its Directors and Officers and may indemnify its employees and agents to the same or a narrower extent. The Board of Directors may obtain liability insurance coverage for any or all of the corporation's directors, officers, employees, or agents.

### **SECTION 8.05. RACIAL DISCRIMINATION POLICY**

NCCAA shall admit students and coaches of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally recorded or made available to students and coaches in all sports competition and other NCCAA activities. NCCAA shall not discriminate on the basis of race, color, national and ethnic origin in employment or in administration of its sports competition, educational policies, admissions policies and outreach funding programs.



## **Infractions and Penalties**

## **Infractions and Penalties**

### **I. ENFORCEMENT**

The Board of Directors has the power to enforce provisions of the Constitution and Bylaws and all other policies.

The Board of Directors has authorized the Director of Membership and the National Eligibility Committee to act on behalf of the National Christian College Athletic Association in processing all eligibility cases and, when appropriate, penalties which are not reserved exclusively to the Board of Directors. The Director of Membership and the Administration Committee shall also be empowered to process all conduct and/or ethics cases and apply appropriate penalties which are not reserved exclusively to the Board of Directors.

Dually affiliated institutions are required to self-report sanctions in their primary affiliation to the Director of Membership for a review to determine if NCCAA sanctions are warranted. Failure to comply may result in additional penalties.

If there is reasonable doubt as to a student-athlete's eligibility, the Director of Membership and/or Committee may direct an institution to withhold a student-athlete from competition pending a final ruling.

The Board of Directors is empowered by the membership as the only body which may expel member institutions or deny specific sports sponsorships for member institutions. Such action shall not be taken lightly and shall be considered only after a full review, by an appropriate committee, has been conducted and a recommendation has been submitted to the Board for its response.

### **II. INFRACTIONS - ELIGIBILITY**

#### **A. Institutional Violations: An Administrative Error Not Requiring Forfeits**

An administrative error is defined as an eligibility case in which one or more student-athletes who were otherwise academically eligible were left off the Official Eligibility Certificate, the filing of the Official Eligibility Certificate was completed correctly but was filed after the date of competition and within five days of the first contest, or other clerical errors that were made that did not affect the eligibility of a student-athlete. In such cases the following shall apply:

1. Forfeitures shall not be required for contests in which improperly certified student-athletes who met all NCCAA eligibility requirements competed.
2. Withhold the head coach one contest for each incident in which a student-athlete participated who met all NCCAA eligibility requirements but did not appear on the Official Eligibility Certificate. Once the institution receives an official closing letter from the NCCAA National Office, the coach shall be withheld from the next scheduled contest unless the suspension has already been satisfied. The institution's published schedule at the time of the infraction shall be used to identify the next scheduled contest. For each additional administrative error that occurs within the same academic year, an additional contest suspension shall apply.
3. Such institutions shall also receive an official warning for the first offense.
4. Repeated violations of certification procedures shall lead to additional penalties as determined by the Director of Membership.

#### **B. Institutional Violations: Use of Ineligible Athletes or Other Violations of Bylaws Regulations Which Require Institutional Forfeits**

Forfeits are required in cases where the Director of Membership or the affected institution has determined that a competing student-athlete was academically ineligible, an eligibility certificate was submitted over five days late, or other Bylaws regulations have been violated, other than administrative error(s) defined above.

#### **C. Reporting Violations: An Institutional Responsibility**

Should any Chief Executive Officer, Compliance Officer, Athletics Director and/or coach become aware of an apparent institutional violation involving a student-athlete or institutional representative of any member institution, it shall be the responsibility of that individual to notify their Compliance Officer or Athletics Director, who, upon being notified, shall contact in writing the Compliance Officer and Athletics Director of the institution in question and send copies of the notification to the Director of Membership. Notification shall take place within five business days of receiving the information. Failure to abide by any part of this regulation shall be viewed as unethical conduct and shall cause an investigation or inquiry by the National Office for appropriate action against the institution for withholding information.

#### D. Use of Ineligible Student-Athlete in Intercollegiate Competition

The institution or student-athlete shall:

1. Forfeit all contests in which a student-athlete who participated did not meet all NCCAA eligibility requirements. Forfeiture of contests won shall be submitted to the NCCAA National Office and notification shall be provided to the Athletics Director of the offended institution.
2. Withhold the ineligible student-athlete a maximum of one contest for each contest in which the student-athlete participated while not meeting all NCCAA eligibility requirements. The student-athlete shall not be withheld if the student-athlete met all NCCAA eligibility requirements other than certification.
3. Charge the ineligible student-athlete with a season of competition for participating while ineligible.
4. Withhold the head coach one contest for each incident in which a team's official eligibility certificate was completed correctly but was filed more than five days after the date of first competition.
5. Cause a review of the case by the appropriate committees of this Association. The ineligible student-athlete may be assessed additional penalties up to being declared ineligible for further intercollegiate competition for withholding information or supplying false or incomplete information.
6. Supply to the Director of Membership a complete statement concerning the ineligible participation, including a listing of the ineligible student-athlete's college work (transcript preferred), a statement of institutional action to correct the situation which led to the violation, and a statement from the student-athlete(s) if possible.
7. Have the case reviewed by the Director of Membership and/or the appropriate committees of the association. The institution may be subject to additional penalties.

NOTE 1: The sport in which the violation occurred shall remain suspended from participating in NCCAA events until the case is finalized by the appropriate committee of the association, which shall notify the institution involved.

NOTE 2: Forfeits shall not be required, nor shall an institution be subject to any penalties if a student-athlete who has been properly certified as eligible represents an institution in competition but is subsequently determined to have been ineligible due to any of the following:

- a. A mistake by the Eligibility Coordinator;
- b. False information was supplied by the student-athlete; or
- c. False information was supplied on the student-athlete's behalf.

Forfeits shall be required, and the institution may be subject to additional penalties if the institution knew of the Eligibility Coordinator's mistake or the dissemination of false information, or if the institution failed to perform due diligence on the student-athlete's eligibility certification. The institution shall be offered an opportunity for a hearing or rebuttal to potential penalties.

#### **CASEBOOK EXAMPLES**

##### **Ineligible Participation – Institution**

Approved Ruling: The institution shall automatically be suspended from competing in all NCCAA postseason competition in the program affected until clearance is given by the Eligibility Coordinator and shall forfeit all contests in which the ineligible student-athlete was used.

##### **Ineligible Participation – Student-Athlete**

Approved Ruling: The ineligible student-athlete shall be charged with a term of attendance and up to a maximum of a season of competition in that sport by the institution as standard procedure.

##### **Ineligible Participation – Student-Athlete Reestablishes Eligibility**

Approved Ruling: If a student-athlete participates, is subsequently ruled ineligible in a given sport, and then reestablishes eligibility during the same season, the student-athlete may be charged with a second season of competition in that sport if the student-athlete again competes during the same season in which the student-athlete initially was ruled ineligible.

### **III. INFRACTIONS - DECLARATION OF INTENT TO PARTICIPATE**

#### **A. Declaration of Intent to Participate in Postseason**

Should an institution declare its intent to participate in postseason play in any sport requiring such documentation and then refuse an invitation to participate, change its Declaration of Intent after the deadline, arrive late and/or not participate in all required functions of the National Championship/Invitational, **or not comply with the lodging requirements of the National Championship/Invitational**, that sport shall be 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. Continued advancement in CCAA, NAIA, or NCAA postseason play shall be an acceptable exception to this rule.

**B. Delinquent Filing of Intent to Participate Form**

An institution that fails to file the Declaration of Intent to Participate form, where applicable, shall:

1. Be declared ineligible to participate in NCCAA postseason in those sports in which it was delinquent.
2. Be denied statistical services for those sports.
3. Have its student-athletes and/or coaches be exempt from receiving postseason awards and honors.

**IV. INFRACTIONS - CONDUCT**

**A. Conduct in Competition**

The following policy shall apply to all NCCAA only members during all contests (e.g., scrimmage, exhibition, countable, non-countable, postseason). The policy shall apply to CCAA/NAIA/NCAA dual members during NCCAA Regional and National play only. It is the responsibility of the offending institution to provide written notification to its Regional Coordinator and the National Office of any incidents of misconduct during a contest, including ejections, within 48 hours of the incident. The Director of Membership shall include the institutional president in communications regarding ejections. The Incident and Ejection Reporting Form can be found in [Appendix A](#) and in the Infractions & Penalties section of the handbook.

Any coach or student-athlete ejected while representing an NCCAA member institution in competition shall be automatically subject to the following penalties:

1. Suspension for the next contest after the coach or student-athlete is ejected for the first time (in one sport) in a single season. Suspension for the next two contests if the coach or student-athlete was ejected for fighting, as reported by the game official.
2. Suspension for the next two contests if a coach or student-athlete accumulates two ejections (in one sport) in a single season. Suspension for the next three contests if the coach or student-athlete was ejected for fighting, as reported by the game official.
3. Ineligibility for the remainder of all regular season and postseason participation if a coach or student-athlete accumulates three ejections or two fighting ejections (in one sport) in a single season.

Any coach, student-athlete, or athletics staff member found to be in violation of the NCCAA's Code of Conduct and/or Code of Ethics while representing an NCCAA member institution, which may or may not have resulted in an ejection, shall be subject to an investigation which could result in penalties.

Any coach serving a suspension:

1. Shall not be in the venue from one hour before the scheduled start of the game until 30 minutes after the completion of the contest. During the suspension, the coach must be out of sight and sound and is prohibited from any communication or contact, direct or indirect, with the team, coaches, and/or bench personnel until the completion of the contest, including the overtime periods.
2. Shall not participate in any pregame activities up until one hour before the scheduled start time.

Any student-athlete serving a suspension:

1. May be in the team area, provided they are not in uniform.
2. Shall not participate in any pregame activities.

NOTE 1: Suspensions include postseason play and may carry over to the following year depending on when the ejection occurs.

NOTE 2: If a student-athlete or coach fails to complete the subscribed penalty in the immediately following contest, the suspension shall be doubled for every game played before the penalty is served.

NOTE 3: Any coach or student-athlete ejected from a junior varsity or varsity contest shall be suspended for the next contest at the same level or higher as the contest from which the student-athlete or coach was ejected. Contests that are defined as scrimmages and exhibitions shall not satisfy the suspension penalty.

NOTE 4: An institution or NCCAA region shall retain the right to apply more stringent penalties than the NCCAA rules and standards. If sport specific rules are more stringent than NCCAA rules, the institution must also conform to the sport specific rules.

NOTE 5: An administrative error ejection shall be reviewed by the Director of Membership and may result in a suspension.

Any coach who changes employment from one NCCAA institution to another NCCAA institution while subject to a pending suspension due to misconduct during a contest must serve the term of the suspension at the new institution. A transfer student-athlete who was suspended or declared otherwise ineligible due to misconduct while representing an institution in competition must serve the period of suspension at the institution to which the student-athlete transfers before intercollegiate participation shall be permitted.

Ejections and suspensions are not subject to appeal.

**B. Violations Reviewed by the Administration Committee**

The Chief Executive Officer of an institution reported to be in **significant** violation shall be notified of the allegation prior to a formal investigation. The Administration Committee shall collect and consider all information regarding the issue, and in cases where violations have occurred, take action as authorized in Article VII, Section 7.10-7.12 of the Bylaws.

The Board of Directors is empowered by the membership to suspend or expel member institutions whose athletics conduct or behavior has clearly violated the Code of Ethics or recruitment policy.

Should a possible violation of the Coaches Code and/or Code of Ethics occur involving one or more institutions participating in a national championship during the course of competition at the site of the national championship, the National Championship Tournament Committee shall be authorized to review the case and, if a violation is found to have occurred, may recommend corrective measures to the National Office or the National Office representative on site for an institutional team, participant(s), and/or staff member(s) for one or more contests. Such recommendations shall be limited to the duration of the applicable national championship. All pertinent information and recommendations by the National Championship Tournament Committee shall be forwarded to the National Office for further review.

**V. INFRACTIONS – STATISTICS REPORTING**

- A. Complete and accurate statistical information must be submitted to the NCCAA in the form of .XML game files following the steps outlined at the [www.thenccaa.org/helpcenter](http://www.thenccaa.org/helpcenter), and using only one of the approved stats programs (DakStats, Genius Sports, PrestoSports, StatCrew, or StatInput). Game files must be submitted to the NCCAA within **24** hours after the game and visiting team appeals are required to be filed with the home team within **48** hours following the conclusion of the contest. The mandatory deadline for weekly game files to be uploaded to the NCCAA website is Tuesday at noon (ET). Any amount of missing game files in a week shall count as a missed report. Any game files submitted from a non-approved stats program shall count as a missed report. **For golf and cross country reporting requirements, see the sport-specific handbooks.**
- B. The penalties for not reporting statistics or for being late are:
1. First offense: Email or letter of notice of the violation.
  2. Second Offense: Email or letter of a warning of a violation.
  3. Third offense: \$100 fine paid within 30 days of the date of the invoice or before the Regional Championships, whichever comes first.
  4. Fourth offense: \$250 fine paid within 30 days of the date of the invoice or before the Regional Championships, whichever comes first, loss of postseason awards for the applicable athletes and/or team, the team shall become ineligible for statistical reports and ratings for the remainder of the season. And any further penalties at the discretion of the Administration Committee of the Board of Directors.

It is the responsibility of each institution to contact the National Office regarding any technical problems experienced in submitting weekly statistics. Proper communication can prevent team penalties.

Regular Season Neutral Site Tournament Statistics: The host institution of regular season tournaments (e.g., classic, tri-match, or any multi-team event of the like that an institution hosts, regardless of venue or if the host institution is

competing) is responsible for recording official statistics for all participating teams for those sports in which a weekly national statistical report is conducted. Missing statistics from a regular season tournament shall be considered a missing statistical report for the host institution regardless if the host competed (other participants of the tournament shall not be considered to have missed a statistical report the first week, but the following week shall be considered to have missed a statistical report if still missing). Note: If the host sent files to opponents and opponents failed to upload the files in time, the host shall not be penalized.

Postseason Statistics: NCCAA members must upload files by the weekly deadline for all postseason play (conference tournament, regional championship, national championship, etc.). In NCCAA postseason play, it is the responsibility of the host to record official statistics and the responsibility of the higher seed to upload files. Failure to upload files by the weekly deadline is subject to penalty, including fines.

## VI. PENALTIES

### A. Warning

Place a specific sport and/or the institution's entire athletics program on official warning for a specified time. A warning is a notification to the specific institution that a violation has occurred and that future violations will lead to more severe penalties for any subsequent offense(s).

### B. Reprimand

Place a specific sport and/or the institution's entire athletics program on official reprimand for a specified time. A reprimand is an institutional notification that a violation has occurred which will require a written response from the institution as to the corrective measures it will follow for the first offense.

### C. Probation

Place a specific sport and/or the institution's entire athletics program on probation for a specified time. Probation is an institutional notification that a violation has occurred which requires a written response of corrective measures to be taken by the institution. In addition, further violation(s) while on probation may lead to suspension of any or all athletics programs.

### D. Withholding Student-Athlete

Require the institution to withhold the student-athlete in question from competing in one or more contests during the current or next sport season, and/or charge the student-athlete with one or more additional seasons of competition, and/or ban the student-athlete from further intercollegiate competition. Banning a student-athlete may result from improper conduct, withholding information, or supplying false information about previous season(s) of competition or attendance at institutions of higher learning.

### E. Suspension of Institution

1. Place any or all the institution's athletics programs or staff on suspension for a specified time. Suspension shall deny the institution's student-athletes and/or staff member(s) in the affected sport(s) the opportunity to participate in any postseason competition. The specific sport(s) and its student-athletes shall also be excluded from the national awards program and all statistical services during the period of suspension.

#### 2. General Sanctions

The Director of Membership and the Administration Committee may punish violation of these and/or other rules, in its sole discretion, by any or all the following measures: warning, reprimand, probation, suspension and/or termination. Probation/Suspension categories are as follows:

- a. Supervisory Probation. This status constitutes a "watch" policy by the Board of Directors and the Regional Coordinator. The length of the term shall be at least one year and no longer than two years. Under this status, there shall be no restriction of a team's participation. Players shall be eligible for honors.
- b. Restrictive Probation. This status is usually directed at, but not limited to, one particular sport at a member institution and shall restrict the team (or teams) from participating in postseason competition, prohibits any individual on the team (or teams) from receiving honors (both regular and postseason), and prohibits the team (or teams) from rankings and power ratings for up to two years. Depending on the type of violation, individuals on the team (or teams) may also be prohibited from receiving honors (both regular and postseason) for up to two years.
- c. Suspension. Status usually directed at, but not limited to, a particular sport to take effect at the end of the season. Teams on suspension shall not be allowed to compete at the NCCAA level for at least one season, and not more than two, including postseason play. No honors (regular and postseason) shall be allowed for the team members. Teams are prohibited from rankings and power ratings.



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- F. **Dismissal of Personnel**  
Require the institution to relieve athletics staff from NCCAA-designated responsibilities for a set period of time and/or deny staff member(s) in the affected sport(s) the opportunity to participate in any postseason competition. The specific sport(s) and its student-athletes shall also be excluded from the national awards program and all statistical services during the period of suspension. Banning of athletics staff may result from improper conduct, violating the #KingChasing Administrators' and Coaches' Code of Ethics, or supplying false information regarding eligibility or financial aid. All decisions resulting in an NCCAA member institution's athletics staff representative being banned shall be reviewed by Administration Committee elected leadership prior to notification of the staff member and the NCCAA member institution and are subject to review and modification at the discretion of the Administration Committee at any time.
- G. **Loss of Privilege**  
Voting privileges shall be denied an institution whose entire athletics program is serving suspension. Such institutions are no longer considered to be in good standing with the association.
- H. **Membership/Sport Suspension**  
The NCCAA Board of Directors may release, suspend, and/or deny institutional membership or specific sport participation.

## **VII. NOTIFICATION OF PENALTIES**

- A. Notification of penalties shall be sent to the following: Member Institution President, Athletics Director, and Regional Coordinator.
- B. Notification of penalties shall also be sent to the following, if applicable: Coach (if student-athlete is involved), Compliance Officer/Registrar, National Sport Chair, and Regional Sport Chair.

## **VIII. APPEALS**

- A. An institution shall have the right to submit, in writing, an appeal of a ruling on behalf of the institution and/or individual within 30 days of notification, provided:
1. There is new or additional evidence pertinent to the case that was not considered in reaching the initial decision.
  2. The decision reached was demonstrably capricious or arbitrary; and/or
  3. There was demonstrable bias or discrimination that influenced the decision.
- B. The request for an appeal must be made in writing to the National Office and copied to the Executive Director and Director of Membership within 30 days of the notification to the school of the original decision. The letter should clearly state the reasons for the requested appeal and include documentation to support that request.
- C. The Executive Director and Director of Membership shall review the written request for appeal and reach one of the following decisions:
1. No sufficient grounds exist for allowing the appeal, or
  2. The appeal is justified, and the case is returned to the appropriate person/body for reconsideration, or
  3. The appeal is justified, and the Executive Director, Director of Membership, and/or the Administration Committee of the Board of Directors shall review the case.

During both the investigation of the violation and appeal process, all current rights to appear and/or provide testimony or evidence remain for the appealing institution under investigation.

## Appendix A NCCAA Incident and/or Ejection Reporting Form

This form is to be completed by 1) the NCCAA official(s)/umpire(s) ejecting a student-athlete or coach, and 2) the athletics director of the ejected student-athlete or coach. The form must be submitted to the NCCAA within 48 hours after the completion of the contest. If submitting via Teamworks, you shall receive a copy of the report via email after you submit the form.

### Submitter Information

Submitted By \_\_\_\_\_ Submitter's Role ☐ Athletics Director ☐ Official  
Institution (if applicable) \_\_\_\_\_ Phone \_\_\_\_\_  
Email Address \_\_\_\_\_

### Contest Information

Sport \_\_\_\_\_ Final Score \_\_\_\_\_  
Date of Contest \_\_\_\_\_ Level of Contest ☐ Varsity ☐ JV  
Location of Contest (city/state) \_\_\_\_\_  
Home Team \_\_\_\_\_ Away Team \_\_\_\_\_  
Game Officials \_\_\_\_\_

### Incident/Ejection Information

Ejected Individual's Name \_\_\_\_\_  
Ejected Individual's Institution \_\_\_\_\_  
Ejected Individual's Role \_\_\_\_\_ Jersey Number (if applicable) \_\_\_\_\_  
Ejection Reason: ☐ Fighting ☐ Profanity ☐ Dissent ☐ Other: \_\_\_\_\_  
Ejection Details:

Is there video of the incident? ☐ Yes ☐ No

Are there witness statements? ☐ Yes ☐ No

***I understand that any coach or student-athlete ejected while representing an NCCAA member institution in competition shall be automatically subject to suspension(s) per sport rules and the Infractions & Penalties section of the NCCAA Handbook (IV.A. & IV.B.).***

Submitter's Signature \_\_\_\_\_ Date \_\_\_\_\_

*Please email the completed form to your Regional Coordinator and to  
Brandon Gilmore, Director of Membership, at [bgilmore@thenccaa.org](mailto:bgilmore@thenccaa.org).*



## **Eligibility & Casebook**

### **Division I**

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## Eligibility & Casebook Division I

### Acknowledgment

*The National Christian College Athletic Association (NCCAA) expresses its appreciation and acknowledgment to the National Association of Intercollegiate Athletics (NAIA) for the use of the eligibility, casebook, and frequency of contest information in this handbook. An attempt has been made to substitute NCCAA for NAIA and to align Regional and Eligibility Chairs in accordance with NCCAA procedures. Dually affiliated institutions with NAIA or NCAA are certified as meeting eligibility standards of the NCCAA by meeting the eligibility requirements of their dual association.*

**ALL NCAA/NAIA/CCAA DUALY AFFILIATED MEMBERS MUST CONFIRM ELIGIBILITY IS BEING FILED FOR ALL SPORTS IN COMPLIANCE WITH THEIR PRIMARY AFFILIATION ON THE MEMBERSHIP DIRECTORY & DUES FORM.**

### **SECTIONS**

- [A. Application of Eligibility Rules](#)
- [B. Definitions](#)
- [C. Eligibility Requirements](#)
- [D. Retention: Re-establishment of Eligibility](#)
- [E. Termination of Eligibility](#)
- [F. Transfer Requirements: General](#)
- [G. Transfer: Previous Identification at a Four-Year Institution](#)
- [H. Transfer: Previous Identification at a Junior College](#)
- [I. Eligibility Requirements for Post-Baccalaureate Students](#)
- [J. Military Service Exception](#)
- [K. Submission of NCCAA Official Eligibility Certificates](#)
- [L. Processing of Eligibility Cases](#)
- [M. Processing Requests for an Exceptional Ruling to a Standard Rule](#)
- [N. Hardship Requests](#)
- [O. Amateur Rules and Reinstatement Procedures](#)
- [P. Institutional Financial Aid Policy for NCCAA Division I](#)

### **FORMS**

- [NCCAA Division I Official Eligibility Certificate](#)
- [NCCAA Division I Official Eligibility Certificate Instructions](#)
- [NCCAA Eligibility Certificate for Entering Freshmen Guidelines](#)
- [NCCAA Division I Official Eligibility Certificate for Entering Freshmen](#)
- [NCCAA Transfer Player Eligibility Statement](#)
- [NCCAA Transfer Verification Form](#)
- [NCCAA Certificate of Clearance](#)
- [NCCAA Official Hardship Request Certificate](#)
- [NCCAA Exception to a Standard Rule Form](#)

## SECTION A. APPLICATION OF ELIGIBILITY RULES

Institutional membership within either or both programs (men's and/or women's) or institutional membership on a sport by sport basis within a program charges each institution with the responsibility of knowing, administering, and enforcing the eligibility standards adopted by the members of the Association in respect to the intercollegiate sports sponsored by the institution.

NOTE: CCAA allows for five years of eligibility (seasons of competition). However, NCCAA members dually affiliated with the CCAA must follow NCCAA's four seasons of competition rule (using CCAA's definition of charging years of eligibility/seasons of competition). After completing four years of eligibility/seasons of competition, student-athletes shall not be eligible to participate.

The eligibility rules which follow apply to all students representing their institution in any manner (scrimmages, intercollegiate, etc.) against competitors not directly identified with the institution in any sport recognized by the NCCAA, NAIA, and/or NCAA.

Any student identified with a two-year or four-year institution who then becomes identified at an NCCAA institution shall also be subject to the following regulations, which were submitted and approved by the member institutions.

## SECTION B. DEFINITIONS

1. **Eligibility Case:** An actual or possible violation of an NCCAA rule or regulation as reported by the institution to the NCCAA Director of Membership, the NCCAA Eligibility Coordinator, and/or the National Office or notification to the institution by the NCCAA Director of Membership or National Office.
2. **Eligibility Certification:** Completion of the NCCAA Official Eligibility Certificate, NCCAA Certificate of Clearance, Transfer Player Eligibility Statement (when applicable), Transfer Verification Form (when applicable), and the Eligibility Certificate for Entering Freshmen (when applicable) for all students prior to allowing those students to represent the institution in any manner during a term. If an institution is dually affiliated with NAIA, NCAA II or NCAA III, or CCAA, they shall confirm on the Membership Directory & Dues Form that eligibility certification is submitted to that association. Dually affiliated institutions that do not submit eligibility certification to the institution's dual affiliate association or conference shall be required to submit eligibility certification to the NCCAA Eligibility Coordinator.
3. **End of a Term:** Date listed in the institutional catalog as the last day of a term. If no such date is given, the end of the term shall be the last day of the final exam period for that term.
4. **Enrollment:** Completion of institution's enrollment forms or cards (payment of fees is not considered by the NCCAA as a definition of enrollment).
5. **Entering Freshman:** A student who upon becoming identified with an NCCAA institution has not been previously identified with any institution(s) of higher learning for any two semesters or three quarters (or equivalent).
6. **Exhibition:** A competition against competitors not identified with the institution when:
  - a. the competition does not meet the definition of a scrimmage pursuant to Section B, Item 17 of the NCCAA Eligibility section.
  - b. the competition is noted as an exhibition on the institutional schedule.
  - c. the competition is against a non-NCCAA only Division I opponent (e.g., exhibition can be vs. NAIA, NCAA, and other countable opponents but not another NCCAA-only Division I opponent.See Sports Policies and Procedures section II.B.2 for more details.
7. **Good Standing:** Maintenance of NCCAA eligibility standards as well as the general institutional requirements for all students in order to represent the institution in any extra-curricular activity.
8. **Identification:** Representing an institution in an intercollegiate contest or enrolling in 12 or more institutional credit hours with a minimum of 9 institutional credit hours at the NCCAA member institution in any given term (excluding summer session) as reported by the institution's registrar on an official transcript based on the institution's official census date.

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**EXCEPTION:** An entering freshman shall identify with an institution during the student's first two semester terms or first three quarter terms by representing an institution in an intercollegiate contest, or enrolling in 12 or more credit hours, with a minimum of 9 credit hours at the NCCAA member institution as reported by the institution's registrar on an official transcript, based on the institution's official census date.

**NOTE 1:** For any student seeking eligibility as a first-time participant in any NCCAA sport, this definition of identification shall be applied to all terms, regardless of the dates during which the terms occurred.

**NOTE 2:** Participation in an intercollegiate contest in the fall before school starts identifies the student with the institution and the contest shall count toward the 20% threshold for charging a season of competition and a term of attendance, even if the student decides to transfer or leave school before classes start. The Progress Rule shall apply for participation in the same sport.

However, the term shall not be applied in determining the 9-Hour Rule or the 24/36-Hour Rule if enrollment in 12 institutional hours was not noted on the institution's official transcript.

When an institution has scheduled an intercollegiate contest prior to the opening of school in the fall, a student shall be allowed to represent the institution. The NCCAA Official Eligibility Certificate must be filed with the NCCAA Eligibility Coordinator with the column requesting "Institutional Credit Hours Enrolled in this Term" showing at least 12 institutional credit hours enrolled.

Should a student compete and then not follow through with enrollment in the term in which competition occurs, the game shall count toward the 20% threshold for charging a season of competition.

### **Concurrent Enrollment**

A concurrent term is a single academic term in which a student simultaneously and continuously identifies at two institutions by either (A) enrolling and completing 9 or more institutional credits at an NCCAA member institution and at least 12 or more institutional credits at another institution, or (B) enrolling and completing 12 or more institutional credits at 1 institution and 12 or more institutional credits at a different institution. The student shall be charged 1 term of attendance and any hours earned during the academic term in question shall be considered term hours.

### **Branch Campus Identification**

Identification is validated by the official transcript that shows the student meeting the definition of identification at the institution. A student may compete for a branch campus location, given that the branch campus location has a separate certification and eligibility process than the parent institution. However, a student-athlete may compete for only one campus location in a given term. The student may not compete for the parent institution if they are certificated to compete for the branch campus location during the academic term. If the student wishes to transfer after competing at the branch campus location, the transfer rules shall apply, even if transferring to the parent institution.

### **International Students — Identification**

International transcripts often reflect only courses for which the student took and passed the exam at the end of a term. For courses where the final exam was not taken, the course generally does not appear on the official transcript. A letter from a school official may serve in conjunction with, or in lieu of when no official transcript is available, an official transcript to show the additional coursework for which the student was enrolled.

An international student shall be considered to have identified and shall be charged a term of attendance if the student attended any class and was enrolled in a regular, full-time course load. An international student whose official academic record does not reflect all attempted coursework but who attended a class while enrolled as a regular full-time student at an international university shall be charged with a term of attendance based on a letter from a school official showing all coursework attempted.

InCred is the official partner of the NCCAA to review all international students' transcripts and develop an evaluation for that student. An international student is not eligible to compete until this evaluation is completed and the needed information is reported on the eligibility forms.

**EXCEPTION:** Transcripts from an Association of Christian Schools International (ACSI) accredited school shall be accepted without the InCred requirement.

## **CASEBOOK EXAMPLES**

### **Identification – Entering Freshman**

Case: Can an entering freshman choose not to identify with an NCCAA institution when he is enrolled in 12 credit hours but only six of which are institutional credit?

Approved Ruling: No. An entering freshman who enrolls in 12 credit hours is identified with the NCCAA institution, regardless of the number of hours that meet the definition of institutional credit.

### **Failed Classes**

Case: A student was enrolled in 12 institutional credits after the fall term census date and throughout the term but failed three of those credits and did not participate in intercollegiate athletics. Did the student identify during the fall term, and should the student be charged a term of attendance?

Approved Ruling: Yes, identification occurred, and a term of attendance is charged at the point-in-time when a student is enrolled in 12 institutional credits after the institution's official census date. Identification occurred and the student is charged a term of attendance even if the student subsequently fails or withdraws from a course.

### **Withdrawal from Class**

Case: A student was enrolled in 12 institutional credits last year for the fall term but officially withdrew from three credit hours prior to the institution's official census date. Is the student charged with a term of attendance in this instance?

Approved Ruling: If the student withdrew from the credits prior to the census date and the course does not appear on the student's official transcript in any capacity, then the term would not be charged as a term of attendance.

NOTE: A student who represents the institution in an intercollegiate contest prior to the census date shall be charged with a term of attendance and the game shall count toward the 20% threshold for charging a season of competition even if the student is enrolled in fewer than 12 institutional credits after the census date. (This does not include scrimmages.)

### **Pre-Enrollment Participation and Transfer**

Case: A student participates in a football game played before the fall term officially starts. May the student then transfer to another institution and be eligible immediately? Will the student be charged with a season of competition or a term of attendance?

Approved Ruling: The student would not be eligible immediately. Since a student becomes identified with an institution upon participation in an intercollegiate contest, this student would have the game count toward the 20% threshold for charging a season of competition and be charged a term of attendance. In addition, this student would be required to meet the normal Progress Rule for a second, third, or fourth season of competition, as applicable.

9. Institutional Credit Hour: Any credit hour attributed to a course that is recorded on the transcript with a grade and credit hours earned. Institutional credit hours shall be accepted for eligibility certification purposes only after the instructor submits the completed course grade in the normal manner to the institutional registrar for posting on the transcript.

**EXCEPTION:** Coursework awarded earned credit hours with a grade of F (or the equivalent) shall not be considered institutional credit hours for purposes of the 9-Hour Rule, 24/26-Hour Rule, and the Progress Rule.

Credit hours attributed to a course in progress shall be considered institutional credit for purposes of determining identification and enrollment in 12 credits when, as applied to the general student body, the course would appear on the transcript with a grade and credit hours earned upon completion.

The grade assigned to a course may include, but is not limited to, a letter grade, credit/no credit, pass/fail, and satisfactory/unsatisfactory.

## CASEBOOK EXAMPLES

### Institutional Credit

Case: A student enrolled in a course for three credit hours and subsequently failed the course, showing zero hours earned for the course on the student's transcript. Had the student completed the course successfully, credits

associated with the course would have been shown on the student's transcript as earned and with a grade. Does the course count as institutional credit for the student?

Approved Ruling: Yes. The course itself is considered institutional credit even if a student fails the course. A student's performance in a given course does not determine whether the course meets the definition of institutional credit for purposes of identification and 12-hour enrollment. The student has not earned any institutional credit hours for the course, but the course shall be considered institutional credit hours attempted by the student in that term and shall be used for evaluating identification, 12-hour enrollment, and GPA calculations.

10. Inter-term: A session or group of courses that occurs and is reflected on the official academic transcript between two regular academic terms and is reported on the official academic transcript. These sessions cannot meet the definition of a term of attendance as defined in Section B.21. Summer term cannot constitute an inter-term.

A student who becomes academically ineligible at the end of the fall term (e.g., due to the 9-Hour Rule, 24/36-Hour Rule) shall be withheld from competition. The student may, however, regain eligibility at the end of the inter-term if the student makes up the academic deficiency and grades are submitted to the registrar in the normal manner for posting on the transcript.

An institution is required to certify eligibility after each term and after the inter-term, for those students enrolled in the inter-term, to determine eligibility.

The inter-term shall be treated as follows in determining eligibility:

- Inter-terms are considered non-terms. Hours earned during the inter-term shall be applied toward eligibility.
- A separate term of attendance shall not be charged for the inter-term.
- Identification during an inter-term (unlike summer school) does identify the student with the institution provided the student is enrolled for at least three-fourths (or two-thirds, if three-fourths is not appropriate) of the normal academic load and either participates in athletics or begins to establish residency. In this instance, the inter-term shall not, however, be charged against the allotted 10 semesters of attendance but shall count in meeting the institutional credit-hour rules of the NCCAA.
- Should a student previously identified with an institution then attend an inter-term at another institution and return the following term of attendance to the preceding institution, the inter-term shall be treated as a summer session.

Completed inter-term credit can be used toward eligibility requirements once the grades are posted in the normal manner and as long as the credit is shown to be earned before the start of the NCCAA institution's Winter/Spring term. Credit is considered earned at the end of the academic term that the course is attributed to on the issuing institution's transcript. If the issuing institution's transcript does not attribute the course to an academic term and instead includes specific start/end dates, the end date listed on the transcript shall be used. If neither a term nor dates appear on the issuing institution's transcript, dates of the course as verified by the institution's registrar may be used.

11. Intercollegiate Contest: Any athletics competition in a sport recognized by the NCCAA and sponsored by the institution as an intercollegiate sport against competitors not identified with the institution. Alumni contests are considered as competitions within the institution and not recognized as intercollegiate.
12. Non-Term: Any term that does not meet the definition of a term as defined in Item 20 below. Completed credit earned during a non-term can be used toward eligibility requirements once the grades are posted in the normal manner on the issuing institution's transcript and if the credit is shown to be earned before the start of the NCCAA institution's next term. To determine when credit is considered earned see definition in Inter-term Section B.10.

**NOTE 1:** High school students may take 12 or more hours of college credits in a term without establishing a term of attendance.



**NOTE 2:** Members of the armed services, while on active duty, may take 12 or more hours of college credits during a term without establishing a term of attendance.

#### **CASEBOOK EXAMPLES**

##### **Non-Term – Attendance at a Non-Accredited Institution**

Case: A student attends a non-accredited college, either junior or senior college, which may or may not sponsor an intercollegiate athletics program. What is the status of such a student?

Approved Ruling: For institutions in the U.S., the NCCAA shall use the Accredited Institutions of Post-Secondary Education published by the Council on Post-Secondary Accreditation by the American Council on Education to determine if terms are to be recognized by the NCCAA. If an institution is listed in this publication at the time of a student's attendance, the student transferring from this institution shall be charged terms of attendance and seasons of competition.

If the institution is not listed in the publication and is not an NCCAA associate member, the student is considered not to have attended an institution of higher learning regarding athletic eligibility. Foreign postsecondary institutions are considered accredited when determining terms of attendance.

(Note: The NCCAA shall use the Accredited Institutions of Post-Secondary Education published by the Council on Post-Secondary Accreditation by the American Council on Education to determine if terms are to be recognized by the NCCAA for terms prior to August 1, 2012.)

13. Normal Progress: The accumulation of academic credit at a rate so as to meet the minimum standards listed in Section C, Item 9 of the NCCAA Eligibility and Casebook section.
14. Participation: Competing in an intercollegiate contest as defined by Section B, Item 10 of the NCCAA Eligibility and Casebook section.
15. Post-baccalaureate Student: A student who has completed all academic requirements for graduation with a baccalaureate degree and is subsequently pursuing an additional baccalaureate or equivalent degree or a second major area of student or graduate work of any kind.
16. Postseason Competition: Conference, regional, national, or independent qualifying events.
17. Prospective Student: An individual who has never identified or whose previous collegiate identification was with another collegiate institution. The individual remains a prospective student until the student identifies with an institution in accordance with Item 8 above.

Prospective students are not permitted to practice or compete with an institution's team.

**EXCEPTION 1:** A prospective student may practice and compete with an institution's team during the summer (May 16-July 31) if the student is a high school graduate (or the equivalent) and not identified with any other institution of higher learning, and:

- a. Enrolled in a full-time class load, as defined by the institution, for the applicable summer term, or
- b. Enrolled in at least 12 institutional credit hours for the immediately subsequent fall term.

Such practice activities and competitions are not considered to be a tryout.

**EXCEPTION 2:** A prospective student, who is a high school graduate (or the equivalent) and not identified with any other institution of higher learning, may practice with an institution's team(s) prior to the start of the institution's academic term, or between regular academic terms, if the practice activity occurs during the team's 24-week season. Such practice activities are not considered to be a tryout.

**EXCEPTION 3:** This does not apply to sports mission trips.

## CASEBOOK EXAMPLE

### Prospective Student — Practice During Academic Term

Case: A women's basketball student-athlete attends a four-year school during the 2014-2015 academic year. The student decides to transfer to an NCCAA institution for the spring 2016 term. During the fall 2015 academic term, the student is not enrolled at any higher education institution but would like to practice with an NCCAA women's basketball team prior to starting school in the spring. Can the student start practice with the team in October during the academic term if they are not identified with any other institution of higher learning?

Approved Ruling: No. A prospective student may not practice with an institution's team(s) during an academic term. A prospective student who meets the criteria listed in Section B, Item 15, Exception 2, cannot practice during an institution's academic term off attendance.

18. Residency: Identification with an institution during the regular school year (summer session not included).
19. Scrimmage: A competition against competitors not identified with the institution when:
- The competition is not listed or is noted as a scrimmage on the institutional schedule; and
  - No scores or statistics are reported by NCCAA institutions.

A student participating in a contest that fits the definition of a scrimmage shall not be charged a season of competition.

### Non-Intercollegiate Scrimmage

Student-athletes who have competed in only non-intercollegiate scrimmages shall not be charged a season of competition if the scrimmage(s) meet the definition of an NCCAA scrimmage and if the student-athlete participates in no more than the number of scrimmages allowed for the sport per NCCAA guidelines listed in the Sport Policies and Procedures section.

See Sports Policies and Procedures section **II.B.2.** for more details.

20. Season of Competition:
- Participation in more than 20% of the maximum allowable number of intercollegiate contests or dates (excluding scrimmages), whether in a varsity, junior varsity, or freshman program, during the 24-week season. Any participation in NCCAA-approved postseason shall result in a season of competition. The NCCAA shall count seasons of competition charged by another intercollegiate athletic association at face value unless the season was charged based solely on participation in practice.

A student-athlete who participates in the following number of contests or dates during the 24-week season shall be charged a season of competition.

|               |             |                         |             |
|---------------|-------------|-------------------------|-------------|
| Baseball      | 11 contests | Soccer                  | 5 contests  |
| Basketball    | 7 contests  | Softball                | 11 contests |
| Cross country | 2 meets     | Indoor track and field  | 3 meets     |
| Golf          | 8 rounds    | Outdoor track and field | 3 meets     |
|               |             | Volleyball              | 6 dates     |

In the sport of golf, an individual student-athlete's season of competition shall be determined based on the number of 18-hole rounds in which the student-athlete participated. A standard match/tournament consists of 3 rounds, which equates to 36 total rounds, and the 20% threshold shall be calculated off 36 rounds. A golfer shall be deemed to have participated in a round once he/she has begun the first hole of competition.

In the sports of Indoor Track & Field and Outdoor Track & Field, a student-athlete's participation in a competitive event shall count towards the student's 20% threshold, regardless of whether the student-athlete officially represents the institution in competition, when the following conditions are met:

- The student-athlete is certified as eligible in the given sport at any point during the academic year; and
- The student-athlete participates in a competitive event that includes one or more collegiate teams at any point during the academic year.

**Transfer Students:** A student transferring from one NCCAA institution to another NCCAA institution shall have his/her seasons of competition determined under the rules of the NCCAA. However, previous seasons of

competition for a student transferring from an institution not governed by the NCCAA shall be determined under the rules of the association (NCAA, NJCAA, NAIA, USCAA, or CCAA) from which the student transfers.

**EXCEPTION 1:** As an exception, a student-athlete who suffers a season-ending injury while enrolled at a non-NCCAA institution may request a medical hardship from the NCCAA to have the intercollegiate season of competition returned. All medical hardship requests must meet the following criteria:

- a. They must involve an injury or illness which is beyond the control of the student-athlete or coach, and which incapacitates the student-athlete from competing further during the sport season in question as verified by the attending physician (e.g., M.D. or D.O.) who must have examined the student-athlete during the sport season in question.
- b. Hardships cannot be requested for student-athletes who are incapacitated in the last regular-season contest or postseason competition.
- c. Participation by a student-athlete after being examined by a physician for the incapacitating injury or illness and before receiving written medical clearance shall nullify hardship considerations.
- d. The student-athlete must have participated in 20% or fewer of the maximum allowable number of intercollegiate contests or dates, excluding scrimmages, during the 24-week season as listed for the sport. If the student-athlete competes in more than 20% of the maximum limit (see detailed list in Sports Policies & Procedures II.B.), the student-athlete is not eligible for a medical hardship.

**EXCEPTION 2:** While enrolled as a full-time collegiate student at an NCCAA institution, a student shall not be charged a season of competition based on participation as an unattached student-athlete. A student is competing as an unattached student-athlete if the following five criteria are met:

- a. A coach or representative of the athletics department does not enter the student(s) or pay the student's entry fee for the event;
- b. The student(s) does not wear an institutional uniform nor use the institution's name in the event;
- c. All competition and participation must conform to NCCAA amateur status regulations;
- d. Student(s) are academically and athletically eligible for intercollegiate competition in accordance with all applicable NCCAA, region, and institutional eligibility regulations; and
- e. An identified member of the coaching staff does not provide coaching, evaluation, and/or feedback to the student(s) on site for the duration of the event.

**EXCEPTION 3:** An individual who trains or competes as a member of a non-collegiate post-secondary education (e.g., preparatory school) team shall not be charged a season of competition.

**Discontinuance of a Sport During a Season:** When an NCCAA institution discontinues a sport immediately during the season, having completed one-half or less of its regular schedule, students on the team at the time of discontinuance shall not be charged with a season of competition in that sport provided the students are eligible at the time the sport was discontinued.

**NOTE 1:** These limits shall be updated annually to reflect 20% of the maximum allowable limit as listed in the NCCAA Handbook.

**NOTE 2:** For any student-athlete seeking eligibility as a first-time participant in an NCCAA sport, this definition of season of competition shall be applied to all prior competition in that sport, regardless of the date of competition.

**NOTE 3:** For all other student-athletes, this definition of season of competition only applies to competition that occurs after May 1, 2020. For all prior competition for these student-athletes, the definition of season of competition in effect at the time shall apply.

**NOTE 4:** For purposes of this bylaw, eligibility shall be determined by the Eligibility Coordinator.

**NOTE 5:** Unless specified elsewhere in the Bylaws, no student shall be charged with more than 1 season of competition during any 12-month period.

**NOTE 6:** Athletes charged a Season of Competition pursuant to this paragraph must also comply with other applicable NCCAA Bylaws, including Amateur Rules and Eligibility Requirements.

**NOTE 7:** For details on club sport participation, see Sports Policies and Procedures Section X.

21. Start of a Term: Date listed in the institutional catalog as the first day of a term. If no such date is given, the start of the term shall be the first date of classes for that term according to the institution's academic calendar.
22. Term of Attendance: A term of attendance is any quarter, semester, or trimester (excluding summer sessions) in which the student becomes identified at a single institution.

**Graduate Student:** A graduate student shall be charged a term of attendance by enrolling in the number of institutional credit hours that equates to full time enrollment as defined by the institution's graduate school policies.

#### **CASEBOOK EXAMPLES**

##### **Withdrawal and Transfer**

Case: A freshman enrolled for 12 credit hours at an institution this past fall and withdrew prior to the institution's official census date. Because the student withdrew within the drop period established by the institution, and no courses appear on the official transcript for the term, is this student subject to the 9-Hour Rule for eligibility certification purposes in the next term?

Approved Ruling: No. The student withdrew from classes prior to the institution's census date and no classes appear on the official transcript for the fall term. Therefore, the student did not identify in the fall term and is not charged a term of attendance. The student is not considered a second-term freshman for eligibility purposes during the next term.

The word "term" as used throughout the Eligibility section refers to quarter, semester, or trimester, whichever applies as the official unit of class attendance at any college or university.

If a student identified with an institution officially totally withdraws from that institution within 21 calendar days following the official opening date of classes as stated in the institutional catalog and returns and again becomes identified with the same institution (without becoming identified at another institution), the student shall not be charged with a term of attendance for the term in which the student withdrew.

#### **CASEBOOK EXAMPLE**

##### **Prospective Students – Competition During Inter-Term**

Case: A women's basketball student-athlete arrives at an NCCAA institution during the winter inter-term. Will the student be required to be enrolled at the NCCAA institution during the winter term in order to compete?

Approved Ruling: No. A transfer student is not required to enroll in winter inter-term courses in order to compete immediately upon arriving at the NCCAA institution. The student shall, however, be required to identify by enrolling in the spring term and be certified as eligible for the following academic term. In order to be properly certified, the inter-term must be declared as standalone or attached to the spring in order for the student to be certified to compete during the inter-term.

- a. Summer sessions may be used to earn credit hours which may be applied to meet the 24/36-Hour Rule or the second term in college 9-Hour Rule, as applicable, but are subject to the limit.

Summer credit must be earned subsequent to one of the two terms of attendance. However, summer terms cannot constitute a term of attendance. If the college has no summer session, or in instances where it is educationally desirable for the student concerned to attend a summer session at a different institution, credits may be earned at a second institution, and such enrollment shall neither constitute a term of attendance nor identify the student with the second institution.

#### **CASEBOOK EXAMPLES**

##### **Summer Credits and the 24/36-Hour Rule — Non-Identified Student**

Case: A prospective student passed only 21 credit hours the last two terms at the community college he/she attended during the last school year. The student completed 3 credit hours of "D" work during summer school at the community college, and the hours are recorded on the student's transcript. Our institution will not transfer "D" grades to our records. Can our institution use the summer credits of "D" work to satisfy the 24/36-Hour Rule?

**Approved Ruling:** In this situation, the summer credits may be used to satisfy the NCCAA's 24/36-Hour Rule. These hours shall also be applied in meeting the Progress Rule in order to participate for the second, third, and fourth season but only for the first term of attendance at your institution. The hours were taken in good faith at the institution where the student was identified, and that institution recognized the credits as evidenced by placing the credit hours on its transcript.

**Summer Credits and the 24/36-Hour Rule—Identified Student**

**Case:** A student who attended our institution and played for us last year passed 21 credit hours the last two terms. The student attended a summer session at a nearby institution and completed 3 hours of "D" work. Our institution will not transfer "D" grades to our records. Can we use the summer credits of "D" work to satisfy the 24/36-Hour Rule?

**Approved Ruling:** In this situation, the credits cannot be used to satisfy the 24/36-Hour Rule. Unlike the previous example, this student was identified at your institution. The coursework was not accepted by the institution where the student is identified. If the identifying institution will not accept the credit, the NCCAA shall not recognize such work. The key factors in determining if summer credit shall be applied to meet the 24/36-Hour Rule are: 1) the hours are approved by the institution where the student is identified; and 2) the hours are accepted by the institution where the student is identified.

**Summer Attendance**

**Case:** A student attends Institution A during the regular school year and Institution B during the subsequent summer session. The student returns to Institution A for the fall term. Is the student's eligibility affected by his attendance at Institution B?

**Approved Ruling:** If the student intends on using the credit hours earned at Institution B for eligibility purposes (e.g., satisfaction of the 24/36-Hour Rule, Progress Rule, etc.) at Institution A, Institution A must accept those hours and place those hours on its transcript. The student is not considered a transfer student.

- b. Unusual Calendars: Colleges must certify that a student is enrolled in 12 or more institutional credit hours during the term of competition. If the institution's calendar precludes this, the institution must certify that the student is carrying at least three-fourths of the scholastic load, which a student is allowed to carry without special permission, as defined by its catalog. In institutions where three-fourths is not a feasible fraction (e.g. where credit hours are limited to units of 5 and the normal class load is 15 credit hours), two-thirds may be substituted for three-fourths. The institution must certify that the student is accumulating academic credit in such an amount that the student could be declared as making normal progress and that the student would, by completing credit at the same rate, complete a recognized four-year baccalaureate degree in no more than 10 semesters of attendance or its equivalent.
23. Transfer: A student who becomes identified with an NCCAA institution after having previously been identified with a two-year or four-year institution of higher learning. Transfer students must complete the official NCCAA Transfer Player Eligibility Statement and, if applicable, the Transfer Verification Form prior to their first participation at the NCCAA institution no matter how long ago the transfer occurred.

To determine if an institution that offers both associate and baccalaureate degrees should be categorized as a two-year or a four-year institution:

- a. If the institution participates in an intercollegiate athletics association that distinguishes between two-year and four-year institutions, the division the institution has chosen to participate in shall be honored at face value and the institution treated accordingly. Should a student receive an associate degree from an institution that is considered a four-year institution, then all applicable requirements shall apply.
- b. If the institution does not sponsor intercollegiate athletics or the institution participates in an intercollegiate athletic association that does not make this distinction (e.g., USCAA), the institution shall be treated as a four-year institution if the student was pursuing a baccalaureate degree or treated as a two-year institution if the student was pursuing an associate degree as indicated on the student's official transcript.

**CASEBOOK EXAMPLE**

**Transfer from Institution Offering Two-Year and Four-Year Degrees**

**Case:** A student attends a two-year degree institution in which the athletic programs compete under the NJCAA. This institution has begun to offer numerous four-year degree programs. Is the student classified as a two-year or four-year transfer?

**Approved Ruling:** The student shall be considered a two-year college transfer. The athletics association of the particular institution must be taken into account to consider whether a student is considered a two-year or four-year transfer. Similarly, if the student participated when the two-year institution competes under a four-year athletic association, the student shall be considered a four-year transfer.

Once the student has completed the transfer form(s) and has been in attendance for one term, the student is no longer considered a transfer student at the institution.

24. Varsity Intercollegiate Sport: A sport that has been accorded that status by the institution's chief executive officer or committee responsible for intercollegiate athletics policy and satisfies all the following conditions:
- It is a sport that is administered by the department of intercollegiate athletics; and
  - It is a sport for which the eligibility of the student is reviewed and certified by the institution's Compliance Officer or designated eligibility representative; and
  - It is a sport in which qualified participants received the institution's official varsity awards.

### SECTION C. ELIGIBILITY REQUIREMENTS

For a student to be eligible for any NCAA-recognized intercollegiate competition, a member institution must ensure that the student conforms to the following regulations:

1. An entering freshman student must be a graduate of an accredited high school or be accepted as a regular student in good standing as defined by the enrolling institution.
2. An entering freshman student can become eligible by achieving an overall high school grade point average of 2.30 or higher on a 4.00 scale.

Alternatively, if an entering freshman is below the 2.3 GPA, the student must meet two of the three entry-level requirements below. Students not meeting at least two of the three standards shall be denied athletics participation at a member institution for the first full year of attendance (two semesters, three quarters, or the equivalent) that such a student is identified with any institution(s).

The three entry-level requirements are as follows:

- a. A minimum score of 18 on the ACT or 970 on the SAT (Evidence-Based Reading and Writing and Math).

**NOTE 1:** The test score must be achieved at a single test sitting administered by a certified tester on a National, International, or official state assessment testing date to apply to this requirement. A test taken under any conditions other than those listed is considered by both testing agencies to be a residual test and cannot be used for certification purposes. The ACT/SAT must be taken prior to the beginning of the term in which the student initially participates.

**NOTE 2:** Students diagnosed with a learning disability may use untimed ACT/SAT test results to meet freshman eligibility standards. However, the test must be arranged, approved, and conducted according to the procedure established by the ACT or SAT national office for the administration of such tests. The minimum score results needed to meet NCAA freshman eligibility standards still must be achieved.

**NOTE 3:** A student may take the ACT/SAT during the current fall term and use the results to meet the freshman regulation, provided the test was taken on a national testing date, the minimum score is achieved, and the results are received from the national test center in the usual manner before the student represents your institution. The key factor is that the test must be taken prior to the beginning of the term in which the student initially participates. Students would be eligible for participation on the day following the close of the fall term. Residual tests are not accepted.

- b. An overall high school grade point average of 2.00 or higher on a 4.00 scale. The GPA shall be determined from the student's high school transcripts that include all coursework taken through the term immediately prior to graduation (e.g., the eighth term of school in which eight terms are necessary for a student to graduate). If a prospective student-athlete attended multiple high schools, the GPA listed on the student-athlete's final transcript is the GPA that shall be used to determine initial eligibility.

**NOTE 1:** Should a high school use a four-point scale, the high school GPA shall be used. Should a high school use something other than a four-point scale (e.g., a 12-point scale which uses the + and -), all high school grades shall be

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converted to the four-point scale to establish the GPA. Should the high school report grades as a numerical percentage, a student in the “C” range is considered to have met this regulation.

**NOTE 2:** Should a student be identified with a preparatory school for one full academic year, the GPA at the preparatory school shall be combined with the overall high school GPA for application to the freshman rule.

- c. Rank in the upper half of the student’s high school class as it appears on the final high school transcript after the student’s date of graduation. The class rank must appear on the student’s transcript, leaving certificate, or other academic document. The class ranking shall be determined from the student’s high school transcript that includes all course work taken through the term immediately prior to graduation. (Example: The eighth term of school in which eight terms are necessary for a student to graduate.) Once students graduate from high school, their class ranking shall not change. Attendance at a preparatory school shall not affect this regulation.

**EXCEPTION 1:** Completion of nine institutional credit hours prior to identification at any institution of higher education can be used in place of a qualifying class rank. The credit hours must be completed with a grade of “C” or better. The coursework must be accepted as institutional credit on the certifying NCCAA institution’s official transcript. The coursework must also be shown as earned prior to the term in which the student wishes to compete, as indicated on an official transcript. For CLEP or AP credit, official documentation issued by the testing service noting the date the exam was taken shall suffice.

For purposes of this rule, the NCCAA does not recognize a +/- attached to a letter grade. Consequently, a C+, C, and C- shall count as a C.

**EXCEPTION 2:** If the student’s class rank does not appear on the above-mentioned documents, as an exception and in accordance with policies found in the handbook, a letter from the student’s principal or headmaster, assistant or vice principal, guidance counselor, or registrar, written on the school’s letterhead and with the school’s official seal, stating that the student meets the class rank requirement can be accepted.

**NOTE 1:** GED and HiSet students

The GED or HiSet certificate of achievement shall be recognized as satisfying the grade point average equivalent. A GED or HiSet student must achieve a test score in accordance with the regulations found in Section C. Item 2a to meet the freshman requirements.

**NOTE 2:** Home-schooled students

Home-schooled students who complete a home schooling program conducted in accordance with the laws of the student’s state of residence and achieve a minimum score of 18 on the ACT or 970 (Evidence-Based Reading and Writing and Math) on the SAT shall meet entering freshmen requirements.

Any student who completes a home schooling program, conducted in accordance with the laws of the student’s state of residence, may request a home school waiver from the NCCAA Eligibility Committee if the student fails to achieve the required test scores. A student receiving a home school waiver shall be recognized as meeting entering freshman requirements.

**NOTE 3:** International students

An incoming freshman who graduated from a high school outside the United States or one of the U.S. territories shall meet the same eligibility criteria required of a regular freshman student listed in Section C.1 and 2. High school graduation and cumulative grade-point averages shall be determined based on current published NCCAA initial-eligibility guidelines for international students (see below). The student shall need an evaluation from INCRED to be determined eligible.

When an international student graduates from a high school in the student’s native country, and subsequently graduates from a high school in the United States, the date of graduation from the high school in the United States shall be used for eligibility purposes. Official records from the high school in the United States shall be used for compliance with NCCAA initial freshman eligibility regulations.

- d. Students who do not meet the 2.3 GPA requirement and are attempting to qualify using the two of three standard and do not meet at least two of the three standards shall be denied athletics participation at a member institution for the first full year of attendance (two semesters, quarters, or equivalent) that such a student is identified with an institution(s).

**EXCEPTION:** An entering freshman who satisfies one of the initial eligibility requirements found in Section C, Item 2 can gain eligibility in a subsequent term if the student passed 12 institutional credit hours with a grade of “C” or better during the first term of attendance at the certifying NCCAA institution.

For purposes of this rule, the NCCAA does not recognize a +/- attached to a letter grade. Consequently, a C+, C, and C- shall count as a C. A grade of a “P” may be used in lieu of a “C” to gain mid-year eligibility if the official transcript or academic catalogue specifically states that a grade of a “P” equates to a grade of a “C” in the grading rubric.

3. **12-Hour Rule:** The student must be identified and enrolled in a minimum of 12 institutional credit hours at the time of participation. A student must maintain 12 institutional credit hours, with at least 9 institutional credit hours at an NCCAA institution, to participate in intercollegiate athletics. Upon reducing the class load to fewer than 12 institutional credit hours at an NCCAA institution, the student is no longer eligible. Graduate credit hours may be included in the 12 institutional credit hours in which a student must be enrolled.

**EXCEPTION:** A student who shall complete requirements for graduation for a baccalaureate degree within 10 semesters, 15 quarters, 12 trimesters or less may retain eligibility during the last term of attendance of the senior year by enrolling in fewer than 12 institutional credit hours. By signing the Official Eligibility Certificate, the registrar verifies that the student has completed all other academic requirements for graduation except for the currently enrolled credits.

A student invoking the above Exception who completes all academic requirements for graduation and who subsequently enrolls in and seeks a second baccalaureate or equivalent degree at the same institution; who enrolls in and pursues a second major area of study at the same institution; who enrolls in a graduate or professional school; or who is enrolled in a fifth-year, post baccalaureate degree teacher education or certification program is eligible to participate provided the student has athletic eligibility remaining and meets the criteria of the Exception to Section D, Item 5.

The term in which the student invokes this Exception shall be counted as a term of attendance. However, this term shall not count in the calculation of the 24-Hour Rule. For a semester school to calculate the 24 credit hours, the institution should consider the two terms immediately preceding the term the student completes the requirements for graduation.

A student who invokes the above Exception and does not graduate forfeits any remaining eligibility in all sports sponsored by the NCCAA.

#### **CASEBOOK EXAMPLE**

##### **12-Hour Enrollment Rule Exception – Last Term Of Attendance**

Case: A student invokes the 12-Hour Enrollment Rule Exception during spring 2016 and graduates at the end of the academic term with a BA in Biology. The student has the opportunity to return fall 2016 and chooses to re-enroll in BA Chemistry. The student only needs 9 hours in this degree program to graduate at the end of the academic term in fall 2016. Can the student invoke the 12-Hour Enrollment Rule Exception more than once if the student has less than 12 hours remaining in the second degree program?

Approved Ruling: No. A student can be enrolled in only one “last term of attendance” and therefore cannot invoke the exception more than once.

4. The student must maintain institutional identification during any term of participation. For exceptions see Section D, Items 3 and 4.
5. An entering freshman who satisfies initial eligibility requirements must have accumulated a minimum of nine institutional credit hours prior to identification for the second term of attendance.

Only those institutional credit hours earned after identification (at any institution) may be applied toward meeting the 9-Hour Rule for a second-term freshman.

A student who enters college for the first time in the summer and then enrolls for the fall term, may not apply summer credit hours to meet the nine institutional credit hour rule. Summer attendance does not identify a student



with an institution. The hours earned in the summer cannot count toward the 9-Hour Rule because they occur prior to the student's initial identification.

#### **9-Hour Rule – Identification**

Case: A student graduates high school in May. She enrolls in 12 credit hours at an NCCAA institution the subsequent fall. She passes all 12 hours, but only 6 meet the definition of institutional credit. The student has not taken any additional college coursework. Is the student eligible for the spring semester?

Approved Ruling: No. An entering freshman identifies in the fall by enrolling in 12 credit hours. She is considered a second-term freshman in the spring and must have accumulated at least nine institutional credit hours prior to the beginning of the student's second term of attendance.

#### **9-Hour Rule – Incomplete Grades**

Case: A first-term freshman passes eight hours and receives four hours of incomplete work. An extension is granted to complete the work because the student is otherwise passing the incomplete course. Does this student satisfy the 9-Hour Rule required for second term freshmen?

Approved Ruling: No. The student has not passed the 9 institutional credit hours required for all first term freshmen and is therefore ineligible. Upon making up the incomplete and having the grade submitted to the registrar for posting on the transcript, the 9-Hour Rule would then be satisfied. The athlete shall not compete until this incomplete is made up, the grade is submitted to the registrar, and the student is properly certified as eligible. The same also applies to complying with the 24/36-Hour rule.

6. 24-Hour Rule: After completion of the second semester term or third quarter term of attendance and from then on, a student must have accumulated a minimum of 24 institutional credit hours in the two immediately previous terms of attendance (two most recent terms of attendance) in a semester system or 36 institutional credit hours in the three immediately previous terms of attendance (three most recent terms of attendance) in a quarter system.

A student transferring from a quarter system to a semester system must have accumulated 24 institutional credit hours in the previous two terms of attendance after the first term of attendance at the new institution.

A student in a quarter system must have accumulated 24 institutional credit hours in the previous 2 quarter terms of attendance if completion of 3 quarter terms of attendance has not occurred. Upon completion of three quarter terms of attendance the student must have accumulated 36 institutional credit hours.

No more than 12 institutional credit hours earned during summers and/or during non-terms may be applied to meet the 24/36 institutional credit hour requirement. Such credit must be earned after one or both of the two immediately previous terms of attendance.

All credit hours used to meet this total of 24/36 institutional credit hours are to be taken at face value and are not to be converted, even if earned at different institutions using different credit hour systems (e.g., quarter and semester).

#### **CASEBOOK EXAMPLE**

##### **Online Courses and/or CLEP**

Online Courses Case: A student starts and completes a 3-hour online course approved by the home institution after the beginning of the fall term. The three hours give the student 24/36 credit hours. Can these hours be applied to meet the 24/36-Hour Rule for fall eligibility?

Approved Ruling: No. Hours to be applied to meet the 24/36-Hour Rule must be earned prior to the current term. If an online course was first attended prior to the first day of class of a term or the student completed the first lesson of an online course prior to the first day of class of a term, the credit would be applied to the term in which the institution would normally record the credit on the transcript. Credits earned by exam may only be used to satisfy the 24/36-Hour Rule if either (1.) the credits are applied to the term in which the institution would normally record the credit on the transcript, or (2.) the credits are accepted by the institution, the institution has official documentation from the testing service noting the date the credits were earned, and the credits were earned during or after the terms being evaluated for 24/36-Hour Rule. Hours to be applied to meet the 24/36-Hour Rule must be earned prior to the term in which the student seeks to participate.

## CASEBOOK EXAMPLES

### 24/36-Hour Rule – Quarter System

Case: A student is transferring from an institution using the quarter system to one using the semester system. The student has completed 11, 14, and 11 credits in the last three terms. Is the student eligible under the 24/36-Hour Rule?

Approved Ruling: Yes. Under the 24 semester/36 quarter rule a student who completes 36 institutional credit hours during the last 3 quarter terms of attendance is eligible to compete, provided he meets all other eligibility requirements. Additionally, the student must pass 13 institutional credit hours the first term of attendance at the semester school to meet the 24/36-Hour Rule for the second term at the semester school.

### 24/36-Hour Rule – Transfer

Case: A freshman student transfers from an institution that uses the quarter system to an institution that uses the semester system. In the fall and winter quarter terms at the original institution, she completes and passes 13 and 11 institutional credit hours. The student then passes 12 credit hours in the spring semester at her new institution. Will she meet the requirements of the 24/36-Hour Rule due to her passing 36 hours in her previous three terms of attendance and be eligible for the fall semester?

Approved Ruling: No. A student must accumulate 36 institutional credit hours in the previous 3 quarter terms of attendance. If a student does not complete 3 quarter terms, the rule of accumulating 24 institutional credit hours in the previous two terms of attendance takes precedent. In this instance, the student has accumulated only 23 hours in the previous 2 terms of attendance and is not eligible.

### 24/36-Hour Rule – Mixed Terms

Case: A student completed 10 semester hours during the first term at a junior college and completed 12 quarter hours the next term at our institution. As a matter of institutional policy, we convert all hours to our terms, and thus the 10 semester hours would equal 15 quarter hours. Using this method, the 15 and 10 quarter hours would total more than 24 hours in the 2 previous terms. Is this permissible in determining NCCAA eligibility?

Approved Ruling: No. Credits earned at a school are not to be converted but taken at face value when applying the 24 credit hour rule. In this case, the athlete has completed only 22 hours of credit the last 2 terms and would not be eligible.

### 24/36-Hour Rule vs. Progress Rule

Case: What is the difference between the 24/36-Hour Rule and the progress rule for participation in a second season of competition? If a student has earned 24/36 hours in the last 2 terms of attendance, isn't the progress rule met as well?

Approved Ruling: The 24/36-Hour Rule and the Progress Rule are two separate concepts and are to be applied independently. The 24/36-Hour Rule states that a student must have accumulated a minimum of 24/36 institutional credit hours in the 2 semester/3 quarter immediately previous terms of attendance. These hours are always taken at face value, even if a transfer is involved and the new institution does not accept all the hours. The progress rule involves institutional credit recognized by the student's current institution, with an exception for entering transfer students. Transfer students use the credit hours from the previous institution(s) only for the initial term at the new institution.

**EXCEPTION 1:** See Section B, Item 8, Note 2.

**EXCEPTION 2:** A transfer student who has met the graduation requirements for an associate degree from a junior college in the previous two semesters or three quarters of attendance shall be exempt from meeting the 24/36-Hour Rule for the first term upon transferring to an NCCAA institution.

Students receiving this exception must pass at least 12 hours in their first term of attendance at the four-year school to retain eligibility for a second term. The last semester/trimester/quarter at the junior college shall count as a term of attendance.

**EXCEPTION 3:** A student shall be exempt from meeting the 24/36-Hour Rule only during the first term in which the student initially competes in any sport at the intercollegiate level, provided the student has not previously participated in any intercollegiate sport at any institution and meets one of the following:

- a. Meets freshman eligibility requirements (applies only to students in the first four semesters/six quarters or equivalent, of attendance); or
- b. Has an overall GPA of 2.00 on a 4.00 scale calculated based on all transcripts from all institutions (applies to students in all terms following the fourth semester/sixth quarter, or equivalent of attendance.)

A student using this exception must have passed a minimum of 12 hours in his/her previous two terms. A second term freshman must meet the 9-Hour Rule and may not take this exception after his/her first term.

- 7. The student must be making normal progress toward a recognized baccalaureate degree and maintain the minimum grade point average as defined by the institution and the NCCAA (where applicable).
- 8. Upon reaching junior academic standing as defined by the institution, a student must have a cumulative grade point average (GPA) of at least 2.00 on a 4.00 scale. The 2.00 cumulative grade point average (GPA) or higher must be certified each grading period in which the student wishes to compete after junior academic standing is reached. The progress rule and GPA rule shall still apply to each season of competition charged.

#### **CASEBOOK EXAMPLE**

##### **Calculating Undergraduate and Graduate GPA**

Case: A student completes an undergraduate degree in December of 2015. The student continues to identify with the institution by enrolling in a master's program spring of 2016. The student will continue with the master's program for fall 2016. The institution's GPA will separate the undergraduate GPA and graduate GPA on their official transcript. How should the NCCAA institution evaluate the student's GPA?

Approved Ruling: The NCCAA institution shall certify the student according to the policies of their respective institution. If the institution separates the GPA after one term in graduate school, the NCCAA institution must take the official GPA as presented on the transcript.

- 9. Progression Rule: To participate in a second, third and/or fourth season in a sport, all students must have passed enough credits as stated below and maintain a total cumulative GPA of at least 2.00 on a 4.00 scale.
  - a. To participate in a second season in a sport, all students must have accumulated at least 24 semester/36 quarter (or equivalent) institutional credit hours.
  - b. To participate in the third season in a sport, all students must have accumulated at least 48 semester/72 quarter (or equivalent) institutional credit hours.
  - c. To participate the fourth season in a sport, all students must have accumulated at least 72 semester/108 quarter (or equivalent) institutional credit hours, at least 48 semester/72 quarter hours of which must be in general education and/or in the student's major field of study.

**EXCEPTION:** A freshman who initially becomes identified after the first term in the fall shall meet this requirement by having passed 12 semester or 20 quarter institutional credit hours. This exception shall apply to the second season of competition regulation only.

**NOTE 1:** Transfer students shall use institutional credit hours as certified by the previous institution(s) to meet this requirement only for their first term of attendance at a member institution. Thereafter only institutional credit recognized by the student's current institution and submitted to the registrar for posting on the transcript shall apply.

A transfer student bringing in "D" credit may have the "D" credit hours applied to all academic requirements the first term the student is identified only. Thereafter only those credits that are accepted toward a degree or are required by your institution and placed on your institutional transcript may apply. All institutional credit hours used for eligibility (e.g., 24/36-Hour Rule and Progress Rule), must show on the transcript as earned in the term prior to the semester the student is seeking eligibility and wishes to compete.

**NOTE 2:** The GPA for students with continuing identification at your institution shall be calculated according to the official institutional policy for all students. The GPA for entering transfer students shall be calculated by dividing all quality points achieved by the total number of hours attempted for all courses listed on all official transcripts from all institutions previously attended.

- 10. The student must be eligible according to the institution's standards for intercollegiate competition or any affiliated conference standards or regional standards if more stringent than NCCAA standards.

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11. If the institution is a dual member with the NCAA, NAIA, or CCAA, the student must be eligible according to affiliated association standards.
  12. A repeat course is defined as a course previously passed with a grade of "D" or better in any term, or non-term, and subsequently retaken.

For the purposes of this rule, the NCCAA does not recognize a +/- attached to a letter grade. Consequently, a B+, B, and B- shall count as a B, a C+, C, and C- shall count as a C, and D+, D, D- shall count as a D.

Repeat courses previously passed with a grade of "D" in the initial attempt and retaken, earning a grade of "C" or better, shall be considered toward satisfying the 24/36-Hour Rule.

Repeat courses previously passed with a grade of "D" in the initial attempt and retaken, earning a grade of "D", shall be excluded and cannot be considered towards satisfaction of the 24/36-Hour Rule. Only the initial attempt shall be considered toward satisfying the 24/36-Hour Rule.

Repeat courses previously passed with a grade of "C" or better cannot be applied to meet either the 12-Hour Enrollment Rule or the 24/36-Hour Rule.

**EXCEPTION:** If at the time of certification, a student's declared major field of study at the NCCAA institution requires the student to repeat a specific course to satisfy a degree completion or general education requirement, the repeat course(s) that was not passed with the requisite grade can be applied to meet the 12-Hour Enrollment Rule and the 24/36-Hour Rule.

A maximum of one repeat course per term previously passed with a grade of "C" or "D" (or the equivalent) may be counted toward satisfying the 12-Hour Enrollment Rule.

A student may repeat a course that was previously failed and have it count toward the current 12-Hour Enrollment Rule and, if passed, toward the 24/36-Hour Rule. A failed course is not considered a repeat course.

13. For the fall term only, if athletic contests are scheduled before the opening date of classes, an enrolled student may compete prior to the first day of class, provided the student meets all other eligibility requirements.

For all other terms during the regular academic year, a student enrolled in the second (or subsequent) term may compete between terms (beginning on the day following the close of the concluding term), provided the student meets all eligibility requirements for the upcoming term.

A student attending a specific institution for the first time during an inter-term shall become identified upon enrolling in three-fourths (or two-thirds if three-fourths is not appropriate) of the normal inter-term load as noted on the institution's official transcript. Such students would be considered enrolled in the equivalent of 12 hours and, assuming all other applicable eligibility requirements are met, could represent the institution after being properly certified. The student shall not be charged a term of attendance for this inter-term session.

14. A student who is eligible the last day of a term (as reported on the institution's official academic calendar) may retain eligibility until midnight of the 30<sup>th</sup> calendar day following the close of a term to allow an institution time to recertify eligibility. For a student taking inter-term coursework at an institution that has determined the inter-term shall stand alone or attach to the fall term, the student may retain eligibility until midnight of the 30<sup>th</sup> calendar day following the close of the fall term or midnight of the 10<sup>th</sup> calendar day following the close of the inter-term, whichever is latest. This regulation does not apply to students who complete all requirements for graduation or complete 10 semesters of attendance (or equivalent). Further, students declared ineligible by the institution shall lose eligibility immediately upon such declaration.

After the end of a term, an institution has 30 calendar days or until the first contest after the end of the term (whichever is later) to re-check the eligibility of all students who were certified as eligible for the term just ending. This applies only to students being re-certified. Students establishing eligibility for the second term must be certified prior to participation.

During this 30-day period, all students who were eligible during the term just ended may continue to represent their institution in intercollegiate athletics. Should a student continue to represent an institution after this 30-day period and not be recertified, it shall be considered a violation.

15. A student enrolling in college after the date set by the institution for enrollment of regular full-time students shall not be eligible to compete in intercollegiate athletics until two full calendar weeks of residency have been completed.
16. Cooperative exchange program:
  - a. Definitions
    - 1) Home institution: The NCCAA member institution is the student's home institution if the student is enrolled and attempting to complete his/her degree through the NCCAA member institution. The agreement shall allow the student taking course work at the host institution to use these credits toward determining student status at the NCCAA member institution. Only the home institution shall count the student for determining student status at the NCCAA member institution. Only the home institution shall count the student for determining aid eligibility.
    - 2) Host institution: The non-NCCAA member institution in which the student is jointly enrolled by the home institution (which is the NCCAA member institution).
    - 3) Dual degree: A degree program that allows the student to receive two degrees, one from the home institution and one from the host institution.
    - 4) Number of hours: The number of hours (minimum) taken at home institution per semester is determined by the total hours accumulated from the home institution (unless transfer student). A student still must have a minimum combined total of 12 hours per semester (from all colleges attending) to be eligible.
      - a) Step 1: Attempt and pass a minimum of 9 hours (out of 12 needed to be eligible) at home institution per semester (or until 36 hours minimum is accumulated at home institution).
      - b) Step 2: Attempt and pass a minimum of 6 hours at home institution per semester (or until 54 hours minimum is accumulated at home institution).
      - c) Step 3: Attempt and pass a minimum of three hours at home institution per semester (until completion).
    - 5) Transfer student: A transfer student shall be required to take nine hours the first semester at the home institution, then he/she would be required to take hours based on the cumulative hour requirement.
    - 6) Transfer student from an NCCAA member institution: Such a student shall be required to take nine hours the first semester at the home institution, then he/she can count his/her hours from the other (Division I or Division II) NCCAA institution in the cumulative NCCAA member institution total.
  - b. Institutions must annually indicate on the Membership Renewal form if they participate in a cooperative exchange program and with which institution(s). Current and official documents verifying the cooperative exchange program(s) must be submitted to the Director of Membership by the home institution upon obtaining NCCAA membership or the start of the program(s) and resubmitted after any changes. Any variation required by the degree program of the home institution must be noted in the official document submitted by the home institution. However, total accumulative hours must still meet stated NCCAA Cooperative Exchange Policy (see Eligibility Certificate, Column M).
  - c. All other eligibility requirements must be met.
  - d. Guidelines
    - 1) The student must be enrolled in a dual degree (two degrees) program with the home institution OR be enrolled in an approved degree program awarded by the home institution.
    - 2) If the student is enrolled in 9 hours or more at the home institution, all financial aid must be held by the home institution.
    - 3) Student registration and the recording of grades is carried out at the home institution.
    - 4) The home institution determines the academic status of the student.
    - 5) The student cannot take a course at the host institution that is offered at the home institution. Only courses not available at the home institution may be taken at the host institution. Exception: Any variation to this guideline because of scheduling conflicts must be submitted in writing by the Registrar of the home institution to the Eligibility Coordinator.
    - 6) The student is under the authority of the home institution regarding rules and regulations academically, as well as rules of conduct for community life (socially).
    - 7) The student cannot participate in athletics for the host institution at any time while enrolled in a cooperative exchange program.
    - 8) All athletics eligibility is recorded and provided by the home institution.

- 9) The student must still accumulate a minimum of 12 hours per semester (hours may be combined from home and host institution depending on total amount of hours accumulated).
- 10) If a student drops a course during any semester that puts that student below 12 hours enrolled, the student shall be ineligible immediately.
- 11) The cooperative exchange program must be available and applied to all students at the home institution.

#### **SECTION D. RETENTION: RE-ESTABLISHMENT OF ELIGIBILITY (Also see Section E, Item 2)**

1. A student may participate in four seasons in one sport in 10 semesters, 12 trimesters, or 15 quarters of attendance if otherwise eligible. The 10 semesters need not be consecutive. During the ninth or tenth semester, or equivalent, the student may participate in any sport in which the student has not already used four seasons of participation.
2. With reference to establishing or re-establishing eligibility in the same institution, a student is eligible for athletics participation on the day following the close of a term, provided the student meets all eligibility requirements for the upcoming term and is properly certified as eligible.

**Incomplete Grades:** If a student is ineligible due to having insufficient hours but can become eligible if an incomplete grade is made up satisfactorily, the student shall not compete until the incomplete grade is made up, the grade is submitted to the Registrar in the normal manner and posted to the transcript, and the student is properly certified as eligible.

3. A student attending an institution on the trimester system may participate in spring sports if the student was identified the previous term at that institution, completed 24/36 institutional credit hours or more since the beginning of the fall term of the current school year, and is otherwise eligible although not enrolled during the third trimester.
4. A student who is eligible during the regular sport season for a particular sport and who is eligible at the end of the regular sport season shall retain eligibility in that particular sport for participation in NCCAA postseason competition provided the student has been in attendance the term immediately preceding the postseason competition.
5. A student who has completed all academic requirements for graduation from a four-year institution may continue to compete provided the student is enrolled in and pursuing post-baccalaureate coursework as described in Section I. A student who is not enrolled in such additional coursework and who has completed all academic requirements for graduation from a four-year institution as defined by that institution shall no longer be eligible to compete in intercollegiate athletics.
6. A student who has been dismissed/expelled or suspended (or its equivalent) for any reason, including athletic department policy, from any institution of higher learning must establish residency of two semesters, two trimesters, or three quarter terms of attendance at a four-year institution or until the institutional dismissal or suspension period at the sanctioning institution has been terminated, whichever is shorter, before intercollegiate participation at an NCCAA institution shall be permitted.

**EXCEPTION 1:** If the suspension (or its equivalent) occurred at a two-year institution within the student's first two semesters, three trimesters, or three quarter terms of attendance, the required residency (if necessary) may take place at any two-year or four-year institution.

**EXCEPTION 2:** A student who has been dismissed/expelled or suspended (or its equivalent) for failure to meet institutional academic requirements, but still meeting NCCAA eligibility requirements at the time of dismissal/suspension, shall not be subject to this restriction provided the student has not participated in intercollegiate athletics at any collegiate institution for one full calendar year after suspension from the original institution.

#### **SECTION E. TERMINATION OF ELIGIBILITY**

1. A student terminates athletic eligibility at the end of a term upon completing 10 semesters, or 12 trimesters, or 15 quarters in which the student is identified (See Section B, Item 8 of the NCCAA Eligibility and Casebook section).

**EXCEPTION 1:** A female student shall be granted a two-semester or three-quarter one-time extension of the ten-semester rule due to pregnancy. The request for the extension period of time shall be processed as an exceptional ruling to a standard rule.

**EXCEPTION 2:** A student may be granted up to a two-semester or three-quarter one-time extension to the ten-semester rule due to a debilitating illness (e.g., cancer, chemical dependency) and treatment or a sufficiently intrusive psychological or mental illness. Appropriate medical documentation that establishes the student's inability to compete is required and must be provided by an individual who is qualified and licensed to diagnose and treat the illness (e.g., doctor of medicine, doctor of osteopathic medicine, psychologist, psychiatrist, clinical counselor, etc.). The request for the extended period shall be processed as an exceptional ruling to a standard rule.

#### **CASEBOOK EXAMPLES**

##### **Counting Terms of Attendance (Semesters/Quarters/Trimesters)**

Approved Ruling: All terms (not hours) are converted to the type of term used by the institution currently being attended. The terms are converted as follows:

1 semester = 1 1/2 quarters – 1 1/5 trimesters

1 quarter = 2/3 semester

1 trimester = 5/6 semester

NOTE: This conversion refers only to terms of attendance. Credit hours earned at an institution are not converted but rather applied at face value.

##### **Fractions of Terms**

Approved Ruling: A student may play out a term if they have 2/3 of a term left. However, if a student has less than one-half a term remaining at the beginning of a term, their eligibility shall be terminated.

2. A student who loses eligibility at the end of a term because of graduation becomes ineligible at the end of the week (11:59 p.m. (ET), Saturday) in which the term ends.

**EXCEPTION:** Students who graduate at the close of the fall/winter term and who have qualified for NCCAA national competition for the immediately following spring/summer through the regional event held in the fall/winter shall not be required to have been in attendance the immediately preceding term prior to postseason competition to be eligible. The student is subject, however, to any contrary ruling, which may be made by the local institution or region.

3. A student who loses eligibility at the end of a term other than because of graduation or completion of 10 semesters of attendance becomes ineligible no later than midnight of the 30<sup>th</sup> calendar day following the close of the term. If an institution checks eligibility prior to the 30-day deadline (Section J, Item 2) and determines that a student has become ineligible, the student becomes ineligible immediately.

#### **CASEBOOK EXAMPLE**

##### **Eligibility for Postseason Play**

Case: An NCCAA institution's softball team has made it to the postseason world series during the same time grades for the spring 2016 academic term were finalized at the institution. One of the softball players who was eligible and competed the entire spring 2016 term did not earn 24 hours between the fall 2015 and spring 2016 academic terms and will be ineligible for the fall 2016 academic term. Is this student ineligible for the softball postseason?

Approved Ruling: No. A student who is eligible during the regular sport season shall retain eligibility for participation in NCCAA postseason competition provided the student was in attendance the term immediately preceding the postseason competition.

4. No student shall be permitted to participate in intercollegiate athletics for more than four seasons in any sport.
5. Any student for whom any of the following conditions apply shall have no eligibility remaining in that sport within the NCCAA.
  - a. Completed eligibility;
  - b. Been permanently banned in a given sport(s) at any four-year institution, either NCCAA-affiliated or other;  
OR
  - c. Been permanently banned in a given sport(s) by any athletic association (two-year or four-year).

A student for whom any of these conditions apply cannot regain eligibility in that sport at an NCCAA institution.

**EXCEPTION:** For eligibility purposes the NCCAA does not recognize the NCAA "five year rule" or age limitation regulations.

## **SECTION F. TRANSFER REQUIREMENTS: GENERAL**

1. A student previously identified with an institution of higher learning (two-year or four-year), who then transfers to a member institution must complete the Official NCCAA Transfer Player Eligibility Statement, NCCAA Transfer Verification Form (if necessary), and the institution must send this statement to the NCCAA Eligibility Coordinator prior to the student participating. The Transfer Eligibility Statement must be completed and sent with the eligibility certificate. The form requires the listing of the student's high school graduation, dates of attendance at institutions of higher learning, dates of athletic competition, and gaps in attendance. A gap in attendance is when a student was not enrolled at an institution of higher learning during a normal timeline of progress (e.g., a student is enrolled in the fall term but lists no enrollment in the spring term, then is enrolled again in the next fall term). Identifying gaps in attendance is critical to ensure the student was not attending an institution of higher learning. Research to verify gaps, such as a financial aid audit, should be conducted.
2. A student becomes identified with an institution upon representing an institution in an intercollegiate contest or enrolling in 12 or more institutional credit hours as reported by the institution's registrar on an official transcript based on the institution's official census date (summer session not included). Anyone transferring after identification becomes a transfer student.
3. If a student identified with an institution officially withdraws from that institution within 21 calendar days following the start of the term as stated in the institutional catalog and returns and becomes identified with the same institution (without becoming identified at another institution), the student shall not be charged with a term of attendance for the term in which the student withdrew.
4. If a student becomes identified at an institution and officially completely withdraws from that institution within 21 calendar days and subsequently becomes identified at an NCCAA institution after remaining out of school for at least two full consecutive semesters, two full consecutive trimesters, or three full consecutive quarters following the term of withdrawal, the term shall not be counted in application of the 9-Hour Rule, 24/36 institutional credit hour rule. The term shall be charged as a term of attendance with respect to the 10 semester, 12 trimester, or 15 quarter limit. However, the transfer rule shall apply, and the term shall be counted in application of the 9-Hour Rule or the 24/36 institutional credit hour rule if the athlete participated during the 21 days.
5. If a student identified with an institution officially withdraws from that institution after the institution's official census date then transfers and becomes identified with another institution, the student shall be charged with a term of attendance (and zero hours credit) for withdrawing after the institution's official census date.
6. A transfer student who was suspended or was declared otherwise ineligible due to misconduct while representing an institution in competition, in accordance with the bylaws, must serve the period of suspension at the institution to which the student transfers before intercollegiate participation shall be permitted.

### **CASEBOOK EXAMPLE**

#### **Suspension within Previous Athletic Department**

Case: A student was admitted in good standing and enrolled at his/her institution. The student was placed on suspension by the previous institution's athletic department. Does the previous suspension for violating athletic department policies affect eligibility within the NCCAA?

Approved Ruling: Yes. The student must establish two full semesters (or the equivalent) at your institution or until the institutional suspension policy at the suspending institution has been terminated, whichever is shorter. This residency of two semesters is still required if the student was allowed to attend the previous institution after the athletic department policy suspension. However, violation of team/coach's rules is not considered the same as violating institutional athletic department policies.

7. Transfer students must have a total cumulative GPA of at least 2.00 on a 4.00 scale calculated based on all official transcripts from all institutions attended to meet the requirements only for their first term at a member institution. The GPA for entering transfer students shall be calculated by dividing all quality points achieved by the total



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number of hours attempted for all courses listed on all official transcripts from all institutions previously attended. Thereafter only the GPA recognized by the student's current institution shall apply. All official transcripts must be received before the player may play. A transfer student must be academically and athletically eligible at the former school (according to their primary national athletic association (NAIA, NCAA, NCCAA, USCAA, CCAA)) to be immediately eligible at the NCCAA school. The Transfer Player Eligibility Statement and Transfer Verification Form must be sent to the Eligibility Coordinator.

8. A student charged with a season of competition in one sport by different institutions in the same academic year shall be charged with two seasons of competition. A student could amass two seasons of competition within one academic year.

A student may participate in a given sport at two different institutions during the same academic year. Such a student shall, however, be charged with two seasons of competition in the same academic year if the student is charged a season of competition by the first institution and charged a season of competition by the NCCAA institution. See exception immediately below.

**EXCEPTION:** A student competing at a junior college who meets the requirements for graduation from that junior college and transfers to a member institution during the same sport season and is otherwise eligible to compete at the member institution in the same sport shall be charged with only one season of competition.

#### **SECTION G. TRANSFER: PREVIOUS IDENTIFICATION AT A FOUR-YEAR INSTITUTION**

A student who has participated in an intercollegiate contest at the immediately previous four-year institution and who then transfers to an NCCAA member institution shall be eligible to participate if meeting all other eligibility rules. A transfer student can compete immediately at the new institution, and there is not a release required, pursuant to any applicable institutional rules.

Before competition, the new institution must complete and send the NCCAA Transfer Verification Form to the previously attended institution, if the transfer student competed in the previous season at the previous institution.

If a student's NCCAA institution requests a transfer verification from the student's previous two- or four-year institution and the previous institution does not respond to the request within 20 days, the form shall be deemed approved provided the NCCAA institution can produce the prescribed written documentation showing a transfer verification was requested. To satisfy this requirement, the following must occur:

1. The request must be made via email and is made clear to the athletics director and/or the compliance officer.
2. A copy of the student transcript verifying academic eligibility and a copy of the previous season's statistics must be sent to the Eligibility Coordinator.
3. The 20 days start at the time the email request was sent and shall be 20 calendar days.
4. Once the 20<sup>th</sup> day has expired, the verification is deemed granted, regardless of future communication from the previous institution.

A student who has completed all academic requirements for graduation and transfers to an NCCAA institution can compete immediately at the new institution, and there is not a release or minimum GPA required, pursuant to any applicable institutional rules.

#### **SECTION H. TRANSFER: PREVIOUS IDENTIFICATION AT A JUNIOR COLLEGE**

A student whose immediately previous identification and participation was with a two-year institution and who transfers to an NCCAA member institution shall fulfill all academic requirements of NCCAA and is entitled to only 4 seasons of participation in a given sport at the intercollegiate level.

##### **CASEBOOK EXAMPLE**

##### **Transfer – Athletic Associations**

Case: A student attends a two-year institution in which the athletic programs compete under the NJCAA. This institution has begun to offer numerous four-year degree programs. Is the student classified as a two-year or four-year transfer?

Approved Ruling: The student shall be considered a two-year college transfer. The athletic association of the particular institution must be taken into account to consider whether a student is considered a two-year or four-year transfer. Similarly, if the student participated when the two-year institution competes under a four-year athletic association, the student shall be considered a four-year transfer.

## SECTION I. ELIGIBILITY REQUIREMENTS FOR POST-BACCALAUREATE STUDENTS

A student who has completed all academic requirements for graduation with a baccalaureate degree and is subsequently pursuing an additional baccalaureate or equivalent degree, second major area of study, or graduate work of any kind is considered a post-baccalaureate student. A post-baccalaureate student who has athletic eligibility remaining may continue to compete by satisfying the following criteria:

1. All post-baccalaureate students must satisfy the following eligibility criteria:
  - a. The student must maintain institutional identification during any term of participation. For exceptions, see previous sections;
  - b. The student must be eligible according to the institution's standards for intercollegiate competition;
  - c. Treatment of repeat coursework as found in the NCCAA Handbook shall apply;
  - d. For the fall term only, if athletic contests are scheduled before the opening date of classes, an enrolled student may compete prior to the first day of class, provided the student meets all other eligibility requirements. For all other terms during the regular academic year, a student enrolled in the second (or subsequent) term may compete between terms (beginning on the day following the close of the concluding term), provided the student meets all eligibility requirements for the upcoming term;
  - e. A student who is eligible the last day of a term (as reported on the institution's official academic calendar) may retain eligibility until midnight of the 30<sup>th</sup> calendar day following the close of a term to allow an institution time to recertify eligibility through the official Eligibility Certification. This regulation does not apply to students who complete all requirements for graduation or complete 10 semesters of attendance (or equivalent). Further, students who are discovered to be ineligible by the institution through the official Eligibility Certification Process or by conference standards shall lose eligibility immediately upon such discovery; and
  - f. A student enrolling in college after the date set by the institution for enrollment of regular full-time students shall not be eligible to compete in intercollegiate athletics until two full calendar weeks of residency have been completed.
2. Student Pursuing Second Baccalaureate Degree: Enroll in a second baccalaureate or equivalent degree, or a second major area of study, and:
  - a. The student must be enrolled in 12 institutional credits at the time of participation;
  - b. The student must satisfy the 24/36-Hour Rule. A student who utilized the senior exception shall not be required to meet the 24/36-Hour Rule in their first term of attendance pursuing the second baccalaureate or equivalent degree;
  - c. The student must be making normal progress toward a recognized baccalaureate degree and maintain the minimum grade point average as defined by the institution and the NCCAA; and
  - d. The student must maintain a total cumulative GPA of at least 2.000 on a 4.000 scale. The GPA for students with continuing identification at your institution shall be calculated according to the official institutional policy for all students. The GPA for entering transfer students shall be calculated by dividing all quality points achieved by the total number of hours attempted for all courses listed on all official transcripts from all institutions previously attended. The registrar must verify that the above conditions have been met prior to participation by the student.
3. Student Pursuing Graduate Work: Enroll in a graduate program, professional school, or fifth-year post-baccalaureate degree teacher education program or post-baccalaureate certification program, and:
  - a. The student must be enrolled in a full-time class load as defined by the school in lieu of 12 institutional credits at the time of participation;
  - b. To maintain eligible status, the student must successfully complete a full-time class load as defined by the institution;
  - c. The student must maintain the minimum grade point average as defined by the institution (when applicable); and
  - d. The student must maintain a total cumulative GPA of at least 2.000 on a 4.000 scale. The GPA for students with continuing identification at your institution shall be calculated according to the official institutional policy for all students. The GPA for entering transfer students shall be taken at face value from the official transcript at the time a baccalaureate degree was awarded. An entering transfer student who has already completed graduate work shall have the GPA calculated by dividing all quality points achieved by the total number of hours attempted for all graduate courses listed on all official transcripts from all institutions previously attended.

The registrar must verify that the above conditions have been met prior to participation by the student.

## SECTION J. MILITARY SERVICE EXCEPTION

1. A student whose college attendance has been interrupted or delayed by active military duty in the armed forces of any nation shall be eligible for athletic participation immediately upon enrolling in a minimum of 12 institutional credit hours and becoming identified.

This exception automatically excuses a veteran from the application of all entrance requirements (freshman rule, residency rule, 24/36-Hour Rule, progress rule) and makes the veteran eligible immediately upon registration as a regular student carrying 12 or more credit hours.

The student may retain eligibility in the succeeding term by:

- a. having earned a minimum of 24/36 institutional credit hours the two immediately previous terms of attendance, or
  - b. satisfying the requirements for a second term student by having completed nine institutional credit hours the immediately previous term of attendance.
2. The NCAA Eligibility Coordinator must be furnished with a copy of the student's discharge paper for a student to be certified under this exception. Students using this exception shall be charged with terms of attendance and seasons of competition for terms and seasons used prior to entry into the military service.
  3. The duration of the application of the Military Service Eligibility Exception shall be limited to the first two full semesters or three quarters following release from active duty. Thereafter, the student is not entitled to any provisions of the Military Service Eligibility Exception rule, and all regulations shall apply.
  4. Military Service Eligibility Exception Applies to One Institution: The Military Service Eligibility Exception can be applied at one member institution only. Upon transfer to a second member institution all provisions of Section C apply.

### CASEBOOK EXAMPLES

#### Time Limit to Apply Exception

Case: I was released from active duty in April 2010. I did not enroll in college in either the fall term 2010 or the spring term 2011. I plan to enroll in the fall term 2011. May I apply the Military Service Exception Rule?

Approved Ruling: No. You have exceeded the duration of application of the Military Service Exception and are not entitled to any part of the exception. The application of the Military Service Eligibility Exception is limited to the first two full semesters/trimesters or first three full quarters immediately following release from active duty.

5. Military Service Seasons of Competition Exception  
An individual serving full time in the armed forces of any nation shall not be charged with a season of competition for competing in outside competition while representing the military (base team or intra-military) during the period of full-time service.

## SECTION K. SUBMISSION OF NCAA OFFICIAL ELIGIBILITY CERTIFICATES

1. It shall be the responsibility of the Compliance Officer of each member institution to check the eligibility of each student prior to allowing the student to represent the institution in any manner (e.g. scrimmages, intercollegiate contests) against competitors not directly identified with the institution in any sport recognized by the NCAA.

An NCAA Official Eligibility Certificate signed by the Registrar, Athletics Director, Coach, and Compliance Officer of the institution is to be submitted to the NCAA Eligibility Coordinator prior to participation. Reports become delinquent on the date following the first contest.

**NOTE 1:** The Certificate of Clearance is required for completion of eligibility certification, but it is not required to be submitted to the Eligibility Coordinator. The Compliance Officer must retain a signed copy of the Certificate of Clearance and produce the certificate upon request.

**NOTE 2:** Certification of Student-Athletes: Eligibility certification is required for all students before representing their institution in any manner (scrimmage, exhibition, freshmen, junior varsity, or varsity) against competitors not directly identified with the institution in any sport recognized by the NCCAA. The institution must submit eligibility certification to the NCCAA Eligibility Coordinator prior to participation.

**NOTE 3:** Submitting Eligibility Certificates: The NCCAA Official Eligibility Certificate and, if applicable, the Transfer Player Eligibility Statement and the NCCAA Transfer Verification Form must be sent to the NCCAA Eligibility Coordinator before competition is allowed. Certificate of Clearance must be filed with the Compliance Officer. Students competing prior to submitting the proper forms are participating ineligible. Penalties for delinquent filing can be severe.

2. Institutions that sponsor sports that carry over from one term to another (e.g., basketball, swimming and diving, wrestling, etc.) must certify that students participating in these sports are eligible for all terms in which the competition takes place.

It is the responsibility of a member institution to determine the validity of the information on which the eligibility of a student-athlete is based. Therefore, it is the responsibility of a member institution to:

- a. Secure official transcripts before a student-athlete competes.
- b. Determine whether a transcript is valid for use to determine eligibility.
- c. Maintain the integrity of the process between the admissions office and the athletic department.

## **SECTION L. PROCESSING OF ELIGIBILITY CASES**

1. Eligibility cases are defined as cases where an actual or possible violation of an NCCAA rule or regulation has taken place and has been duly reported to the Regional Coordinator and the Eligibility Coordinator.
2. Should the Eligibility Coordinator, after reviewing all information, determine that a violation has not occurred, the case shall be closed at that time.
3. Eligibility cases, which are initiated by an institution, must be submitted by the Compliance Officer and the Athletics Director at that institution to the Eligibility Coordinator.

When apparent violations come to the attention of the Eligibility Coordinator, the NCCAA Eligibility Coordinator shall notify in writing the Compliance Officer, the Athletics Director, and the Chief Executive Officer of the institution before processing the case.

4. Upon receipt of an actual or apparent violation, the following information must be sent it to the NCCAA Eligibility Coordinator and the Chief Executive Officer of the institution being investigated:
  - a. All pertinent data on the case (type of violation, date, place, etc.).
  - b. An up-to-date transcript of the student(s) involved.
  - c. A written statement signed by the institution's Athletics Director and Compliance Officer concerning the case and corrective steps to be taken by the institution.
  - d. Statement from the student(s) involved, if possible.
5. The Chief Executive Officer, after reviewing the case, may, within seven days of receipt, send a response to the Eligibility Coordinator, which shall be included in the material reviewed.
6. In eligibility cases involving the participation of an ineligible student according to NCCAA rules and standards in either program in which it holds membership, NCCAA Infractions and Penalties section shall be applied by the institution.
7. All eligibility cases must be processed through the NCCAA Eligibility Coordinator and the NCCAA National Eligibility Committee.
8. Conference action taken by an affiliated conference whose requirements are more stringent than those of the NCCAA shall be supported by the NCCAA. Should a member be found to be in violation of an association rule, the case shall be processed to include a recommendation from the region.

In cases where NCCAA members belong to a non-affiliated conference, the National Eligibility Committee shall rule whether such conference action against a member institution shall be respected and supported.

#### **CASEBOOK EXAMPLE**

##### **Request for an Eligibility Ruling**

Case: A student wants to participate this weekend, but the Compliance Officer has concerns about the student's eligibility status. Due to the lack of time, can the Regional Coordinator, a member of the National Eligibility Committee, or the National Office be called for a telephone ruling?

Approved Ruling: No. Neither the Regional Coordinator nor the National Office can rule on an eligibility case. The NCCAA Eligibility Coordinator is designated within the Association to rule on eligibility cases. Such rulings shall be made only after receipt and review of all information pertaining to the case. The NCCAA Eligibility Coordinator can rule on behalf of the National Eligibility committee in some cases that are clear.

The Compliance Officer of each member institution is charged with certifying that a student has complied with all regulations. The Compliance Officer relies heavily upon the information from the Registrar and, to some extent, the Athletics Director and coach, but the final decision rests with the Compliance Officer.

The request for clarification of a specific rule may be requested by phone from the Regional Coordinator, but the clarification shall apply only to the specific rule. The final determination about the eligibility status of an individual again rests with the institutional Compliance Officer.

#### **SECTION M. PROCESSING REQUESTS FOR AN EXCEPTIONAL RULING TO A STANDARD RULE**

In exceptional cases, where extenuating circumstances exist, an institution may request an exceptional ruling to a standard rule. Such a request may be made before or after participation of the student(s) involved. If applicable, such student(s) shall be withheld from further competition until the case is closed.

Exceptional cases are to be processed as follows:

1. The request for an exceptional ruling must be submitted to the NCCAA Director of Membership or NCCAA Eligibility Coordinator by the Compliance Officer and the Athletics Director of the institution requesting the ruling. The request must include all pertinent information concerning the request. Transcripts, the standard rule in question, and the reasons why an exceptional ruling should be granted must be included.
2. The institutional request and all documentation shall be sent to the National Eligibility Committee, through the Eligibility Coordinator, for a ruling. The ruling shall apply only to the specific case and shall not establish a precedent.

#### **SECTION N. HARDSHIP REQUESTS**

1. A hardship request is a request for an exception to the season of competition regulation (due to injury or illness). Hardships deal only with seasons of competition.

#### **CASEBOOK EXAMPLES**

##### **Hardship Request – Contests counting against the Hardship Limit**

Case: A student plays in seven basketball games and discontinues participation because of illness or accident.

Approved Ruling: The student is charged with a season of competition in basketball because participation limit for basketball is six contests. Each sport has specific limitations, and these are absolute.

##### **Hardship Request – Term of Attendance**

Case: If the hardship appeal is granted, does the term of attendance in which the student attended and/or participated, count as a term? What if no credits were earned during this term due to the student dropping out?

Approved Ruling: Yes, the term during which the student dropped out of college counts as a term of attendance, regardless of whether credit is earned, unless the student withdraws within 21 days following the official opening date of classes and returns to the same institution. Since the term counts, the student must meet all regulations of

the NCCAA before being eligible again for participation. If the withdrawal is medically supported, the institution may request an exceptional ruling in addition to a hardship to not apply the term of withdrawal to meet the 24/36 institutional credit hour rule upon the student's return.

2. Students transferring from a non-member institution to a member institution who would qualify for NCCAA hardship consideration shall have their requests honored for processing if the requests are fully documented and include the appropriate verification from the previous institution. Hardship cases approved by the NCAA, NAIA, CCAA, and NJCAA are honored by the NCCAA.
3. All hardship requests must meet the following criteria.
  - a. They must involve an injury or illness which is beyond the control of the student or coach, and which incapacitates the student from competing further during the sport season in question as verified by the attending physician (M.D. or D.O.) who must have examined the student during the sport season in question.
  - b. The student involved shall not have participated in a number of contests or dates, excluding scrimmages, in the affected sport during the sports season, equal to or more than those listed for the sport:
 

|                 |             |                           |             |
|-----------------|-------------|---------------------------|-------------|
| Baseball        | 11 contests | Softball                  | 11 contests |
| Basketball      | 7 contests  | * Track & Field - Indoor  | 3 meets     |
| * Cross Country | 2 meets     | * Track & Field - Outdoor | 3 meets     |
| * Golf          | 8 rounds    | Volleyball                | 6 dates     |
| Soccer          | 5 contests  |                           |             |

[\* Scrimmages are not allowed in these sports.]

**NOTE:** These limits shall be updated annually to reflect the season of competition rule.
  - c. Hardships cannot be requested for students who are incapacitated in the last regular season contest or postseason competition.
  - d. All applicable information must appear on the completed certificate. This certificate, along with a current transcript shall be sent to the NCCAA Eligibility Coordinator for processing.
  - e. Participation by a student after being examined by a physician for incapacitating injury or illness, and before receiving written medical clearance, shall nullify hardship considerations.
3. The hardship request must be submitted by the Compliance Officer or Athletics Director of the institution requesting the exception. Before a request or appeal can be considered, the following material must be submitted:
  - a. A current transcript of the student involved.
  - b. A completed official NCCAA Hardship Request Certificate.

## SECTION O. AMATEUR RULES AND REINSTATEMENT PROCEDURES

1. Definition of An Amateur
  - a. To properly control competition in the NCCAA program, only amateur students shall be eligible to participate in a given sport. An amateur is a student who engages in athletics contests for educational values, personal pleasure, satisfaction, and for the love of the sport, not for monetary or material gain.
  - b. A student who becomes a professional in a particular sport recognized by the NCCAA is considered a professional in that sport only (except for the sport-specific exceptions listed below) and therefore is ineligible for intercollegiate competition in that sport, except as permitted by the governing legislation of the NCCAA.

**EXCEPTION 1:** A student who becomes a professional in cross country, indoor track and field, or outdoor track and field is considered a professional in all three sports.

**EXCEPTION 2:** A student who becomes a professional in indoor or arena football is considered a professional in the sport of football.

**EXCEPTION 3:** A student who becomes a professional in indoor soccer is considered a professional in the sport of soccer.

**EXCEPTION 4:** A student who becomes a professional in beach volleyball is considered a professional in the sport of volleyball.

2. Acts Permitted by NCCAA Amateur Code  
The following acts shall NOT cause an athlete to lose amateur standing.

- a. Playing with an amateur team against a professional team or player if under the sponsorship or approval of NCCAA or the governing body of the sport concerned.

Attendance at a professional camp to participate in a tryout is not a violation of amateur standing in the NCCAA if there is a) no contract (player or agent); b) no financial payment (can be housed and fed); c) no participation against other teams.

#### **CASEBOOK EXAMPLE**

##### **Competition Against Professional Team**

Case: Is it permissible within NCCAA eligibility rules for a student to compete on a collegiate team against a professional team?

Approved Ruling: Yes, if the game is under sponsorship or has written approval of the NCCAA or of the sport's governing body. No, if the game does not have the approval of the NCCAA.

- b. Participating as a member of a team while not receiving remuneration (expense reimbursement) beyond actual expenses of travel, meals, and lodging only from the immediately previous city to the event, even though other members of the team may receive remuneration in excess of NCCAA amateur limits. Expenses must be itemized and properly documented.

#### **CASEBOOK EXAMPLE**

##### **Playing with Players Having Lost Amateur Standing**

Case: May a student compete on a non-professional team where some players are receiving compensation in excess of travels, meals, and lodging?

Approved Ruling: Yes, provided the team is not considered professional in any manner and the student in question receives no more than actual expenses for travel, meals, and lodging. Such expenses must be documented and itemized.

- c. Receiving reasonable compensation for officiating or coaching in amateur, recreational, or interscholastic programs. A student may solicit and be paid reasonable compensation on a lesson basis.

A student may coach at the intercollegiate level as long as compensation (if any) meets the criteria set forth in Section N.2 and, as compensation is institutionally controlled, must be included in the year-end report as institutionally related financial aid. The student may belong to an official's association without prejudice to amateur standing.

- d. Coaching at the intercollegiate level when compensation (if any) meets the criteria set forth in the Bylaws. Such compensation shall be considered athletic aid, as defined by official NCCAA policy, and shall be reported as such.
- e. In individual sports, receipt of prize money based on place finish or performance in an open athletics event. The competition must occur outside the institution's declared playing season during the institution's official summer vacation period. In addition, such prize money shall not exceed the student-athlete's actual and necessary expenses and may be provided only by the sponsor of the event. Actual and necessary expenses shall not include the expenses of or fees of anyone other than the student-athlete.
- f. Competing in a non-team athletics contest, certified as amateur by that sport's national governing body, and receiving financial reimbursement (expense reimbursement) for such participation when such remuneration does not exceed the actual expenses for travel, meals, and lodging only from the immediately previous city to the event. Expenses must be itemized and properly documented.
- g. Participating in radio or television programs for the purpose of promoting an amateur athletic event.
- h. Receiving reasonable compensation for supervision of physical education, playground, or recreational activities. With certain restrictions, employment in areas such as summer camps, recreation programs, municipal centers, or private clubs shall not jeopardize an athlete's eligibility. Students may solicit and be paid a reasonable amount on a lesson basis or wages must be paid on a fixed hourly, weekly, or monthly basis that is commensurate with the going rate for such employment. Students may give instruction when incidental to the overall job requirements.
- i. Receiving compensation for use of name, image, or likeness to promote any commercial product, enterprise, or public or media appearance. It is the responsibility of the student-athlete to notify his/her institution's athletic director or compliance officer in writing of any compensation the student receives from the use of name, image, or likeness in relation to his/her school or status as a student-athlete, if allowed by current state law.

3. Recognized Awards Received by Students

The NCCAA shall recognize the following award structure for awards directly resulting from place of finish or participation in athletics as conforming to the amateur regulations of this Association.

An individual participating as a recognized amateur under the rules of the sport's national governing body shall adhere to the amateur award regulations of the national governing body of that particular sport when the individual is not institutionally identified or when such events are held during the summer in which the individual is not representing an institution.

4. Acts That Result in Loss of Amateur Standing

The following acts shall cause a student to lose amateur standing for participation in intercollegiate competition recognized by NCCAA in the sport where any or all such acts occur.

- a. Receiving (directly or indirectly) expense reimbursement beyond actual expenses of travel, meals, and lodging only. Expenses must be itemized and properly documented.
- b. Signing a contract with any professional team.
- c. Participating in any athletics contest as a professional or as a member of a team where the student in question receives remuneration exceeding the actual expenses of travel, meals, and lodging only.

**CASEBOOK EXAMPLE**

**Semi-Professional Teams**

Case: A student has signed an agreement to play for a semi-professional soccer team. Although this team bills itself as "semiprofessional," none of the players receive more than actual expenses of travel, meals, and lodging. Has the student lost amateur standing?

Approved Ruling: Yes because the team includes the word "professional" in its advertising. The student is considered to have signed an agreement with a professional team.

- d. Entering into an agreement of any kind to compete in professional athletics with a professional sports organization.

5. Reinstatement Application Procedures

A student who has lost amateur status in a sport shall have amateur standing reinstated in that sport upon satisfying the following conditions:

- a. Ceasing to participate in violation of NCCAA amateur-standing regulations.
- b. Being charged a season of competition in that sport for every competition season in which the student competed in any manner as a professional or in which the student was in violation of the NCCAA amateur code.
- c. Fulfilling two consecutive semesters/three consecutive quarters (or equivalent) of attendance at the institution at which the student wishes to participate prior to being allowed to represent the institution in that sport in any manner in intercollegiate athletics.
- d. Having appropriate verification regarding satisfaction of these criteria submitted to the NCCAA Eligibility Committee for review and final dispensation.

**SECTION P. INSTITUTIONAL FINANCIAL AID POLICY FOR NCCAA DIVISION I**

1. The financial aid policy, including the aid limits, shall apply to varsity participants only.

2. Definitions

- a. Countable aid: Any and all financial assistance to student-athletes that is funded, controlled, or allocated by the institution, regardless of category, title, or original source. Countable aid includes athletic grants or scholarships, academic scholarships, leadership and/or performance scholarships, outside scholarships administered by the institution, tuition waivers, benefits, room credits, meal credits, institutional loans, and work study, as defined in financial aid packages and that is funded by the institution or government.
- b. Non-countable aid: Aid that is not funded, controlled, or allocated in any significant way by the institution: Pell, SEO, federal and state grants, benefits, and/or scholarships; loans not controlled by institutions; state-mandated tuition waivers and institutionally funded tuition waivers for employee dependents attending the institution of the employee.



### 3. Athletes Counting Toward Limits

Each institution shall identify and report its varsity roster for each sport from the total list of all its student-athletes certified as eligible in that sport. The financial aid policy, including the aid limits, shall apply to varsity participants only. Financial aid to junior varsity-only participants shall not count against the institution's allowable limits and shall not be reported.

No limit shall be placed on the number of student-athletes on any varsity roster, nor on the combined total number of all varsity and junior varsity athletes. A varsity-roster athlete shall be defined as any athlete who participates for any length of time as a designated varsity participant. An athlete must be designated as varsity if he/she competes in any intercollegiate contest that:

- a. Is included in the institution's or the individual's varsity statistics and/or won-loss record;
- b. Can be used for qualification for postseason competition (e.g., indoor and outdoor track and field, women's golf); or
- c. Can be counted toward team scoring (e.g., indoor and outdoor track and field) for the institution's varsity team.

NOTE: Designation of varsity or junior varsity status must be made at the time of scheduling for team sports and upon submission of entry forms for individual sports (indoor and outdoor track and field, etc.). In individual sports, athletes cannot qualify for postseason competition based on results of contests in which they are designated as junior varsity.

### 4. Upper limits for Institutional Aid (for non-sanctioned sports, the NAIA limits shall be followed and enforced)

|               |    |          |    |
|---------------|----|----------|----|
| Basketball    | 8  | Baseball | 12 |
| Volleyball    | 8  | Softball | 10 |
| Track & Field | 12 | Golf     | 5  |
| Cross Country | 5  | Soccer   | 12 |

Under no conditions may an individual or organization provide direct financial assistance to a previously enrolled or prospective student.

Academic Exemptions: Academically gifted students shall be exempt from the aid counted by the use of the following criteria:

- a. Aid to continuing students with a 3.60 GPA shall not count against the limits.
- b. Only one half of the aid to continuing students with a 3.30-3.59 GPA shall count against the limits.

All donations to the general athletics program and/or the athletics scholarship fund by outside organizations shall be deposited in an institutional fund and be administered by appropriate institutional committees under the control of the Chief Executive Officer.

### 5. A member institution shall award no more financial aid to a student-athlete than the actual cost of:

- a. Tuition;
- b. Mandatory fees, books, and supplies required for courses in which the student-athlete is enrolled; and
- c. Board and room for the student-athlete only, based on the official board and room allowance listed in the official institutional publication.
- d. Further financial assistance to a student-athlete by a member institution, other than listed above, is prohibited.

**EXCEPTION 1:** An institution may pay for necessary medical and dental expenses incidental to a student-athlete's participation in intercollegiate athletics at the member institution. Necessary expenses may include medical, surgical, medication, and therapy expenses incurred as a result of an athletic injury; medical examination costs; and athletic related medical insurance. Institutions shall not provide assistance for expenses for treatment of a student-athlete's illness or injury not resulting from intercollegiate athletics participation.

**EXCEPTION 2:** An institution or the National Office may provide actual and necessary expenses associated with attendance at a student-athlete advisory committee or student-athlete leadership meeting or activity, so long as the meeting or activity is sponsored by the institution or National Office. Such costs may be paid directly to the service provider or as reimbursement to the student-athlete, and allowable expenses may include, but are not limited to, the cost of travel, meals, lodging, awards, and personal gifts or apparel.

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**EXCEPTION 3:** In cases of natural disaster or emergency, an institution may provide financial assistance to a prospective or enrolled student-athlete(s) in money or in-kind provided the institution's established financial assistance process or distribution method is followed, and any such assistance is available to the general student body. A third-party relief organization (e.g., Red Cross, United Way, local community organization, etc.) or other first responders may also provide assistance in money or in-kind provided any such assistance is available to all individuals affected by the disaster or emergency.

6. Institutions not in compliance with the financial aid policy shall be subject to sanctions by the Administration Committee of the Board of Directors.



NCCAA Official Eligibility Certificate

Institution \_\_\_\_\_ State \_\_\_\_\_ Sport \_\_\_\_\_ Year \_\_\_\_\_  
Region \_\_\_\_\_ Check one: Men's ☐ Women's ☐ Total Students \_\_\_\_\_

|                                                                                  |  |
|----------------------------------------------------------------------------------|--|
| List type of term used at your institution (Semester, Quarter, Trimester, etc.): |  |
| List date of first day of class this term:                                       |  |
| List date of end of term:                                                        |  |
| Date of first contest (scrimmage or regular season) for the athlete(s) listed:   |  |

|                                                                  |
|------------------------------------------------------------------|
| <b>COOPERATIVE EXCHANGE PROGRAM (CEP)</b> <i>(if applicable)</i> |
| Name of CEP Institution: _____                                   |
| City and State of CEP Institution: _____                         |

| A                                                                                                                                                                                                                                         | B                                                                                                                                                                       | C                                                                               | D                                                                                               | E                                                                    | F                                                | G                      | H*                                                   | I                                        | J                                         | K                                                                | L                                                                                       | M                                                     |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|--------------------------------------------------|------------------------|------------------------------------------------------|------------------------------------------|-------------------------------------------|------------------------------------------------------------------|-----------------------------------------------------------------------------------------|-------------------------------------------------------|
| List student name<br><br>Include all athletes on all teams (varsity, junior varsity, etc.)<br><br>List students by previous seasons of competition, starting with those with the fewest seasons used to those with the most seasons used. | For each transfer, place a T in the Transfer Column and submit completed Transfer Forms for the student.<br><div>ID #<br/>(List last 4 numbers.)</div> <div>Tran.</div> | Terms of attendance (TOA) at any inst. of higher learning, including this term. | JR or SR academically, or participating in 3 <sup>rd</sup> or 4 <sup>th</sup> season this term? | If D is YES, list student's GPA.<br><br>If K is 1 or more, list GPA. | Institutional credit hours enrolled in THIS TOA. | Hours earned LAST TOA. | Hours earned in TOA immediately before the last TOA. | Hours earned in summer and/or non-terms. | Number of hours enrolled in co-op program | Previous seasons of competition in this sport. If none, put "0." | If K lists 3, has the student earned 48 (S) or 72 (Q) credit hours in general ed/major? | List total institutional credit hours earned to date. |
|                                                                                                                                                                                                                                           |                                                                                                                                                                         |                                                                                 | Y <input type="checkbox"/>                                                                      |                                                                      |                                                  |                        |                                                      |                                          |                                           |                                                                  | Y <input type="checkbox"/>                                                              |                                                       |
|                                                                                                                                                                                                                                           |                                                                                                                                                                         |                                                                                 | Y <input type="checkbox"/>                                                                      |                                                                      |                                                  |                        |                                                      |                                          |                                           |                                                                  | Y <input type="checkbox"/>                                                              |                                                       |
|                                                                                                                                                                                                                                           |                                                                                                                                                                         |                                                                                 | Y <input type="checkbox"/>                                                                      |                                                                      |                                                  |                        |                                                      |                                          |                                           |                                                                  | Y <input type="checkbox"/>                                                              |                                                       |
|                                                                                                                                                                                                                                           |                                                                                                                                                                         |                                                                                 | Y <input type="checkbox"/>                                                                      |                                                                      |                                                  |                        |                                                      |                                          |                                           |                                                                  | Y <input type="checkbox"/>                                                              |                                                       |
|                                                                                                                                                                                                                                           |                                                                                                                                                                         |                                                                                 | Y <input type="checkbox"/>                                                                      |                                                                      |                                                  |                        |                                                      |                                          |                                           |                                                                  | Y <input type="checkbox"/>                                                              |                                                       |
|                                                                                                                                                                                                                                           |                                                                                                                                                                         |                                                                                 | Y <input type="checkbox"/>                                                                      |                                                                      |                                                  |                        |                                                      |                                          |                                           |                                                                  | Y <input type="checkbox"/>                                                              |                                                       |
|                                                                                                                                                                                                                                           |                                                                                                                                                                         |                                                                                 | Y <input type="checkbox"/>                                                                      |                                                                      |                                                  |                        |                                                      |                                          |                                           |                                                                  | Y <input type="checkbox"/>                                                              |                                                       |
|                                                                                                                                                                                                                                           |                                                                                                                                                                         |                                                                                 | Y <input type="checkbox"/>                                                                      |                                                                      |                                                  |                        |                                                      |                                          |                                           |                                                                  | Y <input type="checkbox"/>                                                              |                                                       |
|                                                                                                                                                                                                                                           |                                                                                                                                                                         |                                                                                 | Y <input type="checkbox"/>                                                                      |                                                                      |                                                  |                        |                                                      |                                          |                                           |                                                                  | Y <input type="checkbox"/>                                                              |                                                       |
|                                                                                                                                                                                                                                           |                                                                                                                                                                         |                                                                                 | Y <input type="checkbox"/>                                                                      |                                                                      |                                                  |                        |                                                      |                                          |                                           |                                                                  | Y <input type="checkbox"/>                                                              |                                                       |

*\*If a quarter system; must be the 2 quarters immediately before the last term of attendance. List each term separately. If a student has not completed 3 consecutive quarters, then must meet 24/36-Hour rule under F and G.*

I hereby certify that only the students listed above are allowed to represent our institution, in any manner, in the sport listed.

Athletics Director \_\_\_\_\_ Date \_\_\_\_\_

Head Coach \_\_\_\_\_ Date \_\_\_\_\_

I hereby certify that columns **B, C, D, E, F, G, I, J, K, L, and M** are complete and correct according to official records. The students listed above are making normal progress toward a recognized degree and are maintaining the grade points required to remain in good standing as defined by our institution.

Registrar \_\_\_\_\_ Date \_\_\_\_\_

I hereby certify that I have checked this certificate prior to student participation and that the above students are eligible under NCCAA rules.

FAR or Compliance Officer \_\_\_\_\_ Date \_\_\_\_\_

**MUST BE SUBMITTED TO THE NCCAA ELIGIBILITY COORDINATOR PRIOR TO ALLOWING ANY STUDENT TO REPRESENT YOUR INSTITUTION.**

## DI Eligibility &amp; Casebook

[illegible]

## NCCAA Official Eligibility Certificate Instructions

2026-2027

- A.** List student's name. List students in groups by previous seasons of competition. (e.g., Freshmen first, then sophomores, juniors, seniors, and graduate level.)
- 
- B.** Enter the student's ID number in the first column. Only list the last four numbers of the ID (no social security numbers). For each transfer student, place a T in the Transfer column and submit completed Transfer Forms for the student.
- 
- C.** List the total terms of attendance (TOA) the student has attended at any postsecondary institution, including the current term. Note the type of term your institution uses (semester, quarter, trimester) at the top part of the certificate. The NCCAA converts past terms into the type of term used by your institution. Terms are to be converted as follows: 1 semester = 1.5 quarters or 1-1.2 trimester; 1 quarter = .667 semester; 1 tri = .833 semester. Students may compete in the first 10 semesters, 12 trimesters, or 15 quarters. A student must have one half or more terms remaining (after converting) to be eligible for the final term (e.g., including current term, student has used 10.5 semesters: student is eligible for that term. Including current term, student has used 10.667 semesters: student is not eligible).
- 
- D.** Check "YES" if the student is classified as a junior/senior academically by your institution or competing in the third or fourth season in the sport specified.
- 
- E.** If the answer to column D is "YES," list the student's total cumulative GPA. A transfer student's GPA will be computed from all transcripts of all previous institutions the student has attended. Students whose last identification (not including summer) was with your institution shall have the GPA used by your institution placed here. Summer or non-terms do not identify a student. Also, if the student completed a season of competition, list his/her GPA.
- 
- F.** Credit hours attributed to a course in progress shall be considered institutional credit hours for the purposes of determining identification when, as applied to the general student body, the course would appear on the transcript with a grade and earned credit hours upon completion. Courses not meeting this definition, although they may be required by your institution, cannot be recorded in this column.
- 
- G.** Determine the student's most recent term of attendance (student identifies by enrolling in 12 or more institutional credit hours per institution's census date or represents institution in competition). Use only institutional credit hours (as described in F) listed on the issuing institution's transcript.
- 
- H.** Apply criteria listed in G above to the second most recent term of attendance. If in a quarter system and the student has completed three consecutive quarter terms of attendance, use the two quarter terms of attendance immediately prior to the previous term of attendance. List each term individually, separated by a comma. If the student has not completed three consecutive quarters, then the student must earn 24 hours in the most recent and second most recent terms.
- 
- I.** No more than 12 non-term institutional credit hours can be used for this column. A non-term is defined as a term in which the student enrolls in fewer than 12 institutional credit hours at an institution. These non-term hours cannot be used if earned prior to one of the terms defined in columns G or H. Summer is always considered a non-term.
- 
- J.** List hours enrolled in a co-op program.
- 
- K.** List the previous seasons of competition in this sport charged by all previous institutions.
- 
- L.** Students must have accumulated at least 48 semester/72 quarter institutional credit hours in general education and/or the student's major field of study to be eligible to compete in a 4<sup>th</sup> season of competition in a sport.
- 
- M.** Students competing in the second season in a sport must have accumulated at least 24 semester/36 quarter institutional credit hours. To compete in the third season in a sport, a student must have accumulated at least 48 semester/72 quarter institutional credit hours. To compete in the fourth season in a sport, a student must have accumulated at least 72 semester/108 quarter institutional credit hours.
- 

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DI Eligibility & Casebook



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## NCCAA Eligibility Certificate for Entering Freshmen Guidelines

**Entering freshman:** Guidelines shall be followed as set forth in Section C.

An entering freshman is defined as a student who upon first becoming identified with an NCCAA institution has not previously been identified for two full semesters or three full quarters (or equivalent) at any institution(s) of higher learning (two-year or four-year). He/she must:

- Be a graduate of an accredited high school or be accepted as a regular student in good standing as defined by the enrolling institution; and
  - Have a high school a cumulative GPA of 2.3 or alternatively;
  - Meet two of the three following requirements. If as an entering freshman you do not meet at least two of the three standards, you cannot participate in athletics for the first full year of attendance, two semesters, three quarters, or equivalent).
- A. A minimum score of 18 on the ACT or 970 on the SAT (Evidence-Based Reading and Writing and Math).
- B. A minimum overall high school grade point average of 2.00 on a 4.00 scale. The NCCAA accepts the grade point average determined by the high school, provided it is recorded and awarded in the same manner as for every other student at the school.
- C. Rank in the upper half of the student's high school class as it appears on the final high school transcript after the student's date of graduation. The class rank must appear on the student's transcript, leaving certificate or other academic document. If the student's class rank does not appear on the above-mentioned documents, a letter from the student's principal or headmaster, assistant or vice principal, guidance counselor or registrar, written on the school's letterhead and with the school's official seal, stating that the student meets the class rank requirement can be accepted.

**EXCEPTION:** Completion of nine institutional credit hours prior to identification at any institution of higher education can be used in place of a qualifying class rank. The credit hours must be completed with a grade of "C" or better. The coursework must be accepted as institutional credit on the certifying NCCAA institution's official transcript. The coursework must also be shown as earned prior to the term in which the student wishes to compete, as indicated on an official transcript. For CLEP or AP credit, official documentation issued by the testing service noting the date the exam was taken will suffice.

For purposes of this rule, the NCCAA does not recognize a +/- attached to a letter grade. Consequently, a C+, C, and C- shall count as a C.

Two of the three requirements must still be met, but the criteria for alternative high school experiences and those outside the U.S. are determined as follows:

**EXCEPTION:** An entering freshman who satisfies one of the initial eligibility requirements found in Section C, Item 2 can gain eligibility in a subsequent term if the student passed 12 institutional credit hours with a grade of "C" or better during the first term of attendance at the certifying NCCAA institution.

For purposes of this rule, the NCCAA does not recognize a +/- attached to a letter grade. Consequently, a C+, C, and C- shall count as a C.

**GED (General Education Diploma) and HiSet Students:** (Section C.2.c. Note 1)

- A. Must achieve a minimum of 18 on the ACT or 970 on the SAT as stated in Item A above.
- B. Must meet the GPA requirement in Item B above.
- C. Class rank requirement is not applicable regarding GED/HiSet.

*(continued)*



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## NCCAA Eligibility Certificate for Entering Freshmen Guidelines - Page 2

### **Home-Schooled Students:** (Section C.2.c. Note 2)

- A. Must achieve a minimum of 18 on the ACT or 970 on the SAT as stated in Item A above.
- B. Must receive the certificate (or equivalent) granted by the appropriate state verifying successful completion of home schooling requirements. If the state does not issue certificates (or equivalent) the case must go to the NCCAA National Eligibility Committee.
- C. Class rank requirement is not applicable regarding home-schooled students.

### **International Students:** (Section C.2.c. Note 3)

The same three criteria listed above are to be used. However, if the foreign high school transcript is such that the grade point average cannot be determined and the class ranking is not available, the foreign student can be ruled eligible by meeting the specific institution's admission criteria for foreign students and by meeting the following NCCAA criteria:

- A. A score of 18 or higher on the ACT OR 970 or higher on the SAT (Evidence-Based Reading and Writing and Math); and
- B. Meet the entering freshman requirements as defined for students from each country in the most current Guide to International Academic Standards for Athletics Eligibility published by the NCAA (based on AACRAO guidelines).

Students not meeting at least two of the three standards shall be denied athletics participation at a member institution for the first full year of attendance (two semesters, quarters, or equivalent) that such a student is identified with an institution(s).



# NCCAA Division I Official Eligibility Certificate for Entering Freshmen

(to be completed by non-dually affiliated members only)

Institution  State  Sport  Year

Check one: ☐ Men's ☐ Women's

NOTE: Each student MUST have a 2.3 GPA or meet 2 of 3 columns A, B, or C. Students must also be certified on the NCCAA Official Eligibility Certificate prior to participation.

| List name of student | Date of birth<br>xx/xx/xx | A                                                                          | B                                                                                                      | C                            | D                                                                             | IF APPLICABLE                |                                                                |
|----------------------|---------------------------|----------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|------------------------------|-------------------------------------------------------------------------------|------------------------------|----------------------------------------------------------------|
|                      |                           | List overall high school GPA<br><br>*If below 2.3 must meet one of B or C. | Score from a single ACT test<br><br>TAKEN ON A NATIONAL TESTING DATE OR OFFICIAL STATE ASSESSMENT DATE | Score from a single SAT test | Was student ranked in the upper half of his/her graduating class? (YES or NO) | Exception (see instructions) | GED/Home schooled Students: List date certificate was awarded. |
| 1.                   |                           |                                                                            |                                                                                                        |                              |                                                                               |                              |                                                                |
| 2.                   |                           |                                                                            |                                                                                                        |                              |                                                                               |                              |                                                                |
| 3.                   |                           |                                                                            |                                                                                                        |                              |                                                                               |                              |                                                                |
| 4.                   |                           |                                                                            |                                                                                                        |                              |                                                                               |                              |                                                                |
| 5.                   |                           |                                                                            |                                                                                                        |                              |                                                                               |                              |                                                                |
| 6.                   |                           |                                                                            |                                                                                                        |                              |                                                                               |                              |                                                                |
| 7.                   |                           |                                                                            |                                                                                                        |                              |                                                                               |                              |                                                                |
| 8.                   |                           |                                                                            |                                                                                                        |                              |                                                                               |                              |                                                                |
| 9.                   |                           |                                                                            |                                                                                                        |                              |                                                                               |                              |                                                                |
| 10.                  |                           |                                                                            |                                                                                                        |                              |                                                                               |                              |                                                                |

I certify the above information is accurate.

Registrar \_\_\_\_\_ Date \_\_\_\_\_

I certify that the above incoming students comply with NCCAA regulations.

Compliance Officer/Athletic Director \_\_\_\_\_ Date \_\_\_\_\_



## NCCAA Transfer Player Eligibility Statement

This form should be completed by the Compliance Officer (assisted by the transfer student) only once at any NCCAA institution. All students who have previously been identified with an institution of higher learning must complete this form prior to participation.

Institution \_\_\_\_\_ State \_\_\_\_\_

Student Name \_\_\_\_\_

Date you first attended classes at this institution as a transfer student:        
Month Day Year

☐ Yes ☐ No

Did you enroll after the date set by the institution for regular full-time students?

If "Yes", give date of enrollment:

       
Month Day Year

☐ Yes ☐ No

Did you graduate from high school?

If "Yes", give month and year of high school graduation:

     
Month Year

High School Name \_\_\_\_\_

City, State, Country\*\* \_\_\_\_\_

If "No", did you earn a G.E.D.? ☐ No ☐ Yes, list date G.E.D. earned: \_\_\_\_\_

☐ Yes ☐ No

Have you served on Active Military Duty for one year or more?

If "Yes", list date of discharge: \_\_\_\_\_

☐ Yes ☐ No

Have you been granted a hardship/medical redshirt by any intercollegiate athletics association or conference?

If "Yes", complete the following:

Sport \_\_\_\_\_ Year \_\_\_\_\_

Granted by \_\_\_\_\_

☐ Yes ☐ No

Have you ever been suspended (or its equivalent) from any institution of higher learning?

☐ Yes ☐ No

Have you ever attended a four-year college or university (4-YEAR), a trade school (TRADE), a junior college (2-YEAR), or other post-high school institution (OTHER)? \*\*

**If you answered "Yes" to the above question, complete the following three sections:**

| ATTENDANCE SECTION (account for every academic/calendar term since high school) |                        |             |                     |                                      |          |
|---------------------------------------------------------------------------------|------------------------|-------------|---------------------|--------------------------------------|----------|
| Name of Institution                                                             | Type (use codes above) | City, State | From MO/YR To MO/YR | Number & Type of terms of attendance | PT or FT |
|                                                                                 |                        |             |                     |                                      |          |
|                                                                                 |                        |             |                     |                                      |          |
|                                                                                 |                        |             |                     |                                      |          |
|                                                                                 |                        |             |                     |                                      |          |
|                                                                                 |                        |             |                     |                                      |          |

| GAPS IN ATTENDANCE (account for every academic/calendar period since high school) |      |             |                     |
|-----------------------------------------------------------------------------------|------|-------------|---------------------|
| Name of Activity                                                                  | Type | City, State | From MO/YR To MO/YR |
|                                                                                   |      |             |                     |
|                                                                                   |      |             |                     |

| COMPETITION SECTION                                      |                                              |                                                                                                                                                                                                 |                  |
|----------------------------------------------------------|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| <input type="checkbox"/> Yes <input type="checkbox"/> No |                                              | Did you participate in an intercollegiate contest at any previous institution? List below any seasons of competition in ALL intercollegiate sports: (If you did not participate, write "None.") |                  |
| Name of Institution                                      | Seasons of competition* (List 1, 2, 3, or 4) | Sport                                                                                                                                                                                           | Academic Year(s) |
|                                                          | PLAYED      CHARGED                          |                                                                                                                                                                                                 |                  |
|                                                          |                                              |                                                                                                                                                                                                 |                  |
|                                                          |                                              |                                                                                                                                                                                                 |                  |
|                                                          |                                              |                                                                                                                                                                                                 |                  |

\*Seasons of Competition: Seasons of competition for a transfer student shall be determined by NCCAA Eligibility & Casebook, Section B, Item 18.

(continued)

## Transfer Player Eligibility Statement – Page 2

This page to be completed by the Compliance Officer

Name of Student \_\_\_\_\_ Filing Institution \_\_\_\_\_ State \_\_\_\_\_

We verify that the following is confirmed and accurate: (initial or mark the appropriate sections):

☐

All official transcripts from all institutions enrolled and attended have been received. The student-athlete cannot be ruled eligible without all official transcripts.

☐

The transfer student-athlete has met the required total cumulative GPA of at least 2.00 on a 4.00 scale calculated on the basis of all official transcripts from all institutions attended. This should be applied regardless of whether they have participated in any intercollegiate sport prior to enrolling in the present institution.

☐

The transfer student-athlete did not participate in any intercollegiate sport prior to enrolling in the present institution.

If this is the case, apply the EXCEPTION ruling where appropriate: A student-athlete shall be exempt from meeting the 24/36-Hour-Rule only during the first term in which he/she initially competes in any sport at the intercollegiate level, provided the following are true:

- The student-athlete hasn't previously participated in ANY intercollegiate sport at any institution (not just the sport for which he/she is currently being cleared).
- If the student is in the first four terms of attendance, then the student-athlete would have met all other freshman eligibility requirements upon initial identification with our institution.
- If the student is in the fifth or more terms of attendance, then the student-athlete has an overall GPA of 2.00 on a 4.00 scale calculated based on all transcripts from all institutions.

**PLEASE NOTE that this exception only pertains to the 24-Hour-Rule. The student-athlete must meet all other eligibility requirements.**

☐

The transfer student-athlete did participate in intercollegiate sport at a previous institution prior to enrolling in the present institution and has submitted a NCCAA Transfer Verification Form. (See [Appendix G.](#))

☐

The transfer student-athlete is coming as a graduate from a junior college and will be participating in the same sport during the same season. According to Section F, this athlete is eligible to do this and only count it as one season of participation. Remember that a non-graduate cannot participate in two different institutions in the same sport during an academic year.

☐

**\*\*InCred verification has been completed relative to international student-athlete eligibility.**

☐

Please list any special case that does not fall into any category above: \_\_\_\_\_

I have examined the student-athlete's athletic and academic records and, based on that material, all information provided on this form is accurate.

Compliance Officer's Signature \_\_\_\_\_

Date \_\_\_\_\_ Institution \_\_\_\_\_

## NCCAA Transfer Verification Form

DATE \_\_\_\_\_  
TO  
PREVIOUS INSTITUTION \_\_\_\_\_ CITY, STATE \_\_\_\_\_

FROM  
CURRENT INSTITUTION \_\_\_\_\_ CITY, STATE \_\_\_\_\_

The information requested below is needed to determine this student's athletic eligibility.

\_\_\_\_\_ from your institution is transferring to our institution  
(Name of student-athlete)

\_\_\_\_\_ and participating in intercollegiate athletics.  
(Name of Institution)

1. At your institution the student participated in the following sports:

| Sport | Academic attendance | # of seasons of competition |         | Academic years in which competition occurred |
|-------|---------------------|-----------------------------|---------|----------------------------------------------|
|       |                     | Played                      | Charged |                                              |
|       |                     |                             |         |                                              |
|       |                     |                             |         |                                              |

2. Is this student in good academic standing at your institution? ☐ Yes ☐ No

If no, please explain. \_\_\_\_\_

3. Is this student in good financial standing at your institution? ☐ Yes ☐ No

If no, please explain. \_\_\_\_\_

4. Is this student suspended or on probation at your institution? ☐ Yes ☐ No

If yes, what are the stipulations of this suspension/probation? \_\_\_\_\_

5. Had this student remained at your institution, would he/she have been academically and athletically eligible according to your primary athletic national association (NAIA, NCAA, NCCAA, USCAA, ACCA, CCAA)?

☐ Yes ☐ No

If not, please explain. \_\_\_\_\_

PREVIOUS INSTITUTION \_\_\_\_\_

COMPLETER (print) \_\_\_\_\_ TITLE \_\_\_\_\_

COMPLETER SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

CURRENT INSTITUTION ATHLETICS DIRECTOR  
SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

ELIGIBILITY COORDINATOR  
SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

(Copy must be sent to the NCCAA Eligibility Coordinator along with eligibility forms.)  
(Only for someone who played athletics at the previous school in the previous year.)

## Institution \_\_\_\_\_ State \_\_\_\_\_

The above statement is applicable for the sport of \_\_\_\_\_ for the academic year 20\_\_\_\_ to 20\_\_\_\_.

**This form is to be completed and retained by the institution. This form must be available to the National Eligibility Chair upon request. Make copies as needed.**

[illegible]

As a representative of an institution affiliated with the NCCAA, I hereby certify that the beginning statement of this certificate has been read to all student-athletes that are practicing or shall practice in the above named sport.

---

Date



## NCCAA Official Hardship Request Certificate

A hardship request is a request for an exception to the Season of Competition Regulation (SECTION M of NCCAA Eligibility). Hardship cases deal only with season of competition. For requests not dealing with seasons of competition, see SECTION L of NCCAA Eligibility, "Processing Requests for an Exceptional Ruling to a Standard Rule." All hardship requests must be referred to the NCCAA Eligibility Coordinator as set forth in SECTION M, ITEM 2.d. of NCCAA Eligibility. **A current transcript of the student-athlete must be submitted with the request.**

1. Name of Student-Athlete \_\_\_\_\_ Sport in Question \_\_\_\_\_  
Submitting Institution \_\_\_\_\_ Region \_\_\_\_\_  
City/State \_\_\_\_\_

2. Date of injury or illness which incapacitated the student \_\_\_\_\_

3. List the institution's name the student played for, all date(s), and all opponent(s) (institutions) the student competed against for the year in question. Scrimmages are not counted against the maximum allowable contests for hardships but should be listed and noted as scrimmages.

**Institution Where Athlete Competed:** \_\_\_\_\_

| Date  | Opponent(s) | Date  | Opponent(s) |
|-------|-------------|-------|-------------|
| _____ | _____       | _____ | _____       |
| _____ | _____       | _____ | _____       |
| _____ | _____       | _____ | _____       |
| _____ | _____       | _____ | _____       |
| _____ | _____       | _____ | _____       |

List all seasons of competition, including current season, of the sport in question. (Example: 2016-17, 2017-18)

4. I hereby certify that the above information is complete and accurate:

|                                                |                |
|------------------------------------------------|----------------|
| Athletics Director or Compliance Officer _____ | Position _____ |
| Coach _____                                    | Date _____     |

5.

**To be completed in full by the attending physician (must be an M.D. or D.O.)**

**Please CHECK YOUR ANSWERS and INITIAL each blank.**

|                                                                                                                                                                                                                  |                                                                |                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|----------------|
| 1. Was the athlete under medical care prior to the injury or illness that initiated this hardship request? If yes, was the athlete medically released for participation prior to the injury/illness in question? | <input type="checkbox"/> YES <input type="checkbox"/> NO       | Initials _____ |
| 2. Did the injury/illness incapacitate the student from competing the remainder of the sport season in question?                                                                                                 | <input type="checkbox"/> YES <input type="checkbox"/> NO       | Initials _____ |
| 3. When did you examine the athlete AND recommend no further competition for the remainder of the season?                                                                                                        | Date ____/____/____                                            | Initials _____ |
| 4. When, in your judgment, will the athlete be medically fit to return to competitive athletics?                                                                                                                 | Date ____/____/____                                            | Initials _____ |
| 5. Physician's Signature _____ Date _____ Physician's Printed Name _____                                                                                                                                         | M.D. <input type="checkbox"/><br>D.O. <input type="checkbox"/> |                |
| 6. Address/City/State/Zip _____                                                                                                                                                                                  |                                                                |                |

6.

☐ Attach current transcript.

Send this form and transcript to: NCCAA National Office.  
**All 6 areas of this form must be completed before the request can be considered by the National Office.**

**FOR OFFICIAL USE ONLY – DO NOT WRITE IN THIS SPACE**

☐ **Granted**

☐ **Denied** (The request does not meet criteria established by membership.)

\_\_\_\_\_  
NCCAA Eligibility Coordinator

\_\_\_\_\_  
Date

## NCCAA Exception to a Standard Rule Form

In exceptional cases, where extenuating circumstances exist, an institution may request an exceptional ruling to a standard rule. Such a request may be made before or after participation of the student(s) involved.

1. Student's Name / Sport \_\_\_\_\_  
Institution \_\_\_\_\_  
Region \_\_\_\_\_

2. Rule seeking exception: ARTICLE \_\_\_\_\_ SECTION \_\_\_\_\_ ITEM \_\_\_\_\_  
All pertinent information regarding the request should be attached to this sheet.

3. Transcript attached. Please check box. ☐

4. Athletics Director Signature \_\_\_\_\_

5. Faculty Athletics Representative/  
Compliance Officer Signature \_\_\_\_\_

6. Date sent to NCCAA Director of Membership or Eligibility Coordinator \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Send this form as a cover sheet with the accompanying documentation and transcript to the NCCAA Director of Membership or Eligibility Coordinator. All six areas of this form must be completed before the request can be considered. The National Eligibility Committee will review the information and make a recommendation.**

### Additional Documentation

This is a broad process that can be applied to various categories of NCCAA legislation; thus the particular request determines what information will be necessary or relevant. Because the National Eligibility Committee will only have the submitted information to consider, it is an institution's goal to paint a clear, thorough picture of the circumstances and why an exception is warranted.

### Required Items:

- NCCAA Exception to a Standard Rule Form
- All transcripts for any student(s) involved (Unofficial transcripts are acceptable.)

### Additional Items: (providing this information shall assist in the expediting the request)

- Personal narratives by individuals involved; suggested two to four documents supporting the request (e.g., student-athlete, coach, athletics director, parents, academic advisor, etc.)
- Documentation that verifies central details (e.g., medical records of an injury or illness, receipts, game statistics/footage, etc.)

### Questions?

If you have any questions about the process, how it works, or what information may be necessary for a particular exception request, please contact the NCCAA Director of Membership.

Phone (864) 250-1199 x103 | Email [bgilmore@thenccaa.org](mailto:bgilmore@thenccaa.org)



## **Sports Policies and Procedures**

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## Sports Policies and Procedures Table of Contents

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## Sports Policies and Procedures

### I. INTRODUCTION

- A. The following policies and procedures pertain to all NCCAA member institutions, unless otherwise indicated as pertaining specifically to NCCAA-only member institutions or dually affiliated institutions.
- B. NCCAA-only institutions sponsoring sports not sanctioned by the NCCAA must also follow these policies and procedures for those sports in addition to eligibility rules. For any sport specific guidelines not listed, such as maximum number of contests, number of exhibition and scrimmage contests/dates, start dates, financial aid limits, etc., the current NAIA sport specific guidelines shall be followed and enforced. Verification of the NAIA sport specific guidelines with the NCCAA Director of Membership is recommended.

### II. FREQUENCY OF CONTESTS

#### A. General Information

The following guidelines for frequency of play and scheduling pertain only to NCCAA member institutions. NCCAA institutions who are dually affiliated with NCAA, NAIA, or CCAA shall abide by the dual affiliation guidelines for frequency of play and scheduling. All other NCCAA institutions, whether or not dually affiliated with any other national organization, shall abide by the guidelines listed below.

#### B. Frequency of Play and Scheduling

1. The maximum number of varsity games, contests, or playing dates an institution may schedule is listed below. The number of junior varsity or freshman games, contests, or playing dates scheduled during the academic year cannot exceed the number of varsity games, contests, or playing dates scheduled during that academic year. Further, no student-athlete may compete in a sport in an academic year in more than the number of games, contests, or playing dates listed below (this includes varsity, junior varsity, freshman, etc.), excluding NCCAA, NAIA, NCAA, and CCAA approved postseason participation.

| <u>Sport</u>          | <u>Number of Games/Contests/Playing Dates</u>                                                                                                                                                                                                                                                                                                                                                                                     |
|-----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Baseball              | 50 contests (See Sports Policies and Procedures section II.B.2.b. for information on scrimmages during the non-championship season.)                                                                                                                                                                                                                                                                                              |
| Basketball (M & W)    | 28 games (A student who participates in a varsity contest and a junior varsity contest, on the same day, and at the same location, is considered to have participated only in one game. A student may invoke this exception a maximum of 10 times during an academic year. It is the responsibility of each coaching staff to ensure that each student-athlete does not exceed the maximum of 10 exceptions in an academic year.) |
| Cross Country (M & W) | 7 meets                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Football              | 11 games, with a student limited to participating in no more than 15 contests (This includes varsity, junior varsity, freshman games, and scrimmages.)                                                                                                                                                                                                                                                                            |
| Golf                  | 12 matches/tournaments                                                                                                                                                                                                                                                                                                                                                                                                            |
| Soccer (M & W)        | 18 games played at any time during the sport season. (See Sports Policies and Procedures section II.B.2.b. for information on scrimmages during the non-championship season.)                                                                                                                                                                                                                                                     |
| Softball              | 50 games (See Sports Policies and Procedures section II.B.2.b. for information on scrimmages during the non-championship season.)                                                                                                                                                                                                                                                                                                 |
| Indoor Track (M & W)  | 10 meets                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Outdoor Track (M & W) | 10 meets or 12 meets if indoor track is not sponsored                                                                                                                                                                                                                                                                                                                                                                             |
| Volleyball (M)        | 26 dates (See Sports Policies and Procedures section II.B.2.b. for information on scrimmages during the non-championship season.)                                                                                                                                                                                                                                                                                                 |
| Volleyball (W)        | 26 dates (See Sports Policies and Procedures section II.B.2.b. for information on scrimmages during the non-championship season.)                                                                                                                                                                                                                                                                                                 |

For a contest of any kind (i.e., scrimmage, exhibition, game/meet, etc.), once the contest has commenced, the designation of the type of contest shall be officially recorded as such, and the designation cannot be changed retroactively.

## CASEBOOK EXAMPLES

### Scheduling

Approved ruling: The scheduling limitation is established per season. Any game, match or contest that must be cancelled may be re-scheduled with the same or another opponent so long as the total number of games played does not exceed the allowable limit for either institution or athlete. Contests that are forfeited in accordance with approved NCCAA policy shall count against the frequency of play limits.

### Split Squads

Approved ruling: When a squad (e.g., golf, indoor and outdoor track and field) is split into two or more teams to compete in different matches or meets in a single day and no individual athlete competes in more than one meet or match on that day, this competition will be counted as only one varsity contest as it applies to the frequency of play limits.

### Tournaments – Preseason and Postseason

Approved ruling: Conference qualifying tournaments held at the end of the season are considered postseason and will be approved by the NCCAA per the approval policy. Such tournaments do not count in the maximum number of scheduled contests/dates allowed. Conference or other tournaments held prior to the end of the season shall count against frequency of play limits.

## 2. Exhibitions and Scrimmages

### a. Exhibition: A competition against competitors not identified with the institution when:

- 1) The competition does not meet the definition of a scrimmage pursuant to Section B, Item 18 of the NCCAA Eligibility and Casebook section.
- 2) The competition is noted as an exhibition on the institutional schedule.
- 3) For NCCAA-only Division I institutions, the competition is against a non-NCCAA only Division I opponent (e.g., exhibition can be vs. NAIA, NCAA, and other countable opponents but not another NCCAA-only Division I).
- 4) For NCCAA-only Division II institutions, the competition is against a non-NCCAA only Division II opponent (e.g., exhibition can be vs. NAIA, NCAA, and other countable opponents, but not another NCCAA-only Division II opponent).

If the competition meets this definition, then it shall not be included in individual and team statistics, win/loss records, and coaching records. The competition shall count against NCCAA game limitations. An NCCAA institution shall be limited to one exhibition per season. The exhibition game shall count toward the 20% threshold for charging a season of competition.

In all sports except basketball an institution is allowed one exhibition competition per season. The competition must meet the definition of an exhibition listed above. The exhibition competition shall count as one varsity game, contest, or playing date within the limits stated above.

For the sport of basketball, an institution is allowed up to six exhibition competitions per season so long as the total number of games, exhibitions and scrimmages do not exceed 32. For the sport of basketball, an exhibition competition shall not count as a varsity game.

### b. Scrimmage: A competition against competitors not identified with the institution when:

- 1) The competition is not listed or is noted as a scrimmage on the institutional schedule; and
- 2) No scores or statistics are reported by NCCAA institutions.

For a contest to be considered a scrimmage, scores and statistics cannot be reported. This includes scores or statistics listed or appearing in an article on statistical reporting sites, athletic or institutional website, social media post (e.g., Facebook, X, Instagram), or community newspapers or websites.

Scrimmages shall not be allowed in the following intercollegiate sports: cross country, golf, and indoor and outdoor track and field. Students must be certified as eligible prior to participating in a scrimmage. Transfer students shall be governed by the association under which they competed.

A student participating in a contest that fits the definition of a scrimmage (Eligibility and Casebook section B, Item 18) shall not be charged a season of competition.

Students who have competed in only non-intercollegiate scrimmages shall not be charged a season of competition if the scrimmage(s) meet the definition of an NCCAA scrimmage, and if the student participates in no more than the number of scrimmages allowed for the sport.

The following number of scrimmages per sport shall be allowed in addition to the maximum number of varsity games, contests, or playing dates that an institution may schedule or in which a student may compete:

| <u>Sport</u>          | <u>Number of Scrimmage Dates</u>                                                                                                                                                                  |
|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Baseball              | 2 (Plus 3 additional scrimmage dates to be conducted before the end of the fall term. Student-athletes are not permitted to miss class for any reason related to these three additional dates.)   |
| Basketball (M & W)    | 4                                                                                                                                                                                                 |
| Cross Country (M & W) | 0                                                                                                                                                                                                 |
| Golf (M & W)          | 0                                                                                                                                                                                                 |
| Soccer (M & W)        | 2 (Plus 3 additional scrimmage dates to be conducted after the fall term has concluded. Student-athletes are not permitted to miss class for any reason related to these three additional dates.) |
| Softball              | 2 (Plus 3 additional scrimmage dates to be conducted before the end of the fall term. Student-athletes are not permitted to miss class for any reason related to these three additional dates.)   |
| Track & Field (M & W) | 0                                                                                                                                                                                                 |
| Volleyball (M)        | 2 (Plus 3 additional scrimmage dates to be conducted before the end of the fall term. Student-athletes are not permitted to miss class for any reason related to these three additional dates.)   |
| Volleyball (W)        | 2 (Plus 3 additional scrimmage dates to be conducted after the fall term has concluded. Student-athletes are not permitted to miss class for any reason related to these three additional dates.) |

3. In those sports where scrimmages are allowed, an institution that does not schedule or participate in the maximum number of allowable varsity games, meets, or playing dates may conduct additional scrimmages, of up to the NCCAA's limits. In no case can the combined number of scheduled contests and scrimmages exceed the maximum number listed.

4. Countable Games

For games to be considered countable (e.g., included in statistics, won-loss records, and coaching records), all the following must be true:

- a. The institution must be a four-year degree-granting institution.
- b. The team must be a varsity program.
- c. The institution must meet one of the following:
  - 1) Member of the NCCAA, NCAA, NAIA, CCAA, or Canadian U Sports. For Division II, NJCAA is also accepted.
  - 2) The institution must be accredited by one of the six recognized accrediting bodies in the U.S.: Middle States Commission on Higher Education (MSCHE), New England Commission of Higher Education (NECHE), Higher Learning Commission (HLC), Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), Northwest Commission on Colleges and Universities (NWCCU), or WASC Senior College and University Commission (WSCUC); or accreditation with The Association for Biblical Higher Education (ABHE), Transnational Association of Christian College and Schools (TRACS), or Universities Canada.

NOTE: Additional institutions may be submitted for review for exceptions and added to the countable game list.

5. Minimum Number of Contests

Institutions must play the following minimum number of contests against accredited, upper-level, degree-granting institutions in the United States and/or Canada to be eligible for NCCAA postseason competition and regional/national postseason awards. (If an institution does not meet the minimum requirement, it can only be nominated for Scholar-Athlete and Scholar Team). To be included in NCCAA power ratings reports, the minimum game requirements for that sport must be met.

|                    |            |                    |          |
|--------------------|------------|--------------------|----------|
| Men's Soccer       | 10 games   | Men's Basketball   | 18 games |
| Women's Soccer     | 10 games   | Women's Basketball | 18 games |
| Women's Volleyball | 15 matches | Softball           | 16 games |
| Men's Volleyball   | 9 matches  | Baseball           | 16 games |

**NOTE: For dually affiliated institutions with CCAA, exhibitions against NCCAA opponents shall be included in power ratings due to CCAA's exhibition requirements.**

6. Foreign Contests

A maximum of two contests against teams from foreign countries (excluding Canada and Mexico) played in the United States and/or Canada/Mexico shall be permitted without counting against the maximum allowable number. Contests held in a country (except Canada/Mexico) shall not apply to the limitation.

7. 24-Week Season

Each sport shall have a maximum 24-week practice and competition season established by each member institution. Frequency of play, practice, and scheduling policies shall be applied only during the period of August 1 to May 15, pursuant to the following instructions. The start date specified is the earliest possible date on which any activity meeting the definition of a practice or competition may occur, though teams are free to choose a later date. Scrimmages and exhibitions are excluded and not subject to the start date for competitions.

| SPORT                                       | START DATE FOR PRACTICES, SCRIMMAGES, EXHIBITIONS                             | START DATE FOR COMPETITIONS                                                                                                                                                                                                                                                         |
|---------------------------------------------|-------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Baseball                                    | September 1 or the start of the institution's fall term, whichever is earlier | Thursday of last full weekend in January for games occurring after winter break; fall games are permissible anytime beginning September 1                                                                                                                                           |
| Basketball (men's and women's)              | 38 days prior to first allowable game                                         | 4 <sup>th</sup> Thursday in October                                                                                                                                                                                                                                                 |
| Cross country (men's and women's)           | 17 days prior to first allowable meet                                         | 4 <sup>th</sup> Thursday in August                                                                                                                                                                                                                                                  |
| Golf (men's and women's)                    | 2 <sup>nd</sup> Monday in August                                              | 4 <sup>th</sup> Thursday in August                                                                                                                                                                                                                                                  |
| Soccer (men's and women's)                  | 17 days prior to first allowable game, not to precede August 1                | 3 <sup>rd</sup> Thursday in August                                                                                                                                                                                                                                                  |
| Softball                                    | September 1 or the start of the institution's fall term, whichever is earlier | Thursday of last full weekend in January for games occurring after winter break; fall games are permissible anytime beginning September 1                                                                                                                                           |
| Indoor track and field (men's and women's)  | September 1                                                                   | September 1                                                                                                                                                                                                                                                                         |
| Outdoor track and field (men's and women's) | September 1                                                                   | September 1                                                                                                                                                                                                                                                                         |
| Volleyball (men's)                          | September 1                                                                   | 14 Thursdays prior to the sport's regional completion deadline; fall dates are permissible anytime beginning September 1                                                                                                                                                            |
| Volleyball (women's)                        | 17 days prior to first allowable competition date, not to precede August 1    | Division I: 14 weeks prior to the sport's regional completion deadline; if on a Saturday, the immediately preceding Friday is included.<br>Division II: 12 weeks prior to the sport's regional completion deadline; if on a Saturday, the immediately preceding Friday is included. |

Frequency of play, practice, and scheduling outside of this period is governed by each member institution and will not be regulated by the NCCAA.

There shall be no more than 3 break periods during the 24 weeks. NCCAA approved postseason participation shall not be counted as part of the 24-week period. A week is defined as Monday (12:00 a.m.) through Sunday (11:59 p.m.). Any practice or competition during this period shall constitute one of the 24 weeks permitted.

As an exception, a team participating in NCCAA approved postseason competition shall not count practice activities towards the team's 24-week season, as described below:

**EXCEPTION 1:** When a conference postseason competition occurs, any practice activities occurring during the week(s) of the competition shall be exempt. Once teams are selected for NCCAA National Championship competition, institutions not selected must cease practice activities or comply thereafter with the restrictions of the 24-week rule.



Any regular season or non-qualifying events occurring during this time must be counted towards the team's frequency of play limits, even if the week is exempt from the 24-week season due to this exception.

**EXCEPTION 2:** Practice activities for teams selected to participate in the NCCAA National Championship competition shall continue to be exempt. The team may continue to utilize the exception through its final contest in National Championship competition.

**EXCEPTION 3:** For all other forms of NCCAA approved postseason, practice activities occurring between the deadline for the sport's completion of conference/independent/unaffiliated competition and the team's participation in its final contest in NCCAA approved postseason shall not count towards the team's 24-week season. Once teams are selected for NCCAA approved postseason, institutions not selected for the NCCAA approved postseason must cease practice activities or comply thereafter within the restrictions of the 24-week rule. Teams selected to participate in NCCAA approved postseason must count all activities at the conclusion of its postseason participation.

**CASEBOOK EXAMPLE**

**Break Periods**

Approved Ruling: A break is any week Monday (12:00 a.m.) through Sunday (11:59 p.m.) or series of consecutive weeks in which no practice or competition occurs. Scheduled breaks for the institution that meet the definition (such as Christmas vacation) must be counted as one of the three allowable breaks if no practice or competition occurs.

8. Definition of Practice

Practice shall be defined as follows: An activity organized and/or directed by an identified member of the coaching staff of that sport in which appropriate equipment is used or instruction and/or evaluation of the athlete takes place.

**CASEBOOK EXAMPLE**

**Conditioning**

Approved Ruling: Conditioning and weight-training activities that do not utilize equipment associated with a sport will not be considered practice in that sport.

**Activity Classes**

Approved Ruling: A college activities class involving the teaching of sports skills that is open to all students will not be considered practice. A college activities class involving the teaching of sport skills only to invited students shall apply to the practice/competition season of that sport.

**Alumni Game – Season of Competition**

Approved Ruling: An alumni contest is considered an "in-house" event and shall be treated the same as an internal practice.

9. Institutional Day Off Policy

Each institution must establish a written policy providing every team and student-athlete with one day off per week from athletic participation. Institutions have the autonomy to determine how such policies are defined, implemented, and enforced. Each institution's policy must be published in its student-athlete handbook and on its athletics webpage and shall also be provided to the region. Each institution's policy must include an identified process or point of contact at the institution or region for student-athletes or other individuals who believe their institutional policy is being violated.

10. All-Star Competitions:

- a. A student-athlete may represent his/her NCCAA institution in an all-star competition under the following conditions:
  - 1) The student-athlete is eligible for NCCAA participation during the term in which the all-star contest occurs, or
  - 2) The all-star contest occurs during the academic year, or subsequent summer, in which the student-athlete completes his/her fourth season of competition and/or 10th semester/15th quarter term of attendance.
- b. A student-athlete is limited to participating in all-star competition for a particular sport on no more than two dates between August 1st and May 15th. There is no limit on the number of all-star contests in which a student may participate between May 16th and July 31st.

- c. Any or all expenses related to travel, meals, and lodging for the competition may be paid by the student-athlete, his/her NCCAA institution, approved conference, or the host of the all-star competition.
  - d. All-star contests in the sports of baseball, basketball, soccer, softball, and volleyball shall not count toward team or individual contest limits in the NCCAA Frequency of Contests. Practice activities in these sports directly related to the all-star competition, and consisting only of all-star competition participants, shall not count toward any team's 24-week season provided such activities occur no more than five days prior to the start of the competition.
  - e. All-star contests in all other sports shall count against frequency of play and scheduling limits.
  - f. NCCAA coaches may administer, direct, and/or conduct all-star related practice and game activities that involve student-athletes identified with other institutions. Such actions by a coach shall not be considered violations of NCCAA recruiting or tryout regulations and shall not trigger the notification requirement in the NCCAA Handbook.
  - g. All-Star competitions may not use the NCCAA logo, Game Plan 4 LIFE logo, or any other NCCAA logo or trademark without the prior approval of the National Office.
11. At no time can a contest (scrimmage or game/meet) be added to the schedule to allow for the serving of any suspension by a student-athlete or coach. Should a contracted opponent drop a program during the season, thus necessitating a replacement contest, then the replacement game would not be impacted by the above restriction.
12. The NCCAA recommends that all schools implement the use of game contracts for all contests. These contracts should include the dates played (home and away), what penalties should occur if failure to meet the conditions of the contract, signatures by both schools Athletics Directors, etc. Samples can be provided by contacting the Director of Membership.
13. Forfeits
- a. Each member institution in a forfeited game shall enter the results of the contest in its records in the same manner as the NCCAA to prevent confusion in national ranking of team and coaching records.
  - b. If a forfeit is declared while a game is in progress, all statistics are voided unless the game has reached a "reasonable point of conclusion" **per NCAA Sport rules** (e.g., 30 minutes in basketball, 5 innings in baseball, 5 innings in softball, 70 minutes in soccer), in which case all statistics shall count and be reflected in the records. The team's won-loss record and coach's record shall include the forfeit, but if the statistics are voided, all averages in future ranking shall be computed without inclusion of the forfeited game.
  - c. If a game is interrupted and the officials do not declare a winner or loser in such a contest, the status shall be "no contest." Statistics shall not be counted, nor shall either team's won-loss record or coaches record be changed.
  - d. If institutions have agreed to and signed a written contract for a game(s) (or have an approved conference **or NCCAA regional** schedule) and one institution fails to abide by that contract, a forfeit shall be awarded to the offended institution provided the following conditions are met. (The Declaration of Intent to Participate serves as a contract for all **NCCAA** postseason competition.):
    - 1) The Athletics Director or Faculty Athletics Representative of the offended institution must submit a written request for the forfeit to the NCCAA **Director of Communications**. The request must be submitted **via email** within 10 days of the forfeit in question or prior to the start of postseason competition, whichever is earlier, **to the NCCAA Director of Communications**.
    - 2) A copy of the contract signed and dated at least seven days prior to the originally scheduled date of competition or bracket assignments for postseason play must accompany the written request for the forfeit.
- EXCEPTION:** Weather conditions and/or other acts of God which threaten the safety of an institution's representatives may be evaluated for their impact. Such conditions may or may not be grounds to deny a request for a forfeit.
- e. The NCCAA National Office must be notified **immediately** in writing should an institution officially **discontinue** a sport during a season. Contracted contests that are dropped after August 10 for fall sports, October 10 for winter sports, and January 10 for spring sports are subject to the awarding of forfeits. Once an institution announces discontinuance of a sport, it must **also** notify all institutions remaining on the schedule **immediately**.
  - f. **Dually affiliated institutions must immediately notify the NCCAA National Office of forfeits their conference and/or national governing body has awarded.**
  - g. **If an NCCAA-only institution is notified by a non-NCCAA-only institution of a violation that resulted in a forfeit after a completed contest, the NCCAA institution must notify the National Office immediately and include the official correspondence from the offending institution, its conference, and/or its national governing body.**
  - h. **Forfeits awarded for completed contests shall count toward power ratings (with the results points multiplier being calculated as 1-0 result for all sports regardless of the official forfeit scoreline for the sport) and the**

minimum number of games requirement for inclusion in power ratings (e.g., ineligible player, conduct issues, etc.). Forfeits awarded for games not played shall not count toward power ratings and the minimum number of games requirements for inclusion in power ratings (e.g., teams not showing up, not honoring contracts, etc.).

### III. CONDUCT, BEHAVIOR, AND ETHICS

The following is expected of participating institutions:

1. It shall be the responsibility of a participating institution to enforce the highest principles of Christian conduct, ethical practices, and character.
2. The Athletics Director is primarily responsible for both the principles and practices of his/her athletic program being consistent with the values of the NCCAA as stated in the Game Plan for LIFE: Love, Integrity, Faith, and Excellence. Each institution is to review the NCCAA #KingChasing Code of Ethics with its coaches and the #KingChasing Commitment with its student-athletes, then return a signed copy to the National Office by September 30. Expectations of Behavior at an NCCAA Event are found in [Appendix A](#).
3. Student-Athletes, coaches, and institutional personnel who represent the NCCAA member institution are subject to all NCCAA rules as stated in the handbook. Inappropriate behavior is not acceptable before, during, or after contests, at the hotel, or in public while representing the institution.
4. Conflict Resolution Procedures  
The following steps are to be followed if a conduct incident occurs in a contest or at your facility:
  - a. Coach, official, and/or athletic administration shall address the incident or issue immediately and take corrective measures.
  - b. If ejected, the student-athlete(s) and/or coach(es) is/are removed to the locker room, bus, or other designated area.
  - c. Within 24 hours, report the incident to the Athletics Director of each institution and to the Regional Coordinator.
  - d. Within 48 hours, complete the Incident and/or Ejection Reporting Form. (See Forms & Procedures or Infractions & Penalties sections.)
  - e. The Coach and/or Athletics Director from each institution shall talk through the issues to resolve any concerns.
  - f. If issues or concerns are unable to be resolved, those involved shall work through the Regional Coordinator and then the National Office, specifically with the Director of Membership.

### IV. GAME/EVENT MANAGEMENT EXPECTATIONS

Management expectations of NCCAA games or events are as follows:

1. Every institution must assign a person who is solely responsible for crowd control at contests. The assigned crowd control manager is responsible for monitoring and stopping inappropriate behavior.
2. After every contest, teams and coaches shall shake hands with opponents.
3. Before every contest, team captains and coaches shall shake hands with officials.
4. Support groups must be placed as far away from the opponent's bench as possible.
5. Making personal attacks is unacceptable and must be addressed by the crowd control manager.
6. No player, coach, or bench personnel may leave the playing area and enter the spectator area of the facility.
7. Inappropriate behavior includes, but is not limited to, fighting, taunting, profane or vulgar language, [hand gestures](#), disrespectful attitude toward hotel personnel, physical abuse or damage to institution property or host hotel property, and disrespectful attitude toward contest participants.

### V. EQUITABLE PROGRAM OFFERINGS REQUIREMENT

New Members failing to provide equitable sport offerings for both genders shall be placed on Provisional Status. Regarding sport sponsorship, continuing members must comply with Title IX offerings by the academic year assigned by the Administration Committee. All NCCAA institutions should be in compliance with federal Title IX expectations regarding sport offerings and proportionality.

### VI. ADDING A SPONSORED SPORT

Institutions desiring to add a varsity sport (sanctioned by NCCAA) must include the sport on the membership renewal form to receive NCCAA member services (e.g., statistics, awards, rankings/ratings, postseason eligibility, etc.). [Institutions should also provide advance notice to its region](#). Any sport added after the membership dues deadline shall be ineligible for NCCAA member services. Considerations for adding a sport are:

1. The new sport fits within the institution's Title IX compliance.
2. The sport has adequate facilities that meet NCCAA requirements.
3. The sport has financial support.
4. Coaching staff understands recruiting, eligibility, and financial aid requirements.

## VII. DECLARATION OF DIVISION CHANGE

If an institution desires to change the division in which it competes, it must follow these guidelines:

1. Make a three-year commitment to compete in the new division.
2. Meet eligibility guidelines in ALL sanctioned sports.
3. Meet financial aid guidelines in ALL sanctioned sports.
4. Submit a written proposal to the NCCAA Director of Membership who shall then submit it to the Administration Committee of the NCCAA Board of Directors for final approval. The request is due by March 1.

## VIII. DECLARATION OF DUAL DIVISION STATUS

If an institution desires to compete in different NCCAA divisions (both Divisions I and II) with its intercollegiate athletic program, it must follow these guidelines:

1. Meet Division I eligibility guidelines in Division I sanctioned sports and meet Division II eligibility guidelines in Division II sanctioned sports.
2. Indicate which sport(s) is requesting to change divisions.
3. Make a three-year commitment to compete in the different division for the requested sport(s).
4. If athletic financial aid is awarded to the student-athlete for ANY sport, then the student-athlete may not participate in any sport that is Division II status (for that particular year).
5. To compete at the Division II level, both the institution and the student-athlete must meet the Division II stipulations (no athletic scholarships or aid).
6. Submit a written proposal to the NCCAA Director of Membership who shall then submit it to the Administration Committee of the NCCAA Board of Directors for final approval. A request from a prospective institution shall be treated as an exceptional case to the present Constitution and Bylaws. The request is due by March 1.
7. Division II institutions competing in a uni-division sport(s) with a desire to provide athletic scholarship or aid in the uni-division sport(s) must submit a written proposal as stated above.
8. If the institution desires to continue with dual division status after the three-year commitment, the institution shall submit a request for a new three-year commitment by the March 1 deadline of the third year.

## IX. REGION CHANGE REQUEST

If an institution desires to change the region in which it competes, it must submit a written proposal to the NCCAA Director of Membership. It shall then be presented to the Administration Committee of the NCCAA Board of Directors for final approval. The request is due by March 1.

## X. CLUB SPORTS

Institutions must clearly delineate a club sport as such internally and externally. Club teams are not a varsity or junior varsity team. The institution can have a club team in the same sport that competes at the varsity level.

1. Eligibility: The NCCAA does not govern club sport eligibility. However, institutions and/or club leagues may impose their own participation eligibility rules.
2. Participation:
  - a. Club Team Student: A club team student may not practice or compete with the equivalent varsity or junior varsity team in the same academic year. If a club team student joins the equivalent varsity or junior varsity team in the same academic year, all eligibility and compliance rules shall be enforced, and the student-athlete may not return to club team participation that academic year.
  - b. Varsity or Junior Varsity Student-Athlete: A student-athlete on a varsity or junior varsity team cannot participate on the equivalent club team during the same academic year.
3. Season of Competition: Participation on a club team does not charge a season of competition. However, penalties for varsity or junior varsity student-athletes competing on a club team in the same academic year could include being charged a season of competition.
4. Varsity Coach Involvement: An identified member of the institution's coaching staff may not organize and/or direct an activity (per the NCCAA definition of practice) or coach during competitions with an institutional club team in the same sport he/she coaches during the period of August 1 to May 15.

5. **Unattached Athletes:** Please reference Exception 2 under Season of Competition in the Eligibility handbook.

## **XI. CANADIAN DUALY AFFILIATED MEMBER DECLARATION**

CCAA allows for five years of eligibility (seasons of competition). However, NCCAA members dually affiliated with the CCAA must follow NCCAA's four seasons of competition rule (using CCAA's definition of charging years of eligibility/seasons of competition). After completing four years of eligibility/seasons of competition, student-athletes shall not be eligible to participate.

NCCAA members dually affiliated with the CCAA must declare which sports shall participate in the NCCAA and follow the four seasons of competition rule. This declaration requires a three-year commitment for sports that are declared and also for those that are not. Every three years a new three-year commitment is required to be submitted by March 1, during the final year of the commitment. For sport(s) that are not declared, the student-athletes are not required to follow the NCCAA's four seasons of competition rule, in addition to the team(s) not being eligible for member services such as individual/team awards, NCCAA rankings/ratings, NCCAA regional/national postseason, voting items presented to the sport coaching body, etc. during the three-year duration.

## **XII. REQUIRED ATHLETIC DEPARTMENT STAFFING**

Institutions must provide adequate staffing including, but not limited to, athletics director, faculty athletics representative and/or compliance officer, athletics trainer, senior woman leader, and sports information director.

### **A. Senior Woman Leadership**

All NCCAA institutions shall name a senior woman leader to promote meaningful representation of women in the leadership and management of intercollegiate sports on NCCAA campuses. This role provides an identifiable female presence at each member institution with whom staff and student-athletes can communicate. The role of senior woman leader may be held by a female administrator (including the Athletics Director) or coach who shall serve as a key participant in senior-level management decisions regarding intercollegiate athletics on campus.

The athletics director may designate the role to any female within the athletic department as he/she deems appropriate. A senior woman leader's functions shall include, but are not limited to, the following:

1. Communicate regularly with the athletics director, not only for leadership development, but also to consult on major departmental and university initiatives;
2. Participate in providing leadership and guidance in the area of Title IX and gender equity planning for the overall department, to include both men's and women's sports;
3. Assist the athletics director and senior management with strategic planning processes and decision making for the athletics department;
4. Participate in budget development and major financial decisions for the athletics department operations and initiatives; and
5. Advocate for student-athlete well-being while also serving as a mentor and resource for direct reports and other athletics staff members.

As assigned by the athletics director, a senior woman leader's functions could also include the following:

1. Fully engage in the hiring, onboarding, and evaluation processes for coaches and staff;
2. Meet regularly with institutional senior leaders (e.g., president/chancellor, vice presidents, etc.); and
3. Assist in providing leadership oversight for both men's and women's sports.

### **B. Faculty Athletics Representative**

A faculty athletics representative shall:

1. Be appointed by the president or president's delegate of the institution to represent the institution in the development of sound educational policies for athletics;
2. Be a regular member of the faculty, but not assigned as a coach or athletics administrator;
3. Be charged with the responsibility of ensuring that all participants in intercollegiate competition are eligible in accordance with the rules and regulations of the association prior to representing the institution in any manner;
4. Meet with the institution's president or president's delegate to review NCCAA issues regarding academics and athletics;
5. Work with the athletics director to provide a rules education program that shall include educating the institution's:

- a. Administrators who participate in eligibility certification (e.g., registrar, newly appointed faculty athletics representative, or athletics director);
- b. Sports coaches;
- c. Student-athletes; and
- d. Appropriate faculty (including advising centers).

C. Athletics Compliance Officer

When appointed, an athletics compliance officer shall work in cooperation with the faculty athletics representative and athletics director to foster an environment of education and adherence to all institutional, regional, and NCCAA regulations.

An athletics compliance officer may:

1. Assist the athletics director, faculty athletics representative, athletic staff, students, and fans in understanding and abiding by institutional, regional, and NCCAA regulations.
2. Perform duties that may include researching students' athletic experience and/or amateurism and tracking participation dates, practice seasons, and/or team financial aid limits.
3. Perform duties as requested by the faculty athletics representative that may include preparation of eligibility in accordance with institutional, regional, and NCCAA rules.
4. Assist the faculty athletics representative in providing a rules education program for students, coaches, and administrators regarding institutional, regional, and NCCAA rules.
5. Be a member of the athletics office (e.g., coach or athletics department staff) or an institutional staff member (e.g., academic advisor, etc.) but not assigned as a faculty athletics representative or athletics director.
6. Work with the athletics director, faculty athletics representative, and registrar to develop policies and procedures to monitor and ensure compliance with all NCCAA and regional rules and regulations.

### XIII. NCCAA CERTIFIED ATHLETIC TRAINER (ATC) POLICY

The NCCAA has approved that the following provisions be in place for all intercollegiate games, contests, matches, and meets hosted by member schools in providing care to all participating athletes. The following information is considered standard operating procedure by all NCCAA institutions. The NCCAA does not assume any responsibility for medical care and athletic training services provided to student-athletes.

- A. Medical Coverage: It is the responsibility of each member institution hosting an event to protect the health of, and provide a safe environment for, all participating student-athletes. Therefore, it is the responsibility of each member institution to establish guidelines that are reasonable, attainable, and appropriate for their student-athletes and the sport offerings of their athletic department at each venue.
  1. NCCAA member schools are required to have an on-site licensed and certified athletic trainer physically available at all intercollegiate home games, contests, matches, and meets, regardless if the sport is sanctioned by the NCCAA. These games should take priority over host institutions' practices elsewhere on campus. In-season sports should also take priority over out-of-season sports.
  2. It is strongly recommended that all institutionally employed head coaches and any member of the coaching staff in position to independently supervise student-athletes engaged in athletic activity maintain current and valid certification in adult CPR/AED, in addition to training in first aid and prevention of disease transmission.
  3. Physician coverage: some institutions have physicians on a limited-call basis in addition to the ATC.
  4. An NCCAA member institution athletic trainer shall be on-site when hosting an NCCAA Regional or National Championship.
  5. If the member institution does not have an ATC on staff, they shall be required to outsource and contract ATC services for their intercollegiate games, contests, matches, and meets. 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.
  6. The host ATC shall be available a minimum of 90 minutes prior to game time and 30 minutes post-game time to provide for pre-game and post-game needs of student-athletes.
  7. In extenuating circumstances that would prevent an ATC from being available, the host institution shall notify the visiting team no later than 24-48 hours prior to the contest.
- B. Emergency Communication and Planning: Each institution must have an emergency action plan in place in case of serious injury and provide training for staff.
  1. Specific training to be included in planning is for head and neck injuries, cardiac arrest, heat injury, sickle cell collapse, and mental health.



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2. Emergency communication, such as telephone, cellular phone, or radio should be available at all sites in case of an emergency (including 911 response time of less than 10 minutes from time of call).
  3. Emergency numbers for local hospital(s) should be provided to each participating institution.
- C. Medical Supplies: Visiting institutions not traveling with an ATC shall bring all relative medical supplies (tape, pre-wrap, pain reliever, etc.) to provide the host ATC for pre-game, in-game, and post-game prevention and treatment.
1. The host institution shall provide a universal precaution (biohazard) kit at both benches for all contests.
  2. The kit should include: latex gloves, bleach or similar product, gauze or towelette, and biohazard bags or waste bucket.
  3. Other than the above-mentioned supplies, each team shall provide their own medical necessities. (e.g., tape, bandages, etc.). Typical medical kits should include basic first aid supplies, tape supplies, etc.
  4. For specifics on each institution's training room resources, please contact institutions you will visit at least 48 hours in advance.
- D. Special Considerations
1. Because of limited space at some institutions, please call ahead to determine when the training room is available for visitors' use.
  2. If modalities are needed, please provide the host athletic trainer with an athletic trainer's prescription for the specific modality.
  3. For other special requests, please call the host head athletic trainer in advance of your visit.
- E. **Annual** Pre-Participation Physicals: All athletes who compete for an NCCAA institution are required to have either a physical examination on file with the school's athletic training staff or a **signed** waiver of a physical examination.
1. All new or transferring student-athletes shall be required to have a physical or waiver by the school's designated health care professional, or other approved health care professional as listed below, and submitted to the athletic training staff before the student-athlete is allowed to participate in any team activities (e.g., weightlifting, conditioning, and on the court/field activities).
  2. It is up to the institution to determine if they require students who are going through the try-out process or who have practice players to obtain a physical or sign a release of liability waiver before try-outs begin.
  3. To protect the student-athletes as well as each institution, the NCCAA requires that physicals are performed by an approved healthcare provider. Any physical that is completed by a professional other than these shall be void and not accepted as clearance to participate: Medical Doctor (MD & DO), Physician's Assistant, Nurse Practitioner.
- F. Concussion Guidelines: The following information is a guideline for the care of student-athletes for the NCCAA regarding concussions.
1. The NCCAA recommends that all schools follow the protocols set forth by the physicians who cover their athletic teams. The host certified athletic trainer shall be responsible for making the call on whether a student-athlete has a concussion unless the visiting school has traveled with a certified athletic trainer.
  2. The student-athlete should be removed from play as soon as a concussion is suspected and evaluated by an appropriate health-care professional, such as a certified athletic trainer, team physician, or a health care professional experienced in concussion evaluation and management. Student-athletes with a concussion are not allowed to return to the game that day. They should not return to playing until all symptoms have been resolved during rest and exertion. A health care professional with experience in evaluating concussions should clear the student-athlete before returning to play is considered.
  3. If the student-athlete is determined not to have a concussion by the certified athletic trainer, the student-athlete may be allowed to return to competition.
- G. Education And Structure
1. The education of coaching staff and game management personnel should be conducted annually.
  2. Topics to review are cardiac arrest, head and neck injury, concussion, heat stroke and illness, sickle cell trait, and mental health, etc.
  3. Programs, policies, and procedures should be reviewed annually.
  4. Institutions must create an administrative system where athletics healthcare professionals are able to make decisions with only the best interests of student-athletes at the forefront.

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#### **XIV. ANNUAL RULES EDUCATION**

All staff members involved in the administration of athletics shall complete an annual online rules education training program. For NCCAA-only members, this includes the faculty athletics representative, registrar, and all identified athletic department administrators and coaches, including but not limited to all paid and voluntary head, associate, assistant, and graduate assistant coaches. For dually affiliated members, this includes all identified athletic department administrators and head coaches. For each individual required to participate in the training program, comprehensive rules education is required upon initial appointment to his/her role.

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. New staff members must complete the required training within the first 60 days of hire or prior to the institution's next certification, whichever is earlier. Returning coaches and staff members must complete the required training prior to the earliest starting date for competition for any sport sponsored by the institution. Each institution shall verify that its staff members complete the requisite training every year. Institutions failing to have all staff complete the training as required shall be subject to disciplinary penalties.

Each individual required to participate in the training program must achieve an 80% grade in each required training within his/her track. Individuals can retake any quiz as many times as needed until the 80% grade is achieved. Athletic Directors shall manage this requirement internally and annually sign a form that the institution is in compliance. (See [Appendix E](#) and Forms and Procedures section.)

#### **XV. CATASTROPHIC (CAT) INSURANCE POLICY**

Institutions that are affiliated with the NCCAA only must participate in the Catastrophic Insurance Policy of the NCCAA. The insurance program is overseen by Bob McCloskey Insurance, and billing and payment shall be included with the NCCAA membership dues process. Coverage is provided for participation in scheduled games, supervised practices sessions, and authorized group or team travel that is paid for or reimbursed by the sponsoring organization in connection with such games or practice sessions. Failure to participate in the catastrophic insurance policy may result in penalties and sanctions, including teams being ineligible for postseason competition.

#### **XVI. ANNUAL CONVENTION ATTENDANCE**

- A. The Annual Business Meeting of participating institutions shall be held once a year in conjunction with the Annual Convention. Each institution shall be required to have a voting delegate at the Annual Convention including the entirety of the State of the Association, Hall of Fame Event, Regional Meetings, and the Annual Business Meeting. Failure to have a delegate in attendance shall result in all sports for the upcoming academic year being placed on restrictive probation. A member institution may utilize the Proxy Ballot once every three years when attendance is not possible by any institutional representative. When a proxy ballot is used, attendance becomes required for the next two years.
- B. The Full Member Proxy Ballot Authorization Form (see Forms & Procedures) may be used once every three years by member institutions unable to attend the Annual Business Meeting. The member institution wishing to utilize a proxy shall contact another member institution to discuss its voting stance prior to submitting the proxy form.
- C. New members must send either the Athletics Director or Vice-President over Athletics to the NCCAA Annual Convention the first two years of membership.

#### **XVII. RECRUITING GUIDELINES**

- A. Campus Visitation  
The NCCAA's perspective toward campus visitation of prospective students is formulated from the following three major principles:
  - 1. The protection of the student in maintaining normal academic progress in high school and junior college.
  - 2. The coordination of this rule with the overall policies of the institution affecting procurement of students with special talents.
  - 3. The control of tryouts consistent with making the intercollegiate program an integral part of the total program without legislating against the student.



## B. Tryouts

Individual or group tryouts may be conducted, on the member institution's campus only, for the purpose of assisting in the assessment of athletics promise if tryouts are a part of the general institutional policy in the evaluation and admission of students with special talents. Tryouts, where permitted, shall be limited to no more than two days for a specific student at a member institution.

### 1. Campus Location

- a. An institution's "campus" shall be defined as institutional property or the practice/playing area where an institution conducts its regular season practices and/or contests. Tryouts of prospective students, in accordance with NCCAA Bylaws, shall not constitute practice, although institutional team members may be involved.
- b. Tryouts must be institutional policy and must apply to all students with special talents. The policy cannot apply solely to athletes.

### 2. Coach Observation

NCCAA coaches may attend high school and junior college competitions and/or practices to observe potential student-athletes. During these observation periods, the NCCAA coach cannot ask the student to exhibit a particular skill or direct or ask the coach to organize the workout in a particular manner. Further contact or discussion with the student must fall under the parameters of the recruiting bylaws.

### 3. Sport Clinics/Summer Camps

Clinics and summer camps conducted by coaches and or sport programs shall not be considered tryouts if the coach conducting the clinic or camp does not:

- a. Give prospective student-athletes special instruction not offered to others in attendance.
- b. Give prospective student-athletes repeated use in drills or as the "example player."
- c. Give prospective student-athletes special treatment that the rest of the attendees do not receive (e.g., participate in the clinic without paying a fee which all other attendees must pay, free transportation from the coaches, etc.). These types of benefits shall constitute a violation of the Financial Aid Bylaw.

### 4. Summer Participation

Prospective students (entering freshman and transfers) are allowed to engage in informal conditioning activities with continuing student-athletes. Prospective students are not permitted to practice or compete with an institution's team prior to the beginning of the 24-week season unless the student is enrolled full-time in summer coursework at the NCCAA institution or enrolled in 12 institutional credit hours for the fall term at the NCCAA institution.

### 5. Expenses

- a. No part of the travel expense, meals, and lodging of prospective students making visitations to an institution shall be paid by the institution unless such practice is a part of the general institutional policy in procurement of other students with special talents and not only for the express purpose of securing athletes.
- b. Expenses Paid by Institution  
It is permissible for an athletic department to provide meals and/or general expenses for prospective student-athletes only if it is part of the institution's general practice to do so for students with special talents who are participating in a campus visit or tryout. While there is no monetary limit, the athletic department should provide similarly priced meals and or reimbursement for travel, lodging, etc., to those provided for non-athletes in line with institutional policy.

### 6. Recruitment of an Enrolled Student-Athlete

#### a. Contact by Student-Athlete

- 1) If, during the school year or summer vacation period, the Athletics Director, Faculty Athletics Representative, Senior Woman Leader, Compliance Officer, or coach of a member institution is contacted or becomes aware of contact by an athlete who enrolled at another NCCAA-only institution, it shall be the responsibility of the contacted institution (Athletics Director, Faculty Athletics Representative, Senior Woman Leader, or Compliance Officer) to notify, in writing, the institution (Athletics Director, Faculty Athletics Representative, Senior Woman Leader, or Compliance Officer) where the athlete is presently enrolled within 10 days following the first contact.

EXCEPTION: If an NCCAA student-athlete has a signed release or other documentation from their current Athletics Director permitting the student-athlete to participate in recruiting conversations with other NCCAA institutions, written notification is not required to be provided to the student's current NCCAA institution.

A coach or another representative of a member institution may respond to a contact by an athlete only after the enrolled athlete's institution (Athletics Director, Faculty Athletics Representative, Senior Woman Leader, or Compliance Officer) has been notified as prescribed above.

- 2) A coach or another representative of a member institution shall not initiate contact with an athlete who has enrolled at another NCCAA-only institution. It is permissible to contact a student who is currently enrolled at a two-year institution or four-year institution (not NCCAA-only), but it is still recommended to notify the institution since that is the most ethical process.

**EXCEPTION:** If a member institution has formally announced its closure, a coach or another representative of a member institution may initiate contact with student-athletes at the closing institution. Notification of contact to the student's current NCCAA institution shall not be required. An official announcement is defined as a formal, publicly released statement by the institution, approved by its governing authority, that confirms the closure, includes an effective date, and has been communicated to affected student-athletes and the NCCAA.

#### **CASEBOOK EXAMPLE**

##### **Responding to Contact from a Student**

Case: An NCCAA coach attempted to recruit a graduating high school senior this summer. The student decided to stay close to home and enrolled at a local NCCAA-only institution. The student called the coach the following fall expressing a desire to transfer. Because the coach had been in contact with this student since high school, does the coach have an obligation to inform the student's current institution of the renewed contact with the enrolled student?

Approved Ruling: Yes. The student in question is enrolled in an NCCAA-only institution. The coach, therefore, cannot discuss the possibility of transferring (e.g., requirements, possible financial aid, team openings, etc.) until the Athletics Director, Faculty Athletics Representative, Senior Women Leader, or Compliance Officer at the other institution has been notified in writing of the student's declared interest in the NCCAA coach's institution. This notification to the other institution must be made within 10 days of contact.

- b. Responding to a Representative of a Student  
Contact made by another individual (e.g., parent, high school coach, roommate) on behalf of the student, should be treated in the same manner as contact from the student. Contact regarding transferring with any of these individuals must be reported in the manner outlined in the recruiting bylaws.
- c. Responding to a Potential Student-Athlete Not Currently Identified  
If a potential student-athlete has identified at an institution of higher education but is not currently identified with another higher education institution, an NCCAA coach shall not be required to provide notice to the previous institution provided the registration period of the previous institution for the current academic term has passed. The NCCAA coach and institution shall bear the responsibility to ensure the student is not currently identified with any higher education institution. Identification of a student in a given term extends through to the registration period of the following term, e.g., identification in the spring term extends through the summer.
- d. Notification Not Required  
Initial emails, voicemails, and texts left by a prospective student-athlete for a member of the athletics department that are not responded to, addressed, or returned are not considered communications requiring notification. If at any point the prospective student-athlete does make contact with the Athletics Director, Faculty Athletics Representative, or coach which is not ignored in the same manner described above, notification must be made in writing to the prospective student's enrolled institution, if NCCAA-only, within 10 days of the contact.
7. Recruitment of a Graduate Student-Athlete
  - a. As soon as a student completes his/her undergraduate degree and graduates from a four-year institution, an NCCAA coach or institutional representative may initiate contact with the student. An NCCAA coach or institutional representative can initiate contact the day following a student's graduation date or completion of all academic requirements for his/her undergraduate degree, whichever is later.
  - b. If an Athletic Director, Faculty Athletics Representative, or coach of a member institution is contacted or initiates contact with such an athlete, written notification of the contact is not required to be provided to the student's undergraduate institution.
8. Violation of Recruitment Policy  
Violation of any part of the recruitment policy shall cause an immediate investigation by the National Office for appropriate action.

## XVIII. DECLARATION OF INTENT TO PARTICIPATE

Each institution must submit a Declaration of Intent to Participate in the championships and/or invitationals of the NCCAA. The following are the guidelines governing that declaration and form.

1. The institution declares its intent to participate in the indicated NCCAA Regional/National Championships. It is understood that by declaring to participate, the institution commits itself to represent its region should it win the Regional Championship, qualify as a region qualifier, or meet the national standard in sports without regionals. The only condition for waiving this declaration is the continued advancement in CCAA, NAIA, or NCAA postseason competition or one of the listed institutional limitations indicated.
2. Institutions may list limitations for their declaration to participate such as winning percentage, advancement in conference play, administrative approval, etc. Financial decisions should be made prior to submission of this document by the August 15 deadline.
3. Institutions may amend their Declaration of Intent to Participate as follows:
  - a. Baseball, Basketball, Soccer, Softball, Volleyball: by the Wednesday three weeks prior to the Regional Championship Completion Deadline.
  - b. Cross Country, Indoor Track & Field, Outdoor Track & Field: by the Wednesday three weeks prior to the National Championship.
  - c. Golf: may not amend past the original August 15 deadline.
4. Any condition requiring institutional approval (e.g., administration, Athletics Director, Vice-President, or other) requires said approval to be given/denied by the deadline stated above in No. 3.
5. Any exception of an institution's policy to postseason play stated on its declaration MUST be approved by the NCCAA National Office by the deadline stated above in No. 3.
6. Teams that advance to NCCAA National Championships/Invitational must arrive and participate in all required functions per the sport (e.g., Worship/Banquet Event, Christian Service Project, Coaches' Meeting, Contests, etc.). Arriving late or not participating shall be considered failure to comply with its Declaration of Intent to Participate.
7. Teams that advance to NCCAA National Championships/Invitationals must lodge in the hotel(s) designated by the host institution or city of the event. Lodging at an unapproved location shall be considered failure to comply with its Declaration of Intent to Participate and shall result in loss of eligibility for championship travel reimbursement in addition to a fine of \$1,000.
8. Sanctions for Failure to Comply  
If an institution fails to comply with its Declaration of Intent to Participate in any sport, that sport shall be 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 (NCCAA Bylaws, Article VII, Section 7.10.a.2).

## XIX. REGIONAL POSTSEASON COMPETITION

- A. Regions are required to accommodate institutions' conference postseason (within NAIA/NCAA) when scheduling NCCAA Regional Championships. If conference postseason dates leave no time for NCCAA Regional Championships, regional leadership shall work in conjunction with the National Office to determine a plan.

### B. Seeding

Regions are permitted to utilize two methods to seed NCCAA Regional Championships. Regions may utilize the same method for all sports or utilize different methods on a sport-by-sport basis.

1. Power Ratings.  
Placement in power ratings determines each team's seed. It is recommended to use the power rating from the week prior to the regional completion deadline. Teams within one placement and .250 rating points of each other shall switch places if they met during the regular season and the lower rated team won the contest or series. Teams move only one place at a time, and movement is applied from bottom to top. This shall be reapplied as many times as necessary until no further changes in position take place.
  - a. Tiebreakers if tied with the same power rating:
    - 1) Head-to-head
    - 2) Regular season record
    - 3) Coin toss
2. Region Standings.  
This requires that teams play each other a standard number of times. If teams play each other more than the standard, the specific game(s) being included for standings purposes must be identified at the beginning of the season. The region must maintain a document with the season's regional schedule and share that document with

the National Office by the sport's schedule upload deadline.

NOTE: This option may only be utilized if every regional institution agrees to it by the Regional Meeting at the NCCAA Annual Convention.

a. Tiebreakers if tied in region standings:

- 1) Head-to-head from the designated regional game(s).
- 2) Power Ratings
- 3) Coin toss

NOTE: Regions may incorporate sport-specific tiebreakers (e.g., soccer may have Goal Differential).

b. Cancellations, Forfeits, and Discontinued Seasons

- 1) Cancellation of a "countable regional game" due to an act of God, weather event, etc.

If a regional game is unable to be played on the scheduled date, then the two teams are required to reschedule the game. If the two teams already have an additional game scheduled with one another, then at the mutual agreement of both schools and Athletic Directors, the additional game is allowed to become the "countable regional game." If the cancelled game is at the end of the season with no time to reschedule, the region must have a rule in place in the regional handbook on whether to move forward with region standings with an unbalanced number of games played, or if the region shall instead use power ratings to seed.

- 2) Forfeits

If a "countable regional game" is deemed a forfeit by NCCAA standards and the National Office, then the result shall be deemed a forfeit win/loss to the appropriate teams following the official forfeit scoreline. If a sport desires to have a different scoreline for regional standings purposes, that must be listed in the regional handbook (NOTE: the official scoreline shall remain what that sport's forfeit scoreline is).

- 3) Discontinued Seasons

If a team discontinues its season after having played one or more "countable regional games," then all regional results involving this team shall be removed and not count toward Regional Standings.

## XX. CHAMPIONSHIP AND INVITATIONAL SPORTS

### A. Conditions for Establishing a Sport

#### 1. Attaining Invitational Sport Status

A sport shall attain invitational sport status after the following occurs:

- a. The sport must have 15% of the Division I NCCAA membership for uni-division sports, or 15% of divisional membership for separate Division I or II sports, to sponsor the varsity program in the sport. Only full members are used in these calculations; and
- b. A coaches' association is established with selection of sport leadership via a coaching body vote; and
- c. The coaches' association develops policies and procedures for the sport; and
- d. The coaches' association must submit a request to attain invitational status by May 1, with support from at least 66.7% of coaches; and
- e. The Administration Committee of the Board of Directors approves the request after reviewing the above criteria along with any relevant internal and external factors.

2. In the first full academic year following the point at which a sport attains invitational sport status, all institutions sponsoring an invitational sport are subject to the Constitution, Bylaws, and policies of the association. Student-athletes participating in an NCCAA invitational sport must be properly certified as eligible prior to any intercollegiate competition.

3. Beginning with the second full academic year following the point at which a sport attains invitational sport status, the following shall apply:

- a. The NCCAA shall sponsor national invitational competition for the sport. The Administration Committee must approve policies, procedures, and qualification plans for all invitational events.

- b. The sport shall be eligible for the following awards:

- 1) Scholar-Athlete
- 2) Scholar Team
- 3) Student-Athlete of the Week
- 4) Invitational Awards (All-Tournament and Most Outstanding Player)

- c. The Administration Committee shall evaluate the first invitational competition and recommend changes for a second invitational year.

#### 4. Attaining Championship Sport Status

A sport shall attain championship sport status after the following occurs:

- a. At least three years as invitational sport status and two invitationals have occurred; and

- b. The number of institutions grows to 33% with clear stability; and
  - c. The coaches' association must submit a request to attain championship status by March 1, with support from at least 66.7% of coaches; and
  - d. The Administration Committee approves the request after reviewing the above criteria along with any relevant internal and external factors.
  - e. Immediate access to championship travel reimbursement may be delayed, pending availability of funds.
5. If a sport is not approved for championship sport status following the second invitational, the Administration Committee shall continue to provide feedback, and the sport shall retain its invitational status, if all requirements continue to be met, until approved.
6. An invitational sport shall remain in good standing provided a minimum of 15% of member institutions honor their Declaration of Intent to Participate. If fewer than 15% of member institutions honor their Declaration of Intent to Participate in a given year, the sport shall be considered at-risk the following academic year. If the sport does not return to good standing and remains at-risk for a second consecutive year, the sport shall automatically return to non-invitational sport status. The sport shall not be permitted to request invitational sport status for the remainder of the current academic year or the subsequent academic year.
- B. NCCAA Invitational Sport Requirements
- 1. The Invitational field shall be no more than 20% for Division I and 25% for Division II of the full members sponsoring a varsity program for that sport, per the varsity programs submitted at the time of dues. A three-year average over the past three years shall be used, if applicable.
  - 2. The coaches' association shall set criteria to select the participating teams. Host institutions shall be included in the field.
  - 3. To determine fields for Invitational sports that need standards for qualification (e.g., cross country and track and field), the coaches' association of the sport shall set national standards for teams and/or individuals to meet.
  - 4. Field size shall be set by the Administration Committee of the NCCAA Board of Directors, by the NCCAA Annual Convention.
- C. Conditions for Maintaining a National Championship Sport
- 1. In the first full academic year following the point at which a sport attains championship sport status, the NCCAA shall sponsor National Championship competition for the sport. The Administration Committee must approve policies, procedures, and qualification plans for all championship events.
  - 2. Institutions competing in championship sports are subject to the Constitution, Bylaws, and policies of the association. Student-athletes participating in an NCCAA championship sport must be properly certified as eligible prior to any intercollegiate competition.
  - 3. A championship sport shall remain in good standing provided a minimum of 33% of member institutions sponsor the sport. If fewer than 33% of member institutions sponsor the sport in a given year, the sport shall be considered at-risk the following academic year. If the sport does not return to good standing and remains at-risk for a second consecutive year, the sport shall automatically return to invitational sport status.
  - 4. Upon moving to invitational status, the sport must follow the above stated procedures to return to championship status.
- D. Sanctioned Championship Requirements
- 1. NCCAA sanctioned championships must have 33% of the Division I NCCAA membership for uni-division sports, or 33% of divisional membership for separate Division I or Division II sports, to sponsor a varsity program in the sport. Only full members are used in these calculations.
  - 2. For regional qualifying sports, the National Championship field shall be no more than 20% for Division I and 25% for Division II of the full members sponsoring a varsity program for that sport, per the varsity programs submitted at the time of dues.
  - 3. Field size shall be set and reviewed every three years by the Administration Committee of the NCCAA Board of Directors. A three-year average over the past three years shall be used. The most recent review was before the 2024-25 academic year, and the next review shall be before the 2027-28 academic year. If the percentage number is 50% (e.g., 7.50) or higher for a team, the number of teams shall be rounded up to the next full team. If the next full team is unusable for normal tournament development, the number shall be rounded to the next number (e.g., 4.5 would round to 5. Five is difficult to form a tournament so round up to 6).
  - 4. National Championship fields for non-regional qualifying sports (e.g., cross country and track and field) shall be determined by teams or individuals meeting the national standards set by the coaches' association of the sport.
  - 5. Exceptions to field limitations must be approved by the Administration Committee of the NCCAA Board of Directors after review by the National Administrative Council (NAC).

E. National Championship Selection and Seeding Policy

1. Sports must choose either Option A or Option B as their criteria for selecting at-large teams to the National Championship and seeding at the National Championship. If Option B is selected, sports may select items from the list to use as criteria and then identify the order of importance (power ratings must be included as the most important). Criteria selected and order of importance for Option B shall be the same for both at-large selection and seeding.
  - a. Power Rating Option A - Power Ratings Only  
For at-large selection and seeding at the National Championship, teams within .250 rating points of each other shall switch places if they met during the regular season and the lower-rated team won the contest or series. Teams move only one place at a time, and movement is applied from bottom to top. This shall be reapplied as many times as necessary until no further changes in position take place. For at-large selections, only teams eligible for at-large selections shall be included in the list when determining teams within .250 rating points.
  - b. Power Rating Option B - Power Ratings A La Carte Options
    - 1) Head-to-head  
Point of consideration: One team defeated another in a matchup or series of matchups.
    - 2) Common opponents  
Point of consideration: Teams being considered had the same opponent to compare results.
    - 3) Rankings (NCCAA, NAIA, NCAA II and III, and CCAA)  
Points of consideration: A team has been ranked higher than another all season; a team has been ranked this season and another has not; number of wins over ranked teams.
    - 4) Strength of region  
Points of consideration: One region has more teams ranked or ranked higher in NCCAA, NAIA, NCAA II and III, CCAA rankings, and/or NCCAA Power Ratings; one region has had teams defeat teams from another region.
2. At-Large Selection: For a la carte items in Option B to be used, teams must be within .500 in power ratings. Committee shall examine and compare each bubble team under the threshold with each bubble team within the threshold from top to bottom. If a bubble team under the threshold and outside of .500 in power ratings of a bubble team within the threshold, that team (or teams) within the threshold are locked in for an at-large selection (see example at [www.thenccaa.org/helpcenter](http://www.thenccaa.org/helpcenter)).
3. Selection Process (see example at [www.thenccaa.org/helpcenter](http://www.thenccaa.org/helpcenter))  
Start with the highest bubble team and work down. Examine and compare, as necessary, with each bubble team using the criteria selected by the sport.  
**NOTE:** The selection committee must keep in mind that a team cannot be eliminated from consideration if a team greater than .500 below them is selected.
4. Bubble Team Definition: A bubble team is a team that must be considered for an at-large selection within the .500 range of the threshold.
5. Seeding: For a la carte items in Option B to be used, teams must be within .500 in power ratings, and a team may only move up or down three places in power ratings (see example at [www.thenccaa.org/helpcenter](http://www.thenccaa.org/helpcenter)).
6. Items not permitted to use as criteria:
  - a. Strength of schedule
  - b. Region runner-up
7. Regional Seeding Conflict: The tournament committee, in conjunction with the National Office, can adjust seeding to avoid regional opponents from playing each other in the first round (if possible), following these guidelines:
  - a. Regional opponents must have played each other at least once during the regular season and/or postseason.
  - b. A team may only be moved up or down one seed.
  - c. Only one of the two regional teams shall be moved.
  - d. If a new regional opponent conflict arises after this move, the team that was originally moved may not be moved again unless it is returning to its original seed.
  - e. This process may also be followed for pool play in these scenarios:
    - 1) Two regional opponents together in a pool of three teams.
    - 2) Three regional opponents together in a pool of four or five teams.
8. Selection committees should ideally be comprised of unbiased individuals and not include individuals who have qualified for the National Championship or are seeking an at-large selection. If that is not possible, at a minimum, individuals who are seeking an at-large selection are not permitted to participate in the selection process.



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- F. Championship Calendars for the upcoming year (see [Appendix B](#)) and the four year planning calendar (see [Appendix C](#)) are reviewed and updated annually by the National Office and Administration Committee.
- G. Championship Travel Reimbursement Policy
1. Since 2014, National Championship travel reimbursement has been offered each academic year. In 2018, the Future Generations Endowment Fund was created to grow the amount of support and increase the number of sports eligible for reimbursement. The fund received its first one-million-dollar gift in 2019 with an initial goal of \$2.5 million and a \$10 million goal by 2030. As of 2024-25, all NCCAA sanctioned championship sports are eligible for reimbursement. The total amount of funds available per sport is in [Appendix D](#). As the fund grows and meets fund covenants, the Administration Committee shall determine how increases shall be applied. Reimbursement funds shall be sent to the qualified institutions directly from the NCCAA National Office within 45 days of the conclusion of the championship.
  2. Host institutions that have participating teams/individuals are eligible for reimbursement.
  3. If a team that qualifies for a championship is a local team to the site or venue and does not use the host hotel, then reimbursement shall be prorated to 30% of the allotted reimbursement. This does not apply to the host institution.

## **XXI. MEDIA & BROADCASTING POLICIES FOR NATIONAL EVENTS**

- A. The NCCAA owns exclusive rights for all broadcasts (television, webcast, radio, etc.) and filming of its championship meets, tournaments, and games. When the NCCAA produces any form of a broadcast, the NCCAA reserves the right to deny any institution or entity from producing content in any form.
- B. All institutions or entities interested in producing a broadcast of any kind must first obtain written approval from the Director of Communications. Approval is not guaranteed.
- C. All necessary installation of lines, uplinking, satellite transmission, construction of any facilities, cost of talent, and any other production costs shall be the sole financial responsibility of the originating entity.
- D. All rights fees must be paid to the National Office in advance of the broadcast.
- E. The use of profane or abusive language, sexual immorality, tobacco, illegal or recreational drugs, and alcoholic beverages in advertising is prohibited.
- F. Rights Fees for NCCAA National Championships
1. Radio
    - a. Baseball, Basketball, Soccer, Softball, Volleyball: \$125/game (non-exclusive)
    - b. Institutions covering only their games can choose the following non-exclusive packages:  
Two games: \$225  
Three games: \$325  
Four games: \$400  
Five games: \$525  
Six games: \$650
    - c. Cross Country, Golf, Indoor/Outdoor Track & Field: \$100/sport (non-exclusive)
  2. Webcasting
    - a. When the NCCAA produces a webcast, no institution or entity is allowed to produce a webcast.
    - b. For events with no NCCAA production, contact the Director of Communications.
  3. Television  
Contact the Director of Communications.
- G. Coaches Game Film Files
- For National Championship tournaments, a game film file is provided at no cost to coaches for games in which they participate. Coaches may also purchase a game film file of an opposing team for scouting purposes for \$10/game. Game film shared with coaches is for coaching purposes only and is not to be shared with fans, players, student-athletes, etc.

#### H. Filming/Video Recording

1. Institutions interested in filming/video recording game or event action for short highlight purposes must first obtain written approval from the Director of Communications. If approved, institutional sports information staff shall be given credentials for this purpose only.
  - a. This filming/video recording is not permitted to be live streamed.
  - b. Full-game filming/video recording is not permitted.
  - c. Music may be added in accordance with the NCCAA music policy and copyright laws.
  - d. Play-by-play is not permitted to be overlayed on the short highlight clips.
2. Third party individuals or entities may not film/video record at NCCAA National Championships.

#### I. Photography

Institutions or entities interested in photographing game or event action must first obtain written approval from the Director of Communications. If approved, credentials will be provided for this purpose only.

#### J. Other Media Coverage

Institutions or entities interested in covering game or event action in any way or format not listed above must first obtain written approval from the Director of Communications. If approved, credentials shall be provided for this purpose only.

### XXII. APPROVED POSTSEASON

#### A. Criteria for Approved Conference Postseason

1. Postseason contests of affiliated conferences within NCCAA, CCAA, NAIA, NCAA II, NCAA III, and U Sports are counted as postseason. An affiliated conference is defined as having official conference membership within the national association.
2. Conferences not affiliated with the national associations listed above must meet the following requirements:
  - a. The conference shall be organized under governing documents that include formal recognition of the responsibility to operate in a manner consistent with minimum standards established by the NCCAA.
  - b. Governing documents of the conference shall clearly list with whom final authority for operations of the conference resides.
  - c. Governing documents of the conference shall establish those matters fully within the direct control of said final authority, including, but no limited to:
    - 1) Amendments to the constitution, bylaws, and other governing documents;
    - 2) Budget approval and financial oversight;
    - 3) Employment and supervision of the conference commissioner;
    - 4) Conference membership; and
    - 5) Approval of the conference strategic plan.
  - d. Said final authority shall exercise authority in matters under their direct control by convening at least one meeting annually, in which votes may be exercised only by those in attendance.
  - e. The conference shall employ a commissioner to provide effective leadership and administrative support to the conference and may employ other professional staff determined by the conference necessary to ensure adherence to NCCAA standards.
  - f. The conference must have full members that are:
    - 1) Four-year degree granting institutions
    - 2) Accredited by one of the six recognized accrediting bodies in the U.S., or Universities Canada, or with ABHE or TRACS.
  - g. The conference must have a minimum of six institutions as full members.

#### B. Criteria for Approved National Postseason

1. Postseason contests in national tournaments in NCCAA, CCAA, NAIA, NCAA II, NCAA III, and U Sports are counted as postseason.
2. Requirements for future considerations for approved national postseason include:
  - a. A recognized national organization that has a broad geographical footprint with a reasonable number of full members.
  - b. The national organization has member institutions that are:
    - 1) Four-year degree granting institutions
    - 2) Accredited by one of the six recognized accrediting bodies in the U.S., or Universities Canada, or with ABHE or TRACS. (See section II.B.4.c.2 above.)



- c. The sport within the national organization has a qualification process and is not by invitation.

### XXIII. RANKINGS AND STATISTICS

#### A. NCCAA National Rankings

1. **Team sports approved as championship sport status shall conduct National Rankings.** The National Rankings voting shall be conducted by the National Chair, in conjunction with regional representatives, and be reported to the NCCAA Director of Communications.
2. Each Regional Sport Chair shall be the regional rater and voter.
3. Regional raters are responsible for submitting region ratings to the National Chair, who shall then send out all regional ratings to voters. Raters should include explanation/summary as to why teams are rated where they are. Raters may work to get feedback from regional teams when developing the regional ratings.
4. Regional raters shall then select the National Rankings and send to the National Chair. The National Chair shall tally all votes and must send the final ranking along with each regional rating to the Director of Communications by 11:00 a.m. (ET) each Tuesday that has a ranking.
5. When casting votes for the National Rankings, voters must follow the order of the regional ratings.
6. Ties shall be broken by:
  - a. Number of ballot appearances;
  - b. Most votes in highest place; and
  - c. Winning percentage.
  - d. The team winning the tie-breaker shall receive one additional point.
7. There shall be bi-weekly rankings through the conclusion of the regular season, with a final postseason ranking the week following the National Championship.
8. The National Office serves as the oversight committee.
9. Sports that conduct NCCAA National Rankings shall be limited to the number of teams included in the rankings based on the following criteria:
  - a. Top 5 when there are 11-25 full NCCAA members who sponsor the sport.
  - b. Top 10 when there are 26-50 full NCCAA members who sponsor the sport.
  - c. Top 15 when there are 51-75 full NCCAA members who sponsor the sport.
  - d. Top 20 when there are 76-100 full NCCAA members who sponsor the sport.
  - e. Top 25 when there are 100+ full NCCAA members who sponsor the sport.
10. Number of full NCCAA members who sponsor the sport shall be determined at the beginning of the academic year.
11. When a sport reaches the number of members to increase or decrease the number of teams included in the rankings, the sport must stay in its current category for one additional year. If the sport still has enough teams to increase or decrease the following year, then the change in category shall proceed. In extreme circumstances, the Administration Committee may issue an immediate change in categories.

#### B. Statistics

Complete and accurate statistical information must be submitted to the NCCAA in the form of .XML game files, following the steps outlined at [www.thenccaa.org/helpcenter](http://www.thenccaa.org/helpcenter), and using only one of the approved statistical programs (DakStats, Genius Sports, PrestoSports, StatCrew, or StatInput). Game files must be submitted to the NCCAA within 24 hours after the game, and visiting team appeals are required to be filed with the home team within 48 hours following the conclusion of the contest. However, the mandatory deadline for weekly game files to be uploaded to the NCCAA website is Tuesday at noon ET. Any amount of missing game files in a week shall count as a missed report. Any game files submitted from a non-approved statistical program shall count as a missed report. Once statistical reporting begins, missing or incomplete game schedules may result in multiple penalties being issued at the discretion of the National Office. **For golf and cross country reporting requirements, see the sport-specific handbooks.**

The penalties for not reporting statistics or for being late are:

1. First offense: email or letter of notice of the violation.
2. Second offense: email or letter of warning of the violation.
3. Third offense: \$100 fine paid within 30 days of the date of the invoice or before Regional Championships, whichever comes first.
4. Fourth offense: \$250 fine paid within 30 days of the date of the invoice or before Regional Championships, whichever comes first, a loss of postseason awards for the applicable athletes and/or team, the team shall become ineligible for statistical reports and ratings for the remainder of the season, and any further penalties at the discretion of the Administration Committee (e.g., ineligible for postseason play).

It is the responsibility of each institution to contact the National Office regarding any technical problems experienced in submitting weekly statistics. Proper communication can prevent team penalties.

**Regular Season Neutral Site Tournament Statistics:** The host institution of regular season tournaments (e.g., classic, tri-match, or any multi-team event of the like that an institution hosts, regardless of venue or if the host institution is competing), is responsible for recording official statistics for all participating teams for those sports in which a weekly national statistical report is conducted. Missing statistics from a regular season tournament shall be considered a missing statistical report for the host institution regardless if the host competed (other participants of the tournament shall not be considered to have missed a stats report the first week, but the following week shall be considered to have missed a stats report if still missing). Note: If the host sent files to opponents and opponents failed to upload the files in time, the host shall not be penalized.

**Postseason Statistics:** NCCAA members must upload files by the weekly deadline for all postseason play (conference tournament, regional championship, national championship, etc.). In NCCAA postseason play, it is the responsibility of the host to record official statistics and the responsibility of the higher seed to upload files. Failure to upload files by the weekly deadline is subject to penalty, including fines.

## XXIV. ALL-REGIONAL AWARDS

### A. All-Regional Awards Policies and Procedures

1. The number of athletes on an All-Regional Team shall be equal to the number of athletes on an All-American Team for that sport.
2. If the sport's All-American Team is broken down positionally, the All-Regional Team must follow the All-American positional model and voting process.
3. Regional Player of the Year must be included in the number of athletes on the All-Regional Team, not a plus one in addition to it (Example: Men's Basketball First Team has five including the Player of the Year).
4. Coaches may not vote for their own players, except when there are only one or two teams in the region.
5. The maximum number of All-Regional Teams a region is permitted to have is based on the number of full members in the region that sponsor the sport, regardless of Declaration of Intent, as listed below:

| # of Teams in the Region | # of All-Regional Teams |
|--------------------------|-------------------------|
| 1                        | 1                       |
| 2                        | 1                       |
| 3                        | 2                       |
| 4                        | 2                       |
| 5                        | 2                       |
| 6                        | 2                       |
| 7                        | 2                       |
| 8                        | 3                       |
| 9                        | 3                       |
| 10+                      | 3                       |

6. The maximum number of athletes any team can have on each All-Regional Team (e.g., First Team, Second Team, etc.) is:
  - a. Soccer 6
  - b. Volleyball 4
  - c. Basketball 3
  - d. Baseball 6
  - e. Softball 6
7. Regions cannot limit nominations based on regular season or postseason finish.
8. Regions are permitted to have Honorable Mention.
9. If a team does not participate in the nominating and/or voting process, that shall eliminate that team from the number of teams in the region when determining how many All-Regional teams there are. If a team nominates student-athletes but does not vote, that team's student-athletes shall not be included on All-Regional teams.
10. Regions must have tiebreaking procedure in place. Ties may not be submitted with the rank order for All-American purposes.

11. The sport of Golf determines All-Regional Awards by the top finishers in a Regional Championship. Only teams participating in the Golf Regional Championship are eligible. If a region does not have a Regional Championship, there shall be no All-Regional Team. Golf may honor one All-Regional team with the number of athletes recognized based on the number of teams competing in the Regional Championship as listed below:

| # of Teams Competing | # of Athletes on All-Regional |
|----------------------|-------------------------------|
| 1                    | N/A                           |
| 2                    | 5 Athletes                    |
| 3                    | 5 Athletes                    |
| 4                    | 8 Athletes                    |
| 5                    | 8 Athletes                    |
| 6                    | 8 Athletes                    |
| 7                    | 8 Athletes                    |
| 8                    | 10 Athletes                   |
| 9                    | 10 Athletes                   |
| 10+                  | 10 Athletes                   |

#### B. All-Regional Team Submission Process

After the Regional Sport Chair has concluded the voting process and finalized the All-Regional Team(s), the chair shall submit the All-Regional Team(s) via Teamworks. The Regional Coordinator shall review and approve the submission prior to the National Office receiving it.

### XXV. CRITERIA FOR ALL-AMERICAN AWARDS

NCCAA All-American Award Requirements:

1. The sport must be an NCCAA sanctioned championship.
2. The number of All-American Awards for team sports shall be based on the formula listed below. Each sport shall always receive at least two full All-American teams.
  - a. The approved number of athletes on each All-American team per sport is as follows:
    - 1) Baseball 12
    - 2) Basketball 5
    - 3) Soccer 11
    - 4) Softball 12
    - 5) Volleyball 7
  - b. FORMULA: (Approved Sport Number x Full Members Sponsoring Varsity Program\*) x 0.05  
\*varsity program for that sport and division, per the varsity programs submitted at the time of dues
  - c. EXAMPLE: In basketball, the approved number is 5. If there are 50 basketball teams in Division I, that would equal 250. Therefore, 5% would be 12.5. This allows for 3 All-American teams.
3. For sports that award All-American Awards based on finish at the championship (e.g., cross country, golf, and track & field), the number of All-American Awards awarded is as follows:
  - a. Cross Country 10
  - b. Men's Golf 10
  - c. Women's Golf 8 (based on number of participating teams)
  - d. Track & Field Top 3 finishers in individual events and top 3 relay teams
4. The number of All-American Awards awarded shall be set and reviewed every three years by the Administration Committee of the NCCAA Board of Directors. A three-year average of full members sponsoring the varsity program over the past three years shall be used. The most recent review was before the 2025-26 academic year, and the next review shall be before the 2028-29 academic year. If the percentage is 50% or higher for a partial team, the number of awards shall round up to the next full team.

### XXVI. UNIFORM RULES MODIFICATION

NCCAA institutions are permitted to have a sponsor logo or patch during competition in baseball, basketball, cross country, golf, soccer, softball, track & field, and volleyball with the following requirements:

1. Limit of one sponsor logo or patch on a uniform;
2. The logos may not exceed a standard size of 2.25 inches square;
3. Sponsor logos must be in the same location on each set of uniforms (e.g., if the home whites patch is on the neckline, all home whites must be the same; away jerseys could be in a different permissible location).

4. Sponsors of beer, wine, liquor, or other forms of alcoholic beverages, non-therapeutic drugs, tobacco, or gambling shall be prohibited.
5. Sponsor logos/marks shall not include political (politics, causes, movements, etc.) messaging, coloring, etc., nor shall they include QR codes.

## **XXVII. NATIONAL ADMINISTRATIVE COUNCIL**

The National Administrative Council (NAC) shall make recommendations to the Administration Committee of the Board of Directors. Each committee shall consist of six to eight members.

- A. NAC consists of the following committees and overview of responsibilities:
  1. Sports Information Committee: statistics, power ratings, awards.
  2. Competition Experience Committee: rules, regional championships, national championships.
  3. Division I Regional Experience Committee: competition within the region, regional awards, regional championships.
  4. Division II Regional Experience Committee: competition within the region, regional awards, regional championships.
- B. Council Voting
  1. Voting in the committees shall be tallied with each member of the committee having a single vote, with a simple majority passing the considered motion.
  2. Individuals are expected to recuse themselves from voting on a particular issue if they have prior knowledge or previous involvement in the situation to the extent they cannot be unbiased, or there is likely to be a presumption that the individual has a bias. The Administration Committee is also authorized to initiate a member's recusal, if necessary.
- C. Meetings

Committees shall meet up to four times per year via Zoom, with a minimum of two times per year. Meetings shall be held in August, November, February, and April.

## **XXVIII. PROCESS FOR AMENDING THE BYLAWS AND MAKING CHANGES TO THE HANDBOOK**

- A. Bylaws and Constitution Proposals
  1. Proposed by Region, coaches' group, or Administration Committee.
  2. Supporting groups may be asked to vote to demonstrate support for or against a proposal.
  3. The Administration Committee votes to propose to membership for vote to amend the Bylaws or Constitution.
- B. **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. The 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, Regional Experience Committee), Eligibility Committee, or Handbook Committee.
  5. All proposals must come in written form and identify which section of the 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 review of a committee within NAC, it must be submitted by March 15.
- C. **Regional Handbook Proposal Process**

Should changes to a section of the Regional Handbook be desired, the following process shall be followed:

  1. The coaching group may propose changes to their sport section.
  2. Coaching group votes to present proposal(s) to the Regional Institutions' Athletic Directors.

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3. Regional Institutions' Athletic Directors vote to accept or reject the proposal.
  4. Proposals for change may also come from the Regional Institutions' Athletic Directors.
  5. All proposals must come in written form and identify which section of the handbook is being addressed.
  6. All proposals must have a vote of support.
  7. All proposals must be submitted for consideration to the Regional Coordinator by April 1 for inclusion as an agenda item at the Regional Meeting during the NCCAA Annual Convention.
  8. All proposals must be sent by the Regional Coordinator to all Regional Institutions' Athletic Directors by April 15.
  9. Any proposal that comes from the floor at the Regional Meeting during the NCCAA Annual Convention is required to be reviewed by all Athletic Directors before a vote can be taken.

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## **Appendix A**

### **Expectations of Behavior at an NCCAA Event**

The following are the expectations of student-athletes and coaches participating in an NCCAA event.

- A. Participants shall respect others involved in the event including, but not limited to:
  - 1. Opponents/teammates.
  - 2. Host institution personnel.
  - 3. Officials.
- B. Profanity (foul or abusive language) is not permitted and should:
  - 1. Always be corrected.
  - 2. Not be pervasive.
  - 3. Never be from a coach.
- C. There should be no threatening conduct or words toward:
  - 1. Opponents.
  - 2. Fans.
  - 3. Officials.
- D. Athletes and coaches should maintain self-control and:
  - 1. React appropriately even when others do not.
  - 2. Remember he/she represents his/her institution, team, and Jesus Christ.
- E. Remember that participating is a privilege, not a right, and responses should reflect such.

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## Appendix B

### **2026-2027 National Championships & Invationals Calendar**

#### **2026**

**MEN'S GOLF** – October 19-21  
National Championship  
Hammock Beach Resort, The Conservatory Course  
Palm Coast, Florida

**WOMEN'S GOLF** – October 19-21  
National Championship  
Hammock Beach Resort, The Conservatory Course  
Palm Coast, Florida

**M&W CROSS COUNTRY II** – November 13  
National Championships  
Tom Rutledge Cross Country Course  
Joplin, Missouri

**M&W CROSS COUNTRY I** – November 13  
National Championships  
Tom Rutledge Cross Country Course  
Joplin, Missouri

**MEN'S SOCCER II** – November 16-21  
National Championship  
Austin-Tindall Sports Complex  
Kissimmee, Florida

**WOMEN'S SOCCER II** – November 16-20  
National Championship  
Austin-Tindall Sports Complex  
Kissimmee, Florida

**WOMEN'S VOLLEYBALL II** – November 18-21  
National Championship  
Arlington Baptist University  
Arlington, Texas

**MEN'S SOCCER I** – November 30 – December 5  
National Championship  
Austin-Tindall Sports Complex  
Kissimmee, Florida

**WOMEN'S SOCCER I** – November 30 – December 5  
National Championship  
Austin-Tindall Sports Complex  
Kissimmee, Florida

**WOMEN'S VOLLEYBALL I** – December 2-5  
National Championship  
College of the Ozarks  
Point Lookout, Missouri

#### **2027**

**M&W INDOOR TRACK & FIELD** – February 12-13  
National Championships  
Cedarville University  
Cedarville, Ohio

**MEN'S BASKETBALL II** – March 10-13  
National Championship  
Pensacola Christian College  
Pensacola, Florida

**WOMEN'S BASKETBALL II** – March 10-13  
National Championship  
Pensacola Christian College  
Pensacola, Florida

**MEN'S BASKETBALL I** – March 17-20  
National Championship  
College of the Ozarks  
Point Lookout, Missouri

**WOMEN'S BASKETBALL I** – March 17-20  
National Championship  
College of the Ozarks  
Point Lookout, Missouri

**MEN'S VOLLEYBALL** – April 23-24  
National Championship  
TBA

**M&W TRACK & FIELD** – May 12-14  
National Championships  
Asbury University  
Wilmore, Kentucky

**BASEBALL II** – May 19-21  
National Championship  
Arlington Baptist University  
Arlington, Texas

**BASEBALL I** – May 22-26  
National Championship  
Kansas City Urban Youth Academy  
Kansas City, Missouri

**SOFTBALL** – May 24-26  
National Championship  
Oak Grove Softball Complex  
Grapevine, Texas

*As of 7/10/2026*

## Appendix C

### NCCAA National Championship & Invitational Calendar: **2026-2031**

#### **Men's Golf**

|                     |                     |
|---------------------|---------------------|
| October 19-21, 2026 | October 18-20, 2027 |
| October 23-25, 2028 | October 22-24, 2029 |
| October 21-23, 2030 |                     |

#### **Women's Golf**

|                     |                     |
|---------------------|---------------------|
| October 19-21, 2026 | October 18-20, 2027 |
| October 23-25, 2028 | October 22-24, 2029 |
| October 21-23, 2030 |                     |

#### **Men's & Women's Cross Country II**

|                   |                   |
|-------------------|-------------------|
| November 13, 2026 | November 12, 2027 |
| November 10, 2028 | November 9, 2029  |
| November 15, 2030 |                   |

#### **Men's & Women's Cross Country I**

|                   |                   |
|-------------------|-------------------|
| November 13, 2026 | November 12, 2027 |
| November 10, 2028 | November 9, 2029  |
| November 15, 2030 |                   |

#### **Men's Soccer II**

|                      |                      |
|----------------------|----------------------|
| November 16-21, 2026 | November 15-20, 2027 |
| November 13-18, 2028 | November 12-17, 2029 |
| November 18-23, 2030 |                      |

#### **Women's Soccer II**

|                      |                      |
|----------------------|----------------------|
| November 16-20, 2026 | November 15-19, 2027 |
| November 13-17, 2028 | November 12-16, 2029 |
| November 18-22, 2030 |                      |

#### **Women's Volleyball II**

|                      |                      |
|----------------------|----------------------|
| November 18-21, 2026 | November 17-20, 2027 |
| November 15-18, 2028 | November 14-17, 2029 |
| November 20-23, 2030 |                      |

#### **Men's Soccer I**

|                      |                      |
|----------------------|----------------------|
| Nov. 30-Dec. 5, 2026 | Nov. 29-Dec. 4, 2027 |
| Nov. 27-Dec. 2, 2028 | Nov. 26-Dec.1, 2029  |
| December 2-7, 2030   |                      |

#### **Women's Soccer I**

|                      |                      |
|----------------------|----------------------|
| Nov. 30-Dec. 5, 2026 | Nov. 29-Dec. 4, 2027 |
| Nov. 27-Dec. 2, 2028 | Nov. 26-Dec.1, 2029  |
| December 2-7, 2030   |                      |

#### **Women's Volleyball I**

|                      |                      |
|----------------------|----------------------|
| December 2-5, 2026   | December 1-4, 2027   |
| Nov. 29-Dec. 2, 2028 | Nov. 28-Dec. 1, 2029 |
| December 4-7, 2030   |                      |

#### **Men's & Women's Indoor Track & Field**

|                      |                      |
|----------------------|----------------------|
| February 12-13, 2027 | February 11-12, 2028 |
| February 9-10, 2029  | February 8-9, 2030   |
| TBA, 2031            |                      |

#### **Men's Basketball II**

|                   |                  |
|-------------------|------------------|
| March 10-13, 2027 | March 8-11, 2028 |
| March 7-10, 2029  | March 6-9, 2030  |
| TBA, 2031         |                  |

#### **Women's Basketball II**

|                   |                  |
|-------------------|------------------|
| March 10-13, 2027 | March 8-11, 2028 |
| March 7-10, 2029  | March 6-9, 2030  |
| TBA, 2031         |                  |

#### **Men's Basketball I**

|                   |                   |
|-------------------|-------------------|
| March 17-20, 2027 | March 15-18, 2028 |
| March 14-17, 2029 | March 13-16, 2030 |
| TBA, 2031         |                   |

#### **Women's Basketball I**

|                   |                   |
|-------------------|-------------------|
| March 17-20, 2027 | March 15-18, 2028 |
| March 14-17, 2029 | March 13-16, 2030 |
| TBA, 2031         |                   |

#### **Men's Volleyball**

|                   |                   |
|-------------------|-------------------|
| April 23-24, 2027 | April 28-29, 2028 |
| April 27-28, 2029 | April 26-27, 2030 |
| April 25-26, 2031 |                   |

#### **Men's & Women's Track & Field**

|                 |                 |
|-----------------|-----------------|
| May 12-14, 2027 | May 10-12, 2028 |
| May 9-11, 2029  | May 8-10, 2030  |
| May 7-9, 2031   |                 |

#### **Baseball II**

|                 |                 |
|-----------------|-----------------|
| May 19-21, 2027 | May 17-19, 2028 |
| May 16-18, 2029 | May 15-17, 2030 |
| May 14-16, 2031 |                 |

#### **Baseball**

|                 |                 |
|-----------------|-----------------|
| May 22-26, 2027 | May 20-24, 2028 |
| May 19-23, 2029 | May 18-22, 2030 |
| May 17-21, 2031 |                 |

#### **Softball**

|                 |                 |
|-----------------|-----------------|
| May 24-26, 2027 | May 22-24, 2028 |
| May 21-23, 2029 | May 20-22, 2030 |
| May 19-21, 2031 |                 |

*As of 7/10/2026  
Tentative and subject to change*



## Appendix D

### 2026-27 NCCAA Championship Travel Reimbursement Model

| Sport                                | Total Funds      | Payout Structure                     |
|--------------------------------------|------------------|--------------------------------------|
| DI Baseball (10 teams)               | \$ 10,000        | \$1,000 per team                     |
| DII Baseball (4 teams)               | \$ 6,000         | \$1,500 per team                     |
| DI Men's Basketball (8 teams)        | \$ 8,000         | \$1,000 per team                     |
| DI Women's Basketball (8 teams)      | \$ 8,000         | \$1,000 per team                     |
| DII Men's Basketball (10 teams)      | \$ 15,000        | \$1,500 per team                     |
| DII Women's Basketball (10 teams)    | \$ 15,000        | \$1,500 per team                     |
| Cross Country                        | \$ 17,000        | \$450/team; \$75/individual* (max 4) |
| Men's Golf (9 teams and medalists)   | \$ 7,050         | \$750/team; \$100/medalist*          |
| Women's Golf (6 teams and medalists) | \$ 4,800         | \$750/team; \$100/medalist*          |
| Indoor Track & Field                 | \$ 17,500        | \$35/registered individual (max 25)  |
| Outdoor Track & Field                | \$ 17,500        | \$35/registered individual (max 25)  |
| DI Men's Soccer (9 teams)            | \$ 9,000         | \$1,000 per team                     |
| DI Women's Soccer (9 teams)          | \$ 9,000         | \$1,000 per team                     |
| DII Men's Soccer (8 teams)           | \$ 12,000        | \$1,500 per team                     |
| DII Women's Soccer (6 teams)         | \$ 9,000         | \$1,500 per team                     |
| Softball (8 teams)                   | \$ 8,000         | \$1,000 per team                     |
| Men's Volleyball (4 teams)           | \$ 2,000         | \$500 per team                       |
| DI Women's Volleyball (8 teams)      | \$ 8,000         | \$1,000 per team                     |
| DII Women's Volleyball (8 teams)     | \$ 12,000        | \$1,500 per team                     |
| <b>Total</b>                         | <b>\$194,850</b> |                                      |

*\*Individuals unattached to a team*

For sports with an unknown number of teams/individuals attending (e.g., Cross Country, Golf, and Indoor/Outdoor Track & Field), the total funds listed is the maximum that shall be given. If following the payout structure equates to more than the total funds listed, the payout shall be prorated for each team.

For sports with a set number of teams attending, if the format changes and fewer teams attend (e.g., fewer teams were available due to not meeting declarations), the per team payout structure shall not change.

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**Appendix E**  
**NCCAA Rules Education Verification Form**  
*Due August 31*

**ANNUAL RULES EDUCATION**

All staff members involved in the administration of athletics shall complete an annual online rules education training program. For NCCAA-only members, this includes the faculty athletics representative, registrar, and all identified athletic department administrators and coaches, including but not limited to all paid and voluntary head, associate, assistant, and graduate assistant coaches. For dually affiliated members, this includes all identified athletic department administrators and head coaches. For each individual required to participate in the training program, comprehensive rules education is required upon initial appointment to his/her role.

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. New staff members must complete the required training within the first 60 days of hire or prior to the institution's next certification, whichever is earlier. Returning coaches and staff members must complete the required training prior to the earliest starting date for competition for any sport sponsored by the institution. Each institution shall verify that its staff members complete the requisite training every year. Institutions failing to have all staff complete the training as required shall be subject to disciplinary penalties.

Each individual required to participate in the training program must achieve an 80% grade in each required training within his/her track. Individuals can retake any quiz as many times as needed until the 80% grade is achieved. Athletic Directors shall manage this requirement internally and annually sign a form that the institution is in compliance.

**I attest that each individual required to participate in the training program has achieved (or will achieve) at least an 80% grade in each required training within his/her track prior to the earliest starting date for competition for any sport sponsored by the institution. I further attest that all new coaches & staff members will complete the required training in the timeframe as outlined above.**

**Institution** \_\_\_\_\_

**Athletic Director** \_\_\_\_\_

**Athletic Director's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

# NATIONAL CHRISTIAN COLLEGE ATHLETIC ASSOCIATION



## Baseball

### Division I

## Baseball

### I. GENERAL ADMINISTRATION

#### A. Administration

The NCCAA Division I Baseball National Championship and all events related thereto are under the control and supervision of the NCCAA Division I Baseball coaches and are subject to standards developed by these respective coaches and subsequent approval of the NCCAA Board of Directors. These standards shall receive annual review and approval by the National Sport Committee.

#### B. National Sport Committee for Baseball

##### 1. Composition and Term of Office

- a. The National Baseball Committee shall consist of the National Baseball Chair (who serves as chair of the committee), the National Baseball Vice-Chair, and the Regional Baseball Chairs. A National Office representative shall serve as a non-voting member.
- b. The National Baseball Chair shall serve a three-year term of office and shall be succeeded by the National Baseball Vice-Chair.

##### 2. Election

- a. The Regional Coaches, in conjunction with the Regional Coordinator, shall conduct an election of the Regional Baseball Chair to the National Baseball Committee at an appropriate time. The term of office for the Regional Baseball Chair shall be determined by each individual region.
- b. If a vacancy occurs on the National Baseball Committee, the National Baseball Chair shall, in coordination with the Regional Coordinator and upon approval of the National Baseball Committee, appoint a replacement or conduct an election.

##### 3. Duties of the National Baseball Committee (see Bylaws section)

- a. Represent the interests of coaches and student-athletes to the National Baseball Committee.
- b. Propose revisions of the National Baseball Championship operating policies and procedures to the Board of Directors.
- c. Assist in solicitation of bids for future championship sites.
- d. Submit the top players in each region as All-American nominees.

##### 4. Duties of the National Baseball Chair (also see National Sport Chair Job Description in Forms & Procedures section)

- a. Initiate, direct, and control the work of the National Baseball Committee.
- b. Communicate with the National Baseball 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 (Baseball section of the NCCAA Handbook) to the NCCAA Director of Membership by the deadlines listed in the National Handbook Proposal Process.
- g. Assist Regional Coordinators in selecting Regional Sport Chairs as needed.

#### C. National Championship Committee

##### 1. Membership

- a. The committee shall be composed of the Tournament Director of the National Championship, the National Baseball Chair or his/her appointee from the National Baseball Committee, and the NCCAA Director of Championships or an NCCAA National Office representative.
- b. If a member of the Championship Committee is directly or indirectly involved in a submitted protest, this individual shall be replaced by an appointee of the National Baseball 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

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- committee has the right and obligation to act on the issue. This may include a reprimand with official notice to the institution in conjunction with and 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 (NCAA with NAIA modifications) Rulebook, have been followed.
  - b. Act on all appropriate protests.
- D. Election of Sport Chair and Vice-Chair
- A National Baseball Chair and a Vice-Chair are elected to serve 3-year terms. The Vice-Chair replaces the National Baseball Chair after 3 years to serve as the National Baseball Chair. Selection must be by more than 50% of the total number of coaches in the NCCAA and shall be conducted by email vote.
- E. Officers
- Chair: Tony Hurla, Kansas Christian College
- Vice-Chair: Joe Blackwell, Southwestern Christian University

## 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 confirm eligibility is being filed for all sports in compliance with their primary affiliation on the Membership Directory & Dues Form.

## III. PLAYING RULES AND REGULATIONS

- A. Official Rule Book
- Baseball: NCAA baseball rule book with NAIA Baseball Coaches Association modifications. (See Appendix F.) To obtain rules, visit [www.ncaapublications.com](http://www.ncaapublications.com).
- B. Bat testing is required for all NCCAA competition during regular and postseason play. See the full policy in Appendix H.
- C. Statistics
- Complete and accurate statistical information must be submitted to the NCCAA in the form of .XML game files, following the steps outlined at [www.thenccaa.org/helpcenter](http://www.thenccaa.org/helpcenter) and using only one of the approved statistical programs (DakStats, Genius Sports, PrestoSports, StatCrew, or StatInput). Game files must be submitted to the NCCAA within 24 hours after the game and visiting team appeals are required to be filed with the home team within 48 hours following the conclusion of the contest. However, the mandatory deadline for weekly game files to be uploaded to the NCCAA website is Tuesday at noon ET. Any amount of missing game files in a week shall count as a missed report. Any game files submitted from a non-approved statistical program shall count as a missed report. Once statistical reporting begins, missing or incomplete game schedules may result in multiple penalties being issued at the discretion of the National Office.

The penalties for not reporting statistics or for being late are:

1. 1<sup>st</sup> offense: email or letter of notice of the violation.

2. 2<sup>nd</sup> offense: email or letter of warning of the violation.
3. 3<sup>rd</sup> offense: \$100 fine paid within 30 days of the date of the invoice or before Regional Championships, whichever comes first.
4. 4<sup>th</sup> offense: \$250 fine paid within 30 days of the date of the invoice or before Regional Championships, whichever comes first, a loss of postseason awards for the applicable athletes and/or team, the team shall become ineligible for statistical reports and ratings for the remainder of the season, and any further penalties at the discretion of the Administration Committee (e.g., ineligible for postseason play).

It is the responsibility of each institution to contact the National Office regarding any technical problems experienced in submitting weekly statistics. Proper communication can prevent team penalties.

Regular Season Neutral Site Tournament Statistics: The host institution of regular Season tournaments (e.g., classic, tri-match, or any multi-team event of the like that an institution hosts, regardless of venue or if the host institution is competing) is responsible for recording official statistics, for all participating teams, for those sports in which a weekly national statistical report is conducted. Missing statistics from a regular season tournament shall be considered a missing statistical report for the host institution, regardless if the host competed (other participants of the tournament shall not be considered to have a missed stats report the first week, but the following week shall be considered to have missed a statistical report if still missing). Note: If the host sent files to opponents and opponents failed to update the files in time, the host shall not be penalized.

Postseason Statistics: NCCAA members must upload files by the weekly deadline for all postseason play (conference tournament, regional championship, national championship, etc.). In NCCAA postseason play, it is the responsibility of the host to record official statistics and the responsibility of the higher seed to upload files. Failure to upload files by the weekly deadline is subject to penalty, including fines.

#### D. National Ranking

1. The coaches' poll voting shall be conducted by the National Chair, in conjunction with regional representatives, and be reported to the NCCAA Director of Communications.
2. Each Regional Sport Chair shall be the region rater and voter.
3. Regional raters are responsible for submitting region ratings to the National Chair, who shall then send out all region ratings to voters. Raters should include explanation/summary as to why teams are rated where they are. Raters may work to get feedback from region teams when developing the region ratings.
4. Regional raters shall then select the top 10 teams nationally and send to the National Chair. The National Chair shall tally all votes and must send the final ranking along with each regional rating to the NCCAA Director of Communications by 11:00 a.m. (ET) each Tuesday that has a ranking.
5. When casting votes for the national rankings, voters must follow the order of the regional ratings.
6. Ties shall be broken by:
  - a. Number of ballot appearances;
  - b. Most votes in highest place; and
  - c. Winning percentage.The team winning the tie-breaker shall receive one additional point.
7. There shall be bi-weekly rankings through the conclusion of the regular season, with a final postseason ranking the week following the National Championship.
8. The National Office serves as the oversight committee.

#### E. NCCAA Power Rating System

1. See [Appendix D](#) for the NCCAA Power Rating System.
2. Each member institution must meet all statistical requirements (see Section III.C above).
3. There shall be a total of three consecutive weeks of power ratings, with the final power rating released on the Wednesday one week prior to the Regional Completion Deadline. If a team has regular season games after the final power rating, the final power rating shall be updated with the additional regular season dates for the National Baseball Committee to use in selection and seeding.

#### F. Official Speed-Up and Championship Rules Mandatory for NCCAA Regional and National Championships

1. There shall be a 10-minute warm-up period for each team between games. A National Baseball Committee member shall be charged with timing the warm-up. Home team shall take infield practice first.
2. Teams transitioning out after their game is complete should remove all gear and conduct any team meetings outside of the field area to allow the next game teams to begin their warmup.

3. Infielders shall be allowed to throw the ball around infield while the pitcher takes five warm-up pitches.  
RECOMMENDATION: The pitcher in the game is permitted to use the bullpen between innings to stay loose if he does not delay the start of the next half-inning.
4. Relief pitchers shall be allowed eight warm-up pitches when entering a game.
5. Batter must be on deck when his turn at bat comes around.
6. On an intentional walk, the batter is waved to first base (no pitches to be thrown).
7. ENFORCE the 20-second rule: The pitcher shall deliver the ball or make a play, or an attempted play, within 20 seconds after receiving the ball.
8. Umpire shall insist that both the pitcher and batter be ready in a reasonable time. If not, they shall be penalized. If the batter delays, the umpire shall instruct the pitcher to pitch and shall call “strike” on each such pitch. If the pitcher delays, a “ball” shall be called under normal pitching rules.
9. The 10-Run Rule shall be in effect at the end of seven innings or any inning thereafter. This is applicable only to the first complete round of play, including the loser’s bracket games in the Regional Championships.
10. All batters/runners are required to wear a double earflap helmet. The same helmet, worn while batting, shall be worn on the base paths.
11. It is mandatory that teams use a courtesy runner for the pitcher or catcher with two men out in all championship games. With less than two outs, this rule is optional. NOTE: A team may not use the same runner for the pitcher and catcher in the same inning. If the pitcher is also designated hitter for the game, a courtesy runner is allowed. A player removed from the line-up may not be used as a courtesy runner.
12. A pitcher is permitted to go to his mouth on the dirt portion of the mound if he is not on the rubber and that he wipes off before going to the rubber.

G. 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. Baseball has a maximum of 50 contests and a minimum of 16 contests. Each sport has a specified date to begin practice and to conduct its first contest. Baseball’s start date for practices, scrimmages, and exhibitions is September 1 or the start of the institution’s fall term, whichever is earlier. Baseball is permitted two scrimmage-dates plus three additional scrimmage dates to be conducted before the end of the fall term. The first allowable contest is the Thursday of the last full weekend in January. More details can be found in the Sport Policies and Procedures section of the NCCAA Handbook.

H. 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.

## IV. GENERAL GUIDELINES FOR POSTSEASON COMPETITION

A. Site and Date

1. Bids to host the NCCAA **Division I** Baseball National Championship shall be submitted to the National Office and reviewed by the National Baseball Chair. All necessary information pertaining to the National Championship Bid Contract is answered in the Forms & Procedures section.
2. Dates of the National Championship for the upcoming years are as follows:

| <u>Regionals Completed</u> | <u>National Championship</u> | <u>Site</u>                     |
|----------------------------|------------------------------|---------------------------------|
| May 15, 2027               | May 22-26, 2027              | Kansas City Urban Youth Academy |
| May 13, 2028               | May 20-24, 2028              | TBA                             |
| May 12, 2029               | May 19-23, 2029              | TBA                             |
| May 11, 2030               | May 18-22, 2030              | TBA                             |
| <b>May 10, 2031</b>        | <b>May 17-21, 2031</b>       | <b>TBA</b>                      |
3. All Regional Championships are to be completed by the Saturday evening prior to the National Championship. Extensions can be granted due to weather issues. Regional Championships may be completed earlier if agreed upon by members within each region. Regions may choose whatever format is most expedient for the number of teams participating but must send a copy of their Regional Championship pairings to the National Baseball Chair and the NCCAA Director of Championships. The NCCAA Power Rating System shall be used for regional seeding. Regions are required to accommodate institutions’ conference postseason (within

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NAIA/NCAA) when scheduling NCCAA Regional Championships. If conference postseason dates leave no time for NCCAA Regional Championships, regional leadership shall work in conjunction with the National Office to determine a plan.

B. General Guidelines

1. 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 in the Sports Policies and Procedures section. Each qualifying team must submit the following in the team's folder in the Google Drive five days prior to the championship: Up to date full season stats (individual & team), schedule with results, story lines for broadcasters, a TRO roster file, and action photos.

2. Championship Administration

To ensure proper administration, transportation and expenses to the National Championship shall be reimbursed for the National Baseball Chair in accordance with the reimbursement policy. (Flight must be scheduled 21 days in advance.) The Vice-Chair's transportation and expenses shall be paid if the National Baseball Chair's team is involved in the National Championship. If both the National Baseball Chair and the Vice-Chair's teams are in the National Championship, an NCCAA head baseball coach of a team not in the National Championship may be designated to act as the Championship Administrator. When two fields are used, it is recommended to have an additional coach or baseball leader to administrate the second field.

3. Required Functions to Attend

Teams that advance to the Baseball National Championship are required to attend and participate in the National Championship Banquet, the Christian Service Project, the Coaches Meeting, and Contests. 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.

4. National Championship Banquet

There shall be a championship banquet on the Friday evening prior to the National Championship. All teams are required to participate, and awards shall be presented.

5. National Championship Housing

All teams are required to lodge in the hotel(s) designated by the host institution, the NCCAA National Office, or city for this championship. Lodging at an unapproved location shall be considered failure to comply with its Declaration of Intent to Participate and shall result in loss of eligibility for championship travel reimbursement in addition to a fine of \$1,000.

6. National Championship Christian Service Project (CSP)

Each player and coach participating in the National Championship shall be asked to donate up to, but not more than, two hours of his time to serve in a CSP. The host Tournament Director of the National Championship, in concert with the NCCAA Director of Championships, is responsible to secure the sites and set up the times for the service.

7. Roster Size and Official Traveling Party

The official party is made up of participants, defined as student-athletes, coaches, managers, athletic trainers, additional student-athletes not in uniform, and any staff member who travels with a competing team.

The official party for each team participating in NCCAA National Baseball Championship competition is 34 individuals, which includes 28 student-athletes in uniform and 6 additional personnel (which can include coaches, managers, athletic trainers, sports information staff, additional student-athletes not in uniform, bullpen catcher, and/or other institutional personnel) to be used at the discretion of each participating institution. Only members of the official travel party shall be permitted in the team areas and/or dugout.

Each qualifying team must submit the following in the team's folder in the Google Drive 10 days prior to the championship: Official team roster and travel party on Google Docs Form (completely filled out), high resolution team photo, player headshots, and any other requested information.

A player may be replaced on the official roster between the Regional Championship and the NCCAA National Championship by any eligible player whose name is included on the Official Eligibility Form for the current season.



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When a roster is submitted to the NCCAA National Office, it shall serve as the Official Roster for the National Championship competition.

- a. Each head coach can amend his/her roster with the NCCAA Director of Championships at the championship coaches meeting on site.
  - b. Once the coaches' meeting is concluded, a team's roster shall be deemed certified, and no changes can be made for the duration of the championship.
  - c. Once the championship begins, no player may play that is not on the official roster with no exceptions including the event of injury, illness, or family emergency.
  - d. Additional people (which can include coaches, managers, athletic trainers, sports information staff, additional student-athletes not in uniform, and/or other institutional personnel) must also be registered on the Official Roster to be permitted in the team only areas.
  - e. Any additional university personnel above the travel and roster numbers need to be outside of official championships areas (e.g., dugout, bullpen, batting cages, etc.), and the university shall assume any additional cost associated with additional numbers to the travel party.
8. Umpires  
The Tournament Director of the National Championship shall secure all the officials for the National Championship. The Tournament Director of the National Championship shall assign umpires for all games through, and including, the finals. Umpires shall be NCAA or NAIA rated umpires. A minimum of three officials shall be provided for National Championship games (unless the schedule is altered by rain).
9. Home and Away Team Determination for each game shall be decided as follows:  
The home team shall occupy the third base dugout with the exception that the same team that played in the previous game already is occupying a dugout. Said team shall NOT move dugouts. Existing protocol shall be followed as to which team is designated home or away.

In the first round of games in the NCCAA National Championship, the home team shall be the higher seed. In subsequent games, the home team shall be determined according to the following procedures by the championship committee:

- a. The institution that has been the home team the fewer number of times shall be designated the home team.
- b. If the two teams are equal in this respect but unequal in the number of times they were the visitor, then the team that has been the visitor more often shall be designated the home team.
- c. If the two teams are equal in the number of times that they have been home and visitor, the games committee or the committee representative shall observe the following procedures in the order stated:
  - 1) The team that was visitor in its preceding game shall be the home team, unless both teams were visitors in their preceding games; or
  - 2) If the two teams have met previously in that tournament, the visitor in the previous game shall be the home team in the game in question.
  - 3) If the above procedures do not resolve the matter, a coin flip shall determine the home team. The coin toss shall be held on the field immediately after the game that caused the situation to develop and both coaches (or designated team representative) are requested to be in attendance.

NOTE 1: In an "if-necessary" game, the teams shall reverse home and away designation regardless of the above guidelines but remain in the same dugout and same uniforms. All other games: flip of the coin with higher seed calling.

- d. The host institution shall be given the opportunity to:
  - 1) Choose which field they play on for their first tournament game. Home and away protocol shall apply.
  - 2) Occupy the dugout of their choosing throughout the tournament on the field chosen in d.1. above (only if the tournament site is the host institution's regular season home field). Home and away protocol shall apply.

NOTE 2: If the same team that played in the previous game is already occupying the dugout chosen in d.2., said team shall NOT move dugouts.

10. Thirty minutes shall be allowed between games and follow the 10 minute-10 minute-10 minute format. If requested, infield shall be home team first 30 minutes prior to first pitch and visiting team 10 minutes immediately following home team I/O's.
11. Championship Reimbursement Policy  
A Championship reimbursement fund called Future Generations shall reimburse member schools for championship expenses when teams qualify. The amounts and policy guidelines are listed in the Sports Policies and Procedures section of the NCCAA Handbook.

12. The schedule of games and/or matches shall be determined in conjunction with the National Chair, the **Tournament Director of the National Championship**, and the NCCAA National Office. Preference shall be given to the higher seeded teams to advance with the most amount of rest and/or best playing conditions. Game times and dates may be adjusted to accommodate any Seventh Day Adventist member institution's Sabbath or rain delays.

13. Rainout Policy

- a. Every effort shall be made to complete the championship as structured.
- b. If rainouts occur and result in the cancellation of a partial day, full day, or multiple days, the Championship Committee, in conjunction with the host and the National Office, shall determine any adjustments to the schedule and/or format.
- c. Possible adjustments include:
  - 1) Adjusting the schedule to retain the double elimination format.
  - 2) Adding a day to retain the double elimination format.
  - 3) Changing to a single elimination format.
  - 4) Adding a day to complete the single elimination format.
- d. If the National Championship is completely rained out, it shall be considered no contest.
- e. If the final two days of the tournament are rained out and adjustments cannot be made, the National Champion shall be the number one seed unless the team has been defeated. Should the number one seed be in the loser's bracket, the National Champion shall be selected by the following criteria:
  - 1) Head-to-head competition.
  - 2) Higher seed in the National Championship.
- f. The Championship Committee reserves the right to adjust times of the schedule as needed due to weather considerations. When rainouts occur, the Championship Committee, in conjunction with the host and National Office, shall make every attempt to utilize a possible adjustment but shall make the best decision possible based on the circumstances.

C. Championship Team Selection

1. Teams included shall be the champions, representative, or qualifier of each region, the host institution, and the number of at-large bids needed to make up a 10-team championship.

The following regions would advance one team automatically to the National Championship:

|                       |                   |
|-----------------------|-------------------|
| Central – 1 Bid       | South – 1 Bid     |
| Mideast – 1 Bid       | West – 1 Bid      |
| Midwest – 1 Bid       | Host – 1 Bid      |
| North Central – 1 Bid | At-Large – 3 Bids |

2. If a region has only one team available to participate in the Regional Championship or Regional Qualifier Process, that team shall be declared the Regional Representative and receive the region's automatic bid provided they have a record of .500 or better in addition to being declared to accept a Regional Representative bid.
3. The power rating shall be used in seeding for the Regional Championship or to determine the Regional Qualifier.
4. The host institution shall receive an automatic bid. An institution who is the host of an NCCAA National Championship may allow its team to participate in the National Championship if that team meets its institution's Declaration of Intent requirements. The host institution, via the Declaration of Intent process, can choose to accept an automatic bid to National Championships without competing in the Regional Championship or choose to participate in the Regional Championship to earn a place in the National Championship.
5. Teams Advancing to NAIA Championship Competition  
If a team is eliminated by the Tuesday of the NAIA National Championship opening round and the institution's Declaration of Intent permits it, the team may still participate in NCCAA championship competition if the time frame allows.
6. Selection of At-Large Bids
  - a. The at-large bid request to be considered for the NCCAA National Championship is on the Declaration of Intent to Participate. Athletics Directors can list the conditions by which they shall accept an at-large bid on the Declaration of Intent to Participate. To be considered for an at-large bid, the team must have played in the NCCAA regional playoffs, made its declaration to be considered for the Regional Qualifier, or been exempt due to NAIA/NCAA conflicts. In regions that limit teams in their playoff format, teams that have met any institutional declaration requirement may be considered for an at-large bid.

- b. If a team does not play in its NCCAA Regional Championship due to NAIA/NCAA conflicts, that team may be considered for an at-large bid if it was declared to participate in its NCCAA Regional Championship.
  - c. At-large bids shall be based on the NCCAA Power Rating System Option A (Power Ratings only). Teams within .250 rating points of each other shall switch places if they met during the regular season and the lower-rated team won the contest or series. Teams move only one place at a time, and movement is applied from bottom to top. This shall be reapplied as many times as necessary until no further changes in position take place. For an at-large selection, only teams eligible for an at-large selection shall be included in the list when determining teams within .250 rating points.
7. National Championship Seeding
- a. The championship seeding shall be the responsibility of the National Baseball Committee.
  - b. The NCCAA Power Rating System ([Appendix D](#)) Option B shall be used to seed the championship field. The criteria to be used in the seeding from the a la carte options shall be the following (in order of importance):
    - 1) Head-to-head results
    - 2) Common opponents
    - 3) National rankings
  - c. For a la carte items to be used, teams must be within .500 in power ratings and a team may only move up or down three places in power ratings.
  - d. The National Baseball Committee, in conjunction with the National Office, can adjust seeding to avoid regional opponents playing each other in the first round (if possible), following the Regional Seeding Conflict Guidelines in the Sports Policies and Procedures section of the handbook.
8. Selection and seeding shall be determined via a conference or video call no later than the **Sunday** before the championship and includes the National Baseball Committee and a representative from the National Office.
9. 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 Format**

The NCCAA World Series is a 10-team double elimination format played in 4 days. All games shall be 9 inning games with a 10 run rule in 7 innings. The championship game shall be a 9 inning game without a run rule. See [Appendix G](#) for the brackets.

**V. AWARDS**

The NCCAA maintains a standardized awards program for all National Championships. Team, Most Outstanding Player, National Coach of the Year, and All-American awards are ordered and paid for by the National Office.

**A. NCCAA All-Regional Awards**

- a. The number of athletes on each All-Regional Team shall be equal to the number of athletes on each All-American Team, which for baseball is 12.
- b. Regional Player of the Year and Regional Pitcher of the Year must each be included in the number of athletes on the All-Regional Team, not a plus one in addition to it.
- c. Coaches may not vote for their own players, except when there are only one or two teams in the region.
- d. The maximum number of All-Regional Teams a region is permitted to have is based on the number of full members in the region that sponsor the sport, regardless of Declaration of Intent, and is listed in the Sports Policies and Procedures section of the handbook.
- e. The maximum number of athletes any team can have on each All-Regional Team (e.g., First Team, Second Team, etc.) is six for baseball.
- f. Regions cannot limit nominations based on regular season or postseason finish.
- g. Regions are permitted to have Honorable Mention.
- h. If a team does not participate in the nominating and/or voting process, that shall eliminate that team from the number of teams in the region when determining how many All-Regional teams there are. If a team nominates student-athletes but does not vote, that team's student-athletes shall not be included on All-Regional teams.

- 
- i. Regions must have tiebreaking procedures in place. Ties may not be submitted within the rank order for All-American purposes.
  - j. After the Regional Sport Chair has concluded the voting process and finalized the All-Regional Team(s), the chair shall submit the All-Regional Team(s) via Teamworks. The Regional Coordinator shall then review and approve the submission via Teamworks by the Wednesday prior to the Regional Completion Deadline.
- B. NCCAA Regional Player and Pitcher of the Year
- Each region shall select one Regional Player of the Year and one Pitcher of the Year from players nominated at the Regional Championship. Teams may nominate only one player for consideration for each honor. Coaches shall determine this award by vote at the Regional Championship. Regional Players of the Year and Pitchers of the Year shall be automatically selected to the All-American First Team. All-Regional certificates shall be awarded to the recipients from the National Office.
- C. Championship 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.
- D. National Championship All-Tournament Team
- A total of 10 players including Most Outstanding Player of the Tournament (with plaque) shall be selected to the All-Tournament Team during the National Championship. Each coach shall nominate the appropriate number of players from his/her team based on the team's final place in the championship. The number of players selected per team is as follows:
- |                                         |                                             |
|-----------------------------------------|---------------------------------------------|
| First Place team                        | 1 player (plus the Most Outstanding Player) |
| Second Place through Eighth Place teams | 1 player for each team                      |
- Additional player to be selected from champion or runner-up team by the National Championship Committee.
- E. Hank Burbridge Award
- 1. Recipients of this award must:
    - a. Have a clear Christian testimony both on and off the field, including Christian service activities.
    - b. Be an excellent/highly skilled student-athlete.
    - c. Be a junior, senior, or graduate student and a varsity team member.
    - d. Demonstrate leadership ability.
    - e. Possess a cumulative GPA of 3.00 or higher on a 4.00 scale.
  - 2. Purpose: To enhance the Christian purpose of athletic excellence in Christian athletic competition and to perpetuate the Christian philosophy and faith in evangelical Christian colleges and universities across our nation.
  - 3. Procedures:
    - a. Only one student-athlete per institution may be nominated by the head coach, Athletics Director, or Sports Information Director (SID).
    - b. The nomination form (See [Appendix C](#)) must be used and submitted to the National Office by April 20.
    - c. Final selection shall be made prior to the National Championship by a selection committee, comprised of the National Chair, National Vice-Chair, the Regional Sport Chairs, and the namesake of the award (if applicable). 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).
  - 4. The recipient shall be encouraged to be present at the banquet. The National Office shall contribute up to \$250 toward travel expenses.
  - 5. The recipient of the Hank Burbridge award 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.
- F. All-American Honors
- All-American Teams shall be selected no later than the Tuesday following the championship by phone or video conference. Only individuals who have been selected to the All-Regional Team shall be considered. Players may only be selected for one position. The All-American team shall not be voted on by position but shall be awarded as the top players regardless of position. There shall be 12 players each on the first team, second team, and third team. There shall be no honorable mention. Coaches who wish to have players considered for the All-Regional

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Team and/or the All-American Team must submit completed DAN Statistics (see [Appendix A](#) and [Appendix B](#)) to their respective Regional Sport Chairs and shall follow the same format as the All-American Team selection. The Regional Sport Chair is responsible for the administration of the vote and shall notify the National Baseball Chair of the All-Regional Team selection prior to the National Championship. The Regional Sport Chair is then responsible for presenting their All-Regional Team in rank order (with all ties broken) at the All-American conference call for All-American consideration. Regional Sport Chairs are responsible for doing any necessary research of individuals on the All-Regional Team and be fully prepared to promote each individual. An award shall be given to each member of the All-American first team and certificates shall be given to each member of the second and third teams. There shall be an NCCAA representative (National Office personnel or Administration Committee member) in the room or on the call for the voting to oversee that the process is followed. Copies of the voting procedure shall be provided to each voting member of the committee at least one week prior to the vote. The voting procedure is listed in [Appendix E](#).

G. National Player of the Year

A National Player of the Year shall be selected from the submitted Regional Players of the Year and Pitchers of the Year during the All-American conference call. Regional Sport Chairs are to notify the National Baseball Chair of their respective Regional Player of the Year and Pitcher of the Year prior to the National Championship. A plaque shall be mailed, and the award recipient shall be announced on the NCCAA website.

H. Coach of the Year Honors

1. Regional Coach of the Year is to be selected by a vote of the regional coaches. The Regional Baseball Chair is responsible for the administration of the vote and shall notify the National Baseball Chair of the Regional Coach of the Year selection before the start of the National Championship. Criteria to be considered should include the following:
  - a. Christian testimony
  - b. Conduct of the team
  - c. Win/loss record
  - d. Development of overall programSpecial care should be given to ensure that win/loss record does not become the lone consideration for this award.
2. The National Coach of the Year award shall be selected on the All-American conference call, and the candidates shall be the six Regional Coaches of the Year plus the National Champion Coach. The same criteria listed for Regional Coach of the Year shall be used. A plaque shall be mailed, and the award recipient shall be announced on the NCCAA website.

I. 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.

J. 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.

K. Student-Athlete of the Week Award

The NCCAA Student-Athlete of the Week award shall be given to two student-athletes (one offensive & one pitcher) in **Division I** Baseball during the regular season, chosen from the list of nominees submitted by institutions. Only one student-athlete per school per award (offensive/pitcher) may be nominated. See the full procedures and instructions in the Forms & Procedures section of the Handbook.

## VI. 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, Regional Experience Committee), Eligibility Committee, or Handbook Committee.**
5. All proposals must come in written form and identify which section of the 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 review of a committee within NAC, it must be submitted by March 15.**



**Division I Baseball Appendix A**

(Copy form for additional opponents & staple)

**All-American Selection Committee  
DAN Statistics  
Catchers – Outfielders – Infielders  
Game by Game Analysis**

Player: \_\_\_\_\_ Position: \_\_\_\_\_ Institution: \_\_\_\_\_ Class: \_\_\_\_\_ Region: \_\_\_\_\_ Coach: \_\_\_\_\_

| Opponents          | G | AB | R | 1B | 2B | 3B | HR | H | RBI | BB | K | SB/<br>SBA | BA | PO | A | E | PCT | SBA | SB | PB |
|--------------------|---|----|---|----|----|----|----|---|-----|----|---|------------|----|----|---|---|-----|-----|----|----|
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
| Total of all games |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |

Special Information: (Great Pitching Performances: Against which teams) \_\_\_\_\_  
Coach's Comments (Technical Proficiency, Versatility, Execution, Consistency, etc.) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



(Copy form for additional opponents & staple)

### All-American Selection Committee

## DAN Statistics

## Pitchers

## Game by Game Analysis

Player: \_\_\_\_\_ Position: \_\_\_\_\_ Institution: \_\_\_\_\_ Class: \_\_\_\_\_ Region: \_\_\_\_\_ Coach: \_\_\_\_\_

[illegible]

Special Information: (Great Pitching Performances: Against which teams) \_\_\_\_\_

Coach's Comments (Technical Proficiency, Versatility, Execution, Consistency, etc.) \_\_\_\_\_

The above-named student-athlete(s) has my support as a viable nominee for NCCAA postseason honors. His behavior both on and off the field is complimentary to the NCCAA and its Christ-like standards.



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**Appendix C**  
**Division I Baseball**  
**Hank Burbridge Award**  
**Due April 20**

**I. PURPOSE**

The purpose of this award is to honor the NCCAA's Outstanding Christian Baseball Player of the Year with potential in Christian service through baseball.

**II. AWARD**

The recipient shall receive an award bearing the title, date, and name of the player receiving this award. Hank Burbridge was the long-time baseball coach at Spring Arbor University and mentor/leader in NCCAA as well as NAIA baseball.

**III. ELIGIBILITY CRITERIA**

1. Recipients of this award must:
  - a. Have a clear Christian testimony both on and off the field, 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.
2. The recipient of the Hank Burbridge award 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.

**IV. NOMINATIONS**

Coaches of their respective institutions may nominate only one player per year for this award. Completed nomination forms and current DAN Statistics are to be sent no later than April 20 to the National Office. The National Office shall send copies to the committee. The committee members shall then make their recommendations with the final announcement to be made at the Baseball National Championship Banquet.

**V. SELECTION COMMITTEE**

The selection committee shall be comprised of the National Chair, National Vice-Chair, the Regional Sport Chairs, and the namesake of the award (if applicable).

**Appendix C, Page Two**  
**Hank Burbridge 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

Institution \_\_\_\_\_ Position \_\_\_\_\_ Coach \_\_\_\_\_

**Christian Character**

Describe student-athlete's faith story and character on/off the field.

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**Christian Service**

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

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**Current Season Hitting Stats (Season Team Record: W\_\_\_\_\_ L\_\_\_\_\_)**

AVG AB H 2B 3B HR R RBI SLG BB SO SB-ATT

**Current Season Pitching Stats (If pitcher)**

ERA W L GS CG SV IP H R ER BB SO

**Career Hitting Stats (Career Team Record: W\_\_\_\_\_ L\_\_\_\_\_)**

AVG AB H 2B 3B HR R RBI SLG BB SO SB-ATT

**Career Pitching Stats (If pitcher)**

ERA W L GS CG SV IP H R ER BB SO

**Other Stats Notes (Top 10 national statistical rankings, defensive effectiveness, etc.)**

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*continued*

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**Appendix C, Page Three**  
**Hank Burbridge 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).

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**Academic Honors Received (Major \_\_\_\_\_ GPA \_\_\_\_\_)**

List academic honors.

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**Leadership**

Describe student-athlete's leadership characteristics and qualities.

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**Additional Comments**

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

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**Required with Nomination Form**

- High resolution headshot AND action photo of student-athlete
- Current season schedule with results.

**Nominee Eligibility Requirements**

- Be a junior, senior, or graduate student academically and a varsity team member
- Have a clear Christian testimony both on and off the field, including Christian service activities
- Demonstrate leadership ability
- Cumulative GPA must be 3.00 or higher on a 4.00 scale
- Be an excellent/highly skilled student-athlete

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

\_\_\_\_\_  
Nominator Signature (Coach, SID, or AD)

\_\_\_\_\_  
Date

**Due by April 20 to [icampbell@thenccaa.org](mailto:icampbell@thenccaa.org).**

## Appendix D NCCAA Power Ratings

### I. FORMULA

(Results Pts + Location Pts) x (Opp. Affiliation + Opp. Win % + Ranked Opp.) = Individual Game Power Points

| 1. Results      |                   |              |             |          |            |             |
|-----------------|-------------------|--------------|-------------|----------|------------|-------------|
|                 | Baseball/Softball | Basketball   | Football    | Soccer   | Volleyball |             |
| a. if win by    | 6+ runs           | 15+ points   | 14+ points  | 3+ goals | in 3 sets  | 3 points    |
| b. if win by    | -                 | 11-14 points |             | -        | -          | 2.75 points |
| c. if win by    | 3-5 runs          | 8-10 points  | 7-13 points | 2 goals  | in 4 sets  | 2.5 points  |
| d. if win by    | -                 | 4-7 points   |             | -        | -          | 2.25 points |
| e. if win by    | 1-2 runs          | 1-3 points   | 1-6 points  | 1 goal   | in 5 sets  | 2 points    |
| f. if a tie     | -                 | -            | -           | -        | -          | 1.75 points |
| g. if a loss by | 1-2 runs          | 1-3 points   | 1-6 points  | 1 goal   | in 5 sets  | 1.5 points  |
| h. if a loss by | -                 | 4-7 points   |             | -        | -          | 1.25 points |
| i. if a loss by | 3-5 runs          | 8-10 points  | 7-13 points | 2 goals  | in 4 sets  | 1 point     |
| j. if a loss by | -                 | 11-14 points |             | -        | -          | 0.75 points |
| k. if a loss by | 6+ runs           | 15+ points   | 14+ points  | 3+ goals | in 3 sets  | 0.5 points  |

| 2. Location |             |               |              |            |          |
|-------------|-------------|---------------|--------------|------------|----------|
| a. if away  | 0.25 points | b. if neutral | 0.125 points | c. if home | 0 points |

| 3. Opponent's Affiliation (multiplier) |       |
|----------------------------------------|-------|
| a. NCAA I                              | x 2.9 |
| b. NCAA II / U Sports                  | x 2.5 |
| c. NAIA                                | x 2.2 |
| d. NCAA III / NCCAA I / CCAA           | x 1.8 |
| e. NCCAA II                            | x 1.5 |
| f. Other Countable Opponents^          | x 1.0 |

| 4. Opponent's Winning %* |          |
|--------------------------|----------|
| a. .1000 %               | Add 1.00 |
| b. .800 - .999 %         | Add 0.80 |
| c. .600 - .799 %         | Add 0.60 |
| d. .400 - .599 %         | Add 0.40 |
| e. .200 - .399 %         | Add 0.20 |
| f. .000 - .199 %         | Add 0.00 |

| 5. Ranked Opponent*                                |
|----------------------------------------------------|
| National rankings of affiliations in lines a. - e. |
| Add 0.20                                           |

### II. POWER POINTS

- A. The sum of the criteria of Nos. 1-2, multiplied by the sum of Nos. 3-5 determines power points for a game. The maximum points for a contest is 13.325 (win on the road against 1.000 NCAA I Top 25 team). The minimum points for a game is 0.5 (loss at home against .199 or lower other countable opponent).
- B. The power rating is determined by adding the power points for the regular season and dividing them by the number of games (to the third decimal place). Postseason contests shall not be included.

### III. FORFEITS

Forfeits awarded for completed contests shall count toward power ratings (with the results points multiplier being calculated as a 1-0 result for all sports regardless of the official forfeit scoreline for that sport) and the minimum number of games requirement for inclusion in power ratings (e.g., ineligible player, conduct issues, etc.). Forfeits awarded for games not played shall not count toward power ratings or the minimum number of games requirement for inclusion in power ratings (e.g., teams not showing up, not honoring contracts, etc.).

### IV. REPORTING

The National Office shall calculate each school's power rating. Each institution and region is responsible for reviewing the release to ensure their rating's accuracy. See sport handbooks for reporting dates and how power ratings are used within each sport. Power ratings shall be released by Wednesday evening per each sport's reporting dates. See region handbooks for how ratings are used within the region. Visit [www.thenccaa.org/handbook](http://www.thenccaa.org/handbook).

\*Opponent's winning percentage and national ranking shall be through the Sunday before the reporting date. When a report is released, winning percentages and rankings for that report shall not be updated for future reports. National rankings only include teams within the rankings. Teams who receive votes are not considered ranked.

*continued*

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## Appendix D, Page Two

### NCCAA Power Ratings

^Other countable opponents must be an NCCAA countable game per definition in Frequency of Contest section of the NCCAA handbook. Uni-Division sports, such as Softball, follow Division I countable opponents rules.

A final power rating shall only be given to teams who meet the minimum number of games requirement for the specific sport. Each sport has a progression of min. number of games (listed below) to be included in each rating that is released. (R1=Report 1, etc.)

Baseball - R1=10, R2=13, R3=16; Basketball - R1=12, R2=15, R3=18; Soccer - R1=8, R2=10; Softball - R1=10, R2=13, R3=16; Volleyball (M) – R1=7, R2=8, R3=9; Volleyball (W) – R1=10, R2=13, R3=15.

**Note:** These Power Ratings are designed to measure past performance, not necessarily to predict future outcomes.

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## **Appendix E**

### **NCCAA Division I All-American Voting Procedures**

All-American Voting Procedure for NCCAA Baseball is as follows:

1. All-Regional Teams shall be selected and submitted to the National Chair before the NCCAA National Championship. The regional team shall be listed in rank order from most points to least with all ties broken.
2. All nominations to the All-American process shall come from the All-Regional Team selections.
  - a. The NCCAA shall recognize an NCCAA All-American First Team. A 12-member squad shall be selected. The First Team shall be comprised of the six Regional Players of the Year and the six Regional Pitchers of the Year.
  - b. The NCCAA shall recognize an NCCAA All-American Second Team. The Second Team shall be a 12-member squad.
  - c. The NCCAA shall recognize an NCCAA All-American Third Team. The Third Team shall be a 12-member squad.
3. A meeting shall be set, overseen by the National Chair with a member of the National Office present and assisting where needed.
4. The Player of the Year shall be voted on before the selection of the All-American Second Team from the top regional player or pitcher of each region.
5. An order of nominating shall be determined by the National Chair (i.e. West first, Central second, etc.).
6. The process for the Second Team shall begin with each regional representative nominating the top players (limit of 7 nominations from a region) from his/her region. The representative shall briefly (30 seconds to 1 minute) discuss the nominations. Regional representatives are responsible for doing any necessary research of individuals on the All-Regional Team and should be fully prepared to promote each individual. Players must be nominated in the rank order from the selection of the regional team.
7. Then the regional representatives shall each vote for their top 12 players. Voting by the regional representative must be in the rank order of the region. Voting can occur in a couple of ways. He/She can share their vote verbally to the National Chair who records it or an electronic method can be determined to have vote emailed or texted to the National Chair.
8. The National Chair shall tabulate the vote and share with the voting members the total points for each nominated player. Points are allocated to players from highest to lowest (e.g., 12 players on a team, top player receives 12 points, second 11, third 10, etc.). The top number of players to fill the number of slots designated for Second Team shall earn Second Team honors.
9. In the event of a tie in any position, there shall be an additional vote to break the tie. If a tie remains after additional voting, further analysis and discussion shall occur and another vote shall be conducted. If a tie remains after this additional voting, the tie shall be broken by the National Sport Chair, unless involving his/her student-athletes, in which case the National Vice-Chair shall break the tie.
10. The All-American Third Team selections shall proceed in the same manner as the Second Team.
11. The All-American Committee may decide by consent to vote for the Second Team and Third Team at once. This shall allow for discussion of all nominated players and then rank in order all 24 players. The vote shall determine who is first, second, and third team.
12. There are no honorable mention teams in the NCCAA.
13. Once the team is selected, it is reviewed by the sport leadership and the National Office before being announced on the NCCAA website.



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## **Appendix F**

### **NAIA Baseball — Rule Modifications**

NCCAA baseball shall follow NCAA Baseball Playing Rules with approved NAIA modifications. With the change in NCAA rules, the modifications listed below are the only current modifications to the NCAA Baseball Rules that shall be in effect for the NCCAA Baseball season. Any future modifications to the NCAA Rules must be passed by the NAIA Baseball Coaches Association (NAIA-BCA) and approved by the NAIA National Administrative Council (NAC).

**A. NCAA Rule 5-5 – NAIA Re-Entry Rule Modification**

Any of the starting players, except for the pitcher and the designated hitter, may withdraw from the game and re-enter once, provided such players occupy the same batting position whenever they re-enter the lineup. Starting pitchers and designated hitters who change positions later in the same game are NOT eligible to re-enter, because their original starting position was either pitcher or designated hitter. A defensive substitution cannot be made unless the team wanting to make the substitution is playing defense at the time.

**B. NCAA Rule 5-5 – NAIA Courtesy Runner Rule Modification**

Teams have the option to use a courtesy runner for the pitcher/designated hitter or catcher at any time. For speed-up purposes, it is recommended that the courtesy runner be used with two men out in all games. The courtesy runner, although never officially in the game, shall be credited with the following:

1. Run scored
2. Stolen base
3. Caught stealing

The courtesy runner rule does not apply to a pinch-hitter for the catcher unless the catcher has been re-entered. However, it is permissible to re-enter a catcher for his pinch-hitter and subsequently use the courtesy runner. A team may not use the same runner for the pitcher/designated hitter and catcher in the same inning. The courtesy runner may not be removed from a base to become a pinch hitter. A player removed from the game may not be used as a courtesy runner. Should the courtesy runner pinch hit, pinch run or enter the game at any position, he shall no longer be eligible to be a courtesy runner.

**C. NCAA Rule 5-8.A – NAIA 7-Inning Game Option**

Teams may adopt a rule providing that a game(s) shall be seven innings. In such games, any of these rules applying to the ninth inning shall apply to the seventh inning. The nine-inning rule may be waived and shortened to seven innings prior to the game if both coaches agree to the waiver. If both coaches do not agree, the nine-inning rule will be in effect. Teams playing multiple games versus different opponents on the same day may play seven inning games if coaches agree. This applies to regular season games only.

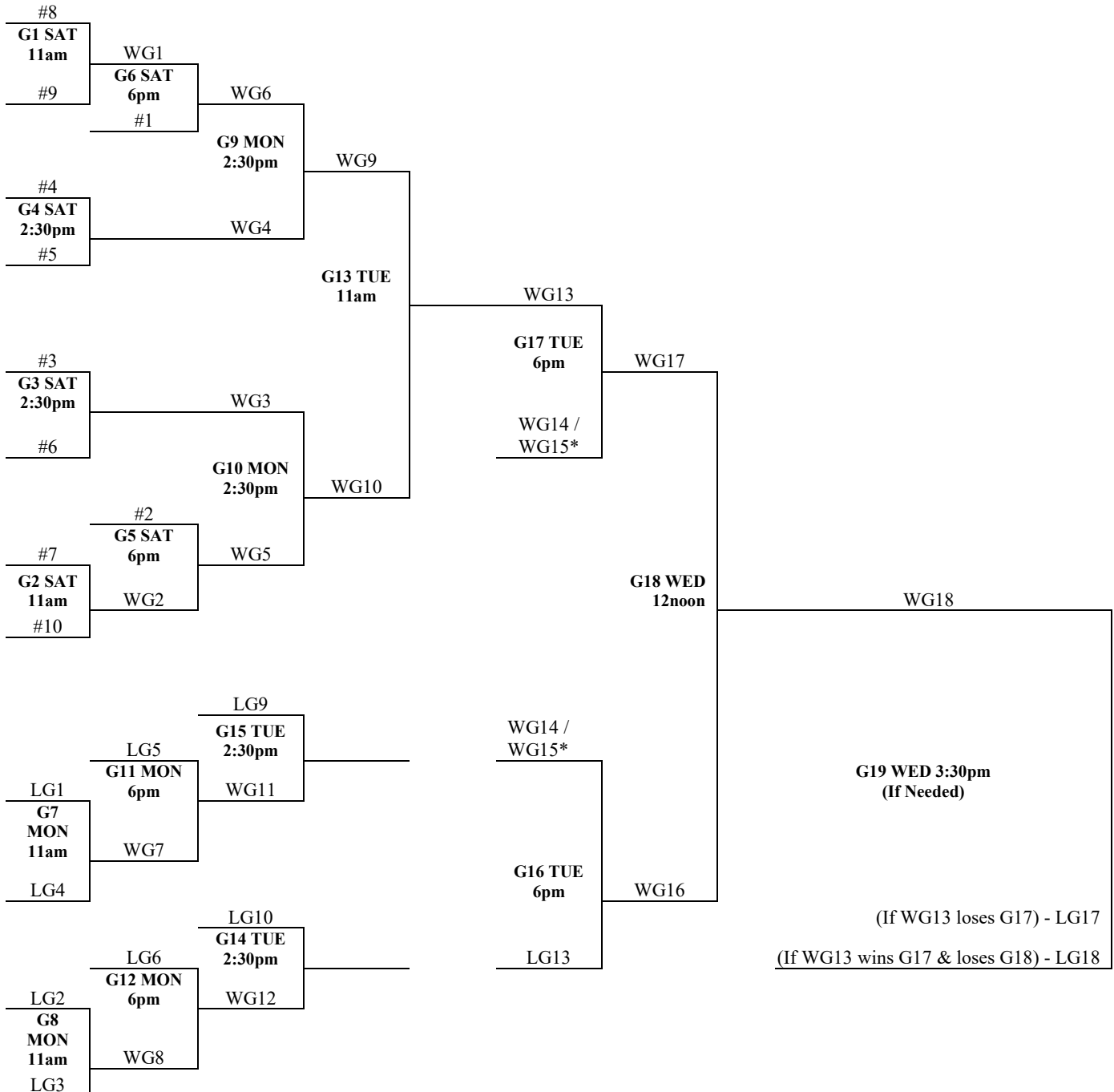
**D. NCAA Rule 5-8.C – NAIA Regulation Game**

A game shortened due to a time limit by a facility or tournament committee shall be a regulation game provided the conditions of Rule 5-8.b are met.

**E. NCAA Rule Appendix F – Visible Action Clock**

Use of a visible clock is recommended during all times of the game to enforce all timing rules equitably. A visible clock is not required.

## Appendix G Double-Elimination Bracket



\*Lower seed plays in Game 17 and higher seed plays in Game 16.  
Higher seed is defined as team with a seed value closer to one.

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## Appendix H

### Bat Testing

All bats used during Regional and National Championship competition must appear on the NCAA Approved Bat List, pass the barrel ring test, and barrel compression testing. Bat testing is required for all NCCAA competition during regular and postseason play. Bat Testing Procedures consist of three parts:

1. Visual Inspection of the Bat
  - a. Ensure that the bat model appears on the approved bat list.
  - b. Ensure the bat does not have a predominantly white barrel.
  - c. Ensure the bat does not have flat spots.
  - d. Ensure the bat does not have an audible rattle.
  - e. Ensure the bat does not have a cracked or loose knob or end caps and attachments. (By NCAA rule, attachments are not permitted on the end cap or knob of the baseball bat.)
2. Ring Test
  - a. Place the bat end cap on the ground and place the bat ring over the knob letting it fall.
  - b. If the ring passes over the bat from gravity alone (without force), the diameter passes.
  - c. If the bat passes through the ring, it proceeds to barrel compression testing.
  - d. If the ring does not pass over the bat, the bat is unacceptable for play and is surrendered for the duration of the game/series.
3. Barrel Compression Test Procedure
  - a. Calibrate fixture: It is important to check the calibration of the bat testing fixture before testing occurs. To check the calibration of the device, insert the calibration cylinder (provided with the tester) just as you would a bat. Be sure to center the cylinder under the anvil. Turn the gauge until it reads "0 lbs." and pull the cam level. The compression should meet the tolerance engraved on the cylinder.
  - b. Barrel Compression Testing: Each bat shall be tested approximately 6 inches from the end of the barrel. The bat shall then be rotated 90 degrees and tested again. Bats shall be tested a maximum of 3 times until it receives 2 passing results or 2 failing results, whichever comes first.
  - c. If after tests the bat has two passing results, the bat shall be considered approved for competition. If the bat has one passing result and one failing result, the bat shall be removed from the machine and be visually inspected for cracks. If no cracks are found, the bat shall be tested a third time for a final result. If the bat has two failing results, the bat shall be considered unacceptable for play and is surrendered for the duration of the game/series.
  - d. Identifying Approved Bats: Bats passing bat testing shall be identified as approved with a tamper proof sticker at the taper area of the bat. The taper area is the area at the bottom of the barrel, just above the handle. Bat stickers shall be supplied by the NCCAA.
  - e. Bats shall be tested prior to the first contest and shall be identified as passing with the applicable tamper proof sticker.
  - f. The tamper proof sticker shall be applied to the same location on the bat to identify the bat as compliant.
  - g. Location and Time of Testing: The location for bat testing shall be determined by the host and shall be communicated to participating teams.
  - h. Testing must be conducted by the host with a team representative present.
  - i. Coaches or team designee shall bring all bats to the testing location.
  - j. Testing should not be conducted in public view or near fans/media.
  - k. Procedure for Failed Bats: Bats that fail any part of the bat testing protocol shall be surrendered to the host/site supervisor and be retained for the duration of the Regional or National Championship or when the team is eliminated.

# NATIONAL CHRISTIAN COLLEGE ATHLETIC ASSOCIATION



## Men's Basketball

### Division I

## Division I Men's Basketball

### I. GENERAL ADMINISTRATION

- A. The NCCAA Division I Men's Basketball National Championship and all events related thereto are under the control and supervision of the NCCAA Division I Men's Basketball coaches and are subject to standards developed by these respective coaches and subsequent approval of the NCCAA Board of Directors.
1. National Sport Committee for Basketball  
Composition and Term of Office
    - a. The National Basketball Committee shall consist of the National Basketball Chair (who serves as chair of the committee), the National Basketball Vice-Chair, and the Regional Basketball Chairs. An NCCAA National Office representative shall serve as a non-voting member.
    - b. The National Basketball Chair shall serve a three-year term of office and shall be succeeded by the National Basketball Vice-Chair.
  2. Election
    - a. The Regional Coaches, in conjunction with the Regional Coordinator, shall conduct an election of the Regional Basketball Chair to the National Basketball Committee at an appropriate time. The term of office for the Regional Basketball Chair shall be determined by each individual region.
    - b. If a vacancy occurs on the National Basketball Committee, the National Basketball Chair shall, in coordination with the Regional Coordinator, upon approval of the rest of the committee, appoint a replacement or conduct an election.
  3. Duties of the National Basketball Committee (see Bylaws section)
    - a. Represent the interests of coaches and student-athletes to the National Basketball Committee.
    - 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.
    - d. Submit the top players in each region as All-American nominees.
  4. Duties of the National Basketball Chair (also see National Sport Chair Job Description in Forms & Procedures section)
    - a. Initiate, direct, and control the work of the National Basketball Committee.
    - b. Communicate with the National Basketball Committee on issues requiring its 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 (Basketball section of the NCCAA Handbook) to the NCCAA Director of Membership by the deadlines listed in the National Handbook Proposal Process.
    - g. Assist Regional Coordinators in selecting Regional Sport Chairs as needed.
- B. National Championship Committee  
The Men's Basketball National Championship Games Committee shall be responsible for the administration of the National Championship.
1. Membership
    - a. The committee shall be composed of the Tournament Director of the National Championship, the National Basketball Chair, or his/her appointee from the National Basketball Committee, and the NCCAA Director of Championships or an NCCAA National Office representative.
    - 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 Basketball 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.

- 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 (NCAA with NAIA modifications) Rulebook, have been followed.
- b. Act on all appropriate protests.

C. Officers

Chair: Will Shouse, Asbury University

Vice-Chair: Steve Shepherd, College of the Ozarks

D. Election of Sport Chair and Vice-Chair

A National Men's Basketball Chair and a Vice-Chair are elected to serve 3-year terms. The Vice-Chair replaces the National Men's Basketball Chair after 3 years to serve as the National Men's Basketball 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. PLAYING RULES AND REGULATIONS

A. Official Rule Book

Official National Collegiate Athletic Association (NCAA) Men's Basketball Rules. To obtain rules, visit [www.ncaapublications.com](http://www.ncaapublications.com).

B. Game Limits

There is a 28 game limit. (A student who participates in a varsity contest and a junior varsity contest on the same day and at the same location, is considered to have participated only in one game. A student may invoke this exception a maximum of 10 times during an academic year.) It is the responsibility of each coaching staff to ensure that each student-athlete does not exceed the maximum of 10 exceptions in an academic year.

C. Statistics

Complete and accurate statistical information must be submitted to the NCCAA in the form of .XML game files, following the steps outlined at [www.thenccaa.org/helpcenter](http://www.thenccaa.org/helpcenter) and using only one of the approved statistical programs (DakStats, Genius Sports, PrestoSports, StatCrew, or StatInput). Game files must be submitted to the NCCAA within 24 hours after the game and visiting team appeals are required to be filed with the home team within 48 hours following the conclusion of the contest. However, the mandatory deadline for weekly game files to be uploaded to the NCCAA website is Tuesday at noon ET. Any amount of missing game files in a week shall count as a missed report. Any game files submitted from a non-approved statistical program shall count as a missed report. Once statistical reporting begins, missing or incomplete game schedules may result in multiple penalties being issued at the discretion of the National Office.

The penalties for not reporting statistics or for being late are:

1. 1<sup>st</sup> offense: email or letter of notice of the violation.
2. 2<sup>nd</sup> offense: email or letter of warning of the violation.
3. 3<sup>rd</sup> offense: \$100 fine paid within 30 days of the date of the invoice or before Regional Championships, whichever comes first.
4. 4<sup>th</sup> offense: \$250 fine paid within 30 days of the date of the invoice or before Regional Championships, whichever comes first, a loss of postseason awards for the applicable athletes and/or team, the team shall become ineligible for statistical reports and ratings for the remainder of the season, and any further penalties at the discretion of the Administration Committee (e.g., ineligible for postseason play).

It is the responsibility of each institution to contact the National Office regarding any technical problems experienced in submitting weekly statistics. Proper communication can prevent team penalties.

Regular Season Neutral Site Tournament Statistics: The host institution of regular Season tournaments (e.g., classic, tri-match, or any multi-team event of the like that an institution hosts, regardless of venue or if the host institution is competing) is responsible for recording official statistics, for all participating teams, for those sports in which a weekly national statistical report is conducted. Missing statistics from a regular season tournament shall be considered a missing statistical report for the host institution, regardless if the host competed (other participants of the tournament shall not be considered to have a missed stats report the first week, but the following week shall be considered to have missed a statistical report if still missing). Note: If the host sent files to opponents and opponents failed to update the files in time, the host shall not be penalized.

Postseason Statistics: NCCAA members must upload files by the weekly deadline for all postseason play (conference tournament, regional championship, national championship, etc.). In NCCAA postseason play, it is the responsibility of the host to record official statistics and the responsibility of the higher seed to upload files. Failure to upload files by the weekly deadline is subject to penalty, including fines.

D. National Rankings

1. The coaches' poll voting shall be conducted by the National Chair, in conjunction with regional representatives, and be reported to the NCCAA Director of Communications.
2. Each Regional Sport Chair shall be the regional rater and voter.
3. Regional raters are responsible for submitting region ratings to the National Chair, who shall then send out all regional ratings to voters. Raters should include explanation/summary as to why teams are rated where they are. Raters may work to get feedback from region teams when developing the regional ratings.
4. Regional raters shall then select the top 10 teams nationally and send to the National Chair. The National Chair shall tally all votes and must send the final ranking along with each regional rating to the NCCAA Director of Communications by 11:00 a.m. (ET) each Tuesday that has a ranking.
5. When casting votes for the national rankings, voters must follow the order of the regional ratings.
6. Ties shall be broken by:
  - a. Number of ballot appearances;
  - b. Most votes in highest place; and
  - c. Winning percentage.The team winning the tie-breaker shall receive one additional point.
7. There shall be bi-weekly rankings through the conclusion of the regular season, with a final postseason ranking the week following the National Championship.
8. The National Office serves as the oversight committee.

E. NCCAA Power Rating System

1. The NCCAA Power Rating System shall be used (see [Appendix A](#)).
2. Each member institution must meet all statistical requirements (see section III.C above).
3. There shall be a total of three consecutive weeks of power ratings, with the final power rating released on the Wednesday one week prior to the Regional Completion Deadline. If a team has regular season games after the final power rating, the final power rating shall be updated with the additional regular season dates for the National Championship Committee to use in selection and seeding.

F. 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. Basketball has a maximum of 28 contests and a minimum number of 18 contests. Each sport has a specified date to begin practice and to conduct their

first contest. Basketball's start date for practices, scrimmages, and exhibitions is 38 days prior to the first allowable competition date. The first allowable contest is the fourth Thursday in October. More details can be found in the Sport Policies and Procedures section of the NCCAA Handbook.

#### G. 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.

### IV. GENERAL GUIDELINES FOR POSTSEASON COMPETITION

#### A. Site and Date

1. Bids to host the NCCAA Division I Men's Basketball National Championship shall be submitted to the National Office and reviewed by the National Basketball Chair. All necessary information pertaining to the National Championship Bid Contract is answered in the Forms & Procedures section.
2. Dates of the National Championship for the upcoming years are as follows:

| <u>Regionals Completed</u> | <u>National Championship</u> | <u>Site</u>                              |
|----------------------------|------------------------------|------------------------------------------|
| March 13, 2027             | March 17-20, 2027            | College of the Ozarks, Point Lookout, MO |
| March 11, 2028             | March 15-18, 2028            | TBA                                      |
| March 10, 2029             | March 14-17, 2029            | TBA                                      |
| March 9, 2030              | March 13-16, 2030            | TBA                                      |
| TBA, 2031                  | TBA, 2031                    | TBA                                      |

#### B. Regional Playoff Guidelines

1. Dates and Sites
  - a. The regional final game is to be played no later than the Saturday prior to the National Championship. The start time shall be no later than 4:00 p.m. (ET).
  - b. The site is under the direction of the Regional Basketball Chair, taking into consideration:
    - 1.) Seeded teams based on final NCCAA Power Rating System (see [Appendix A](#)) (final regular season National Power Rating System).
    - 2.) Continuation of past plans of alternating sites among areas.
    - 3.) Regional Representative: If a region has only one team available to participate in the Regional Championship or Regional Qualifier Process, that team shall be declared the Regional Representative and receive the region's automatic bid provided they have a record of .500 or better in addition to being declared to accept a Regional Representative bid.
  - c. All regional hosts shall plan and schedule the region Christian Service Project (CSP) and report the results to the National Office. Each host shall also send all information regarding dates, sites, schedule, game results, etc. to the National Office prior to the Regional Championship.
2. Selection of Teams
  - a. All member institutions that have met their Declaration of Intent to Participate shall be eligible for selection. It is the responsibilities of each Regional Sport Chair to enforce the Declarations of Intent to Participate in their regions.
  - b. Regions are required to accommodate institutions' conference postseason (within NAIA/NCAA) when scheduling NCCAA Regional Championships. If conference postseason dates leave no time for NCCAA Regional Championships, regional leadership shall work in conjunction with the National Office to determine a plan.
3. Financial Report
 

Regional Championship game site managers are to submit the financial report to the Regional Coordinator within 10 days after the completion of the Championship.
4. Squad Size
 

The squad size for Regional Championships shall be to list any number of members on the championship roster, all of whom may dress out. There is a roster limit of 17 and a limit of 23 bench personnel.
5. All-Regional Team and Regional Coach of the Year
 

The All-Regional Team (see [Appendix C](#)) and Regional Coach of the Year shall continue to be developed at the regional level under the direction of the Regional Basketball Chair. This information shall be submitted to the National Men's Basketball Chair for consideration of All-American and National Coach of the Year



recognition. All information must be given to the National Chair by Saturday prior to the start of the Championship.

6. Publicity

Publicity for Regional Championship play shall be the responsibility of each participating team and shall be supported and encouraged by the Regional Basketball Chairs.

C. General Guidelines for National Championships

1. The National Championship shall be an eight-team championship. The championship shall be a single elimination championship with one consolation round played following the opening round.

2. Each qualifying team must submit the following in the team's folder in the Google Drive 10 days prior to the National Championship: Official team roster and travel party on Google Docs Form (completely filled out), high resolution team photo, player headshots, and any other requested information.

3. Required Functions to Attend

Teams that advance to the Men's Basketball National Championship are required to attend and participate in the National Championship Banquet, the Christian Service Project, the Coaches Meeting, and Contests. 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.

4. Roster Size and Traveling Party

The official party is made up of Participants, defined as student-athletes, coaches, managers, athletic trainers, and any staff member who travels with a competing team.

The official party for each team participating in NCCAA National Basketball Championship competition is 23 individuals, which includes 17 student-athletes in uniform, six additional personnel (which can include coaches, managers, athletic trainers, sports information staff, additional student-athletes not in uniform, and/or other institutional personnel) to be used at the discretion of each participating institution.

A player may be replaced on the official roster between the Regional Tournament and the NCCAA National Championship by any eligible player whose name is included on the Official Eligibility Form for the current season.

When a roster is submitted to the NCCAA National Office, it shall serve as the Official Roster for the National Championship competition.

a. Each Head Coach can amend his/her roster with the NCCAA Director of Championships at the championship coaches' meeting on site.

b. Once the coaches' meeting is concluded, a team's roster shall be deemed certified, and no changes can be made for the duration of the championship.

c. Once the championship begins, no player may play that is not on the official roster with no exceptions, including the event of injury, illness, or family emergency.

d. Additional people (which can include coaches, managers, athletic trainers, sports information staff, additional student-athletes not in uniform, and/or other institutional personnel) must also be registered on the Official Roster to be permitted in the team only areas.

e. Any additional university personnel above the travel and roster numbers needs to be outside of official championships areas (e.g., bench areas, batting cages, etc.), and the university shall assume any additional cost associated with additional numbers to the travel party.

5. Transportation

Transportation to the National Championship is the responsibility of the participating institution.

6. Practice

Practice for participating teams shall be arranged through the Tournament Director of the National Championship.

7. Christian Service Project

Each team shall be expected to be involved in ministry that shall provide service to the community. This shall be coordinated by the Tournament Director of the National Championship.

8. Tip-Off Banquet

Each participating team in the National Championship shall receive 23 tickets for the Tip-Off Banquet. All teams, including coaches and players, are expected to be in attendance. Business casual is strongly recommended for the banquet (no jeans or sweats).

9. Game Times  
The schedule of games and/or matches shall be determined in conjunction with the National Chair, the Tournament Director of the National Championship, and the NCCAA National Office. Preference shall be given to the higher seeded teams to advance with the most amount of rest and/or best playing conditions. The host shall be given the opportunity to schedule its opening round game at a time that allows for the best hometown fan attendance. Game times and dates may be adjusted to accommodate any Seventh Day Adventist member institution's Sabbath.
10. Insurance  
Each participating institution shall furnish its own accident, medical, life, and travel insurance.
11. Basketballs
  - a. The official game ball used in the National Championship shall be determined by the Basketball Games Committee. The Wilson EVO NXT game ball basketball is presently used.
  - b. Practice balls are available to participating teams during the arranged practice times and before the start of each half of the game in which they are competing.
12. Referees  
Officials for the NCCAA Men's Basketball National Championship are selected and assigned by the National Men's Basketball Chair and/or the Tournament Director of the National Championship. NCAA and NAIA level officials shall be used. The assigner is in charge of all officials with input from the National Championship Committee.
13. Tickets  
Each member of the official party of the participating teams shall be provided championship passes that shall be presented to them upon arrival at the championship site.
14. Uniforms  
Each participating team in the National Championship shall bring to the championship a complete set of NCAA compliant light and a complete set of dark uniforms. The higher seeded team shall wear light uniforms unless negotiated with the opponent ahead of time.
15. 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. Each qualifying team must submit the following in the team's folder in the Google Drive five days prior to the championship: Up to date full season stats (individual & team), schedule with results, story lines for broadcasters, a BRO roster file, and action photos.
16. Timeouts  
Teams shall receive the allotted number of timeouts per game as stipulated in the NCAA Rulebook (four 75-second timeouts that can be used at any time plus two 30-second timeouts that can be used at any time), in addition to one media timeout per half at the first dead ball after the 10 minute mark that shall be a 75-second timeout. If a full 75-second timeout is called before the 10 minute mark by either team in each half, that timeout becomes the media timeout for that half.
17. Music must be played at each timeout (see Championship Music Policy in Forms and Procedures section).
18. Each team shall receive a championship ball.
19. Warmup
  - a. Warmup time between games for the first day shall be 10 minutes with a 10 minute halftime. Teams for the next game can shoot around for 7 minutes of halftime. **Thursday,** Friday, and Saturday schedule shall resume normal game procedures: 20 minutes warmup and 15 minutes half.
  - b. All teams must follow the NCAA rule book for championship warmups: no headsets, uniforms, etc.
20. No 8:30 a.m. games shall be scheduled for West Region teams on the first day of the championship.
21. The host shall provide lodging and meals (\$35 per diem) and the travel expenses for one National Sports Chair (or his/her designate). (See the bid contract found in the Forms and Procedures section.)
22. National Championship Housing  
All teams are required to lodge in the hotel(s) designated by the host institution or city for this championship. **Lodging at an unapproved location shall be considered failure to comply with its Declaration of Intent to Participate and shall result in loss of eligibility for championship travel reimbursement in addition to a fine of \$1,000.**
23. Championship Reimbursement Policy  
A Championship reimbursement fund called Future Generations shall reimburse member schools for championship expenses when teams qualify. The amounts and policy guidelines are listed in the Sports Policies and Procedures section of the NCCAA Handbook.

#### D. Selection of Teams

The teams to participate in the National Championship shall be chosen under the following format:

1. Six spots in the National Championship shall go to regional champions, qualifiers, or representatives; one spot shall go to the host school if they chose to take it. If a region is not represented, then an at-large team shall fill that spot.
2. The host institution shall receive an automatic bid. An institution who is the host of an NCCAA National Championship may allow its team to participate in the National Championship if that team meets its institution's Declaration of Intent requirements. The host institution, via the Declaration of Intent process, can choose to accept an automatic bid to National Championships without competing in the Regional Championship or choose to participate in the Regional Championship to earn a place in the National Championship.
3. The at-large team shall be the highest rated team, according to the NCCAA Power Rating System Option A that has declared its intent to play in the championship. Teams within .250 rating points of each other shall switch places if they met during the regular season and the lower-rated team won the contest or series. Teams move only one place at a time, and movement is applied from bottom to top. This shall be reapplied as many times as necessary until no further changes in position take place. For at-large selection, only teams eligible for at-large selection shall be included in the list when determining teams within .250 rating points.
4. To be considered for an at-large, a team must have played in the NCCAA regional playoffs, made its declaration to be considered for the Regional Qualifier, or been exempt due to NCAA or NAIA conflicts. In regions that limit teams in their playoff format, teams that have met any institutional declaration requirement may be considered for an at-large bid.
5. Seeding
  - a. Teams for the National Championship shall be seeded using the NCCAA National Power Rating System Option A. Teams within .250 rating points of each other shall switch places if they met during the regular season and the lower-rated team won the contest or series. Teams move only one place at a time, and movement is applied from bottom to top. This shall be reapplied as many times as necessary until no further changes in position take place.
  - b. Seeding for the National Championship shall take place on the Saturday evening immediately prior to the Championship event.
  - c. The National Championship Committee, in conjunction with the National Office, can adjust seeding to avoid regional opponents playing each other in the first round (if possible), following the Regional Seeding Conflict Guidelines in the Sports Policies and Procedures section of the handbook.
  - d. If a region does not send a team to the National Championship, the National Championship Committee shall select an additional at-large team that is the highest Power Rated System seeded team available.
  - e. Once the National Championship Committee selects and seeds the teams, then a phone call shall be made with all eight teams Saturday night.
6. 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.

#### E. NCCAA Basketball National Championship Timetable

1. Saturday prior to Championship: Each region shall have determined their representative to the National Championship by 6:00 p.m. (ET). All teams shall be seeded following the results.
2. The Christian Service Project shall be held on Tuesday.
3. Banquet at 6:30 p.m. on Tuesday (or decided by the championship committee)
4. Game Times Wednesday through Saturday.

#### V. AWARDS

The NCCAA maintains a standardized awards program for all National Championships. Team, Most Outstanding Player, National Coach of the Year, and All-American awards are ordered and paid for by the National Office.

##### A. All-Regional Team and Regional Coach of the Year

The All-Regional Team (see [Appendix C](#)) and Regional Coach of the Year shall continue to be developed at the regional level under the direction of the Regional Basketball Chair. This information shall be submitted to the

National Men's Basketball Chair for consideration of All-American and National Coach of the Year recognition. All information must be given to the National Men's Basketball Chair by Saturday prior to the start of the Championship.

1. The number of athletes on each All-Regional Team shall be equal to the number of athletes on each All-American Team, which for basketball is five.
2. Regional Player of the Year must be included in the number of athletes on the All-Regional Team, not a plus one in addition to it.
3. Coaches may not vote for their own players, except when there are only one or two teams in the region.
4. The maximum number of All-Regional Teams a region is permitted to have is based on the number of full members in the region that sponsor the sport, regardless of Declaration of Intent, and is listed in the Sports Policies and Procedures section of the handbook.
5. The maximum number of athletes any team can have on each All-Regional Team (e.g., First Team, Second Team, etc.) is three for basketball.
6. Regions cannot limit nominations based on regular season or postseason finish.
7. Regions are permitted to have Honorable Mention.
8. If a team does not participate in the nominating and/or voting process, that shall eliminate that team from the number of teams in the region when determining how many All-Regional teams there are. If a team nominates student-athletes but does not vote, that team's student-athletes shall not be included on All-Regional teams.
9. Regions must have tiebreaking procedures in place. Ties may not be submitted within the rank order for All-American purposes.
10. After the Regional Sport Chair has concluded the voting process and finalized the All-Regional Team(s), the chair shall submit the All-Regional Team(s) via Teamworks. The Regional Coordinator shall then review and approve the submission via Teamworks by the Wednesday prior to the Regional Completion Deadline.

- B. Championship awards: The following awards shall be presented at the conclusion of the National Championship game:
1. 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.
  2. Individual awards to the official 23-member party of the championship team.
  3. Each coach shall nominate players from his/her own team for automatic selection to the All-Tournament Team. Players shall be selected by the coaches.
  4. All-Tournament awards are the responsibility of the National Office.
    - a. The All-Tournament Team shall consist of five players including one Most Outstanding Player.
    - b. The team breakdown shall be as follows:
      - 1.) Championship team – one player and one Most Outstanding Player (plaque ordered and paid for by the NCCAA).
      - 2.) Second through fourth place teams – one player each.
- C. Pete Maravich Award: The Pete Maravich Award shall be presented at the Tip-Off Banquet of the National Championship.
1. The recipient: The outstanding Christian men's basketball player in the NCCAA for Division I.
  2. Recipients of this award must:
    - a. Have a clear Christian testimony both on and off the court, 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.
  3. Purpose: To enhance the Christian purpose of athletic excellence in Christian athletic competition, and to perpetuate the Christian philosophy and faith in evangelical Christian colleges and universities across our nation.
  4. Procedures:
    - a. Only one student-athlete per institution may be nominated by the head coach, Athletics Director, or Sports Information Director (SID).
    - b. The nomination form (See [Appendix B](#)) must be used and submitted to the National Office by February 20.
    - c. Final selection shall be made prior to the National Championship by a selection committee comprised of the National Chair, National Vice-Chair, the Regional Sport Chairs, and the namesake of the award (if applicable). 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).

5. The recipient shall be encouraged to be present at the banquet. The National Office shall contribute up to \$250 toward travel expenses.
6. The recipient of the Pete Maravich award 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.

D. All-American (see [Appendix E](#))

1. Players who have finished in the top five of their All-Regional teams shall be given first consideration to be nominated for All-American. Regional Player of the Year from each region shall be given first consideration for 1<sup>st</sup> Team All-American. No student-athlete is eligible for All-American if his institution is on NCCAA restrictive probation.
2. Individual coaches must complete a nomination form for any of their players who are eligible and forward it to the National Sport Chair (see [Appendix C](#)).
3. Each Regional Sport Chair shall fill out an All-American Nomination and Rating Form (see [Appendix D](#)) and forward it to the National Men's Basketball Chair prior to the National Championship.
4. Selection to the All-American Team shall be made the week following the National Championship. Each Regional Sport Chair shall be present or on the phone conference call for the meeting.
5. The first and second All-American Teams shall consist of five members each. Members of the first team shall receive awards from the National Office and members of the second teams shall receive certificates.
6. The purpose of the selection of an All-American team in basketball:
  - a. To recognize outstanding performance in Christian intercollegiate basketball competition.
  - b. To publicize and promote the Christian student-athlete.
  - c. To promote the presence and prominence of Christian character in intercollegiate athletics.
  - d. To publicize and promote the participating institutions within the NCCAA.
  - e. To publicize and promote the NCCAA, its presence, and its programs.
7. A Player of the Year award shall be given to the best player in NCCAA Division I Men's Basketball. An All-American form MUST be submitted to be considered for this award.
8. Coaches must abide by the region rankings of the All-Regional team rank order of the players and cannot override the region vote.
9. There shall be a NCCAA representative (National Office personnel or Administration Committee member) in the room or on the call for the voting to oversee that the process is followed.
10. Copies of the voting procedure shall be provided to each voting member of the committee at least a week prior to the vote.

E. Coach of the Year

1. Each Regional Coach of the Year and any coach whose team qualifies for the National Championship in the NCCAA, NAIA, or NCAA is eligible for National Coach of the Year.
2. The Regional Basketball Chair should complete a nomination form (see Forms and Procedures) and forward it to the National Men's Basketball Chair prior to the National Championship.
3. No coach is eligible for this honor if his institution is on NCCAA restrictive probation.
4. Selection of the Coach of the Year shall be voted on by the All-American Committee.
5. A plaque shall be presented from the National Office.
6. The purpose of the selection of an NCCAA Coach of the Year in basketball:
  - a. To recognize outstanding effort and/or achievement by a Christian coach in intercollegiate basketball.
  - b. To publicize and promote the presence and prominence of Christian character in intercollegiate coaching.
  - c. To promote and publicize NCCAA basketball and the organization.

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. The NCCAA Student-Athlete of the Week award shall be given to one student-athlete in Division I Men's Basketball 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.

## VI. 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.



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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 the National Administrative Council (Sports Information Committee, Competition Experience Committee, Regional Experience Committee), Eligibility Committee, or Handbook Committee.
  5. All proposals must come in written form and identify which section of the 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 review of a committee within NAC, it must be submitted by March 15.

## Appendix A NCCAA Power Ratings

### I. FORMULA

(Results Pts + Location Pts) x (Opp. Affiliation + Opp. Win % + Ranked Opp.) = Individual Game Power Points

| 1. Results      |                   |              |             |          |            |             |
|-----------------|-------------------|--------------|-------------|----------|------------|-------------|
|                 | Baseball/Softball | Basketball   | Football    | Soccer   | Volleyball |             |
| a. if win by    | 6+ runs           | 15+ points   | 14+ points  | 3+ goals | in 3 sets  | 3 points    |
| b. if win by    | -                 | 11-14 points |             | -        | -          | 2.75 points |
| c. if win by    | 3-5 runs          | 8-10 points  | 7-13 points | 2 goals  | in 4 sets  | 2.5 points  |
| d. if win by    | -                 | 4-7 points   |             | -        | -          | 2.25 points |
| e. if win by    | 1-2 runs          | 1-3 points   | 1-6 points  | 1 goal   | in 5 sets  | 2 points    |
| f. if a tie     | -                 | -            | -           | -        | -          | 1.75 points |
| g. if a loss by | 1-2 runs          | 1-3 points   | 1-6 points  | 1 goal   | in 5 sets  | 1.5 points  |
| h. if a loss by | -                 | 4-7 points   |             | -        | -          | 1.25 points |
| i. if a loss by | 3-5 runs          | 8-10 points  | 7-13 points | 2 goals  | in 4 sets  | 1 point     |
| j. if a loss by | -                 | 11-14 points |             | -        | -          | 0.75 points |
| k. if a loss by | 6+ runs           | 15+ points   | 14+ points  | 3+ goals | in 3 sets  | 0.5 points  |

| 2. Location |             |               |              |            |          |
|-------------|-------------|---------------|--------------|------------|----------|
| a. if away  | 0.25 points | b. if neutral | 0.125 points | c. if home | 0 points |

| 3. Opponent's Affiliation (multiplier) |       |
|----------------------------------------|-------|
| a. NCAA I                              | x 2.9 |
| b. NCAA II / U Sports                  | x 2.5 |
| c. NAIA                                | x 2.2 |
| d. NCAA III / NCCAA I / CCAA           | x 1.8 |
| e. NCCAA II                            | x 1.5 |
| f. Other Countable Opponents^          | x 1.0 |

| 4. Opponent's Winning %* |          |
|--------------------------|----------|
| a. .1000 %               | Add 1.00 |
| b. .800 - .999 %         | Add 0.80 |
| c. .600 - .799 %         | Add 0.60 |
| d. .400 - .599 %         | Add 0.40 |
| e. .200 - .399 %         | Add 0.20 |
| f. .000 - .199 %         | Add 0.00 |

| 5. Ranked Opponent*                                |
|----------------------------------------------------|
| National rankings of affiliations in lines a. - e. |
| Add 0.20                                           |

### II. POWER POINTS

- A. The sum of the criteria of Nos. 1-2, multiplied by the sum of Nos. 3-5 determines power points for a game. The maximum points for a contest is 13.325 (win on the road against 1.000 NCAA I Top 25 team). The minimum points for a game is 0.5 (loss at home against .199 or lower other countable opponent).
- B. The power rating is determined by adding the power points for the regular season and dividing by the number of games (to the third decimal place). Postseason contests shall not be included.

### III. FORFEITS

Forfeits awarded for completed contests shall count toward power ratings (with the results points multiplier being calculated as a 1-0 result for all sports regardless of the official forfeit scoreline for that sport) and the minimum number of games requirement for inclusion in power ratings (e.g., ineligible player, conduct issues, etc.). Forfeits awarded for games not played shall not count toward power ratings or the minimum number of games requirement for inclusion in power ratings (e.g., teams not showing up, not honoring contracts, etc.).

### IV. REPORTING

The National Office shall calculate each school's power rating. Each institution and region is responsible for reviewing the release to ensure their rating's accuracy. See sport handbooks for reporting dates and how power ratings are used within each sport. Power ratings shall be released by Wednesday evening per each sport's reporting dates. See region handbooks for how ratings are used within the region. Visit [www.thenccaa.org/handbook](http://www.thenccaa.org/handbook).

\*Opponent's winning percentage and national ranking shall be through the Sunday before the reporting date. When a report is released, winning percentages and rankings for that report, will not be updated for future reports. National rankings only include teams within the rankings. Teams who receive votes are not considered ranked.

*continued*



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## Appendix A, Page Two

### NCCAA Power Ratings

^Other countable opponents must be an NCCAA countable game per definition in Frequency of Contest section of the NCCAA handbook. Uni-Division sports, such as Softball, follow Division I countable opponents rules.

A final power rating shall only be given to teams who meet the minimum number of games requirement for the specific sport. Each sport has a progression of min. number of games (listed below) to be included in each rating that is released. (R1=Report 1, etc.)

Baseball - R1=10, R2=13, R3=16; Basketball - R1=12, R2=15, R3=18; Soccer - R1=8, R2=10; Softball - R1=10, R2=13, R3=16; Volleyball (M) – R1=7, R2=8, R3=9; Volleyball (W) – R1=10, R2=13, R3=15.

**Note:** These Power Ratings are designed to measure past performance, not necessarily to predict future outcomes.

## Appendix B – Division I Men's Basketball The Pete Maravich 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

Institution \_\_\_\_\_ Position \_\_\_\_\_ Coach \_\_\_\_\_

### Christian Character

Describe student-athlete's faith story and character on/off the court.

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### Christian Service

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

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**Current Season Stats (Games Played: \_\_\_\_\_) (Season Team Record: W\_\_\_\_\_ L\_\_\_\_\_)**

PTS   FGM   FGA   3PM   3PA   FTM   FTA   OREB   DREB   AST   STL   BLK

### Current Season Averages & Percentages

PPG   FG%   3P%   FT%   RPG   APG   SPG   BPG

**Career Stats (Games Played: \_\_\_\_\_) (Career Team Record: W\_\_\_\_\_ L\_\_\_\_\_)**

PTS   FGM   FGA   3PM   3PA   FTM   FTA   OREB   DREB   AST   STL   BLK

### Career Averages & Percentages

PPG   FG%   3P%   FT%   RPG   APG   SPG   BPG

**Other Stats Notes (Top 10 national statistical rankings, defensive effectiveness, etc.)**

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*continued*

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**Appendix B, Page Two**  
**Division I Men's Basketball The Pete Maravich 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)

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**Academic Honors Received (Major \_\_\_\_\_ GPA \_\_\_\_\_)**

List academic honors.

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**Leadership**

Describe student-athlete's leadership characteristics and qualities. Give examples of leadership in action.

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**Additional Comments**

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

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**Required with Nomination Form**

- High resolution headshot AND action photo of student-athlete
- Current season schedule with results.

**Nominee Eligibility Requirements**

- Be a junior, senior, or graduate student academically and a varsity team member.
- Have a clear Christian testimony both on and off the court, including Christian service activities.
- Demonstrate leadership ability.
- Cumulative GPA must be 3.00 or higher on a 4.00 scale.
- Be an excellent/highly skilled student-athlete.

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

\_\_\_\_\_  
Nominator Signature (Coach, SID, or AD)

\_\_\_\_\_  
Date

Due by February 20 to [icampbell@thenccaa.org](mailto:icampbell@thenccaa.org).

**Appendix C**  
**NCCAA Division I Basketball All-American Regional Nomination Form**

To be completed by the nominating coach

*Send to the DI National Men's Basketball Chair by Saturday night prior to the National Championship*

Region \_\_\_\_\_

Player's Name \_\_\_\_\_ Position \_\_\_\_\_ Class \_\_\_\_\_

Hometown, State \_\_\_\_\_

Institution \_\_\_\_\_ Coach \_\_\_\_\_

20\_\_\_\_ - 20\_\_\_\_ Season Record: Won \_\_\_\_\_ Loss \_\_\_\_\_

**Scoring**

Points Per Game Average \_\_\_\_\_ Total Season Points \_\_\_\_\_

High Game \_\_\_\_\_ vs. \_\_\_\_\_ Date \_\_\_\_\_  
*opposing team*

Individual Field Goal Percentage \_\_\_\_\_ Foul Shot Percentage \_\_\_\_\_

Assists Per Game average \_\_\_\_\_ Rebounds Per Game Average \_\_\_\_\_

**Defense:** Blocks per game average \_\_\_\_\_ Steals per game average \_\_\_\_\_

**Honors Received (Athletic)**

Individual \_\_\_\_\_

Team \_\_\_\_\_

**Comments and/or recommendations**

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**The above named student-athlete has my support as a viable nominee for NCCAA postseason honors. His behavior both on and off the court is complimentary to the NCCAA and its Christ-like standards.**

\_\_\_\_\_  
Coach's signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Institution

**Appendix D**  
**NCCAA Division I Basketball**  
**All-American Nomination and Rating Form**  
To be completed by Regional Basketball Chair

Region \_\_\_\_\_ Basketball Chair \_\_\_\_\_ Date \_\_\_\_\_

Signature of Regional Basketball Chair \_\_\_\_\_

| Rating | Christian<br>Commitment<br>(Yes/No) | Name | Institution | Pos. | Pts/<br>G | Rb/<br>G | Ast/<br>G | Hometown<br>State |
|--------|-------------------------------------|------|-------------|------|-----------|----------|-----------|-------------------|
|        |                                     |      |             |      |           |          |           |                   |
|        |                                     |      |             |      |           |          |           |                   |
|        |                                     |      |             |      |           |          |           |                   |
|        |                                     |      |             |      |           |          |           |                   |
|        |                                     |      |             |      |           |          |           |                   |

**Rating System**

I = Player is agreed upon to be a definite first team All-American.

II = Player is agreed upon to be a definite second team All-American.

Christian Commitment: A “Yes” in this space indicates that the player is in harmony with the ideals of the NCCAA and has the endorsement of the member institution concerning its position on Christian conduct and commitment.

**Guidelines for selecting All-American candidates:**

1. The student-athlete must be a member of a basketball team at a participating institution in the NCCAA. No student-athlete is eligible for All-American status if his/her institution is on NCCAA restrictive probation.
2. The student-athlete must be nominated by a participating institution from within the region in which the student-athlete is a member.
3. The student-athlete must be worthy of consideration for the honor of All-American.
4. An All-American nominee must be one of the top five players from within the region he represents. NOTE: A maximum of five student-athletes may be nominated by any one region.
5. Each regional student-athlete nominated for All-American consideration shall have a nomination form sent to the National Basketball Chair on his behalf by the Regional Sport Chair.
6. The student-athlete must be a member of an institution that has participated in the NCCAA Regional and National Statistical Reporting Procedure.
7. Each nominating coach shall send a completed All-American and Regional Nomination form to the National Basketball Chair in support of his/her student-athlete(s).

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## **Appendix E**

### **NCCAA All-American Voting Procedures**

All-American Voting Procedure for NCCAA Division I Men's Basketball is as follows:

1. All-Regional Teams shall be selected and submitted to the National Chair before the NCCAA National Championship. The regional team shall be listed in rank order from most points to least with all ties broken.
2. All nominations to the All-American process shall come from the All-Regional Team selections.
  - a. The NCCAA shall recognize an NCCAA All-American First Team. A five-member squad shall be selected.
  - b. The NCCAA shall recognize an NCCAA All-American Second Team. The Second Team shall be a five-member squad.
3. A meeting shall be set after the National Championship, overseen by the National Chair with a member of the National Office present and assisting where needed.
4. An order of nominating by region shall be determined by the National Chair (e.g., West first, Central second, etc.).
5. The process shall begin with each regional representative nominating the top players (limit of 5 nominations from a region) from his/her region. The representative shall briefly (30 seconds to 1 minute) discuss the nominations. Regional representatives are responsible for doing any necessary research of individuals on the All-Regional Team and be fully prepared to promote each individual. Players must be nominated in the rank order of the selection of the regional team.
6. Then the regional representatives shall each vote for their top five players. Voting by the regional representative must be in the rank order of the region. Voting can occur in a couple of ways. They can share their vote verbally to the National Chair who records it, or an electronic method can be determined to have vote emailed or texted to the National Chair.
7. The National Chair shall tabulate the vote and share with the voting members the total points for each nominated player. Points are allocated to players from highest to lowest (e.g., five players on a team, top player receives five points, second four, third three, etc.). The top number of players to fill the number of slots designated for First Team shall earn First Team honors.
8. The highest ranked player from the vote for the First Team shall be the Player of the Year.
9. In the event of a tie in any position, there shall be an additional vote to break the tie. If a tie remains after additional voting, further analysis and discussion shall occur and another vote shall be conducted. If a tie remains after this additional voting, the tie shall be broken by the National Sport Chair, unless involving his/her student-athletes, in which case the National Vice-Chair shall break the tie.
10. The All-American Second Team selection shall proceed in the same manner as the First Team.
11. The All-American Committee may decide by consent to vote for the First Team and Second Team at once. This shall allow for discussion of all nominated players and then rank in order all 10 players. The vote shall determine who is first and second team.
12. There are no honorable mention teams in the NCCAA.
13. Once the team is selected, it is reviewed by the sport leadership and the National Office before being announced on the NCCAA website.

# NATIONAL CHRISTIAN COLLEGE ATHLETIC ASSOCIATION



## Women's Basketball

### Division I

## Division I Women's Basketball

### I. GENERAL ADMINISTRATION

The NCCAA Division I Women's Basketball National Championship and all events related thereto are under the control and supervision of the NCCAA Division I Women's Basketball coaches and are subject to standards developed by these respective coaches and subsequent approval of the NCCAA Board of Directors.

#### A. National Sports Committee for Basketball

1. Composition and Term of Office
  - a. The National Basketball Committee shall consist of the National Basketball Chair (who serves as Chair of the committee), the National Basketball Vice-Chair, and the Regional Sport Chair from each of the six regions. An NCCAA National Office representative shall serve as a non-voting member.
  - b. The term of office shall terminate June 30.
2. Duties of Committee Members (see Regional Sport Chairs as described in the Forms and Procedures section of the Handbook):
  - a. Represent the interest of coaches and student-athletes.
  - b. Perform duties as specified by the National Basketball Chair.
  - c. Propose revisions of National Championship operating policies and procedures.
  - d. Assist in solicitation of bids for future National Championship sites.
3. Duties of the National Basketball Chair

The National Basketball Chair shall perform duties as described (see Forms and Procedures section).

  - a. Initiate, direct, and control the work of the National Women's Basketball Committee.
  - b. Communicate with the National Women's Basketball Committee on issues requiring its 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 (Women's Basketball section of the NCCAA Handbook) to the NCCAA Director of Membership by the deadlines listed in the National Handbook Proposal Process.
  - g. Assist Regional Coordinators in selecting Regional Sport Chairs as needed.

#### B. National Championship Committee

1. Membership
  - a. The committee shall be composed of the NCCAA Director of Championships or an NCCAA National Office representative, the National Basketball Chair or his/her appointee from the National Basketball Committee, and the Tournament Director of the National Championship.
  - b. If a member of the Championship Committee is directly or indirectly involved in a protest submitted, the individual shall be replaced by an appointee of the Committee 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 individual(s) and team(s) 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.
  - b. Write a report of all cases on which the committee acts.
  - c. Make on-site decisions concerning extenuating circumstances that affect the conduct of the National Championship (e.g., extreme weather conditions) in conjunction with and via the NCCAA Director of Membership.
3. Protests
  - a. Ensure that protest procedures, as indicated in the NCAA rulebook, have been followed.
  - b. Act on all appropriate protests.



C. Officers

Chair: John Mills, Alice Lloyd College

Vice-Chair: Michael Sons, Nelson University

D. Election of Sport Chair and Vice-Chair

A National Women's Basketball Chair and a Vice-Chair are elected to serve 3-year terms. The Vice-Chair replaces the National Women's Basketball Chair after 3 years to serve as the National Women's Basketball 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 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. PLAYING RULES AND REGULATIONS

A. Official Rule Book

1. Current NCAA basketball rules shall be used throughout the National Championship.
2. Official National Collegiate Athletic Association (NCAA) Women's Basketball Rules. To obtain rules, visit [www.ncaapublications.com](http://www.ncaapublications.com).

B. Game Limits

There is a 28 game limit. (A student who participates in a varsity contest and a junior varsity contest on the same day and at the same location, is considered to have participated only in one game. A student may invoke this exception a maximum of 10 times during an academic year.) It is the responsibility of each coaching staff to ensure that each student-athlete does not exceed the maximum of 10 exceptions in an academic year.

C. Statistics

Complete and accurate statistical information must be submitted to the NCCAA in the form of .XML game files, following the steps outlined at [www.thenccaa.org/helpcenter](http://www.thenccaa.org/helpcenter) and using only one of the approved statistical programs (DakStats, Genius Sports, PrestoSports, StatCrew, or StatInput). Game files must be submitted to the NCCAA within 24 hours after the game and visiting team appeals are required to be filed with the home team within 48 hours following the conclusion of the contest. However, the mandatory deadline for weekly game files to be uploaded to the NCCAA website is Tuesday at noon ET. Any amount of missing game files in a week shall count as a missed report. Any game files submitted from a non-approved statistical program shall count as a missed report. Once statistical reporting begins, missing or incomplete game schedules may result in multiple penalties being issued at the discretion of the National Office.

The penalties for not reporting statistics or for being late are:

1. 1<sup>st</sup> offense: email or letter of notice of the violation.
2. 2<sup>nd</sup> offense: email or letter of warning of the violation.
3. 3<sup>rd</sup> offense: \$100 fine paid within 30 days of the date of the invoice or before Regional Championships, whichever comes first.
4. 4<sup>th</sup> offense: \$250 fine paid within 30 days of the date of the invoice or before Regional Championships, whichever comes first, a loss of postseason awards for the applicable athletes and/or team, the team shall become ineligible for statistical reports and ratings for the remainder of the season, and any further penalties at the discretion of the Administration Committee (e.g., ineligible for postseason play).

It is the responsibility of each institution to contact the National Office regarding any technical problems experienced in submitting weekly statistics. Proper communication can prevent team penalties.

**Regular Season Neutral Site Tournament Statistics:** The host institution of regular Season tournaments (e.g., classic, tri-match, or any multi-team event of the like that an institution hosts, regardless of venue or if the host institution is competing) is responsible for recording official statistics, for all participating teams, for those sports in which a weekly national statistical report is conducted. Missing statistics from a regular season tournament shall be considered a missing statistical report for the host institution, regardless if the host competed (other participants of the tournament shall not be considered to have a missed stats report the first week, but the following week shall be considered to have missed a statistical report if still missing). Note: If the host sent files to opponents and opponents failed to update the files in time, the host shall not be penalized.

**Postseason Statistics:** NCCAA members must upload files by the weekly deadline for all postseason play (conference tournament, regional championship, national championship, etc.). In NCCAA postseason play, it is the responsibility of the host to record official statistics and the responsibility of the higher seed to upload files. Failure to upload files by the weekly deadline is subject to penalty, including fines.

**D. National Rankings**

1. The coaches' poll voting shall be conducted by the National Chair, in conjunction with regional representatives, and be reported to the NCCAA Director of Communications.
2. In Division I, each Regional Sport Chair shall be the region rater and voter.
3. Regional raters are responsible for submitting region ratings to the National Chair, who shall then send out all region ratings to voters. Raters should include explanation/summary as to why teams are rated where they are. Raters may work to get feedback from region teams when developing the region ratings.
4. Regional raters shall then select the top 10 teams nationally and send to the National Chair. The National Chair shall tally all votes and must send the final ranking along with each regional rating to the NCCAA Director of Communications by 11:00am (ET) each Tuesday that has a ranking.
5. When casting votes for the national rankings, voters must follow the order of the regional ratings.
6. Ties shall be broken by:
  - a. Number of ballot appearances;
  - b. Most votes in highest place; and
  - c. Winning percentage.The team winning the tie-breaker shall receive one additional point.
7. There shall be bi-weekly rankings through the conclusion of the regular season, with a final postseason ranking the week following the National Championship.
8. The National Office serves as the oversight committee.

**E. Power Rating**

There shall be a total of three consecutive weeks of power ratings, with the final power rating released the Wednesday of one week prior to the Regional Completion Deadline. If a team has regular season games after the final power rating, the final power rating shall be updated with the additional regular season dates for the National Basketball Committee to use in selection and seeding. See [Appendix A](#).

**F. 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. Basketball has a maximum of 28 contests and a minimum number of 18 contests. Each sport has a specified date to begin practice and to conduct their first contest. Basketball's start date for practices, scrimmages, and exhibitions is 38 days prior to the first allowable competition date. The first allowable contest is the fourth Thursday in October. More details can be found in the Sport Policies and Procedures section of the NCCAA Handbook.

**G. 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.

#### IV. GENERAL GUIDELINES FOR POSTSEASON COMPETITION

##### A. Date and Site

1. Bids to host the NCCAA Division I Women's Basketball National Championship shall be submitted to the National Office and reviewed by the National Basketball Chair. All necessary information pertaining to the National Championship Bid Contract is answered in the Forms & Procedures section.

| <u>Regionals Completed</u> | <u>National Championship</u> | <u>Site</u>                              |
|----------------------------|------------------------------|------------------------------------------|
| March 13, 2027             | March 17-20, 2027            | College of the Ozarks, Point Lookout, MO |
| March 11, 2028             | March 15-18, 2028            | TBA                                      |
| March 10, 2029             | March 14-17, 2029            | TBA                                      |
| March 9, 2030              | March 13-16, 2030            | TBA                                      |
| TBA, 2031                  | TBA, 2031                    | TBA                                      |

##### B. Regional Playoff Guidelines (if a tournament is played)

1. The regional final game shall be played no later than the Saturday prior to the National Championship. The start time shall be no later than 4:00 p.m. (ET).
2. The site is under the direction of the Regional Basketball Chair, taking into consideration:
  - a. Seeded teams based on final NCCAA Power Rating System (see [Appendix A](#)) (final regular season NCCAA Power Rating System)
  - b. Continuation of past plans of alternating sites among areas.
  - c. Economic status of various sites.
3. Regional Representative: If a region has only one team available to participate in the Regional Championship or Regional Qualifier Process, that team shall be declared the Regional Representative and receive the region's automatic bid provided they have a record of .500 or better in addition to being declared to accept a Regional Representative bid.
4. All regional hosts shall plan and schedule the regional Christian Service Project (CSP) and report the results to the National Office. Each host shall also send all information regarding dates, sites, schedule, game results, etc. to the National Office prior to the Regional Championship.
5. Regions are required to accommodate institutions' conference postseason (within NAIA/NCAA) when scheduling NCCAA Regional Championships. If conference postseason dates leave no time for NCCAA Regional Championships, regional leadership shall work in conjunction with the National Office to determine a plan.

##### C. General Guidelines for National Championship

1. The National Championship shall be an eight-team championship. The championship shall be a single elimination championship with **one** consolation round played **following the opening round**. Times shall be announced and set by the National Chair and the Tournament Director of the National Championship.
2. Each qualifying team must submit the following in the team's folder in the Google Drive 10 days prior to the National Championship: Official team roster and travel party on Google Docs Form (completely filled out), high resolution team photo, player headshots, and any other requested information.
3. The schedule of games and/or matches shall be determined in conjunction with the National Chair, Tournament Director of the National Championship, and the NCCAA National Office. Preference shall be given to the higher seeded teams to advance with the most amount of rest and/or best playing conditions. The host shall be given the opportunity to schedule its opening round game at a time that allows for the best hometown fan attendance. Game times and dates may be adjusted to accommodate any Seventh Day Adventist member institution's Sabbath. Teams that fly in from the West Region shall not be scheduled for 8:30 a.m. games on the first day.
4. Required Functions to Attend  
Teams that advance to the Women's Basketball National Championship are required to attend and participate in the National Championship Banquet, the Christian Service Project, the Coaches Meeting, and Contests. 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.
5. Restrictions
  - a. The championship shall not exceed four days.
  - b. The championship shall begin on Wednesday.

6. National Basketball Chair Expenses  
The host shall provide lodging and meals (\$35 per diem) for one National Sport Chair or his/her designate and the travel expenses of the Chair. See bid contract found in Forms and Procedures section.
7. Expenses  
No entry fee for teams shall be charged. Expenses, including lodging, meals, and transportation, shall be absorbed by competing institutions.
8. Insurance  
Each participating institution shall furnish its own accident, medical, life, and travel insurance.
9. Basketballs
  - a. The official game ball used in the National Championship shall be determined by the Basketball Games Committee. The Wilson EVO NXT game ball basketball is presently used.
  - b. Practice balls are available to participating teams during the arranged practice times and before the start of each half of the game in which they are competing.
10. Referees  
Officials for the NCCAA Women's Basketball National Championship are selected and assigned by the National Women's Basketball Chair and/or the Tournament Director of the National Championship. NCAA and NAIA level officials shall be used. Assigner oversees all officials with input from the National Championship Committee. Officials' expenses shall be paid as per contract using the going rate of the National Championship area.
11. Tickets  
Each member of the official party of the participating teams shall be provided championship passes that shall be presented to them upon arrival at the championship site.
12. Uniforms  
Each participating team in the National Championship shall bring to the championship a complete set of light and a complete set of dark uniforms. The higher seeded team shall wear the light uniforms unless negotiated with the opponent ahead of time.
13. 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. Each qualifying team must submit the following in the team's folder in the Google Drive five days prior to the championship: Up to date full season stats (individual & team), schedule with results, story lines for broadcasters, a BRO roster five, and action photos.
14. NCCAA Women's Basketball National Championship timeouts for all participating teams shall be as follows:
  - a. Three 30-second timeouts can be used at any time during the game.
  - b. One full timeout (60 seconds) to be used at any time during the game.
  - c. Two end-of-quarter intermissions of 75 seconds (end of first and third quarters).
  - d. One media timeout ONLY in the second and fourth quarters (which is an NCCAA modification from the NCAA rulebook). The electronic/media timeouts shall occur at or below the five-minute mark in the second and fourth quarters. The first timeout requested by either team in the second and fourth quarters shall become the electronic/media timeout for that quarter. No media timeouts shall be given in the first and third quarters.
  - e. Extra periods shall be five minutes each in length with a one-minute intermission before each.
  - f. Each team shall be entitled to one additional 30-second timeout during each extra period in addition to any timeouts it has not used previously.
  - g. There shall be no media timeouts in the extra period(s).
15. Each team shall receive a championship ball.
16. Warmup time between games for the **first day** shall be 10 minutes with a 10 minute halftime. Teams for the next game can shoot around for 7 minutes of halftime. **Thursday**, Friday, and Saturday schedule shall resume normal game procedures: 20 minutes warmup and 15 minutes halftime.
17. All teams must follow the NCAA rule book for championship warmups: no headsets, uniforms, etc.
18. Roster Size and Traveling Party  
The official party is made up of Participants, defined as student-athletes, coaches, managers, athletic trainers, and any staff member who travels with a competing team.

The official party for each team participating in NCCAA National Basketball Championship competition is 23 individuals, which includes 17 student-athletes in uniform, six additional personnel (which can include coaches,

managers, athletic trainers, sports information staff, additional student-athletes not in uniform, and/or other institutional personnel) to be used at the discretion of each participating institution.

A player may be replaced on the official roster between the Regional Tournament and the NCCAA National Championship by any eligible player whose name is included on the Official Eligibility Form for the current season.

When a roster is submitted to the NCCAA National Office, it shall serve as the Official Roster for the National Championship competition.

- a. Each Head Coach can amend his/her roster with the NCCAA Director of Championships at the championship coaches' meeting on site.
- b. Once the coaches' meeting is concluded, a team's roster shall be deemed certified, and no changes can be made for the duration of the championship.
- c. Once the championship begins, no player may play that is not on the official roster with no exceptions, including the event of injury, illness, or family emergency.
- d. Additional people (which can include coaches, managers, athletic trainers, sports information staff, additional student-athletes not in uniform, and/or other institutional personnel) must also be registered on the Official Roster to be permitted in the team only areas.
- e. Any additional university personnel above the travel and roster numbers needs to be outside of official championships areas (e.g., bench areas, batting cages, etc.), and the university shall assume any additional cost associated with additional numbers to the travel party.

19. National Championship Housing

All teams are required to lodge in the hotel(s) designated by the host institution or city for this championship.

Lodging at an unapproved location shall be considered failure to comply with its Declaration of Intent to Participate and shall result in loss of eligibility for championship travel reimbursement in addition to a fine of \$1,000.

20. Christian Service Project

Each team shall be expected to be involved in ministry that shall provide service to the community. This shall be coordinated by the Tournament Director of the National Championship.

21. Championship Reimbursement Policy

A Championship reimbursement fund called Future Generations shall reimburse member schools for championship expenses when teams qualify. The amounts and policy guidelines are listed in the Sports Policies and Procedures section of the handbook.

D. Tournament Director of the National Championship

1. The Tournament Director of the National Championship plans the National Championship with the approval of the National Basketball Chair and the NCCAA Director of Championships.
2. A discussion of items shall take place between the Tournament Director of the National Championship and the National Basketball Chair. These items are listed in the bid contract section (see Forms and Procedures section).

E. Selection of Teams

1. The six regions must determine how teams in their respective region should qualify in order to participate in the National Championship. Teams included for the National Championship shall be the champion, qualifier, or representative of each region, the host institution and any number of at-large bids needed to make up an eight-team National Championship.
2. The host institution shall receive an automatic bid. An institution that is the host of an NCCAA National Championship may allow its team to participate in the National Championship if that team meets its institution's Declaration of Intent requirements. The host institution, via the Declaration of Intent process, can choose to accept an automatic bid to National Championships without competing in the Regional Championship or choose to participate in the Regional Championship to earn a place in the National Championship.
3. Selection of At-Large Bids
  - a. The at-large request to be considered for the NCCAA National Championship is on the Declaration of Intent to Participate. Athletics Directors may list the conditions by which they shall accept at-large bids on the Declaration of Intent to Participate. To be considered for an at-large, a team must have played in the NCCAA regional playoffs, made its declaration to be considered for the Regional Qualifier, or been exempt due to NCAA or NAIA conflicts. In regions that limit teams in their playoff format, teams that have met any institutional declaration requirement may be considered for an at-large bid.
  - b. The at-large selection shall be determined by the NCCAA Power Rating System Option A at the end of the regular season. The team with the highest NCCAA Power Rating shall be selected first. Selection shall

continue to follow the NCCAA Power Rating System until the at-large bids are filled. Teams within .250 rating points of each other shall switch places if they met during the regular season and the lower-rated team won the contest or series. Teams move only one place at a time, and movement is applied from bottom to top. This shall be reapplied as many times as necessary until no further changes in position take place. For at-large selection, only teams eligible for at-large selection shall be included in the list when determining teams within .250 rating points.

4. Championship Seeding
  - a. Seeding shall be the responsibility of the National Basketball Chair and National Basketball Committee, using the NCCAA Power Rating System Option B.
  - b. The criteria to be used in the seeding from the a la carte options shall be the following (in order of importance):
    - 1) Head-to-head results.
    - 2) Common opponents.
    - 3) National rankings.
  - c. All teams shall be seeded with one and four being in the top bracket and two and three being in the bottom. One shall play eight, two shall play seven, three shall play six, and four shall play five.
  - d. The National Championship Committee, in conjunction with the National Office, can adjust seeding to avoid regional opponents playing each other in the first round (if possible), following the Regional Seeding Conflict Guidelines in the Sports Policies and Procedures section of the handbook.
5. Selection and seeding shall be determined via a conference or video call no later than the Regional Completion Date that includes the National Basketball Committee and a representative from the National Office.
6. 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.

## V. AWARDS

The NCCAA maintains a standardized awards program for all National Championships. Team, Most Outstanding Player, National Coach of the Year, and All-American awards are ordered and paid for by the National Office.

- A. All-Regional Team and Regional Coach of the Year

The All-Regional Team (see [Appendix D](#)) and Regional Coach of the Year shall continue to be developed at the regional level under the direction of the Regional Basketball Chair. This information shall be submitted to the National Women's Basketball Chair for consideration of All-American and National Coach of the Year recognition. All information must be given to the National Women's Basketball Chair by Saturday prior to the start of the Championship.

  1. The number of athletes on each All-Regional Team shall be equal to the number of athletes on each All-American Team, which for basketball is five.
  2. Regional Player of the Year must be included in the number of athletes on the All-Regional Team, not a plus one in addition to it.
  3. Coaches may not vote for their own players, except when there are only one or two teams in the region.
  4. The maximum number of All-Regional Teams a region is permitted to have is based on the number of full members in the region that sponsor the sport, regardless of Declaration of Intent, and is listed in the Sports Policies and Procedures section of the handbook.
  5. The maximum number of athletes any team can have on each All-Regional Team (e.g., First Team, Second Team, etc.) is three for basketball.
  6. Regions cannot limit nominations based on regular season or postseason finish.
  7. Regions are permitted to have Honorable Mention.
  8. If a team does not participate in the nominating and/or voting process, that will eliminate that team from the number of teams in the region when determining how many All-Regional teams there are. If a team nominates student-athletes but does not vote, that team's student-athletes shall not be included on All-Regional teams.
  9. Regions must have tiebreaking procedures in place. Ties may not be submitted within the rank order for All-American purposes.



10. After the Regional Sport Chair has concluded the voting process and finalized the All-Regional Team(s), the chair shall submit the All-Regional Team(s) via Teamworks. The Regional Coordinator shall then review and approve the submission via Teamworks by the Wednesday prior to the Regional Completion Deadline.

B. Championship 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.

C. All-Tournament Team

1. An All-Tournament Team shall be honored at the National Championship.
2. Players shall be selected by the coaches. Each coach shall nominate players from his/her own team for automatic selection to the All-Tournament Team.
3. The All-Tournament Team shall consist of five players including one Most Outstanding Player.
4. The team breakdown shall be as follows:
  - a. Championship team - 1 player and 1 Most Outstanding Player (plaque ordered and paid for by the NCCAA).
  - b. Second through fourth place teams - 1 player each.
5. The All-Tournament Team shall be announced prior to the championship awards.
6. Each selected player shall receive an award provided by the National Office.

D. The Kathy Freese-Peabody Award shall have the following criteria (see [Appendix B](#) & [Appendix C](#)):

1. Purpose  
To enhance the Christian purpose of athletic excellence in Christian athletic competition and to perpetuate the Christian philosophy and faith in evangelical Christian institutions across our nation.
2. The Recipient  
The outstanding Christian women's basketball player.
3. Recipients of this award must:
  - a. Have a clear Christian testimony both on and off the court, 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.
4. Procedures
  - a. Student-athletes must be nominated by the head coach, Athletics Director, or Sports Information Director (SID). Only one nominee allowed per institution.
  - b. The nomination form (see [Appendix C](#)) must be used, submitted by each coach/Athletics Director/Sports Information Director, and received by the National Office by February 20.
  - c. The final selection shall be made prior to the National Championship by a selection committee, comprised of the National Chair, National Vice-Chair, the Regional Sport Chairs, and the namesake of the award (if applicable). 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).
  - d. The award shall be presented each year at the National Championship banquet.
  - e. The recipient shall be encouraged to be present at the banquet. The National Office shall contribute up to \$250 toward travel expenses.
  - f. A biography and picture of the winner shall be included in the championship program along with the list of names of all nominees. These shall be emailed to the National Basketball Chair.
5. Nature of the Award  
An award shall be given to the recipient to commemorate the occasion. The National Office shall order and pay for the award.
6. The recipient of the Kathy Freese-Peabody award 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.

E. All-American Selection Procedure and Awards

1. All-American Teams shall be determined by the outcome of the regional balloting. All coaches who wish for their players to be considered for All-American honors shall complete [Appendix D](#).

2. Five players shall be chosen for the First Team All-American. The top vote recipients in each region shall be given first consideration for the First Team All-American. The Player of the Year shall be the top vote getter. There shall also be five chosen for the Second Team. There shall be no Honorable Mention.
  3. There shall be a meeting the week following the National Championship to select the All-American Team. The Regional Sport Chairs that are in attendance shall be at the meeting and those not able to be present shall be connected by conference call.
  4. There shall be an NCCAA representative (National Office personnel or Administration Committee member) in the room or on the call for the voting to oversee that the process is followed.
  5. Copies of the voting procedure shall be provided to each voting member of the committee at least one week prior to the vote. See [Appendix F](#).
  6. Regional Sport Chairs shall complete [Appendix E](#).
- F. The National Player of the Year Award shall be awarded to the top player for that year. She shall be chosen by the committee that selects the All-American awards. This player shall be included in the five First Team All-Americans. She shall be selected from the Regional Players of the Year pool.

G. Coach of the Year

1. Each Regional Coach of the Year and any coach whose team qualifies for the National Championship in the NCCAA, NAIA, or NCAA is eligible for National Coach of the Year.
2. The Regional Basketball Chair should complete a nomination form (see Forms and Procedures) and forward it to the National Women's Basketball Chair prior to the National Championship.
3. No coach is eligible for this honor if his/her institution is on NCCAA restrictive probation.
4. Selection of the Coach of the Year shall be voted on by the All-American Committee.
5. A plaque shall be presented from the National Office.
6. The purpose of the selection of an NCCAA Coach of the Year in women's basketball:
  - a. To recognize outstanding effort and/or achievement by a Christian coach in intercollegiate basketball.
  - b. To publicize and promote the presence and prominence of Christian character in intercollegiate coaching.
  - c. To promote and publicize NCCAA women's basketball and the organization as a whole.

H. 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.

I. 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.
- J. The NCCAA Student-Athlete of the Week award shall be given to one student-athlete in Division I Women's Basketball 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.

## VI. 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 or athletic personnel with training in CPR, AED usage, first aid, and prevention of disease transmission present at the event. 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. Meetings
  - 1. The Tournament Director of the National Championship or National Basketball Chair shall schedule a meeting for the coaches of the participating schools at the National Championship for Monday night at 9:00 p.m. (ET).
  - 2. The Regional Sport Chairs shall be responsible to establish rule changes and proposals to the Division I Women's Basketball Handbook. All changes must be voted on by a majority of the coaches (at least 50% response).
- D. **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, Regional Experience Committee), Eligibility Committee, or Handbook Committee.
  - 5. All proposals must come in written form and identify which section of the 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 review of a committee within NAC, it must be submitted by March 15.

## Appendix A NCCAA Power Ratings

### I. FORMULA

(Results Pts + Location Pts) x (Opp. Affiliation + Opp. Win % + Ranked Opp.) = Individual Game Power Points

| 1. Results      |                   |              |             |          |            |             |
|-----------------|-------------------|--------------|-------------|----------|------------|-------------|
|                 | Baseball/Softball | Basketball   | Football    | Soccer   | Volleyball |             |
| a. if win by    | 6+ runs           | 15+ points   | 14+ points  | 3+ goals | in 3 sets  | 3 points    |
| b. if win by    | -                 | 11-14 points |             | -        | -          | 2.75 points |
| c. if win by    | 3-5 runs          | 8-10 points  | 7-13 points | 2 goals  | in 4 sets  | 2.5 points  |
| d. if win by    | -                 | 4-7 points   |             | -        | -          | 2.25 points |
| e. if win by    | 1-2 runs          | 1-3 points   | 1-6 points  | 1 goal   | in 5 sets  | 2 points    |
| f. if a tie     | -                 | -            | -           | -        | -          | 1.75 points |
| g. if a loss by | 1-2 runs          | 1-3 points   | 1-6 points  | 1 goal   | in 5 sets  | 1.5 points  |
| h. if a loss by | -                 | 4-7 points   |             | -        | -          | 1.25 points |
| i. if a loss by | 3-5 runs          | 8-10 points  | 7-13 points | 2 goals  | in 4 sets  | 1 point     |
| j. if a loss by | -                 | 11-14 points |             | -        | -          | 0.75 points |
| k. if a loss by | 6+ runs           | 15+ points   | 14+ points  | 3+ goals | in 3 sets  | 0.5 points  |

| 2. Location |             |               |              |            |          |
|-------------|-------------|---------------|--------------|------------|----------|
| a. if away  | 0.25 points | b. if neutral | 0.125 points | c. if home | 0 points |

| 3. Opponent's Affiliation (multiplier) |       |
|----------------------------------------|-------|
| a. NCAA I                              | x 2.9 |
| b. NCAA II / U Sports                  | x 2.5 |
| c. NAIA                                | x 2.2 |
| d. NCAA III / NCCAA I / CCAA           | x 1.8 |
| e. NCCAA II                            | x 1.5 |
| f. Other Countable Opponents^          | x 1.0 |

| 4. Opponent's Winning %* |          |
|--------------------------|----------|
| a. .1.000 %              | Add 1.00 |
| b. .800 - .999 %         | Add 0.80 |
| c. .600 - .799 %         | Add 0.60 |
| d. .400 - .599 %         | Add 0.40 |
| e. .200 - .399 %         | Add 0.20 |
| f. .000 - .199 %         | Add 0.00 |

| 5. Ranked Opponent*                                |
|----------------------------------------------------|
| National rankings of affiliations in lines a. - e. |
| Add 0.20                                           |

### II. POWER POINTS

- A. The sum of the criteria of Nos. 1-2, multiplied by the sum of Nos. 3-5 determines power points for a game. The maximum points for a contest are 13.325 (win on the road against 1.000 NCAA I Top 25 team). The minimum points for a game are 0.5 (loss at home against .199 or lower other countable opponent).
- B. The power rating is determined by adding the power points for the regular season and dividing by the number of games (to the third decimal place). Postseason contests shall not be included.

### III. FORFEITS

Forfeits awarded for completed contests shall count toward power ratings (with the results points multiplier being calculated as a 1-0 result for all sports regardless of the official forfeit scoreline for that sport) and the minimum number of games requirement for inclusion in power ratings (e.g., ineligible player, conduct issues, etc.). Forfeits awarded for games not played shall not count toward power ratings or the minimum number of games requirement for inclusion in power ratings (e.g., teams not showing up, not honoring contracts, etc.).

### IV. REPORTING

The National Office shall calculate each school's power rating. Each institution and region is responsible for reviewing the release to ensure their rating's accuracy. See sport handbooks for reporting dates and how power ratings are used within each sport. Power ratings shall be released by Wednesday evening per each sport's reporting dates. See region handbooks for how ratings are used within the region. Visit [www.thenccaa.org/handbook](http://www.thenccaa.org/handbook).

\*Opponent's winning percentage and national ranking shall be through the Sunday before the reporting date. When a report is released, winning percentages and rankings for that report, will not be updated for future reports. National rankings only include teams within the rankings. Teams who receive votes are not considered ranked.

*continued*

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## Appendix A, Page Two

### NCCAA Power Ratings

^Other countable opponents must be an NCCAA countable game per definition in Frequency of Contest section of the NCCAA handbook. Uni-Division sports, such as Softball, follow Division I countable opponents rules.

A final power rating shall only be given to teams who meet the minimum number of games requirement for the specific sport. Each sport has a progression of min. number of games (listed below) to be included in each rating that is released. (R1=Report 1, etc.)

Baseball - R1=10, R2=13, R3=16; Basketball - R1=12, R2=15, R3=18; Soccer - R1=8, R2=10; Softball - R1=10, R2=13, R3=16; Volleyball (M) – R1=7, R2=8, R3=9; Volleyball (W) – R1=10, R2=13, R3=15.

**Note:** These Power Ratings are designed to measure past performance, not necessarily to predict future outcomes.

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## **Appendix B**

### **NCCAA Division I Women's Basketball**

### **Kathy Freese-Peabody Award**

**Due by February 20**

#### **I. PURPOSE**

The purpose of the award is to enhance the Christian purpose of athletic excellence in Christian athletic competition, and to perpetuate the Christian philosophy and faith in evangelical Christian institutions across our nation.

#### **II. RECIPIENT**

The outstanding Christian women's basketball player from NCCAA Division I shall be the recipient of the award.

#### **III. NOMINEE**

The nominee must:

- A. Have a clear Christian testimony both on and off the court, 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.

#### **IV. PROCEDURES**

The following procedures shall be used when selecting the recipient:

- A. Student-athletes must be nominated by the head coach, Athletics Director, or Sports Information Director (SID). Only one nominee allowed per institution.
- B. The nomination form (see [Appendix C](#)) must be used and received by the National Office by February 20.
- C. Final selection shall be made prior to the National Championship by a selection committee, comprised of the National Chair, National Vice-Chair, Regional Sport Chairs, and the namesake of the award (if applicable). 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).
- D. The award shall be presented each year at the National Championship banquet.
- E. The recipient shall be encouraged to be present at the banquet; therefore, coaches should keep this in mind when making their nominations. The National Office shall contribute up to \$250 toward travel expenses.
- F. The National Office shall order and pay for the award.
- G. A biography and picture of the winner shall be included in the championship program along with the list of names of all nominees. These shall be emailed to the National Office.
- H. The recipient of the Kathy Freese-Peabody award 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.

## Appendix C - NCCAA Division I Women's Basketball Kathy Freese-Peabody 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

Institution \_\_\_\_\_ Position \_\_\_\_\_ Coach \_\_\_\_\_

### Christian Character

Describe student-athlete's faith story and character on/off the court.

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### Christian Service

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

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**Current Season Stats (Games Played: \_\_\_\_\_) (Season Team Record: W \_\_\_\_\_ L \_\_\_\_\_)**

PTS    FGM    FGA    3PM    3PA    FTM    FTA    OREB    DREB    AST    STL    BLK

**Current Season Averages & Percentages**

PPG    FG%    3P%    FT%    RPG    APG    SPG    BPG

**Career Stats (Games Played: \_\_\_\_\_) (Career Team Record: W \_\_\_\_\_ L \_\_\_\_\_)**

PTS    FGM    FGA    3PM    3PA    FTM    FTA    OREB    DREB    AST    STL    BLK

**Career Averages & Percentages**

PG    FG%    3P%    FT%    RPG    APG    SPG    BPG

**Other Stats Notes (Top 10 national statistical rankings, defensive effectiveness, etc.)**

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*continued*

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**Appendix C, Page Two**  
**NCCAA Division I Women's Basketball Kathy Freese-Peabody 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)

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**Academic Honors Received (Major \_\_\_\_\_ GPA \_\_\_\_\_)**

List academic honors.

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**Leadership**

Describe student-athlete's leadership characteristics and qualities. Give examples of leadership in action.

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**Additional Comments**

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

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**Required with Nomination Form**

- High resolution headshot AND action photo of student-athlete
- Current season schedule with results.

**Nominee Eligibility Requirements**

- Be a junior, senior, or graduate student academically and a varsity team member
- Have a clear Christian testimony both on and off the court, including Christian service activities
- Demonstrate leadership ability
- Cumulative GPA must be 3.00 or higher on a 4.00 scale
- Be an excellent/highly skilled student-athlete

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

\_\_\_\_\_  
Nominator Signature (Coach, SID, or AD)

\_\_\_\_\_  
Date

**Due by February 20 to [jcampbell@thenccaa.org](mailto:jcampbell@thenccaa.org).**

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**Appendix D**  
**NCCAA Division I Basketball All-American**  
**Regional Nomination Form**

To be completed by the nominating coach and sent to the National Chair the Saturday before Nationals.

Region \_\_\_\_\_ Regional Coordinator \_\_\_\_\_

Nominee's Name \_\_\_\_\_ Class \_\_\_\_\_

Hometown, State \_\_\_\_\_

Institution \_\_\_\_\_ Coach \_\_\_\_\_

Position \_\_\_\_\_ Age \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_

20 \_\_\_\_\_ - 20 \_\_\_\_\_ Season Record: Won \_\_\_\_\_ Loss \_\_\_\_\_

**Scoring**

Points Per Game Average \_\_\_\_\_ Total Season Points \_\_\_\_\_

High Game \_\_\_\_\_ vs. \_\_\_\_\_ Date \_\_\_\_\_  
*opposing team*

Individual Field Goal Percentage \_\_\_\_\_ Free Throw Percentage \_\_\_\_\_

Team Field Goal Percentage \_\_\_\_\_ Team Free Throw Percentage \_\_\_\_\_

Assists per game average \_\_\_\_\_ Total season assists \_\_\_\_\_

**Rebounding**

Rebounds Per Game Average \_\_\_\_\_ Total Season Rebounds \_\_\_\_\_

High Game \_\_\_\_\_ vs. \_\_\_\_\_ Date \_\_\_\_\_  
*opposing team*

Team Rebounds Per Game Average \_\_\_\_\_ Team Rebounds Per Game Percentage \_\_\_\_\_

**Defense:** Steals per Game average \_\_\_\_\_ Total season steals \_\_\_\_\_ Blocks per game \_\_\_\_\_ Total season blocks \_\_\_\_\_  
Comment as to the effectiveness and contribution of the player to the total team success

\_\_\_\_\_  
\_\_\_\_\_

**Leadership:** Comment as to the player's contribution to the team's success

\_\_\_\_\_  
\_\_\_\_\_

**Scholarship (Academic)**

Degree Program \_\_\_\_\_ GPA \_\_\_\_\_

Honors \_\_\_\_\_

*continued*

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**Appendix D, Page Two  
NCCAA Division I Basketball  
All-American Regional Nomination Form**

**Christian Character** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Honors Received (Athletic)**

Individual \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Team \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Comments and/or recommendations**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**The above named student-athlete has my support as a viable nominee for NCCAA postseason honors. Her behavior both on and off the court is complimentary to the NCCAA and its Christ-like standards.**

\_\_\_\_\_  
Coach's signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Institution



**Appendix E**  
**NCCAA Division I Basketball**  
**All-American Nomination and Rating Form**  
To be completed by Regional Basketball Chair

Region \_\_\_\_\_ Basketball Chair \_\_\_\_\_ Date \_\_\_\_\_

Signature of Regional Basketball Chair \_\_\_\_\_

| Rating | Christian<br>Commitment<br>(Yes/No) | Name | Institution | Pos. | Pts/<br>G | Rb/<br>G | Ast/<br>G | Hometown<br>State |
|--------|-------------------------------------|------|-------------|------|-----------|----------|-----------|-------------------|
|        |                                     |      |             |      |           |          |           |                   |
|        |                                     |      |             |      |           |          |           |                   |
|        |                                     |      |             |      |           |          |           |                   |
|        |                                     |      |             |      |           |          |           |                   |
|        |                                     |      |             |      |           |          |           |                   |

**Rating System**

I = Player is agreed upon to be a definite First Team All-American

II = Player is agreed upon to be a definite Second Team All-American

Christian Commitment: A “Yes” in this space indicates that the player is in harmony with the ideals of the NCCAA and has the endorsement of the member institution concerning its position on Christian conduct and commitment.

**Guidelines for selecting All-American candidates**

1. The student-athlete must be a member of a basketball team at a participating institution in the NCCAA. No student-athlete is eligible for All-American status if her institution is on NCCAA restrictive probation.
2. The student-athlete must be nominated by a participating institution from within the region in which the student-athlete is a member.
3. The student-athlete must be worthy of consideration for the honor of All-American.
4. An All-American nominee must be one of the top five players from within the region she represents. NOTE: A maximum of five student-athletes may be nominated by any one region.
5. Each regional student-athlete nominated for All-American consideration shall have a nomination form sent to the National Basketball Chair on her behalf by the Regional Coordinator.
6. The student-athlete must be a member of an institution that has participated in the NCCAA Regional and National Statistical Reporting Procedure.
7. Each nominating coach shall send a completed All-American and All-Regional Nomination form to the National Basketball Chair in support of his/her student-athlete(s).

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## **Appendix F**

### **NCCAA All-American Voting Procedures**

The All-American Voting Procedure for NCCAA Division I Women's Basketball is as follows:

1. All-Regional Teams shall be selected and submitted to the National Chair before the NCCAA National Championship. The regional team shall be listed in rank order from most points to least with all ties broken.
2. All nominations to the All-American process shall come from the All-Regional Team selections.
  - a. The NCCAA shall recognize an NCCAA All-American First Team. A five-member squad shall be selected.
  - b. The NCCAA shall recognize an NCCAA All-American Second Team. The Second Team shall be a five-member squad.
3. A meeting shall be set after the National Championship, overseen by the National Chair with a member of the National Office present and assisting where needed.
4. The Player of the Year shall be voted on before the full All-American team selections.
5. An order of nominating by region shall be determined by the National Chair (e.g., West first, Central second, etc.).
6. The process shall begin with each regional representative nominating the top players (limit of five nominations from a region) from his/her region. The representative shall briefly (30 seconds to one minute) discuss the nominations. Regional representatives are responsible for doing any necessary research of individuals on the All-Regional Team and be fully prepared to promote each individual. Players must be nominated in the rank order from the selection of the regional team.
7. Then the regional representatives shall each vote for their top five players. Voting by the regional representative must be in the rank order of the region. Voting can occur in a couple of ways. They can share their vote verbally to the National Chair who records it, or an electronic method can be determined to have vote emailed or texted to the chair.
8. The chair shall tabulate the vote and share with the voting members the total points for each nominated player. Points are allocated to players from highest to lowest (e.g., five players on a team, top player receives five points, second four, third three, etc.). Top number of players to fill the number of slots designated for First Team shall earn First Team honors.
9. In the event of a tie in any position, there shall be an additional vote to break the tie. If a tie remains after additional voting, further analysis and discussion shall occur and another vote shall be conducted. If a tie remains after this additional voting, the tie shall be broken by the National Sport Chair, unless involving his/her student-athletes, in which case the National Vice-Chair shall break the tie.
10. The All-American Second Team selection shall proceed in the same manner as the First Team selection.
11. The All-American Committee may decide by consent to vote for the First Team and Second Team at once. This shall allow for discussion of all nominated players and then rank in order all 10 players. The vote shall determine who is first and second team.
12. There are no honorable mention teams in the NCCAA.
13. Once the team is selected, it is reviewed by the sport leadership and the National Office before being announced on the NCCAA website.

**NATIONAL CHRISTIAN COLLEGE ATHLETIC ASSOCIATION**



**Men's & Women's Cross Country**

**Division I**

## Division I Men's & Women's Cross Country

### I. GENERAL ADMINISTRATION

- A. The NCCAA Cross Country Season and National Championship and all events related thereto are under the control and supervision of the NCCAA Cross Country coaches and are subject to standards developed by these coaches and subsequent approval of the NCCAA Board of Directors. These standards shall receive an annual review and approval by the National Cross Country Committee.

1. Composition and Term of Office

- a. The National Cross Country Committee shall consist of the National Cross Country Chair (who serves as chair of the committee), and the National Cross Country Vice-Chair. An NCCAA National Office representative shall serve as a non-voting member.
- b. The National Cross Country Chair shall serve a three-year term of office and shall be succeeded by the National Cross Country Vice-Chair.

2. Duties of the National Cross Country Sport 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 Cross Country Chair (also see National Sport Chair Job Description in Forms & Procedures section)

- a. Initiate, direct, and control the work of the National Cross Country Committee.
- b. Communicate with the National Cross Country Committee on issues requiring its 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 (Cross Country section of the NCCAA Handbook) to the NCCAA Director of Membership by the deadlines listed in the National Handbook Proposal Process.

B. Cross Country National Championship Committee

The Championship Committee shall be appointed and approved annually. This committee shall have responsibility to administer the Cross Country National Championship.

1. Membership

- a. The committee shall be composed of the Tournament Director of the National Championship, the National Cross Country Chair (who shall serve as chair of the Championship Committee), or his/her appointee from the National Cross Country Committee, an NCCAA National Office representative, and the NCCAA National Cross Country Vice-Chair or Past Chair.
- 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 Cross Country 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. Ensure 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.

### C. Officers

Chair: Mason Blevins, Sterling College

Vice-Chair: Chad Clevenger, Central Christian College of Kansas

### D. Election of Sport Chair and Vice-Chair

A National Cross Country Chair and a Vice-Chair are elected to serve three-year terms. The Vice-Chair replaces the National Cross Country Chair after three years to serve as the National Cross Country 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. RULES AND REGULATIONS

### A. Official Rule Book

Official National Collegiate Athletic Association (NCAA) Track and Field/Cross Country Rules. To obtain rules, visit [www.ncaapublications.com](http://www.ncaapublications.com).

### B. Race Reporting Policy

For institutions declared to participate, cross country schedules are required to be uploaded to the NCCAA website by the Fall Sports deadline of August 1.

Complete and accurate race reports must be submitted weekly to the NCCAA using the reporting form listed on the NCCAA Member Help Center. The institution's top team time (top five runners; calculated using 5K for women and 8K for men) and individual times (top five individuals' times) for the season are required to be reported weekly. If no changes took place, institutions are still required to weekly submit the form and select "no improved times to report." Reports must be submitted to the NCCAA within 48 hours of each event. However, the mandatory deadline for weekly race results to be reported to the NCCAA is Tuesday at noon ET. Reports shall be monitored weekly by the NCCAA Communications Coordinator. Once reporting begins, missing or incomplete schedules may result in multiple penalties being issued at the discretion of the National Office. The National Office shall provide the official reporting form, and the report of top times shall be posted on the NCCAA website. This report is the official method to report times for qualifying for the National Championship.

The penalties for not reporting statistics or for being late are:

1. 1<sup>st</sup> offense: email or letter of notice of the violation.
2. 2<sup>nd</sup> offense: email or letter of warning of the violation.
3. 3<sup>rd</sup> offense: \$100 fine paid within 30 days of the date of the invoice or before the National Championship, whichever comes first.
4. 4<sup>th</sup> offense: \$250 fine paid within 30 days of the date of the invoice or before the National Championship, whichever comes first, a loss of postseason awards for the applicable athletes and/or team, the team shall

become ineligible for statistical reports and ratings for the remainder of the season, and any further penalties at the discretion of the Administration Committee (e.g., ineligible for postseason play).

It is the responsibility of each institution to contact the National Office regarding any technical problems experienced in submitting weekly statistics. Proper communication can prevent team penalties.

- C. Conversions are accepted using [www.hillrunner.com](http://www.hillrunner.com), only for the 10K race for men and 6K race for women (no other conversions are accepted for this chart).
- D. Rules for the National Championship
1. Any individual runner who runs a time during the season in a collegiate race that is equal to or faster than the qualifying individual time shall be an “Automatic Qualifier” to the current year’s National Championship. Any team who runs a team time in a collegiate race equal to or faster than the qualifying team time, shall be an “Automatic Qualifier” to the current year’s National Championship.
  2. Any team that has three or four individuals hit the individual qualifying mark (but not the team time mark) can choose to participate as a team.
  3. A team can also qualify for the National Championship if it does not make the qualifying times but is ranked in the top 20 of reported times to the National Office.  
Men’s Qualifying Numbers (8K equivalent)  
Individual – 28:01  
Team Time – 146:56  
Women’s Qualifying Numbers (5K or the 6K equivalent)  
Individual – 20:42  
Team Time – 110:29
  4. The Cross Country National Championship shall follow the NCAA Rule Book.
    - a. The distance of the race shall be 5,000 meters for women.
    - b. The distance of the race shall be 8,000 meters for men.
    - c. Ties shall be broken by the NAIA/NCAA tie procedures.
    - d. Guidelines for apparel should be consistent with those of the NCAA.
- E. 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. Cross Country has a maximum of seven total meets. Each sport has a specified date to begin practice and to conduct their first contest. Cross Country start date for practice is 17 days prior to the first allowable meet. The first allowable contest is the fourth Thursday in August. More details can be found in the Sport Policies and Procedures section of the NCCAA Handbook.
- F. 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.

#### IV. GENERAL GUIDELINES FOR THE CHAMPIONSHIP

- A. Administration – Site and Date Selections
1. It is recommended that the site and date of the Cross Country National Championship be determined two years in advance. The competition for the NCCAA Championship shall be **one week prior to the NAIA Championship**.
  2. Both the site and date of the Cross Country National Championship shall be reviewed by the National Cross Country Committee and approved by the NCCAA National Office.
  3. Site for the Cross Country National Championship must conform to all regulations outlined in the Approved Course section that follows.
  4. Host institution shall receive an automatic bid.
  5. National Championship Dates and Sites:  
November 13, 2026 Tom Rutledge Cross Country Course, Joplin, MO  
November 12, 2027 Tom Rutledge Cross Country Course, Joplin, MO

November 10, 2028

Tom Rutledge Cross Country Course, Joplin, MO

November 9, 2029

TBA

November 15, 2030

TBA

B. 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 will prepare a Qualifier Packet detailing key information about the championship event such as lodging information, schedule, CSP, and other important information. The Qualifier Packet will be made available on the NCCAA website and sent to each qualifier. Additionally, a mandatory Qualifier Call will be scheduled once all teams have qualified and before teams travel to the championship site.

C. National Championship Housing

All teams are required to lodge in the hotel(s) designated by the host institution or city for this championship. Lodging at an unapproved location shall be considered failure to comply with its Declaration of Intent to Participate and shall result in loss of eligibility for championship travel reimbursement in addition to a fine of \$1,000.

D. Required Functions to Attend

Teams that advance to the Cross Country National Championship are required to attend and participate in the National Championship Banquet/Worship Event, the Christian Service Project, the Coaches Meeting, and the Meet Race. 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.

E. Banquet/Worship

The host institution must provide a banquet for this occasion or plan a worship time the night before the event.

F. Publicity

The host institution is responsible for the acquisition and release of local, regional, and national publicity. It shall be responsible for submitting the results to the National Office immediately following the National Championship.

G. Each coach must secure an information packet at the coaches' meeting (time and place to be determined by the host institution). Final scratches must be made at this time.

1. The women's race shall be 5,000 meters in length and shall start at 9:00 a.m. or 10:45 a.m. alternating each year with the men's race. (The women's race shall be early in odd numbered years.) Division II Women's Cross Country races are 9:45 a.m. and 11:30 a.m. alternating each year with the Division II men's race.
2. The men's race shall be 8,000 meters in length and shall start at 10:45 a.m. or 9:00 a.m. alternating each year with the women's race. (The men's race shall be early in even numbered years.) Division II Men's Cross Country races are 9:45 a.m. and 11:30 a.m. alternating each year with the Division II women's race.
3. Times shall be called at designated meter marks or posted clocks indicating running times.
4. It is the responsibility of the host institution to devise the most accurate scoring procedure possible. All coaches must be informed in advance of the method to be used.
5. A one-command start shall be used, followed by the firing of the gun.

H. Starting Position

Each institution's position at the starting position shall be drawn by lot and announced at the coaches' meeting.

I. Scoring

1. Only those teams with five runners finishing shall have a team score recorded. The team score shall then be determined by totaling the points scored by the first five runners of each team to finish. The team scoring the least number of points shall be declared the winner.
2. Although the sixth and seventh runners of a team do not score points toward their team's total, their places, if better than those of any of the first five of an opposing team, serve to increase the team score of the opponents. If less than five finish, the places of all members of that team shall be disregarded.

J. Expenses of the National Championship

1. Each institution entering the National Championship shall cover its own expenses.
2. The expenses of the National Championship shall be the responsibility of the host.

3. Championship Reimbursement Policy: A Championship reimbursement fund called Future Generations shall reimburse member schools for championship expenses when teams qualify. The amounts and policy guidelines are listed in the Sports Policies and Procedures section of the Handbook.

**K. Entries and Fees**

1. Entry fees shall be determined at the coaches' meeting for the following year. The entry fee is \$200 per team (per gender) or \$40 per individual (up to 4).
2. Entries shall be submitted by Monday prior to the National Championship.
3. Any late entries shall require a payment of a \$50 penalty in addition to the entry fee to be eligible to compete.
4. If a student-athlete shows up at the National Championship without proper entry, he/she shall be permitted to run only if:
  - a. His/her eligibility can be confirmed by his/her Athletics Director prior to the championship.
  - b. The \$50 late entry fee is paid.

**L. Travel Party and Squad Size**

The official party is made up of Participants, defined as student-athletes, coaches, managers, athletic trainers, and any staff member who travels with a competing team.

The official party for each team participating in NCCAA National Cross Country Championship competition is 13 individuals, which includes 10 student-athletes in uniform (seven must be designated as scoring runners), three additional personnel (which can include coaches, managers, athletic trainers, sports information staff, additional student-athletes not in uniform, and/or other institutional personnel) to be used at the discretion of each participating institution.

When a roster is submitted to the NCCAA National Office, it shall serve as the Official Roster for the National Championship competition.

1. Each head coach can amend his/her roster with the NCCAA Director of Championships at the championship coaches meeting on site.
2. Once the coaches' meeting is concluded, a team's roster shall be deemed certified, and no changes can be made for the duration of the championship.
3. Once the championship begins, no runner may participate who is not on the official roster with no exceptions, including the event of injury, illness, or family emergency.
4. Additional people (which can include coaches, managers, athletic trainers, sports information staff, additional student-athletes not in uniform, and/or other institutional personnel) must also be registered on the Official Roster to be permitted in the team only areas.
5. Any additional university personnel above the travel and roster numbers need to be outside of official championships areas (e.g., race paths, starting area, etc.), and the university shall assume any additional cost associated with additional numbers to the travel party.

**M. National Championship Christian Service Project (CSP)**

Each player and coach participating in the National Championship shall be asked to donate up to, but not more than, two hours of his/her time to visit with members of an organization or school or a financial donation of \$100 per team (per gender) to be given to a local ministry may be selected. The Tournament Director of the National Championship, in concert with the NCCAA Director of Championships, is responsible to secure the sites and set up the times for the visits.

**N. 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. AWARDS**

The NCCAA maintains a standardized awards program for all National Championships. Team, Individual National Champion, National Coach of the Year, and All-American awards are ordered and paid for by the National Office.

- A. Men's and Women's awards shall be presented as follows (see Awards section):



1. Team championship banner and trophy for first place. For each individual on the championship team, a medallion and t-shirt.
2. Team plaque for second, third, and fourth places.
3. Coach of the Year plaque to the coach of the winning team.
4. All-American award to the top 10 individuals.

B. All Americans

All-American award shall be presented to the top 10 individuals.

- C. The Elvin and Joyce King Cross Country Award for Men and The Ray Bullock Cross Country Award for Women  
These awards were established to enhance excellence in Christian cross country competition and to perpetuate the Christian philosophy and faith as exemplified through Christ-like cross country participation in NCCAA member institutions. Student-athletes must be nominated by the head coach, Athletics Director, or Sports Information Director (SID). Only one nominee allowed per institution per gender. See [Appendix A](#) for procedures and nomination form due October 25 to the National Office.

The recipient shall be encouraged to be present at the banquet/worship event. The National Office shall contribute up to \$250 toward travel expenses.

The recipients of the Elvin and Joyce King Award and Ray Bullock Award shall subsequently be nominees 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.

D. 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.

E. 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.

F. Student-Athlete of the Week

The NCCAA Student-Athlete of the Week award shall be given to one male and one female student-athlete during the regular cross country 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.

## VI. OFFICIALS

- A. The host institution shall be responsible for securing all National Championship officials. A suggested staff is: referee, clerk of the course, judges, starter, course inspectors, timers, scorers, chute controllers, and announcer.
- B. The host institution may deem any other necessary officials.
- C. In the event of a protest, the National Cross Country Championship Committee shall convene with the starter and finish judge to evaluate circumstances and determine the appropriate outcome. In the event of a conflict of interest, see procedures listed above in the General Administration section.

## VII. APPROVED COURSE

- A. Other championship meets (NAIA, NCAA, large invitational, etc.) must have been contested on the same course (same distance) prior to bidding for the National Championship.
- B. The course must be wide enough to provide safety for the runners, and it must have a long straight away at the start as well as at the finish.
- C. The course should have a minimal amount of paved surfaces.
- D. The host institution must have verifiable traffic control for all public roads.

## VIII. 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 competitions. 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.

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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 the 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 review of a committee within NAC, it must be submitted by March 15.

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## Appendix A

### Cross Country Awards

#### King and Bullock Awards Division I

#### I. SPONSORSHIP

The Elvin and Joyce King Cross Country Award, for men, was named in honor of Elvin and Joyce King who were instrumental in the development and growth of both cross country and track & field within the NCCAA. Elvin served as Meet Director and National Sport Chair in each sport for many years, while Joyce was the point person administratively for the championship meets. Elvin's teams won 9 NCCAA Cross Country National Championships, and he was named NCCAA Coach of the Year 8 times. Elvin and Joyce served alongside each other for over 40 years at Cedarville and worked tirelessly to make an impact for Christ. The NCCAA is proud to present this award in recognition of Elvin and Joyce King's legacy of service.

The Ray Bullock Cross Country Award, for women, was named in honor of Dr. Ray Bullock, who for many years has dedicated himself to the development of cross country as a sport in general, but as a ministry within the NCCAA. He has impacted the lives of countless student-athletes and coaches through his efforts.

#### II. PURPOSE OF THE AWARDS

These awards were established in order to enhance excellence in Christian cross country competition and to perpetuate the Christian philosophy and faith as exemplified through Christ-like cross country participation in NCCAA member institutions.

#### III. SELECTION PROCEDURE AND COMMITTEE

- A. Student-athletes must be nominated by the head coach, Athletics Director, or Sports Information Director (SID) on the Cross Country Award Nomination Form, which is to be sent with national entry materials. Completed forms must be submitted to the National Office by October 25. Only one nominee allowed per institution per gender.
- B. Final selection shall be made prior to the National Championship by a selection committee 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. The recipient of the King or Bullock award shall also then 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.
- D. Presentation of the awards shall be made at the Cross Country National Championship during the awards banquet by the National Cross Country Chair.

#### IV. RECIPIENT QUALIFICATIONS

Recipients of these awards must each:

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

#### V. AWARD

An award descriptive of the honor shall be given to each recipient.

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**Appendix A, Page Two**  
**The King (Men) & Bullock (Women) Cross Country I 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

Institution \_\_\_\_\_ Coach \_\_\_\_\_

**Christian Character**

Describe student-athlete's faith story and character on/off the course.

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**Christian Service**

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

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**Current Season Fastest Time (Date \_\_\_\_\_)**

|            |                |                                       |                |                  |
|------------|----------------|---------------------------------------|----------------|------------------|
| Time _____ | Distance _____ | Finish (e.g., 1 <sup>st</sup> ) _____ | Location _____ | City/State _____ |
|------------|----------------|---------------------------------------|----------------|------------------|

**Current Season Best Finish (Date \_\_\_\_\_)**

|            |                |                                       |                |                  |
|------------|----------------|---------------------------------------|----------------|------------------|
| Time _____ | Distance _____ | Finish (e.g., 1 <sup>st</sup> ) _____ | Location _____ | City/State _____ |
|------------|----------------|---------------------------------------|----------------|------------------|

**Career Fastest Time (Date \_\_\_\_\_)**

|            |                |                                       |                |                  |
|------------|----------------|---------------------------------------|----------------|------------------|
| Time _____ | Distance _____ | Finish (e.g., 1 <sup>st</sup> ) _____ | Location _____ | City/State _____ |
|------------|----------------|---------------------------------------|----------------|------------------|

**Career Best Finish (Date \_\_\_\_\_)**

|            |                |                                       |                |                  |
|------------|----------------|---------------------------------------|----------------|------------------|
| Time _____ | Distance _____ | Finish (e.g., 1 <sup>st</sup> ) _____ | Location _____ | City/State _____ |
|------------|----------------|---------------------------------------|----------------|------------------|

**Other Results Notes (Events won, top 5 finishes, career summary, etc.)**

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*continued*

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**Appendix A, Page Three**  
**The King (Men) & Bullock (Women) Cross Country I 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)

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**Academic Honors Received (Major \_\_\_\_\_ GPA \_\_\_\_\_)**

List academic honors.

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**Leadership**

Describe student-athlete's leadership characteristics and qualities.

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**Additional Comments**

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

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**Required with Nomination Form**

- High resolution headshot AND action photo of student-athlete

**Nominee Eligibility Requirements**

- Have a clear Christian testimony both on and off the course, 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.

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

\_\_\_\_\_  
Nominator Signature (Coach, SID, or AD)

\_\_\_\_\_  
Date

**Due by October 25 to [jcampbell@thenccaa.org](mailto:jcampbell@thenccaa.org).**



## **Men's & Women's Golf**

## Men's & Women's Golf

### I. GENERAL ADMINISTRATION

- A. The Golf National Championship, and all events related thereto, are under the control and supervision of the NCCAA Golf Coaches and are subject to standards developed by these respective coaches and subsequent approval by the NCCAA Board of Directors. These standards shall receive annual review and approval by the National Golf Committee at the National Coaches' Meeting in conjunction with the Golf National Championship.
- B. National Committee for Golf  
The National Committee shall oversee regular competition.
1. Composition and Term of Office
    - a. The National Golf Committee shall consist of the National Men's Golf Chair and National Women's Golf Chair (who each serves as co-chair of the committee), the National Men's and Women's Golf Vice-Chairs, and each of the Regional Men's and Women's Golf Chairs. An NCCAA National Office representative shall serve as a non-voting member.
    - b. The National Golf Chairs shall serve a three-year term of office and shall be succeeded by the National Golf Vice-Chairs.
  2. Election
    - a. Regional Coaches, in conjunction with the Regional Coordinator, shall conduct an election of the Regional Golf Chair to the National Golf Committee at an appropriate time. The term of office for the Regional Golf Chair shall be determined by each individual region.
    - b. If a vacancy occurs on the National Golf Committee, the National Golf Chair shall, in coordination with the Regional Coordinator, upon approval of the remaining committee members, appoint a replacement or conduct an election.
  3. Duties of the National Golf 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.
  4. Duties of the National Golf Chair (also see National Sport Chair Job Description in Forms & Procedures section)
    - a. Initiate, direct, and control the work of the National Golf Committee.
    - b. Communicate with the National Golf 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 Championship Director with planning and conducting the National Championship.
    - e. Invite coaches of all NCCAA participating institutions to the coaches' meeting and request that agenda items and nominations for National Golf Committee vacancies be sent to the National Golf Chair.
    - f. Submit proposed revisions of the operating procedures (Golf section of the NCCAA Handbook) to the NCCAA Director of Membership by the deadlines listed in the National Handbook Proposal Process.
    - g. Assist Regional Coordinators in selecting Regional Sport Chairs as needed.
- C. Golf National Championship Committee  
The Golf National Championship Committee shall be appointed and approved annually at the Golf National Championship for the following year or via email. This committee shall have the responsibility to administer the NCCAA Golf National Championship.
1. Membership
    - a. The committee shall be composed of the Tournament Director of the National Championship, the National Golf Chairs or his/her appointee(s) from the National Golf Committee, and the NCCAA Director of Championships or an NCCAA National Office representative.
    - 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 Golf 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 in conjunction with and 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 (NCAA with NAIA modifications) Rule Book, have been followed.

### b. Act on all appropriate protests.

## D. Officers

Men's Golf Chair: Ryan Bowen, Cedarville University

Men's Golf Vice-Chair: Brady Barrett, OUAZ

Women's Golf Chair: Chris Hess, Bethel University

Women's Golf Vice-Chair: Dennis Duncan, Grace College

## E. Election of Sport Chair and Vice-Chair

A National Golf Chair and a Vice-Chair are elected to serve three-year terms. The Vice-Chair replaces the National Golf Chair after three years to serve as the National Golf 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. RULES AND REGULATIONS

### A. Official Rule Book

The Rules of Golf by United States Golf Association (USGA) with NAIA-Golf Coaches Association approved modifications. To obtain rules, visit [www.ncaapublications.com](http://www.ncaapublications.com).

### B. Adjusted Scoring Average:

1. All teams must report all fall scores via online form within 48 hours of each tournament and in compliance with the Score Reporting Policy. A link shall be emailed by the National Golf Chair to all coaches at the beginning of the season to use for reporting scores.
2. Every 18-hole tournament round a team plays on or before the regional competition deadline shall count toward its season's Adjusted Scoring Average. This is calculated by incorporating the official course rating for the course (and tees played) for the tournament round and adjusting the team score based on a "course rating par" of

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288 (which is 4 times 72). The calculated average adjusted team score shall be used to rank the teams, accordingly, determine at-large bid selections, and used in some regions to rank each team in the region and determine the Regional Qualifier.

C. Score Reporting Policy

For institutions declared to participate, golf schedules are required to be uploaded to the NCCAA website by the Fall Sports deadline of August 1.

Complete and accurate fall scores must be submitted to the NCCAA using the reporting form listed on the NCCAA Member Help Center. Scores must be submitted to the NCCAA within 48 hours of each tournament. However, the mandatory deadline for weekly scores to be reported to the NCCAA is Tuesday at noon ET. On the Tuesday of the Regional Competition Deadline, scores for events played that Monday/Tuesday are required to be submitted immediately following the completion of the event. Any amount of missing scores in a week shall count as a missed report. Reported scores shall be monitored weekly by the Communications Coordinator and Golf National Chairs. Once reporting begins, missing or incomplete schedules may result in multiple penalties being issued at the discretion of the National Office.

The penalties for not reporting scores or for being late are:

1. 1st offense: email or letter of notice of the violation.
2. 2nd offense: email or letter of warning of the violation.
3. 3rd offense: \$100 fine paid within 30 days of the date of the invoice or before the regional competition deadline, whichever comes first.
4. 4th offense: \$250 fine paid within 30 days of the date of the invoice or before the regional competition deadline, whichever comes first, a loss of postseason awards for the applicable athletes and/or team, the team shall become ineligible for statistical reports and ratings for the remainder of the season, and any further penalties at the discretion of the Administration Committee (e.g., ineligible for postseason play).

It is the responsibility of each institution to contact the National Office regarding any technical problems experienced in submitting weekly scores. Proper communication can prevent team penalties.

D. Regional Competition Deadline Date

All Regional Tournament dates and other fall tournament dates for score submissions shall occur 20 days before the first tournament date of the National Championship. For example, if the first day of the NCCAA National Championship is October 18, then the Regional Deadline Date is September 28.

E. 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. Golf has a maximum of 12 matches/tournaments. Each sport has a specified date to begin practice and to conduct their first contest. Golf's start date for practice is the second Monday in August. The first allowable contest is the fourth Monday in August. More details can be found in the Sport Policies and Procedures section of the NCCAA Handbook.

F. 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.

## IV. NATIONAL CHAMPIONSHIP SELECTION OF TEAMS

A. Regional Playoff Guidelines

Dates and Sites if a tournament is played:

1. The regional match shall be played no later than the regional competition deadline prior to the National Championship.
2. The site is under the direction of the Regional Golf Chair in conjunction with the Regional Coordinator, taking into consideration:
  - a. Seeded teams based on NCCAA Scoring Average.

- b. Continuation of past plans of alternating sites among areas.
- 3. All regional hosts shall plan and schedule the regional Christian Service Project (CSP) and report the results to the National Office.
- 4. Each host shall send all information regarding dates, sites, schedule, etc. to the National Office prior to the Regional Championship.

B. National Championship Qualifications

- 1. The Championship field consists of nine teams for men's golf and six for women's golf.
- 2. Teams can earn a bid to the National Championship in the following ways:
  - a. Regional Champion or Regional Qualifier (6 slots available):
    - 1) A Regional Championship shall be conducted, or a Regional Qualifier determined, by Adjusted Scoring Average in each region. A Regional Championship shall consist of at least 36 holes (course rating of par or higher), unless inclement weather reduces it to 18 holes. The Regional Champion or Regional Qualifier shall earn an automatic bid to the National Championship.
    - 2) Regional Representative:  
If a region has only one team available to participate in the Regional Championship or Regional Qualifier Process, that team must have an adjusted scoring average for ALL fall events (not best 36 holes) equal or better than ninth place finisher for men and sixth place finisher for women in the previous year's NCCAA National Championship.
  - b. If a region does not have a Regional Champion, Regional Qualifier, or Regional Representative, then that region slot shall become an at-large bid.
  - c. At-Large Bids:  
The at-large bid selection process shall utilize the following criteria:
    - 1) Only teams that meet their declaration and participate in their respective NCCAA Regional Championship or through the Regional Qualifier process shall be eligible for an at-large selection.
    - 2) Team scoring average for fall (to date): All teams must report all fall scores via online form within 48 hours of each tournament. A link shall be emailed by the National Golf Chair to all coaches at the beginning of the season to use for reporting scores.
    - 3) Strength of schedule and courses competed on.
    - 4) Current NAIA/NCAA national rankings (where applicable).
    - 5) Past performances in NCCAA Golf National Championships.
  - d. Individual Entries:
    - 1) If a region is holding a tournament to determine a champion and has two or more teams meet their declaration, the top individual finisher at the Regional Championship not attached to the winning team shall qualify for the National Championship as a medalist competitor.
    - 2) If a region is using rankings (Adjusted Scoring Average) to determine a qualifier and has 2 or more teams meet their declaration:
      - a. The top individual from a region shall also be determined from individual rankings. The individual with the best ranking not on the team ranking winner of the region shall represent the region at the National Championship. For an individual to be considered for ranking, he/she needs to be nominated by his/her coach through the nomination form with Athletics Director's approval. Coaches can nominate one player on the team for consideration and must submit an application that communicates the player's tournament scores from ALL fall tournaments along with the course rating of each course played.
      - b. The Adjusted Scoring Average for the nominated player must be less than or equal to the top 50% of the entire field from the previous year's championship results.
    - 3) If a Region has one or no team meet its declaration:
      - a. If the team meets its declaration, the Regional Representative criteria, and will accept a Regional Representative bid, an individual spot is not necessary.
      - b. If the team does NOT meet the Regional Representative criteria or have enough student-athletes to field a team, one individual from the team may be nominated by his/her coach through the nomination form with Athletic Director approval. Coaches can nominate one player on the team for consideration and must submit an application that communicates the player's tournament scores from ALL fall tournaments along with the course rating of each course played. If multiple teams in the region fit this description and submit a nomination, the individual shall be determined via individual rankings.
      - c. The Adjusted Scoring Average for the nominated player must be less than or equal to the top 50% of the entire field from the previous year's championship results.

- 4) For any region, if the individual region winner's team is selected for an at-large bid to the National Championship, the region shall be excluded from receiving an individual representative.
3. Method to Determine an At-Large Bid – Adjusted Scoring Average:  
Adjusted scoring averages are used to select the teams for at-large and seed teams. Every 18-hole tournament round a team plays on or before the regional deadline date shall count toward its season's Adjusted Scoring Average. This is calculated by incorporating the official course rating for the course (and tees that it played) for the tournament round and adjusting the team score based on a "course rating par" of 288 (which is 4 times 72). The calculated average adjusted team score shall be used to rank the teams accordingly, determine at-large bid selections, and shall be used in some regions to rank each team in the region and determine the region representative.

**EXAMPLES:**

- A team that shoots 300 on a course that has a course rating of 73.0 for the tees that it plays shall have its score adjusted down to 296 because the course rating of 73 is "tougher" than a course with a course rating of 72. The course would be rated as 1 stroke tougher per person, so the team score would be adjusted down by 4 strokes. Formula:  $300 - (4 \times 73.0) + 288 = 296$ .
  - A 290 team score on an easier course with a course rating of 71.0 shall have an adjusted team score of 294. Formula:  $290 - (4 \times 71) + 288 = 294$ .
  - This formula also helps compare scores on courses with a different par than a 72 since the course rating is used instead of the par. For example, a team score of 300 on a par 71 course and a course rating of 73.5 shall still have its team score adjusted down to 294 because the course rating was a full 2.5 strokes above the par of 71. Formula:  $300 - (4 \times 73.5) + 288 = 294$
- The course rating is extremely important and is used to calculate adjusted scoring averages (and ultimately the championship qualifier from each region). If the length of the course a team plays is different than the closest ladies' tees on the scorecard, the team must calculate the course rating. Please use the chart on the link provided to adjust the course rating appropriately. ALL fall scores must be submitted within 48 hours of completion.

EXAMPLE: Women's tees at 5,500 yards rated at 70.2. If a tournament is played at 5,850 yards, add 350 yards or 1.9 in USGA rating, making the tournament tees a 72.1 rating.

## V. GENERAL GUIDELINES FOR THE CHAMPIONSHIP

### A. Administration – Site and Date Selections

1. It is recommended that the site and date of the Golf National Championship be determined two years in advance. The first day of competition for the NCCAA Championship shall be the 4th Monday of October except when that date falls after October 24. In such cases, the first day of play shall be the 3rd Monday of October.
2. Both the site and date of the Golf National Championship shall be approved by vote of the National Golf Committee and the NCCAA National Office.
3. Site for the Golf National Championship must conform to all regulations outlined in the "Facility Criteria" section that follows.
4. Host institution shall receive an automatic bid.
5. Dates of the National Championship for the upcoming years are as follows:

| <u>Regionals Completed</u> | <u>National Championship</u> | <u>Site</u>                           |
|----------------------------|------------------------------|---------------------------------------|
| September 29, 2026         | October 19-21, 2026          | Hammock Beach Resort*, Palm Coast, FL |
| September 28, 2027         | October 18-20, 2027          | Hammock Beach Resort*, Palm Coast, FL |
| October 3, 2028            | October 23-25, 2028          | TBA                                   |
| October 2, 2029            | October 22-24, 2029          | TBA                                   |
| <b>October 1, 2030</b>     | <b>October 21-23, 2030</b>   | <b>TBA</b>                            |

\*Both men and women shall play the Conservatory Course

### B. Facility Criteria

1. Facility membership must not be discriminating on basis of race, gender, creed, or nationality.
2. Course slope rating should be a minimum of 120 or the course rating should be equal to or above the established par from championship tees.
3. "Use of Facility" should include restrooms, snack shop/restaurant, pro shop, scoreboard, driving range, putting green, and the 18-hole course.
4. Championship tee times or shotgun start shall not begin before 7:00 a.m. but shall be determined by course staff and Tournament Director of the National Championship. One practice round shall be available on the day

immediately before the first round. When the competitive rounds fall on Monday and Tuesday, practice rounds shall also be available on Saturday for participants who are not allowed to practice or compete on Sunday.

NOTE: The above list is a guide for course selection. The National Golf Committee reserves the right to use other criteria or factors when applicable. In such a case, all courses considered shall be notified.

C. Financial Considerations

1. Institutions serving as host to the Golf National Championship must ensure that every effort will be made to secure full or partial sponsorship to help reduce lodging, meals, and travel expenses.
2. The "Facility Criteria" guidelines for course fees must be adhered to and may only be exceeded with approval of the National Golf Committee.
3. When possible, a breakfast before the practice round or a team dinner following the practice round should be provided for all participants to allow time for fellowship of participants.

D. Advertising

The host sponsor of a Regional or National Championship shall not accept advertising or promote in any way the marketing or use of alcoholic beverages, tobacco, or illegal drugs in connection with the NCCAA Golf Program.

E. Meetings

A meeting of the coaches of the competing teams, host coach, and members of the National Golf Committee shall be held prior to the National Championship to review playing rules, interpretations, and any other administrative matters that may be necessary. Also, discussion and vote(s) shall take place on any guideline changes the golf coaches wish to recommend to the NCCAA Board of Directors.

## VI. CONDUCT OF NATIONAL CHAMPIONSHIP

A. Squad and Travel Party Size

The official party is made up of participants, defined as student-athletes, coaches, managers, athletic trainers, and any staff member who travels with a competing team.

The official party for each team participating in NCCAA National Golf Championship competition is eight individuals, which includes five student-athletes in uniform and three additional personnel (which can include coaches, managers, athletic trainers, sports information staff, additional student-athletes not in uniform, and/or other institutional personnel) to be used at the discretion of each participating institution. For individual qualifiers, the official party is three, which includes one student-athlete in uniform and two additional personnel as referenced above.

Coaches can start submitting rosters as soon as selected. However, the official roster must be submitted and finalized by 11:59 p.m. on the Tuesday prior to the start of the National Golf Championship.

When the roster is submitted to the NCCAA National Office, it shall serve as the Official Roster for the National Championship competition.

1. No changes to the official roster are allowed (including the order) after the submission date unless an emergency or special circumstance arises and is specifically approved by the Tournament Director of the National Championship.
2. Substitutions are not permitted at the Golf National Championship once play has begun.
3. Additional people (which can include coaches, managers, athletic trainers, sports information staff, additional student-athletes not in uniform, and/or other institutional personnel) must also be registered on the Official Roster to be permitted in the team only areas.
4. Any additional university personnel above the travel and roster numbers need to be outside of official championships areas (e.g., bench areas, batting cages, etc.), and the university shall assume any additional cost associated with additional numbers to the travel party.

Substitutions for medical casualties or extenuating circumstances shall be made at the discretion of the National Golf Committee.

B. Format of Competition

1. The Golf National Championship shall be a 54-hole (18 holes each day over 3 days) stroke play event with teams counting the top 4 of 5 scores.

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2. In case of inclement weather, the National Golf Committee, in conjunction with the course liaison, shall determine adjustments to this format. No fewer than 18 holes shall constitute a completed event.
  3. The final round pairings shall be based upon team standings from the first and second round with leaders teeing off last.
  4. USGA rules shall govern all play except where local rules or conditions apply.
- C. Golf Balls  
Only golf balls on the current USGA List of Conforming Golf Balls may be used. It is the responsibility of each coach to review this list on the USGA website and ensure all participants are in compliance. The penalty for breach of this condition is disqualification. The “one ball rule” is not in effect.
- D. Time of Starting  
Start times shall be determined by the NCCAA Golf Championship Committee. When tee times are utilized, players should report to their assigned starting tee a minimum of 5 minutes before their time. Once a player arrives at his/her initial tee box, all usage of cell phones/PDA/communication devices is restricted to live scoring purposes only. Distance measuring devices are allowed; however, slope/wind features are not permissible for use. Breach of rule is disqualification.
- E. Transportation  
Players shall walk at all times during a stipulated round. Coaches, committee members, or rules officials may transport a player in cases of a ruling where no provisional was played, in case of emergency situations (restroom needed) or when an area is designated as a “Shuttle Route.” Breach of rule is two strokes per incident.
- F. Pace of Play  
All players are required to keep pace with the group in front of them (no more than two strokes behind: Par 3 group on green and next group on or approaching tee box; Par 4 group on green then next group leaving tee box; Par 5 group on green and next group approaching second shots). A group that is deemed to be “Out of Position” shall be given a warning by a rules official and then shall be monitored. If the group fails to get themselves back into position within the next two holes, a one-stroke penalty may be assessed to each player. In cases where the slow play is clearly due to the actions of a single player, the penalty may be individually applied.
- G. Discontinuance of Play  
All participants must comply with any discontinuance of play signaled by the Golf Championship Committee. During any discontinuance, all practice areas shall be closed. Penalty for practicing during such a situation shall result in disqualification. Practice putting is not allowed between the play of any holes or on the putting green of a player’s final hole. Breach of rule is disqualification.
- H. Advice/Spectators  
Each team must designate up to two individuals for the purpose of offering advice. Teammates are designated as outside agents in relation to any player. Breach of rule is disqualification.
- Spectators are to remain on cart paths or, when no cart path is easily defined, a minimum of 20 yards from participants. Spectator’s cell phones must be on vibrate or silent mode while on the golf course. First offense shall receive a warning. The second offense shall result in the individual being removed from the golf course.
- I. Equipment  
Clubs, umbrellas, rain gear, etc. may be given to coaches but shall not be given to or retrieved from spectators during play. Breach of rule is two strokes per incident.
- J. Scorecard  
All scorecards must be turned in at the scoreboard within five minutes following completion of the player’s round. All scorecards are deemed to be official once the player has left the scoring area.
- K. Tiebreaker Procedure  
Medalist and Team champion tie(s) shall be broken with sudden victory on course playoff. For the team playoff, all five players (team) from each team shall participate. After each hole, the lowest team score (four out of five scores) for that hole shall be added together and compared to the other team(s). The lowest score wins the playoff. If still tied, the same format shall be used for subsequent holes until a winner is determined. All other team ties shall be via card playoff as follows:

1. Team total for 3<sup>rd</sup> round, then team total of 36 holes, and then team total for Round 1.
  2. Non-counting score (3<sup>rd</sup> round), then non-counting score (2<sup>nd</sup> Round), and finally non-counting score (1<sup>st</sup> round).
- L. Close of Competition  
The competition is deemed to have closed when the trophy has been awarded to the winner or, in absence of an award ceremony, when all scores have been approved by the committee.
- M. Conduct  
The NCCAA expects all participants, coaches, and spectators to honor Christ in their conduct. A player may be removed from the competition at any time at the discretion of the committee for unbecoming conduct. This includes profanity, throwing clubs, damaging golf course property via striking or slamming club(s), and/or using tobacco or alcohol products. Penalties may range from a two-stroke penalty to disqualification from the round or the full event. Breach of rule is two strokes per incident with a maximum of four strokes applied during the championship. A third incident shall result in disqualification.
- N. Inclement Weather  
Should weather impact the event, the Championship Committee shall make every effort to ensure the event is completed in its entirety. In extenuating cases where that is not possible due to course conditions and travel/academic issues, the Championship Committee shall ensure that a minimum of 18 holes are completed. If 18 holes cannot be completed due to weather issues and/or course conditions, the event shall be deemed cancelled for that academic year.
- O. National Championship Housing  
All teams are required to lodge in the hotel(s) designated by the host institution or city for this championship. Lodging at an unapproved location shall be considered failure to comply with its Declaration of Intent to Participate and shall result in loss of eligibility for championship travel reimbursement in addition to a fine of \$1,000.
- P. Required Functions to Attend  
Teams that advance to the Golf National Championship are required to attend and participate in the National Championship Banquet/Worship, the Christian Service Project, the Coaches Meeting, and Competition. 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.
- Q. National Championship Christian Service Project (CSP)  
Each player and coach participating in the National Championship shall be asked to make a monetary/item donation or donate up to, but not more than, two hours of his/her time serving in a CSP. The Tournament Director of the National Championship, in concert with the NCCAA Director of Championships, is responsible to secure the sites and set up the times for the service.

## VII. AWARDS

The NCCAA maintains a standardized awards program for all National Championships. Team, Medalist, All-Americans, and National Coach of the Year awards are ordered and paid for by the National Office.

- A. Championship 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.
- B. Dan and Kelly Wood Award (see [Appendix A](#))
1. This award is given to outstanding NCCAA men's golf and women's golf student-athlete (one each) who exemplifies the NCCAA Game Plan 4 LIFE character traits of Love, Integrity, Faith, and Excellence.
  2. Student-athletes must be nominated by the head coach, Athletics Director, or Sports Information Director (SID). Only one nominee allowed per institution per gender.
  3. Recipients of this award must:
    - a. Have a clear Christian testimony both on and off the course, 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.
4. Final selection shall be made prior to the National Championship by a selection committee comprised of the National Chairs, National Vice-Chairs, Regional Sport Chairs, and the namesake of the award (if they so choose). 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).
5. The recipient shall be encouraged to be present at the banquet. The National Office shall contribute up to \$250 toward travel expenses.
6. The recipient of the Dan and Kelly Wood award 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-Regional Teams

All-Regional Awards are determined by the top finishers in a Regional Championship. Only teams participating in the Golf Regional Championship are eligible. If a region does not have a Regional Championship, there shall be no All-Regional Team. Golf may honor one All-Regional Team with the number of athletes recognized based on the number of teams competing in the Regional Championship as listed in the Sports Policies and Procedures section of the handbook.

#### D. All-American Team

The top 10 finishers for men and top eight finishers for women in the Golf National Championship shall be deemed NCCAA All-Americans and shall receive an award provided by the National Office denoting their accomplishment.

#### E. National Coach of the Year

The National Coach of the Year shall be named at the conclusion of the Golf National Championship. The coach of the championship team shall be designated as the Coach of the Year.

#### 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. The NCCAA Student-Athlete of the Week award shall be given to one student-athlete in men's golf and women's golf during the regular season (Exception: NCCAA Regional Championships may be included), chosen from the list of nominees submitted by institutions. Only one student-athlete per school may be nominated. See the full procedures and instructions in the Forms & Procedures section of the handbook.

## VIII. 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. Regional Golf Chair Job Profile

#### 1. Function and Duties

The Regional Golf Chair shall be responsible for:

- a. The NCCAA Regional Golf Championship Competition.
- b. Conduct regional coaches' meetings on issues of importance to the NCCAA Region and the NCCAA Regional and National Championships.
- c. Submit policy changes, procedures, and recommendations from the coaches' meetings to the NCCAA National Golf Chair.
- d. By the selected date, submit the regional playoffs format to the NCCAA National Golf Chair.
- e. Serve as a liaison between the NCCAA National Golf Chair and the golf coaches of the respective NCCAA Region.

#### 2. Selection

- a. The Regional Golf Chair shall be nominated by an NCCAA Regional Coordinator.
- b. The coaches within the respective region shall vote on the nominees.
- c. The NCCAA National Men's Golf Chair shall confirm the elected Regional Golf Chair and shall communicate the results to the respective regional coaches.
- d. The Regional Golf Chair shall serve a three-year term. Re-elections are permitted. There is no limit to the number of terms one can serve, but one must be elected for each term by coaches within the respective region.
- e. Nominations, voting, and announcement of results must be completed by June 15.

### D. 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. The coaching group may propose changes to its sport handbook.
- 2. The 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.

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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 the 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**  
**Men's Golf & Women's Golf Dan and Kelly Wood 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 course.

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**Christian Service**

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

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**Current Season Lowest Tournament Score (Date \_\_\_\_\_)**

Score (to par) \_\_\_\_\_ # of Rnds \_\_\_\_\_ Finish (e.g., 1<sup>st</sup>) \_\_\_\_\_ Course Name \_\_\_\_\_ City/State \_\_\_\_\_

**Current Season Lowest Single-Round Score (Date \_\_\_\_\_)**

Score (to par) \_\_\_\_\_ Course Name \_\_\_\_\_ City/State \_\_\_\_\_

**Career Lowest Tournament Score (Date \_\_\_\_\_)**

Score (to par) \_\_\_\_\_ # of Rnds \_\_\_\_\_ Finish (e.g., 1<sup>st</sup>) \_\_\_\_\_ Course Name \_\_\_\_\_ City/State \_\_\_\_\_

**Career Lowest Single-Round Score (Date \_\_\_\_\_)**

Score (to par) \_\_\_\_\_ Course Name \_\_\_\_\_ City/State \_\_\_\_\_

**Other Results Notes (Medalist honors, top 5 finishes, career summary, etc.)**

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*continued*

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**Appendix A, Page Two**  
**Men's Golf & Women's Golf Dan and Kelly Wood Award**  
**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)

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**Academic Honors Received (Major \_\_\_\_\_ GPA \_\_\_\_\_)**

List academic honors.

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**Leadership**

Describe student-athlete's leadership characteristics and qualities.

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**Additional Comments**

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

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**Required with Nomination Form**

- High resolution headshot AND action photo of student-athlete

**Nominee Eligibility Requirements**

- Be a junior, senior, or graduate student academically and a varsity team member.
- Have a clear Christian testimony both on and off the course, including Christian service activities.
- Demonstrate leadership ability.
- Cumulative GPA must be 3.00 or higher on a 4.00 scale.
- Be an excellent/highly skilled student-athlete.

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

\_\_\_\_\_  
Nominator Signature (Coach, SID, or AD)

\_\_\_\_\_  
Date

**Due by October 1 to [jcampbell@thenccaa.org](mailto:jcampbell@thenccaa.org).**



**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).

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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](http://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](http://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.



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- 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](http://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.

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## 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 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> 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

- Be of junior, senior, or graduate student academic standing making normal progress toward a degree.
- Have completed at least one term (semester or quarter) at the nominating institution.
- Be a competing student-athlete in the sport for which nominated.
- 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

- An institution must be a current NCCAA member in good standing. The team must be a varsity team.
- 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.
- Fall teams use fall term(s) GPA's only and spring teams use spring term(s) GPA's only.
- 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.)
- Include all varsity student-athletes who competed in the sport with the institution for any portion of the academic year.
- 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

- 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.
- 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

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

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**Christian Service**

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

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**Current Indoor Season Best Marks**

|             |                            |                                       |                        |                            |
|-------------|----------------------------|---------------------------------------|------------------------|----------------------------|
| Event _____ | Height/Distance/Time _____ | Finish (e.g., 1 <sup>st</sup> ) _____ | NCCAA TFRRS RANK _____ | NAIA/NCAA TFRRS RANK _____ |
| Event _____ | Height/Distance/Time _____ | Finish (e.g., 1 <sup>st</sup> ) _____ | NCCAA TFRRS RANK _____ | NAIA/NCAA TFRRS RANK _____ |
| Event _____ | Height/Distance/Time _____ | Finish (e.g., 1 <sup>st</sup> ) _____ | NCCAA TFRRS RANK _____ | NAIA/NCAA TFRRS RANK _____ |

**Career Indoor Personal Records**

|             |                            |                                       |            |
|-------------|----------------------------|---------------------------------------|------------|
| Event _____ | Height/Distance/Time _____ | Finish (e.g., 1 <sup>st</sup> ) _____ | Date _____ |
| Event _____ | Height/Distance/Time _____ | Finish (e.g., 1 <sup>st</sup> ) _____ | Date _____ |
| Event _____ | Height/Distance/Time _____ | Finish (e.g., 1 <sup>st</sup> ) _____ | Date _____ |

**Other Performance Notes**

Past NCCAA Championship results, school records, conference records, etc.

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*continued*

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**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.

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**Academic Honors Received (Major \_\_\_\_\_ GPA \_\_\_\_\_)**

List academic honors.

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**Leadership**

Describe student-athlete's leadership characteristics and qualities.

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**Additional Comments**

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

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**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.

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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 [icampbell@thenccaa.org](mailto:icampbell@thenccaa.org).**



# NATIONAL CHRISTIAN COLLEGE ATHLETIC ASSOCIATION



## Men's Soccer

### Division I

## Men's Soccer Division I

### I. GENERAL ADMINISTRATION

- A. The NCCAA Soccer National Championship and all events related thereto are under the control and supervision of the NCCAA soccer 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 National Sport Committee.
- B. National Sport Committee for Men's Soccer
  - 1. Composition and Term of Office
    - a. The National Men's Soccer Committee shall consist of the National Men's Soccer Chair (who serves as chair of the committee), the National Men's Soccer Vice-Chair, and the Regional Men's Soccer Chairs. An NCCAA National Office representative shall serve as a non-voting member.
    - b. The National Men's Soccer Chair shall serve a three-year term of office and shall be succeeded by the National Men's Soccer Vice-Chair.
  - 2. Election
    - a. The Regional Coaches, in conjunction with the Regional Coordinator, shall conduct an election of the Regional Men's Soccer Chair to the National Men's Soccer Committee at an appropriate time. The term of office for the Regional Men's Soccer Chair shall be determined by each individual region.
    - b. If a vacancy occurs on the National Men's Soccer Committee, the National Men's Soccer Chair shall, in coordination with the Regional Coordinator and upon approval of the rest of the committee, appoint a replacement or conduct an election.
  - 3. Duties of the National Men's Soccer 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.
    - d. Submit the top players in each region as All-American nominees.
  - 4. Duties of the National Men's Soccer Chair (see also National Sport Chair Job Description in Forms & Procedures section)
    - a. Initiate, direct, and control the work of the National Men's Soccer Committee.
    - b. Communicate with the National Men's Soccer Committee on issues requiring 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 and nominations for National Men's Soccer Committee vacancies.
    - f. Submit proposed revisions of the operating procedures (Men's Soccer section of the NCCAA Handbook) to the NCCAA Director of Membership by the deadlines listed in the National Handbook Proposal Process.
    - g. Assist Regional Coordinators in selecting Regional Sport Chairs as needed.
- C. National Championship Games Committee

The Men's Soccer National Championship Games Committee shall be responsible for the administration of the National Championship.

  - 1. Membership
    - a. The committee shall be composed of the Tournament Director of the National Championship, the National Soccer Chair or his/her appointee from the National Soccer Committee, a National Intercollegiate Soccer Officials Association (NISOA) representative, and the NCCAA Director of Championships or an NCCAA National Office representative.
    - 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 Soccer 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 in conjunction with and via the NCCAA Director of Membership.
- b. Write a report on 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. Officers
  - National Chair: **Chris Swift, Greenville University**
  - Vice-Chair: TBA
- E. Election of Sport Chair and Vice-Chair

A National Soccer Chair and a Vice-Chair are elected to serve three-year terms. The Vice-Chair replaces the National Soccer Chair after three years to serve as the National Soccer 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. PLAYING RULES AND REGULATIONS

- A. Official Rule Book

Official National Collegiate Athletic Association (NCAA) Men's Soccer Rules. To obtain rules, visit [www.ncaapublications.com](http://www.ncaapublications.com).
- B. Statistics

Complete and accurate statistical information must be submitted to the NCCAA in the form of .XML game files, following the steps outlined at [www.thenccaa.org/helpcenter](http://www.thenccaa.org/helpcenter) and using only one of the approved stats programs (DakStats, Genius Sports, PrestoSports, StatCrew, or StatInput). Game files must be submitted to the NCCAA within 24 hours after the game and visiting team appeals are required to be filed with the home team within 48 hours following the conclusion of the contest. However, the mandatory deadline for weekly game files to be uploaded to the NCCAA website is Tuesday at noon ET. Any amount of missing game files in a week shall count as a missed report. Any game files submitted from a non-approved stats program shall count as a missed report. Once statistical reporting begins, missing or incomplete game schedules may result in multiple penalties being issued at the discretion of the National Office.

The penalties for not reporting statistics or for being late are:

1. 1<sup>st</sup> offense: email or letter of notice of the violation.

2. 2<sup>nd</sup> offense: email or letter of warning of the violation.
3. 3<sup>rd</sup> offense: \$100 fine paid within 30 days of the date of the invoice or before Regional Championships, whichever comes first.
4. 4<sup>th</sup> offense: \$250 fine paid within 30 days of the date of the invoice or before Regional Championships, whichever comes first, a loss of postseason awards for the applicable athletes and/or team, the team shall become ineligible for statistical reports and ratings for the remainder of the season, and any further penalties at the discretion of the Administration Committee (e.g., ineligible for postseason play).

It is the responsibility of each institution to contact the National Office regarding any technical problems experienced in submitting weekly statistics. Proper communication can prevent team penalties.

**Regular Season Neutral Site Tournament Statistics:** The host institution of regular Season tournaments (e.g., classic, tri-match, or any multi-team event of the like that an institution hosts, regardless of venue or if the host institution is competing) is responsible for recording official statistics, for all participating teams, for those sports in which a weekly national statistical report is conducted. Missing statistics from a regular season tournament shall be considered a missing statistical report for the host institution, regardless if the host competed (other participants of the tournament shall not be considered to have a missed statistical report the first week, but the following week shall be considered to have missed a statistical report if still missing). Note: If the host sent files to opponents and opponents failed to update the files in time, the host shall not be penalized.

**Postseason Statistics:** NCCAA members must upload files by the weekly deadline for all postseason play (conference tournament, regional championship, national championship, etc.). In NCCAA postseason play, it is the responsibility of the host to record official statistics and the responsibility of the higher seed to upload files. Failure to upload files by the weekly deadline is subject to penalty, including fines.

**Yellow and Red Card Stats Reporting:** It is recommended that the official statistician verify with officials the accuracy of yellow and red card statistics reporting at the conclusion of each match. Official XML statistics should be used to verify necessary suspensions for yellow card accumulation for all NCCAA regular season and postseason contests. Failure to accurately report cards is subject to additional penalty. For statistical purposes, any individual receiving two cautions in the same game shall be charged with one yellow card and one red card for accumulation purposes.

C. NCCAA Division I Men's Soccer National Voting/Ranking System

The coaches' poll voting shall be conducted by the National Chair, in conjunction with the regional representatives, and be reported to the NCCAA Director of Communications.

1. Each Regional Sport Chair shall be the region rater and voter.
2. Regional raters are responsible for submitting region ratings to the National Chair, who shall then send out all region ratings to voters. Raters should include explanation/summary as to why teams are rated where they are. Raters may work to get feedback from regional teams when developing the region ratings.
3. Regional raters shall then select the top 10 teams nationally and send them to the National Chair. The National Chair shall tally all votes and must send the final ranking along with each regional rating to the NCCAA Director of Communications by 11:00 a.m. (ET) each Tuesday that has a ranking.
4. When casting votes for the national rankings, voters must follow the order of the regional ratings.
5. Ties shall be broken by:
  - a. Number of ballot appearances;
  - b. Most votes in highest place; and
  - c. Winning percentage.The team winning the tie-breaker shall receive one additional point.
6. There shall be bi-weekly soccer rankings through the conclusion of the regular season, with a final postseason ranking the week following the National Championship.
7. The National Office serves as the oversight committee.

D. NCCAA Power Rating System

1. See [Appendix C](#) for the NCCAA Power Rating System.
2. Each member institution must meet all statistical requirements (see section III.B above).
3. There shall be a total of two consecutive weeks of power ratings, with the final power rating released the Wednesday one week prior to the Regional Completion Deadline. If a team has regular season games after the power rating, the power rating shall be updated with the additional regular season dates for the National Men's Soccer Committee to use in selection and seeding.

E. 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. Soccer has a maximum of 18 games and a minimum of 10 games. Each sport has a specified date to begin practice and to conduct their first contest. Soccer's start date for practices, scrimmages, and exhibitions is 17 days prior to the first allowable competition date not to precede August 1. The first allowable contest is the third Thursday in August. More details can be found in the Sport Policies and Procedures section of the NCCAA Handbook.

F. 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.

#### IV. GENERAL GUIDELINES FOR POSTSEASON COMPETITION

A. Site and Date

1. It is recommended that the date of the National Championship correspond with the dates selected for the final round of the NAIA national tournament.
2. It is recommended that the site of the National Championship be determined two years in advance and be approved by vote of the soccer coaches with final oversight of the selection by the NCCAA Board of Directors.
3. Dates of the National Championship for the upcoming years are as follows:

| <u>Regionals Completed</u> | <u>National Championship</u> | <u>Site</u>                                  |
|----------------------------|------------------------------|----------------------------------------------|
| November 21, 2026          | Nov. 30 – Dec. 5, 2026       | Austin-Tindall Sports Complex, Kissimmee, FL |
| November 20, 2027          | Nov. 29 – Dec. 4, 2027       | TBA                                          |
| November 18, 2028          | Nov. 27 – Dec. 2, 2028       | TBA                                          |
| November 17, 2029          | Nov. 26 – Dec. 1, 2029       | TBA                                          |
| November 23, 2040          | December 2-7, 2030           | TBA                                          |

B. Guidelines for Regional Championships

1. Regions must determine their method of selection, either a regional champion or determine their regional qualifier, who shall then move on to the National Championship. Regional qualifier is determined by the team with the highest rating from the NCCAA Power Rating System (see [Appendix C](#)) that has also met its institutional declaration.
2. The region must have at least a two-team NCCAA championship to declare a regional champion.
3. If a region uses a tournament format, all regional championship games shall be played at a site, date, and time mutually agreed upon by regional coaches in conjunction with the Regional Coordinator and Regional Athletics Directors. The Regional Soccer Chair shall be responsible for guiding this process. Plans shall be announced and forwarded to the National Chair one month before regional play. The National Office recommends that a rotation plan be developed for each region with different teams hosting a championship each year.
4. Regions are required to accommodate institutions' conference postseason (within NAIA/NCAA) when scheduling NCCAA Regional Championships. If conference postseason dates leave no time for NCCAA Regional Championships, regional leadership shall work in conjunction with the National Office to determine a plan.
5. A team shall not be required to play more than one game per day in postseason play.
6. If a region uses a tournament format, competing teams in regional championships shall be seeded, and, in the first round of the championship, the higher seeded team shall play the lower seeded team.
7. Sites for all championship games must conform to all minimum regulations with reference to the field and all related appurtenances as listed in the NCAA College Soccer Rule Book.
8. Any team that enters and begins play in an NCCAA Regional Championship is making a commitment to the NCCAA that said team shall continue through the Regional and National Championships. Any failure to comply with this commitment shall result in review of the said team by the NCCAA National Office.
9. Regional Championships shall be conducted in the best interest of soccer at the national level of the NCCAA.
10. Assignment of officials: Championship officials must be NISOA approved officials and shall not hold an official relationship with any NCCAA member institution.

C. Conduct of National Championship – Guidelines for National Championship

1. Teams shall qualify for the National Championship by winning their regional championship match or being selected as the Regional Qualifier from the NCCAA Power Rating System.
2. Sites for all championship games must conform to all minimum regulations with reference to the field and all related appurtenances as listed in the official NCAA College Soccer Rule Book.
3. The host institution of the championship must provide a satisfactory means for charging admission to the games.
4. The host institution shall receive an automatic bid. An institution who is the host of an NCCAA National Championship may allow its team to participate in the National Championship if that team meets its institution's Declaration of Intent requirements. The host institution, via the Declaration of Intent process, can choose to accept an automatic bid to National Championships without competing in the Regional Championship or choose to participate in the Regional Championship to earn a place in the National Championship.
5. Each qualifying team must submit the following in the team's folder in the Google Drive 10 days prior to the National Championship: Official team roster and travel party on Google Docs Form (completely filled out), high resolution team photo, player headshots, and any other requested information.
6. Required Functions to Attend  
Teams that advance to the Men's Soccer National Championship are required to attend and participate in the National Championship Banquet, the Christian Service Project, the Coaches Meeting, and Contests. 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.
7. 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. Each qualifying team must submit the following in the team's folder in the Google Drive five days prior to the championship: Up to date full season stats (individual & team), schedule with results, story lines for broadcasters; an SRO roster file, and actions photos.
8. Advertising  
The host institution of a Regional or National Championship shall not accept advertising nor promote in any way the marketing of alcoholic beverages, tobacco, or illegal drugs in connection with the NCCAA soccer program, merchandise, or signage.
9. Roster Size and Traveling Party  
The official party is made up of participants, defined as student-athletes, coaches, managers, athletic trainers, and any staff member who travels with a competing team.

The official party for each team participating in NCCAA National Soccer Championship competition is 32 individuals, which includes 26 student-athletes in uniform, six additional personnel (which can include coaches, managers, athletic trainers, sports information staff, additional student-athletes not in uniform, and/or other institutional personnel) to be used at the discretion of each participating institution.

A player may be replaced on the official roster between the Regional Tournament and the NCCAA National Championship by any eligible player whose name is included on the Official Eligibility Form for the current season.

When the roster is submitted to the NCCAA National Office, it shall serve as the Official Roster for the National Championship competition.

- a. Each head coach can amend his/her roster with the NCCAA Director of Championships at the championship coaches' meeting on site.
- b. Once the coaches' meeting is concluded, a team's roster shall be deemed certified, and no changes can be made for the duration of the championship.
- c. Once the championship begins, no player may play that is not on the official roster with no exceptions including the event of injury, illness, or family emergency.
- d. Additional people (which can include coaches, managers, athletic trainers, sports information staff, additional student-athletes not in uniform, and/or other institutional personnel) must also be registered on the Official Roster to be permitted in the team only areas.

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- e. Any additional university personnel above the travel and roster numbers need to be outside of official championships areas (e.g., bench areas, batting cages, etc.) and the university shall assume any additional cost associated with additional numbers to the travel party.
10. Balls  
The National Office, in consultation with the Men's Soccer Sport Committee, shall select the balls to be used for the National Championship. A minimum of eight new balls shall be provided for the championship games. One of the balls shall be presented as an honorary gift to each participating team. Currently, the Brilliant Super by SELECT is used.
11. Uniforms  
Competing teams shall have both light and dark uniforms for use in all championships. These uniforms must conform to NCAA regulations. Choice of uniform color shall be made by the Championship Games Committee.
12. Officials  
Regional and National Championship officials must be NISOA approved officials and shall not hold an official relationship with any NCCAA member institution.
13. Pre-Match Protocol  
Teams shall receive 30 minutes on the game field before each match. Additional warmup may occur in auxiliary areas provided by the host. After warmup, teams shall circle to pray, lineup World Cup style, and walk out led by the officials for anthem, prayer, and starting lineups. (The anthem shall play only during first game of the day in pool play.)
14. Halftime  
Halftime shall be 10 minutes in duration for all matches.
15. Review of All Cards  
The Championship Committee shall review all red cards during the championship and determine if the offending player/coach shall be allowed to participate after sitting the required suspension in the next match. The Committee shall also review any player who receives a yellow card in each of the first two matches to determine whether the player/coach shall be allowed to participate in the team's next match. After the review, any player allowed to play who subsequently receives a caution while competing in their next match shall be immediately removed from the contest for the duration of that match, and a substitute may be inserted in their place. The player would be deemed ineligible for the event from that point until the conclusion of the tournament.
16. National Championship Housing  
All teams are required to lodge in the hotel(s) designated by the host institution or city for this championship. Lodging at an unapproved location shall be considered failure to comply with its Declaration of Intent to Participate and shall result in loss of eligibility for championship travel reimbursement in addition to a fine of \$1,000.
17. National Championship Christian Service Project (CSP)  
Each player and coach participating in the National Championship shall be asked to donate up to, but not more than, two hours of his time to serve in a CSP. The host Championship Director, in concert with the NCCAA Director of Championships, is responsible to secure the sites and set up the times for the service.
18. Rosters on game day only need to be given to the main table personnel who shall distribute to the scorekeeper and officials. Rosters do not need to be given to the opposing coach.
19. Championship Reimbursement Policy  
A Championship reimbursement fund called Future Generations shall reimburse member schools for championship expenses when teams qualify. The amounts and policy guidelines are listed in the Sports Policies and Procedures section of the NCCAA Handbook.
20. 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. Selection of Teams for Championship  
The championship shall be nine teams. Teams shall come from six regions and three at-large selections. Regions must choose their selection via a tournament, via power rating, or as a representative. If a region has no selection, that slot becomes open to an at-large selection (see [Appendix E](#)).
1. Regional Championship - Selection of Teams:  
All NCCAA member institutions must send to the National Office a completed Declaration of Intent to Participate form by August 15 for all varsity sports.



2. There shall be six regions which shall be named as follows:
  - a. Central
  - b. Mideast
  - c. Midwest
  - d. North Central
  - e. South
  - f. West
3. Regional Representative to the National Championship  
If a region has only one team available to participate in the Regional Championship or Regional Qualifier Process, that team shall be declared the Regional Representative and receive the region's automatic bid provided they have a record of .500 or better in addition to being declared to accept a Regional Representative bid.
4. National Championship At-Large Berth
  - a. The at-large request to be considered for the NCCAA National Championship is on the Declaration of Intent to Participate. Athletics Directors can list the conditions by which they shall accept at-large spots on the Declaration of Intent to Participate. To be considered for an at-large bid, an institution must have played in the Regional Championship, met its declaration for consideration for the Regional Qualifier, or been exempt due to NCAA or NAIA conflicts. In regions that limit teams in their playoff format, teams that have met any institutional declaration requirement may be considered for an at-large bid.
  - b. The National Men's Soccer Committee shall select the team(s) for the at-large berth to the National Championship in addition to seeding the teams.
  - c. Selection and seeding of the team(s) shall be made on a conference or video call by the Sunday evening following the completion of regional play.
  - d. Criteria to be used in the selection of the at-large berth(s) shall be the Power Rating System Option B. Criteria from the a la carte options shall be the following (in order of importance):
    - 1) Head-to-head results.
    - 2) Results of games against common opponents.
    - 3) National ranking in national polls at the end of the regular season.
  - e. For a la carte items to be used, teams must be within .500 in power ratings.
  - f. The selection committee should ideally be comprised of unbiased individuals and not include individuals who have qualified for the National Championship or are seeking an at-large selection. If that is not possible, at a minimum, individuals who are seeking an at-large selection are not permitted to participate in the selection process.
5. A team that does not compete in the NCCAA Regional Championship due to NAIA or NCAA conflicts shall be considered for an at-large bid if it was declared to participate in its NCCAA Regional Championship.
6. National Championship Seeding
  - a. Criteria to be used in the seeding of the teams shall be the Power Rating System Option B. Criteria from the a la carte options shall be the following (in order of importance):
    - 1) Head-to-head results.
    - 2) Results of games against common opponents.
    - 3) National ranking in national polls at the end of the regular season.
  - b. For a la carte items to be used, teams must be within .500 in power ratings and a team may only move up or down three places in power ratings.
  - c. The National Men's Soccer Committee, in conjunction with the National Office, can adjust seeding to avoid regional opponents being grouped together in pool play (if possible), following the Regional Seeding Conflict Guidelines in the Sports Policies and Procedures section of the handbook.

E. Format for the National Championship

1. The NCCAA Division I Men's Soccer National Championship shall be a nine team pool play National Championship (see [Appendix E](#) and [Appendix G](#)).
2. The most recent NCAA Soccer Rule Book shall govern all National Championship games.
3. To break ties in pool play, see [Appendix F](#) for guidelines.
4. Procedures for Tied Games: The NCAA Rule Book shall be the official guide for all tied games.
5. Pool Play Matches: All Pool Play Matches at the NCCAA National Championship shall finish in a tie if the score is still tied after playing regulation.
6. Semifinal Match and Championship Match: If tied after regulation, up to two 10-minute periods (the first team to score wins the game) and penalty kicks (conducted according to NCAA Rule Book guidelines), if necessary, shall be used to determine a champion.



7. Game Times

The schedule of games and/or matches shall be determined in conjunction with the National Chair, the Tournament Director of the National Championship, and the National Office. Preference shall be given to the higher seeded teams to advance with the most amount of rest and/or best playing conditions. The host shall be given the opportunity to schedule one pool play game at a time that allows for the best hometown fan attendance. Game times and dates may be adjusted to accommodate any Seventh Day Adventist member institution's Sabbath.

## V. AWARDS

The NCCAA maintains a standardized award program for all National Championships. Team, Most Outstanding Player, National Coach of the Year, and All-American awards are ordered and paid for by the National Office.

A. Championship 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.

B. Selection of an All-Tournament Team and Most Outstanding Player

1. The All-Tournament team shall consist of 11 players including the Most Outstanding Player of the tournament. The team shall be determined by an allocation system.
2. The 1<sup>st</sup> place team shall receive two players, 2<sup>nd</sup> place team two players, and the 3<sup>rd</sup>-6<sup>th</sup> place teams shall each receive one. Three additional spots shall be selected by the Games Committee and may come from any team.
3. The two finalist teams must submit either a defender or a Goalkeeper on their list of nominees.
4. Players shall be selected by their coach and the name shall be submitted to the Tournament Director of the National Championship at the conclusion of the third day of play on Wednesday (for the five teams that do not qualify for the NCCAA Semifinals). Teams that qualify for the semifinals shall submit their selections after the completion of the semifinal matches on Friday. The Games Committee shall work with the coaches to ensure all positions are covered appropriately.
5. The Most Outstanding Player shall be selected by the Games Committee from the championship team.

C. Through the sponsorship of SELECT, the person who scores the most goals in championship play shall be given the Golden Ball Award. Following are the criteria for determining most goals:

1. Most goals overall.
2. If tied, most assists.
3. If still tied, most goals per game (goals divided by games).
4. If still tied, player from team that advanced the farthest or had better record at the event.

D. Team Sportsmanship Award

The Team Sportsmanship Award shall be determined by vote of the Championship Games Committee and referees and is given by the National Intercollegiate Soccer Officials Association (NISOA).

E. The NCCAA Kyle Rote, Jr. Award

The purpose of this award is to recognize the outstanding NCCAA student-athlete in Men's Soccer and highlights excellence in competition, skill, academics, and Christian service during his career. The award shall be presented annually at the Men's Soccer National Championship (see [Appendix B](#)).

1. Recipients of this award must:
  - a. Have a clear Christian testimony both on and off the field, including Christian service activities.
  - b. Be an excellent/highly skilled student-athlete.
  - c. Be a junior, senior, or graduate student and a varsity team member.
  - d. Demonstrate leadership ability.
  - e. Possess a cumulative GPA of 3.00 or higher on a 4.00 scale.
2. Procedures:
  - a. Only one student-athlete per institution may be nominated by the head coach, Athletics Director, or Sports Information Director (SID).
  - b. The nomination form must be used and submitted to the National Office by November 1.
  - c. Final selection shall be made prior to the National Championship by a selection committee, comprised of the National Chair, National Vice-Chair, the Regional Sport Chairs, and the namesake of the award (if they so choose). 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).

3. The recipient shall be encouraged to be present at the banquet. The National Office shall contribute up to \$250 toward travel expenses.
4. The recipient of the Kyle Rote, Jr. Award 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.

F. All-Regional Honors

1. Candidates must be submitted using the All-Regional Nomination Form (see [Appendix A](#)).
2. The number of athletes on each All-Regional Team shall be equal to the number of athletes on each All-American Team, which for soccer is 11.
3. Regional Player of the Year must be included in the number of athletes on the All-Regional Team, not a plus one in addition to it.
4. The All-Regional Team(s) shall follow the All-American positional breakdown of one goalkeeper, three forwards, three midfielders, three defenders, and one alternate.
5. Regions must use the standard Google Docs form for voting, following the same voting procedures as the All-American process.
6. Votes shall be conducted by position for a positional rank order. A separate vote shall also be conducted for overall rank order.
7. Coaches may not vote for their own players, except when there are only one or two teams in the region.
8. The maximum number of All-Regional Teams a region is permitted to have is based on the number of full members in the region that sponsor the sport, regardless of Declaration of Intent, and is listed in the Sports Policies and Procedures section of the handbook.
9. The maximum number of athletes any team can have on each All-Regional Team (e.g., First Team, Second Team, etc.) is six for soccer.
10. Regions cannot limit nominations based on regular season or postseason finish.
11. Regions are permitted to have Honorable Mention.
12. If a team does not participate in the nominating and/or voting process, that shall eliminate that team from the number of teams in the region when determining how many All-Regional teams there are. If a team nominates student-athletes but does not vote, that team's student-athletes shall not be included on All-Regional Teams.
13. Regions must have tiebreaking procedures in place. Ties may not be submitted within the rank order for All-American purposes.
14. After the Regional Sport Chair has concluded the voting process and finalized the All-Regional Team(s), the chair shall submit the All-Regional Team(s) via Teamworks. The Regional Coordinator shall then review and approve the submission via Teamworks by the Wednesday prior to the Regional Completion Deadline.

G. All-American Honors

1. Candidates must be submitted using the All-Regional Nomination Form (see [Appendix A](#)).
2. Each region shall submit a slate of candidates in rank order from their All-Regional Team and ranked by position. A player must be on a regional team to be considered for All-American (see [Appendix D](#)).
3. A committee consisting of each region's representative and the National Soccer Chair, or his representative, shall select the NCCAA All-American teams. There shall be an NCCAA representative (National Office personnel or Administration Committee member) in the room or on the call for the voting to oversee that the process is followed.
4. Copies of the voting procedure shall be provided to each voting member of the committee at least one week prior to the vote.
5. The First Team shall be an 11-member squad comprised of one goalkeeper, three forwards, three midfielders, three defenders, and one alternate.
6. The Player of the Year shall be voted on after the conclusion of the full All-American team selection. The top vote getter from each position (F, MF, D, GK) shall be reviewed again, and then another vote shall be taken to determine the Player of the Year.
7. The Second Team shall be an 11-member squad comprised of one goalkeeper, three forwards, three midfielders, three defenders, and one alternate.
8. The All-American voting procedure is listed in [Appendix D](#).

#### H. Coaching Honors

##### 1. Regional Coach of the Year

a. Each region shall name its Regional Coach of the Year by the recommended date for conclusion of regional play. The Regional Soccer Chair shall notify the National Soccer Chair of their selection immediately.

##### b. Voting procedure:

1.) The ballot shall allow selection of two individuals: five points for the first choice and three points for the second choice.

2.) It is considered unethical for a member institution to vote for its own representative.

##### 2. National Coach of the Year (see Forms & Procedures section)

The NCCAA National Coach of the Year shall be voted on by the All-American Committee. Candidates shall consist of the Regional Coaches of the Year and any coach whose team qualifies for the National Championship in the NCCAA, NAIA, or NCAA.

#### I. 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.

#### J. 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.

K. The NCCAA Student-Athlete of the Week award shall be given to two student-athletes (one offensive and one defensive) in Division I Men's Soccer during the regular season, chosen from the list of nominees submitted by institutions. Only one student-athlete per school per award (offensive/defensive) may be nominated. See the full procedures and instructions in the Forms & Procedures section of the handbook.

## VI. 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 Code of Conduct in Competition Policy.

### C. Meetings

1. A meeting of the coaches of the competing teams, host coach, and members of the Championship Committee shall be held prior to all championships to review playing rules, interpretations, and any other administrative matters that may be necessary.
2. A meeting of all NCCAA soccer coaches shall be held annually. The purpose of the meeting is to discuss and vote on any Handbook changes the soccer coaches wish to submit to the National Office.

### D. Regional Men's Soccer Chair Job Profile

#### 1. Function

The Regional Soccer Chair shall be responsible for:

- a. The NCCAA Regional Soccer Championship Competition.
- b. Coordination of the balloting for the NCCAA All-Regional Team and the NCCAA Regional Coach of the Year.
- c. Participation in the NCCAA All-American selection process.

#### 2. Selection

- a. The Regional Soccer Chair shall be nominated by an NCCAA Regional Chair or Regional Coach.
- b. The coaches within the respective region shall vote on the nominations.
- c. The NCCAA National Men's Soccer Chair shall confirm the elected Regional Soccer Chair and shall communicate the results to the respective region coaches.
- d. The Regional Soccer Chair shall serve a three-year term. Re-elections are permitted. There is no limit to the number of terms one can serve, but one must be elected for each term by coaches within the respective region.
- e. Nominations, voting, and announcement of results must be completed by January 31.

#### 3. Duties

- a. Conduct the NCCAA Regional Championship for men's soccer.
- b. Conduct regional coaches' meetings on issues of importance to the NCCAA Region, the NCCAA Regional Championships, and NCCAA National Championships.
- c. Submit policy changes, procedures, and recommendations from the coaches' meetings to the NCCAA National Men's Soccer Chair.
- d. Conduct the balloting for the NCCAA All-Regional Team and the NCCAA Regional Soccer Coach of the Year.
- e. By the selected date, submit the regional playoffs format to the NCCAA National Men's Soccer Chair.
- f. By the selected date, submit the results of the regional balloting for the Regional Coach of the Year and the All-Regional team along with all supporting documentation.
- g. Serve as a liaison between the NCCAA National Men's Soccer Chair and the soccer coaches of the respective NCCAA Region.

### E. **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, Regional Experience Committee), Eligibility Committee, or Handbook Committee.
  5. All proposals must come in written form and identify which section of the 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 review of a committee within NAC, it must be submitted by March 15.

**Appendix A**  
**NCCAA Division I Men's Soccer**  
**All-Regional Nomination Form**

**Player Rank # \_\_\_\_\_**

Name \_\_\_\_\_ Jersey # \_\_\_\_\_ (H) \_\_\_\_\_ (A) \_\_\_\_\_

Nominee's Position \_\_\_\_\_ Year: \_\_\_\_Fr \_\_\_\_So \_\_\_\_Jr \_\_\_\_Sr \_\_\_\_Gr

Institution \_\_\_\_\_ Region \_\_\_\_\_

Coach \_\_\_\_\_ Mobile Phone (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_

Work Phone (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_

| Season   | Goals | Assists | Goalkeepers |       | Captain<br>Yes/No | Cautions/<br>Ejections |
|----------|-------|---------|-------------|-------|-------------------|------------------------|
|          |       |         | Saves       | GA    |                   |                        |
| 20 _____ | _____ | _____   | _____       | _____ | _____             | _____                  |

Honors \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Comments \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The above named student-athlete has my support as a viable nominee for NCCAA postseason honors. His behavior both on and off the field is complimentary to the NCCAA and its Christ-like standards.

Coach's Signature \_\_\_\_\_

Date \_\_\_\_\_

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## **Appendix B**

### **NCCAA Kyle Rote Jr. Award**

#### **Division I Men's Soccer**

#### **I. PURPOSE OF THE AWARD**

The award was established in order to:

1. Enhance the Christian purpose of athletics.
2. Enhance excellence in Christian athletic competition.
3. Perpetuate the Christian philosophy and faith in NCCAA institutions across the nation.

#### **II. RECIPIENT OF THE AWARD**

The recipient shall be the outstanding NCCAA Christian men's soccer player (Division I) of the nation. Recipients of this award must:

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

#### **III. SELECTION PROCEDURE**

The following procedures shall be used in selecting the recipient:

1. Student-athletes must be nominated by the head coach, Athletics Director, or Sports Information Director (SID). Only one nominee allowed per institution. The nominations must be sent to the National Office.
2. The nomination form must be used and submitted to the National Office by November 1.
3. The National Office shall submit complete dossiers of all nominees to members of the Selection Committee by November 5.
4. Final selection of the recipient shall be made prior to the National Championship by the selection committee. 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).
5. The presentation of the award shall be made during the NCCAA Soccer National Championship Kick-Off Event.

#### **IV. SELECTION COMMITTEE**

Kyle Rote Jr., former NASL player and 2011 Soccer Hall of Fame Inductee; National Men's Soccer Chair; National Men's Soccer Vice-Chair; and the Regional Men's Soccer Chairs.

#### **V. NATURE OF THE AWARDS**

An award shall be given to the recipient.

#### **VI. RECIPIENT**

The recipient of the Kyle Rote, Jr award 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.

*continued*

# **Appendix B, Page Two** **NCCAA Men's Soccer Division I Kyle Rote Jr. 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

Institution \_\_\_\_\_ Position \_\_\_\_\_ Coach \_\_\_\_\_

## **Christian Character**

Describe student-athlete's faith story and character on/off the field.

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## **Christian Service**

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

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## **Current Season Field Stats (Season Team Record: W\_\_\_\_ L\_\_\_\_ T\_\_\_\_)**

|    |    |  |   |   |     |   |     |     |    |    |
|----|----|--|---|---|-----|---|-----|-----|----|----|
| GP | GS |  | G | A | PTS | S | SOG | GWG | YC | RC |
|----|----|--|---|---|-----|---|-----|-----|----|----|

## **Current Season Goalkeeper Stats (Season Team Record: W\_\_\_\_ L\_\_\_\_ T\_\_\_\_)**

|    |    |  |    |      |    |     |    |    |
|----|----|--|----|------|----|-----|----|----|
| GP | GS |  | GA | GA/G | SV | SHO | YC | RC |
|----|----|--|----|------|----|-----|----|----|

## **Career Field Stats (Career Team Record: W\_\_\_\_ L\_\_\_\_ T\_\_\_\_)**

|    |    |  |   |   |     |   |     |     |    |    |
|----|----|--|---|---|-----|---|-----|-----|----|----|
| GP | GS |  | G | A | PTS | S | SOG | GWG | YC | RC |
|----|----|--|---|---|-----|---|-----|-----|----|----|

## **Career Goalkeeper Stats (Career Team Record: W\_\_\_\_ L\_\_\_\_ T\_\_\_\_)**

|    |    |  |    |      |    |     |    |    |
|----|----|--|----|------|----|-----|----|----|
| GP | GS |  | GA | GA/G | SV | SHO | YC | RC |
|----|----|--|----|------|----|-----|----|----|

## **Other Stats Notes (Top 10 national statistical rankings, defensive effectiveness, etc.)**

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*continued*



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**Appendix B, Page Three**  
**NCCAA Men's Soccer Division I Kyle Rote Jr. 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)

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**Academic Honors Received (Major \_\_\_\_\_ GPA \_\_\_\_\_)**

List academic honors.

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**Leadership**

Describe student-athlete's leadership characteristics and qualities. Give examples of leadership in action.

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**Additional Comments**

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

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**Required with Nomination Form**

- High resolution headshot AND action photo of student-athlete
- Current season schedule with results.

**Nominee Eligibility Requirements**

- Be a junior, senior, or graduate student academically and a varsity team member.
- Have a clear Christian testimony both on and off the field, including Christian service activities.
- Demonstrate leadership ability.
- Cumulative GPA must be 3.00 or higher on a 4.00 scale.
- Be an excellent/highly skilled student-athlete.

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

\_\_\_\_\_  
Nominator Signature (Coach, SID, or AD)

\_\_\_\_\_  
Date

**Due by November 1 to [icampbell@thenccaa.org](mailto:icampbell@thenccaa.org).**

## Appendix C NCCAA Power Ratings

### I. FORMULA

(Results Pts + Location Pts) x (Opp. Affiliation + Opp. Win % + Ranked Opp.) = Individual Game Power Points

| 1. Results      |                   |              |             |          |            |             |
|-----------------|-------------------|--------------|-------------|----------|------------|-------------|
|                 | Baseball/Softball | Basketball   | Football    | Soccer   | Volleyball |             |
| a. if win by    | 6+ runs           | 15+ points   | 14+ points  | 3+ goals | in 3 sets  | 3 points    |
| b. if win by    | -                 | 11-14 points |             | -        | -          | 2.75 points |
| c. if win by    | 3-5 runs          | 8-10 points  | 7-13 points | 2 goals  | in 4 sets  | 2.5 points  |
| d. if win by    | -                 | 4-7 points   |             | -        | -          | 2.25 points |
| e. if win by    | 1-2 runs          | 1-3 points   | 1-6 points  | 1 goal   | in 5 sets  | 2 points    |
| f. if a tie     | -                 | -            | -           | -        | -          | 1.75 points |
| g. if a loss by | 1-2 runs          | 1-3 points   | 1-6 points  | 1 goal   | in 5 sets  | 1.5 points  |
| h. if a loss by | -                 | 4-7 points   |             | -        | -          | 1.25 points |
| i. if a loss by | 3-5 runs          | 8-10 points  | 7-13 points | 2 goals  | in 4 sets  | 1 point     |
| j. if a loss by | -                 | 11-14 points |             | -        | -          | 0.75 points |
| k. if a loss by | 6+ runs           | 15+ points   | 14+ points  | 3+ goals | in 3 sets  | 0.5 points  |

| 2. Location |             |               |              |            |          |
|-------------|-------------|---------------|--------------|------------|----------|
| a. if away  | 0.25 points | b. if neutral | 0.125 points | c. if home | 0 points |

| 3. Opponent's Affiliation (multiplier) |       |
|----------------------------------------|-------|
| a. NCAA I                              | x 2.9 |
| b. NCAA II / U Sports                  | x 2.5 |
| c. NAIA                                | x 2.2 |
| d. NCAA III / NCCAA I / CCAA           | x 1.8 |
| e. NCCAA II                            | x 1.5 |
| f. Other Countable Opponents^          | x 1.0 |

| 4. Opponent's Winning %* |          |
|--------------------------|----------|
| a. .1000 %               | Add 1.00 |
| b. .800 - .999 %         | Add 0.80 |
| c. .600 - .799 %         | Add 0.60 |
| d. .400 - .599 %         | Add 0.40 |
| e. .200 - .399 %         | Add 0.20 |
| f. .000 - .199 %         | Add 0.00 |

| 5. Ranked Opponent*                                |
|----------------------------------------------------|
| National rankings of affiliations in lines a. - e. |
| Add 0.20                                           |

### II. POWER POINTS

- A. The sum of the criteria of Nos. 1-2, multiplied by the sum of Nos. 3-5 determines power points for a game. The maximum points for a contest are 13.325 (win on the road against 1.000 NCAA I Top 25 team). The minimum points for a game are 0.5 (loss at home against .199 or lower other countable opponent).
- B. The power rating is determined by adding the power points for the regular season and dividing them by the number of games (to the third decimal place). Postseason contests shall not be included.

### III. FORFEITS

Forfeits awarded for completed contests shall count toward power ratings (with the results points multiplier being calculated as a 1-0 result for all sports regardless of the official forfeit scoreline for that sport) and the minimum number of games requirement for inclusion in power ratings (e.g., ineligible player, conduct issues, etc.). Forfeits awarded for games not played shall not count toward power ratings or the minimum number of games requirement for inclusion in power ratings (e.g., teams not showing up, not honoring contracts, etc.).

### IV. REPORTING

The National Office shall calculate each school's power rating. Each institution and region is responsible for reviewing the release to ensure their rating's accuracy. See sport handbooks for reporting dates and how power ratings are used within each sport. Power ratings shall be released by Wednesday evening per each sport's reporting dates. See region handbooks for how ratings are used within the region. Visit [www.thenccaa.org/handbook](http://www.thenccaa.org/handbook).

\*Opponent's winning percentage and national ranking shall be through the Sunday before the reporting date. When a report is released, winning percentages and rankings for that report shall not be updated for future reports. National rankings only include teams within the rankings. Teams who receive votes are not considered ranked.

*continued*

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## Appendix C, Page Two

### NCCAA Power Ratings

^Other countable opponents must be an NCCAA countable game per definition in Frequency of Contest section of the NCCAA handbook. Uni-Division sports, such as Softball, follow Division I countable opponents' rules.

A final power rating shall only be given to teams who meet the minimum number of games requirement for the specific sport. Each sport has a progression of min. number of games (listed below) to be included in each rating that is released. (R1=Report 1, etc.)

Baseball - R1=10, R2=13, R3=16; Basketball - R1=12, R2=15, R3=18; Soccer - R1=8, R2=10; Softball - R1=10, R2=13, R3=16; Volleyball (M) – R1=7, R2=8, R3=9; Volleyball (W) – R1=10, R2=13, R3=15.

**Note:** These Power Ratings are designed to measure past performance, not necessarily to predict future outcomes.

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## **Appendix D**

### **NCCAA All-American Voting Procedures**

All-American Voting Procedure for NCCAA Division I Men's Soccer is as follows:

1. All-Regional Teams shall be selected and submitted to the National Chair before the NCCAA National Championship. The regional team shall be listed both in rank order from most points to least as well as in rank order by position such as the top four defenders, top four forwards, top four midfielders, etc. All ties must be broken.
2. All nominations to the All-American process shall come from the All-Regional Team selections.
  - a. The NCCAA shall recognize an NCCAA All-American First Team. An 11-member squad shall be selected comprised of one goalkeeper, three forwards, three midfielders, three defenders, and one optional position.
  - b. The NCCAA shall recognize an NCCAA All-American Second Team. The Second Team shall be an 11-member squad comprised of one goalkeeper, three forwards, three midfielders, three defenders, and one optional position.
3. A meeting shall be set after the National Championship, overseen by the National Chair with a member of the National Office present and assisting where needed.
4. An order of nomination shall be determined by the National Chair (e.g., West first, Central second, etc.). The process shall begin with each regional representative nominating the top defenders (no limit on nomination) from his/her region. The representative shall briefly discuss the nominations. Regional representatives are responsible for doing any necessary research of individuals on the All-Regional Team and be fully prepared to promote each individual. Players must be nominated in the rank order from the regional team.
5. Then the regional representatives shall each vote for their top four players in each position (defender, midfielder, forward, and goalkeeper). Voting by the regional representative must be in the rank order of the region. Voting can occur in a couple of ways. They can share their vote verbally with the National Chair who records it, or an electronic method can be determined to have vote emailed or texted to the National Chair..
6. The optional player vote shall include the highest rated player from the highest vote getter not selected from each position vote. A vote for these four players shall be held to make the last selection. Region rank must still be followed. If there is more than one player from the same region in this vote, the lower ranked player(s) shall be eliminated from the vote.
7. The National Chair shall tabulate the vote and share with the voting members the total points for each nominated player. Points are allocated to players from highest to lowest (e.g., four players nominated for a position, top player receives four points, second three, third two, etc.). The top number of players to fill the number of slots designated for First Team shall earn First Team honors.
8. In the event of a tie in any position, there shall be an additional vote to break the tie. If a tie remains after additional voting, further analysis and discussion shall occur and another vote shall be conducted. If a tie remains after this additional voting, the tie shall be broken by the National Sport Chair, unless involving his/her student-athletes, in which case the National Vice-Chair shall break the tie.
9. The Player of the Year shall be voted on after the conclusion of the full All-American Team selections. The top vote getter from each position (forward, midfielder, defender, goalkeeper) shall be reviewed again, and then another vote shall be taken to determine the Player of the Year. Region rank must still be followed. If there is more than one player from the same region in this vote, the lower ranked player(s) shall be eliminated from the vote.
10. The All-American Second Team selection shall proceed in the same manner as the First Team.
11. There are no honorable mention teams in the NCCAA.
12. Once the team is selected, it is reviewed by the sport leadership and the National Office before being announced on the NCCAA website.

## Appendix E

### NCCAA Men's Soccer National Nine Team Pool Play Tournament

The NCCAA Division I Men's Soccer National Championship shall be a nine team pool play National Championship.

#### Format:

The NCCAA Division I Men's Soccer National Championship shall consist of six regional winners and three at-large bids. The nine teams shall be seeded by the NCCAA National Men's Soccer Committee (adhering to NCCAA Men's Soccer guidelines).

The nine teams shall be divided into three pools. Each team plays the two opponents in their pool (a minimum of two games).

Pool A (Seeds #1, #6, #9)

Pool B (Seeds #2, #5, #8)

Pool C (Seeds #3, #4, #7)

The Pool Play Games shall be played on Monday, Tuesday, and Wednesday. Each team shall have an open day without competition during this three day period.

Monday: #1 vs. #9 #2 vs. #8 #3 vs. #7

Tuesday: #6 vs. #9 #5 vs. #8 #4 vs. #7

Wednesday: #1 vs. #6 #2 vs. #5 #3 vs. #4

The three teams (winners from Pool A, B, C) that win the Pool Play competition based on the two game Pool Play winning percentage shall advance to the NCCAA National Championship Semifinals bracket.

Points shall be awarded as follows: three points for a win, one point for a tie, and the NCCAA Men's Soccer National Championship Tie Breaking Guidelines (see [Appendix F](#)).

The fourth team to join the three Pool Play winners for the semifinals shall be the team that has the highest point total from pool play of the six remaining teams (three points for a win, one point for a tie, and the NCCAA Men's Soccer National Championship Tie Breaking Guidelines) (see [Appendix F](#)).

Once the semifinal teams are determined, the remaining five teams that did not qualify for the semifinals may depart back to their academic institutions after completion of play on Wednesday.

The four teams that advanced to the semifinals shall be reseeded based on their NCCAA National Championship Pool Play two game point total and the NCCAA Men's Soccer National Championship Tie Breaking Guidelines.

The semifinals shall be played on Friday and the National Championship on Saturday.

#### NCCAA National Championship schedule

Sunday: Coaches Meeting and Tournament Banquet

Monday: First day of Pool Play Competition

Tuesday: Second day of Pool Play Competition

Wednesday: Third day of Pool Play Competition

Four teams advance to the semifinals.

The remaining five teams may depart to their academic institutions.

Thursday: No Matches Scheduled.

Friday: Semifinal Matches

Saturday: NCCAA National Championship Final

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## Appendix F

### NCCAA Men's Soccer National Championship Tie Breaking Guidelines

NCCAA Men's Soccer National Championship Tie Breaking Guidelines:

1. Winning Percentage Total Points: three points for win, one point for a tie, and zero points for a loss.
2. Head to Head Result: Matches that occurred during Pool Play only.
3. Goal Differential: Teams can only receive a maximum of +4 goal differential or a minimum of -4 goal differential for each match.
4. Goals Against: Teams can only receive a maximum of three goals against for each match.
5. Goals Scored: Teams can only receive a maximum of three goals for each match.
6. Last Tie Breaker: Teams that are still tied shall do a penalty kick shoot out to determine who shall advance to the **semifinals**. If teams that are tied will advance to the **semifinals** and are still tied, the tie breaker shall go to the higher seed from pool play for seeding in the **semifinals**.

## Appendix G

### Division I Men's and Woman's Soccer National Championship Pool Play Schedule

|                                                                                            |                                                                                                                                                               |                                              |
|--------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|
| <b>Sunday</b><br>4:30-5:30 PM                                                              | <b>Event</b><br>Championship Coaches Meeting                                                                                                                  | <b>Site</b><br>Hotel                         |
| 6:00-7:20 PM<br>7:45-9:00 PM                                                               | Kick-off Dinners                                                                                                                                              | Hotel                                        |
| <b>Monday</b><br>1:00-3:00 PM<br><br>3:30-5:30 PM<br><br>6:00-8:00 PM                      | Pool A1 vs A3 (W)<br>Pool A1 vs A3 (M)<br><br>Pool B1 vs B3 (W)<br>Pool B1 vs B3 (M)<br><br>Pool C1 vs C3 (W)<br>Pool C1 vs C3 (M)                            | All matches at Austin-Tindall Sports Complex |
| <b>Tuesday</b><br>1:00-3:00 PM<br><br>3:30-5:30 PM<br><br>6:00-8:00 PM                     | Pool A2 vs A3 (W)<br>Pool A2 vs A3 (M)<br><br>Pool B2 vs B3 (W)<br>Pool B2 vs B3 (M)<br><br>Pool C2 vs C3 (W)<br>Pool C2 vs C3 (M)                            | All matches at Austin-Tindall Sports Complex |
| <b>Wednesday</b><br>1:00-3:00 PM<br><br>3:30-5:30 PM<br><br>6:00-8:00 PM                   | Pool A1 vs A2 (W)<br>Pool A1 vs A2 (M)<br><br>Pool B1 vs B2 (W)<br>Pool B1 vs B2 (M)<br><br>Pool C1 vs C2 (W)<br>Pool C1 vs C2 (M)                            | All matches at Austin-Tindall Sports Complex |
| <b>Thursday</b><br>No Matches Scheduled                                                    |                                                                                                                                                               |                                              |
| <b>Friday</b><br>12:00-2:00 PM<br><br>2:30-4:30 PM<br><br>5:00-7:00 PM<br><br>7:30-9:30 PM | <i>Teams reseeded after pool play</i><br>Semifinal: #1 vs #4 (M)<br><br>Semifinal: #2 vs #3 (M)<br><br>Semifinal: #1 vs #4 (W)<br><br>Semifinal: #2 vs #3 (W) | All matches at Austin-Tindall Sports Complex |
| <b>Saturday</b><br>4:00 PM<br><br>7:30 PM                                                  | Early Final & Awards<br><br>Late Final & Awards                                                                                                               | All matches at Austin-Tindall Sports Complex |

NOTE: Early and late time slots for men and women shall rotate each year with men early in odd years and women early in even years.

# NATIONAL CHRISTIAN COLLEGE ATHLETIC ASSOCIATION



## Women's Soccer

### Division I



## Division I Women's Soccer

### I. GENERAL ADMINISTRATION

- A. The NCCAA Women's Soccer regular season and all events related thereto are under the control and supervision of the NCCAA Women's Soccer coaches and are subject to standards developed by these respective coaches and subsequent approval of the NCCAA Board of Directors. These standards shall receive annual review and approval.
- B. National Sport Committee for Women's Soccer
1. Composition and Term of Office
    - a. The National Women's Soccer Committee shall consist of the National Women's Soccer Chair (who serves as chair of the committee), the National Women's Soccer Vice-Chair, and the Regional Women's Soccer Chairs. An NCCAA National Office representative shall serve as a non-voting member.
    - b. The National Women's Soccer Chair shall serve a three-year term of office and shall be succeeded by the National Women's Soccer Vice-Chair.
  2. Election
    - a. The Regional Coaches, in conjunction with the Regional Coordinator, shall conduct an election of the Regional Women's Soccer Chair to the National Women's Soccer Committee at an appropriate time. The term of office for the Regional Women's Soccer Chair shall be determined by each individual region.
    - b. If a vacancy occurs on the National Women's Soccer Committee, the National Women's Soccer Chair shall, in coordination with the Regional Coordinator and upon approval of the rest of the committee, appoint a replacement or conduct an election.
  3. Duties of the National Women's Soccer 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.
    - d. Submit the top players in each region as All-American nominees.
  4. Duties of the National Women's Soccer Chair (also see National Sport Chair Job Description in Forms & Procedures section)
    - a. Initiate, direct, and control the work of the National Women's Soccer Committee.
    - b. Communicate with the National Women's Soccer Committee on issues requiring 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 (Women's Soccer section of the NCCAA Handbook) to the NCCAA Director of Membership by the deadlines listed in the National Handbook Proposal Process.
    - g. Assist Regional Coordinators in selecting Regional Sport Chairs as needed.
- C. National Championship Games Committee
- The Women's Soccer National Championship Games Committee shall be responsible for the administration of the National Championship.
1. Membership
    - a. The committee shall be composed of the Tournament Director of the National Championship, the National Soccer Chair or his/her appointee from the National Soccer Committee, a National Intercollegiate Soccer Officials Association (NISOA) representative, and the NCCAA Director of Championships or an NCCAA National Office representative.
    - 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 Soccer 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 in conjunction with and via the NCCAA Director of Membership.

- b. Write a report on 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.

C. Officers

Chair: Zachary Welch, Asbury University

Vice-Chair: Esther Pellegrino, Houghton University

D. Election of Sport Chair and Vice-Chair

A National Soccer Chair and a Vice-Chair are elected to serve 3-year terms. The Vice-Chair replaces the National Soccer Chair after 3 years to serve as the National Soccer 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 31 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. PLAYING RULES AND REGULATIONS

A. Official Rule Book

Official National Collegiate Athletic Association (NCAA) Women's Soccer Rules. To obtain rules, visit [www.ncaapublications.com](http://www.ncaapublications.com).

B. NCCAA Statistics

1. Complete and accurate statistical information must be submitted to the NCCAA in the form of .XML game files, following the steps outlined at [www.thenccaa.org/helpcenter](http://www.thenccaa.org/helpcenter) and using only one of the approved stats programs (DakStats, Genius Sports, PrestoSports, StatCrew, or StatInput). Game files must be submitted to the NCCAA within 24 hours after the game and visiting team appeals are required to be filed with the home team within 48 hours following the conclusion of the contest. However, the mandatory deadline for weekly game files to be uploaded to the NCCAA website is Tuesday at noon ET. Any amount of missing game files in a week shall count as a missed report. Any game files submitted from a non-approved stats program shall count as a missed report. Once statistical reporting begins, missing or incomplete game schedules may result in multiple penalties being issued at the discretion of the National Office.

The penalties for not reporting statistics or for being late are:

- a. 1<sup>st</sup> offense: email or letter of notice of the violation.
- b. 2<sup>nd</sup> offense: email or letter of warning of the violation.

- c. 3<sup>rd</sup> offense: \$100 fine paid within 30 days of the date of the invoice or before Regional Championships, whichever comes first.
- d. 4<sup>th</sup> offense: \$250 fine paid within 30 days of the date of the invoice or before Regional Championships, whichever comes first, a loss of postseason awards for the applicable athletes and/or team, the team shall become ineligible for statistical reports and ratings for the remainder of the season, and any further penalties at the discretion of the Administration Committee (e.g., ineligible for postseason play).

It is the responsibility of each institution to contact the National Office regarding any technical problems experienced in submitting weekly statistics. Proper communication can prevent team penalties.

Regular Season Neutral Site Tournament Statistics: The host institution of regular Season tournaments (e.g., classic, tri-match, or any multi-team event of the like that an institution hosts, regardless of venue or if the host institution is competing) is responsible for recording official statistics, for all participating teams, for those sports in which a weekly national statistical report is conducted. Missing statistics from a regular season tournament shall be considered a missing statistical report for the host institution, regardless if the host competed (other participants of the tournament shall not be considered to have a missed statistical report the first week, but the following week shall be considered to have missed a statistical report if still missing). Note: If the host sent files to opponents and opponents failed to update the files in time, the host shall not be penalized.

Postseason Statistics: NCCAA members must upload files by the weekly deadline for all postseason play (conference tournament, regional championship, national championship, etc.). In NCCAA postseason play, it is the responsibility of the host to record official statistics and the responsibility of the higher seed to upload files. Failure to upload files by the weekly deadline is subject to penalty, including fines.

Yellow and Red Card Stats Reporting: It is recommended that the official statistician verify with officials the accuracy of yellow and red card statistics reporting at the conclusion of each match. Official XML statistics should be used to verify necessary suspensions for yellow card accumulation for all NCCAA regular season and postseason contests. Failure to accurately report cards is subject to additional penalty. For statistical purposes, any individual receiving two cautions in the same game shall be charged with one yellow card and one red card for accumulation purposes.

C. NCCAA Division I Women's Soccer National Ranking System

1. The coaches' poll voting shall be conducted by the National Chair, in conjunction with the regional representatives, and be reported to the NCCAA Director of Communications.
2. The selection shall be a weekly vote through the conclusion of the regular season.
3. A final vote shall be conducted after the National Championships.
4. National Ranking Procedures:
  - a. In Division I, each Regional Sport Chair shall be the region rater and voter.
  - b. Regional raters are responsible for submitting region ratings to the National Chair, who shall then send out all region ratings to voters. Raters should include explanation/summary as to why teams are rated where they are. Raters may work to get feedback from region teams when developing the region ratings.
  - c. Regional raters shall then select the top 10 teams nationally and send to the National Chair. The National Chair shall tally all votes and shall send the final ranking along with each regional rating to the NCCAA Director of Communications by 11:00 a.m. (ET) each Tuesday that has a ranking.
  - d. When casting votes for the national rankings, voters shall follow the order of the regional ratings.
  - e. Ties shall be broken by:
    - 1.) Number of ballot appearances;
    - 2.) Most votes in highest place; and
    - 3.) Winning percentage.The team winning the tie-breaker shall receive one additional point.
  - f. There shall be bi-weekly rankings through the conclusion of the regular season with a final postseason ranking the week following the National Championship.
  - g. The National Office serves as the oversight committee.

D. NCCAA Power Rating System

1. See [Appendix C](#) for the NCCAA Power Rating System.
2. Each member institution must meet all statistical requirements (see section III.B above).

3. There shall be a total of two consecutive weeks of power ratings, with the final power rating released the Wednesday one week prior to the Regional Completion Deadline. If a team has regular season games after the final power rating, the final power rating shall be updated with the additional regular season dates for the National Women's Soccer Committee to use in selection and seeding.

E. 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. Soccer has a maximum of 18 games and a minimum of 10 games. Each sport has a specified date to begin practice and to conduct their first contest. Soccer's start date for practices, scrimmages, and exhibitions is 17 days prior to the first allowable competition date not to precede August 1. The first allowable contest is the third Thursday in August. More details can be found in the Sport Policies and Procedures section of the NCCAA Handbook.

F. 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.

#### IV. GENERAL GUIDELINES FOR POSTSEASON COMPETITION

A. Site and Date

1. It is recommended that the site and date of the National Championship be determined two years in advance.
2. Both the site and date of the National Championship shall be approved by the National Office in concert with the sport leadership.
3. Dates of the National Championship for the upcoming years are as follows:

| <u>Regionals Completed</u> | <u>National Championship</u> | <u>Site</u>                                  |
|----------------------------|------------------------------|----------------------------------------------|
| November 21, 2026          | Nov. 30 – Dec. 5, 2026       | Austin-Tindall Sports Complex, Kissimmee, FL |
| November 20, 2027          | Nov. 29 – Dec. 4, 2027       | TBA                                          |
| November 18, 2028          | Nov. 27 – Dec. 2, 2028       | TBA                                          |
| November 17, 2029          | Nov. 26 – Dec. 1, 2029       | TBA                                          |
| November 23, 2030          | December 2-7, 2030           | TBA                                          |

B. Guidelines for Regional Championships

1. Regions must determine their method of selection, either a regional champion or determine their regional qualifier, who shall then move on to the National Championship. Regional Qualifier is determined by the team with the highest rating from the NCCAA Power Rating System (see [Appendix C](#)) that has also met its institutional declaration.
2. If a regional championship is played, all regional championship games shall be played at a site, date, and time mutually agreed upon by regional coaches in coordination with the Regional Coordinator and Regional Athletics Directors. The Regional Soccer Chair shall be responsible for guiding this selection process.
3. Regions are required to accommodate institutions' conference postseason (within NAIA/NCAA) when scheduling NCCAA Regional Championships. If conference postseason dates leave no time for NCCAA Regional Championships, regional leadership shall work in conjunction with the National Office to determine a plan.
4. A team shall not be required to play more than one game per day in postseason play.
5. Competing teams in NCCAA regional championships shall be seeded according to the Power Rating System (see [Appendix C](#)).
6. If a regional tournament is played, dates for the NCCAA regional championships' completion shall be approved by vote of the soccer coaches in that region and must not conflict with the NCCAA Women's Soccer National Championship dates.
7. Sites for all championship games must conform to all minimum regulations with reference to the field and all related appurtenances as listed in the official NCAA Soccer Rule Book.
8. Any team that enters and begins play in NCCAA regional championships is making a commitment to the NCCAA that said team shall continue through the NCCAA championships and, if qualified, in the National Championship. Any failure to comply with this shall result in the suspension of the said team by the NCCAA National Office.

9. Assignment of Officials

The NCCAA Regional and National Championships' officials must be NISOA approved officials and shall not hold an official relationship with any NCCAA member institution.

C. Conduct of National Championship – Guidelines for National Championship

1. Teams shall qualify for the National Championship by winning their regional championship match or being selected as the Regional Qualifier from the NCCAA Power Rating System.
2. Sites for all championship games must conform to all minimum regulations with reference to the field and all related appurtenances as listed in the official NCAA Soccer Rule Book.
3. The institution hosting the championship must provide a satisfactory means for charging admission to the games.
4. The host institution shall receive an automatic bid. An institution who is the host of an NCCAA National Championship may allow its team to participate in the National Championship if that team meets its institution's Declaration of Intent requirements. The host institution, via the Declaration of Intent process, can choose to accept an automatic bid to National Championships without competing in the Regional Championship or choose to participate in the Regional Championship to earn a place in the National Championship.
5. Each qualifying team must submit the following in the team's folder in the Google Drive 10 days prior to the National Championship: Official team roster and travel party on Google Docs Form (completely filled out), high resolution team photo, player headshots, and any other requested information.
6. Required Functions to Attend  
Teams that advance to the Women's Soccer National Championship are required to attend and participate in the National Championship Banquet, the Christian Service Project, the Coaches Meeting, and Contests. 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.
7. 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. Each qualifying team must submit the following in the team's folder in the Google Drive five days prior to the championship: Up to date full season stats (individual & team), schedule with results, story lines for broadcasters; an SRO roster file, and action shots.
8. Advertising  
The host institution of a Regional or National Championship shall not accept advertising nor promote in any way the marketing of alcoholic beverages, tobacco, or illegal drugs in connection with the NCCAA soccer program, merchandise, or signage.
9. Roster Size and Traveling Party  
The official party is made up of participants, defined as student-athletes, coaches, managers, athletic trainers, and any staff member who travels with a competing team.

The official party for each team participating in NCCAA National Soccer Championship competition is 32 individuals, which includes 26 student-athletes in uniform and six additional personnel (which can include coaches, managers, athletic trainers, sports information staff, additional student-athletes not in uniform, and/or other institutional personnel) to be used at the discretion of each participating institution.

A player may be replaced on the official roster between the Regional Tournament and the NCCAA National Championship by any eligible player whose name is included on the Official Eligibility Form for the current season.

When the roster is submitted to the NCCAA National Office, it shall serve as the Official Roster for the National Championship competition.

- a. Each head coach can amend his/her roster with the NCCAA Director of Championships at the championship coaches' meeting on site.
- b. Once the coaches' meeting is concluded, a team's roster shall be deemed certified, and no changes can be made for the duration of the championship.
- c. Once the championship begins, no player may play that is not on the official roster with no exceptions including the event of injury, illness, or family emergency.

- d. Additional people (which can include coaches, managers, athletic trainers, sports information staff, additional student-athletes not in uniform, and/or other institutional personnel) must also be registered on the Official Roster to be permitted in the team only areas.
- e. Any additional university personnel above the travel and roster numbers need to be outside of official championships areas (e.g., bench areas, batting cages, etc.) and the university shall assume any additional cost associated with additional numbers to the travel party.

10. Balls

The National Office, in consultation with the Women's Soccer Sport Committee, shall select the balls to be used for the NCCAA National Championship. A minimum of eight new balls shall be provided for the championship games. One of the balls shall be presented as an honorary gift to each participating team. Currently, the Brillant Super by SELECT is used.

11. Uniforms

Competing teams shall have both light and dark uniforms for use in all championships. These uniforms must conform to NCAA regulations. Choice of uniform color shall be made by the Championship Games Committee.

12. Officials

The NCCAA Regional and National Championships' officials must be NISOA approved officials and shall not hold an official relationship with any NCCAA member institution.

13. Pre-Match Protocol

Teams shall receive 30 minutes on the game field before each match. Additional warmup may occur in auxiliary areas provided by the host. After warmup, teams shall circle to pray, lineup World Cup style, and walk out led by the officials for anthem, prayer and starting lineups. (The anthem shall play only during first game of the day in pool play.)

14. Halftime shall be 10 minutes in duration for all matches.

15. The Championship Committee shall review all red cards during the championship and determine if the offending player/coach shall be allowed to participate after sitting the required suspension in the next match. The Committee shall also review any player who receives a yellow card in each of the first two matches to determine whether the player/coach shall be allowed to participate in the team's next match. After the review any player allowed to play who subsequently receives a caution while competing in their next match, shall be immediately removed from the contest for the duration of that match and a substitute may be inserted in their place. The player would be deemed ineligible for the event from that point and until the conclusion of the tournament.

16. National Championship Housing

All teams are required to lodge in the hotel(s) designated by the host institution or city for this championship.

Lodging at an unapproved location shall be considered failure to comply with its Declaration of Intent to Participate and shall result in loss of eligibility for championship travel reimbursement in addition to a fine of \$1,000.

17. National Championship Christian Service Project (CSP)

Each player and coach participating in the National Championship shall be asked to donate up to, but not more than, two hours of his/her time to serve in a CSP. The host Tournament Director of the National Championship, in concert with the NCCAA Director of Championships, is responsible to secure the sites and set up the times for the service.

18. Rosters on game day only need to be given to the main table personnel who shall distribute to the scorekeeper and officials. Rosters do not need to be given to the opposing coach.

19. Championship Reimbursement Policy

A Championship reimbursement fund called Future Generations shall reimburse member schools for championship expenses when teams qualify. The amounts and policy guidelines are listed in the Sports Policies and Procedures section of the handbook.

20. 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. Selection of Teams for Championship

The championship shall be nine teams. Teams shall come from six regions and three at-large selections. Regions must determine their selection via a tournament, power rating, or as a representative. If a region has no selection, that slot becomes open to an at-large selection.



1. Regional Championship - Selection of Teams:  
All NCCAA member institutions must send to the National Office a completed Declaration of Intent to Participate form by August 15 for all varsity sports.
  2. There shall be six NCCAA women's soccer regions which shall be named as follows:
    - a. Central
    - b. Mideast
    - c. Midwest
    - d. North Central
    - e. South
    - f. West
  3. Regional Representative to the National Championship  
If a region has only one team available to participate in the Regional Championship or Regional Qualifier Process, that team shall be declared the Regional Representative and receive the region's automatic bid provided they have a record of .500 or better in addition to being declared to accept a Regional Representative bid.
  4. National Championship At-Large Bid
    - a. To be considered for an at-large bid to the NCCAA National Championship, the member institution must declare on the Declaration of Intent to Participate (see Forms & Procedures section). Athletics Directors can list the conditions by which they shall accept at-large bids on the Declaration of Intent to Participate. To be considered for an at-large bid, a team must have played in the Regional Championship, met its declaration for consideration for the Regional Qualifier, or been exempt due to NCAA or NAIA conflicts. In regions that limit teams in their playoff format, teams that have met any institutional declaration requirement may be considered for an at-large bid.
    - b. Selection of the team(s) for the at-large berth, if needed, in the National Championship shall be made by the National Women's Soccer Committee.
    - c. A team that does not compete in the NCCAA Regional Championship due to NAIA or NCAA conflicts shall be considered for an at-large bid if it was declared to participate in its NCCAA Regional Championship.
    - d. Selection and seeding of the team(s) shall be made by the Sunday evening following the completion of regional play by a conference or video call.
    - e. The selection of the at-large team(s) shall be made using the NCCAA Power Rating System Option B. Criteria from the a la carte options shall be the following (in order of importance):
      - 1) Head-to-head results.
      - 2) Results of games against common opponents.
      - 3) National ranking in national polls at the end of the regular season.
    - f. For a la carte items to be used, teams must be within .500 in power ratings.
    - g. The selection committee should ideally be comprised of unbiased individuals and not include individuals who have qualified for the National Championship or are seeking an at-large selection. If that is not possible, at a minimum, individuals who are seeking an at-large selection are not permitted to participate in the selection process.
  5. National Championship Seeding
    - a. Criteria to be used in the seeding of the teams shall be the Power Rating System Option B. Criteria from the a la carte options shall be the following (in order of importance):
      - 1) Head-to-head results.
      - 2) Results of games against common opponents.
      - 3) National ranking in national polls at the end of the regular season.
    - b. For a la carte items to be used, teams must be within .500 in power ratings and a team may only move up or down three places in power ratings.
    - c. The National Women's Soccer Committee, in conjunction with the National Office, can adjust seeding to avoid regional opponents being grouped together in pool play (if possible), following the Regional Seeding Conflict Guidelines in the Sports Policies and Procedures section of the handbook.
- E. Format for the National Championship
1. The NCCAA Division I Women's Soccer National Championship shall be a nine team pool play National Championship (see [Appendix D](#) and [Appendix F](#)).
  2. The most recent NCAA Soccer Rule Book shall govern all National Championship games.
  3. Procedures for Tied Games  
The NCAA Rule Book shall be the official guide for all tied games.

4. Pool Play Matches  
All Pool Play Matches at the NCCAA National Championship shall finish in a tie if the score is still tied after playing regulation.
5. Semifinal and Championship Matches  
If tied after regulation, up to two 10-minute sudden-victory periods (the first team to score wins the game) and penalty kicks (conducted according to NCAA Rulebook guidelines), if necessary, shall be used to determine a champion.
6. Game Times  
The schedule of games and/or matches shall be determined in conjunction with the National chair, the Tournament Director of the National Championship, and the NCCAA National Office. Preference shall be given to the higher seeded teams to advance with the most amount of rest and/or best playing conditions. The host shall be given the opportunity to schedule one pool play game at a time that allows for the best hometown fan attendance. Game times and dates may be adjusted to accommodate any Seventh Day Adventist member institution's Sabbath.

## V. AWARDS

The NCCAA maintains a standardized awards program for all National Championships. Team, Most Outstanding Player, National Coach of the Year, and All-American awards are ordered and paid for by the National Office.

- A. Championship 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.
- B. Selection of an All-Tournament Team and Most Outstanding Player
  1. The All-Tournament team shall consist of 11 players including the Most Outstanding Player of the tournament. The team shall be determined by an allocation system.
  2. The 1<sup>st</sup> place team shall receive two players, 2<sup>nd</sup> place team two players, and the 3<sup>rd</sup>-6<sup>th</sup> place teams shall each receive one. Three additional spots shall be selected by the Games Committee and may come from any team.
  3. The two finalist teams must submit either a defender or a Goalkeeper on their list of nominees.
  4. For the five teams that do not qualify for the NCCAA Semifinals, players shall be selected by their coach and the name shall be submitted to the Tournament Director of the National Championship at the conclusion of the third day of play. Teams that qualify for the semifinals shall submit their selections after the completion of the semifinal matches on the fifth day of play. The Games Committee shall work with the coaches to ensure all positions are covered appropriately.
  5. The Most Outstanding Player shall be selected by the Games Committee from the championship team.
- C. Through the sponsorship of SELECT, the player who scores the most goals in championship play shall be given the Golden Ball Award. Following are the criteria for determining most goals:
  1. Most Goals overall.
  2. If tied, most assists.
  3. If still tied, most goals per game (goals divided by games).
  4. If still tied, the player from team that advanced the farthest or had better record at the event.
- D. Team Sportsmanship Award  
The Team Sportsmanship Award shall be determined by vote of the NISOA referees, and the award is given by NISOA.
- E. Joe & Q Harding Award (see [Appendix A](#))
  1. This award highlights excellence in competition, skill, and service. This award will be presented annually at the Women's Soccer National Championship.
  2. Purpose of the Award  
The award was established to enhance the Christian purpose of athletics, excellence in Christian athletic competition, and to perpetuate the Christian philosophy and faith in the NCCAA institutions across the nation. The award is in honor of Joe & Q Harding and their long and faithful service to the NCCAA, particularly in soccer. The Hardings have served the NCCAA and many member schools through soccer, but their heart has been to see the Lord honored and glorified and to see young people know and love Jesus.
  3. Recipients of this award must:
    - a. Have a clear Christian testimony both on and off the field, 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.
4. Selection Procedure
- Student-athletes must be nominated by the head coach, Athletics Director, or Sports Information Director (SID). Only one nominee allowed per institution. All completed forms sent to the National Office by November 1 (see [Appendix A](#)).
- a. The nomination forms must be used for nominations (see [Appendix A](#)).
  - b. The award coordinator shall submit complete dossiers of all nominees to members of the Selection Committee by November 5.
  - c. Final selection shall be made prior to the National Championship by a selection committee, comprised of the National Chair, National Vice-Chair, the Regional Sport Chairs, and the namesake of the award (if they so choose). 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).
  - d. Presentation of the award shall be made during the Women's Soccer National Championship Kick-Off Event.
  - e. The recipient shall be encouraged to be present at the banquet. The National Office shall contribute up to \$250 toward travel expenses.
5. Nature of the Award
- An award shall be presented to the recipient.
6. The recipient of the GP4L award 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.
- F. All-Regional Honors
1. Candidates must be submitted using the All-Regional Nomination Form (see [Appendix A](#)).
  2. The number of athletes on each All-Regional Team shall be equal to the number of athletes on each All-American Team, which for soccer is 11.
  3. Regional Player of the Year must be included in the number of athletes on the All-Regional Team, not a plus one in addition to it.
  4. The All-Regional Team(s) shall follow the All-American positional breakdown of one goalkeeper, three forwards, three midfielders, three defenders, and one alternate.
  5. Regions must use the standard Google Docs form for voting, following the same voting procedures as the All-American process.
  6. Votes shall be conducted by position for a positional rank order. A separate vote shall also be conducted for overall rank order.
  7. Coaches may not vote for their own players, except when there are only one or two teams in the region.
  8. The maximum number of All-Regional Teams a region is permitted to have is based on the number of full members in the region that sponsor the sport, regardless of Declaration of Intent, and is listed in the Sports Policies and Procedures section of the handbook.
  9. The maximum number of athletes any team can have on each All-Regional Team (e.g., First Team, Second Team, etc.) is six for soccer.
  10. Regions cannot limit nominations based on regular season or postseason finish.
  11. Regions are permitted to have Honorable Mention
  12. If a team does not participate in the nominating and/or voting process, that shall eliminate that team from the number of teams in the region when determining how many All-Regional teams there are. If a team nominates student-athletes but does not vote, that team's student-athletes shall not be included on All-Regional Teams.
  13. Regions must have tiebreaking procedures in place. Ties may not be submitted within the rank order for All-American purposes.
  14. After the Regional Sport Chair has concluded the voting process and finalized the All-Regional Team(s), the chair shall submit the All-Regional Team(s) via Teamworks. The Regional Coordinator shall then review and approve the submission via Teamworks by the Wednesday prior to the Regional Completion Deadline.
- G. All-American Honors
1. Candidates must be submitted using All-Regional Nomination Form (see [Appendix B](#)).

2. Each region shall submit a slate of candidates in rank order from their All-Regional Team and ranked by position. A player must be on a regional team to be considered for All-American.
3. A committee consisting of each region's representative and the National Soccer Chair, or his/her representative, shall select the NCCAA All-American Teams. There shall be an NCCAA representative (National Office personnel or Administration Committee member) in the room or on the call for the voting to oversee that the process is followed.
4. Copies of the voting procedure shall be provided to each voting member of the committee at least a week prior to the vote.
5. The First Team shall be an 11-member squad comprised of one goalkeeper, three forwards, three midfielders, three defenders, and one **alternate**.
6. The Player of the Year is voted on after the conclusion of the full All-American team selection. The top vote getter from each position (F, MF, D, GK) shall be reviewed again, and then another vote shall be taken to determine the Player of the Year.
7. The Second Team shall be an 11-member squad comprised of one goalkeeper, three forwards, three midfielders, three defenders, and one **alternate**.
8. The All-American voting procedure is listed in [Appendix G](#).

#### H. Coaching Honors

1. Regional Coach of the Year
  - a. Each region shall name its Regional Coach of the Year by the recommended date for conclusion of regional championships. The Regional Soccer Chair shall notify the National Soccer Chair of their selection immediately.
  - b. Voting procedure:
    - 1.) The ballot shall allow selection of two individuals using the following point system: five points for the first choice and three points for the second choice.
    - 2.) It is considered unethical for a member institution to vote for its own representative.
    - 3.) Regional nominees may be selected as National Coach of the Year.
2. Coach of the Year (see Forms & Procedures section)

The NCCAA National Coach of the Year shall be voted on by the All-American Committee. Candidates shall consist of the Regional Coaches of the Year and any coach whose team qualifies for the National Championship in the NCCAA, NAIA, or NCAA.

#### I. 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.

#### J. 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.

K. Student-Athlete of the Week

The NCCAA Student-Athlete of the Week award shall be given to two student-athletes (one offensive and one defensive) in Division I Women's Soccer during the regular season, chosen from the list of nominees submitted by institutions. Only one student-athlete per school per award (offensive/defensive) may be nominated. See the full procedures and instructions in the Forms & Procedures section of the Handbook.

## VI. 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 Code of Conduct in Competition Policy.

C. Coaches' Meetings

- 1. A meeting of the coaches of the competing teams, host coach, and members of the Championship Committee shall be held prior to games to review playing rules, interpretations, and any other administrative matters that may be necessary.
- 2. The official business sessions of the NCCAA women's soccer coaches shall be held annually. Business may be conducted at the meeting. The purpose of each meeting is to discuss pertinent matters at hand and to prepare, in advance, any recommendations that need to be acted upon.

D. NCCAA National Sport Chair and Vice-Chair Job Profile

See Forms & Procedures section.

E. Regional Women's Soccer Chair Job Profile

- 1. Function
  - The Regional Soccer Chair shall be responsible for:
    - a. The NCCAA Regional Soccer Championship Competition.
    - b. Coordination of the balloting for the NCCAA All-Regional Team and the NCCAA Regional Coach of the Year.
    - c. Participation in the NCCAA All-American selection process.
- 2. Selection
  - a. The Regional Soccer Chair shall be nominated by an NCCAA Regional Chair or Regional Coach.
  - b. The coaches within the respective region shall vote on the nominations.
  - c. The NCCAA National Women's Soccer Chair shall confirm the elected Regional Soccer Chair and shall communicate the results to the respective region coaches.

- d. The Regional Soccer Chair shall serve a three-year term. Re-elections are permitted. There is no limit to the number of terms one can serve, but one must be elected for each term by coaches within the respective region.
- e. Nominations, voting, and announcement of results must be completed by January 31.

3. Duties

- a. Conduct the NCCAA Regional Championship for women's soccer.
- b. Conduct regional coaches' meetings on issues of importance to the NCCAA Region, the NCCAA Regional, and National Championships.
- c. Submit policy changes, procedures, and recommendations from the coaches' meetings to the NCCAA National Women's Soccer Chair.
- d. Conduct the balloting for the NCCAA All-Regional Team and the NCCAA Regional Soccer Coach of the Year.
- e. By the selected date, submit the regional championships format to the NCCAA National Women's Soccer Chair.
- f. By the selected date, submit the results of the regional balloting for the Regional Coach of the Year and the All-Regional team, along with all supporting documentation.
- g. Serve as a liaison between the NCCAA National Women's Soccer Chair and the soccer coaches of the respective NCCAA Region.

F. **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 review of a committee within NAC, it must be submitted by March 15.

**Appendix A – Division I Women's Soccer  
Joe & Q Harding 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

Institution \_\_\_\_\_ Position \_\_\_\_\_ Coach \_\_\_\_\_

**Christian Character**

Describe student-athlete's faith story and character on/off the field.

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**Christian Service**

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

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**Current Season Field Stats (Season Team Record: W\_\_\_\_ L\_\_\_\_ T\_\_\_\_)**

|    |    |  |   |   |     |   |     |     |    |    |
|----|----|--|---|---|-----|---|-----|-----|----|----|
| GP | GS |  | G | A | PTS | S | SOG | GWG | YC | RC |
|----|----|--|---|---|-----|---|-----|-----|----|----|

**Current Season Goalkeeper Stats (Season Team Record: W\_\_\_\_ L\_\_\_\_ T\_\_\_\_)**

|    |    |  |    |      |    |     |    |    |
|----|----|--|----|------|----|-----|----|----|
| GP | GS |  | GA | GA/G | SV | SHO | YC | RC |
|----|----|--|----|------|----|-----|----|----|

**Career Field Stats (Career Team Record: W\_\_\_\_ L\_\_\_\_ T\_\_\_\_)**

|    |    |  |   |   |     |   |     |     |    |    |
|----|----|--|---|---|-----|---|-----|-----|----|----|
| GP | GS |  | G | A | PTS | S | SOG | GWG | YC | RC |
|----|----|--|---|---|-----|---|-----|-----|----|----|

**Career Goalkeeper Stats (Career Team Record: W\_\_\_\_ L\_\_\_\_ T\_\_\_\_)**

|    |    |  |    |      |    |     |    |    |
|----|----|--|----|------|----|-----|----|----|
| GP | GS |  | GA | GA/G | SV | SHO | YC | RC |
|----|----|--|----|------|----|-----|----|----|

**Other Stats Notes (Top 10 national statistical rankings, defensive effectiveness, etc.)**

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*continued*

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**Appendix A, Page Two**  
**Division I Women's Soccer Joe & Q Harding 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)

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**Academic Honors Received (Major \_\_\_\_\_ GPA \_\_\_\_\_)**

List academic honors.

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**Leadership**

Describe student-athlete's leadership characteristics and qualities. Give examples of leadership in action.

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**Additional Comments**

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

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**Required with Nomination Form**

- High resolution headshot AND action photo of student-athlete
- Current season schedule with results.

**Nominee Eligibility Requirements**

- Be a junior, senior, or graduate student academically and a varsity team member.
- Have a clear Christian testimony both on and off the field, including Christian service activities.
- Demonstrate leadership ability.
- Cumulative GPA must be 3.00 or higher on a 4.00 scale.
- Be an excellent/highly skilled student-athlete.

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

\_\_\_\_\_  
Nominator Signature (Coach, SID, or AD)

\_\_\_\_\_  
Date

**Due by November 1 to [jcampbell@thenccaa.org](mailto:jcampbell@thenccaa.org).**

**Appendix B**  
**NCCAA Women's Soccer**  
**All-Regional and All-American Nomination Form**

Name \_\_\_\_\_ Jersey # \_\_\_\_\_ (H) \_\_\_\_\_ (A) \_\_\_\_\_  
 Nominee's Position \_\_\_\_\_ Year: \_\_\_\_ Fr \_\_\_\_ So \_\_\_\_ Jr \_\_\_\_ Sr \_\_\_\_ Gr  
 Institution \_\_\_\_\_ Region \_\_\_\_\_  
 Coach \_\_\_\_\_ Mobile Phone (\_\_\_\_) \_\_\_\_ - \_\_\_\_  
 Work Phone (\_\_\_\_) \_\_\_\_ - \_\_\_\_

| Season | Games Played | Goals | Assists | Saves | Goalkeepers GAA | Captain Yes/No | Cautions/Ejections |
|--------|--------------|-------|---------|-------|-----------------|----------------|--------------------|
| 20____ | _____        | _____ | _____   | _____ | _____           | _____          | ____/____          |

Honors \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Comments \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

The above named student-athlete has my support as a viable nominee for NCCAA postseason honors. Her behavior both on and off the field is complimentary to the NCCAA and its Christ-like standards.

Coach's Signature \_\_\_\_\_

Date \_\_\_\_\_

## Appendix C NCCAA Power Ratings

### I. Formula

(Results Pts + Location Pts) x (Opp. Affiliation + Opp. Win % + Ranked Opp.) = Individual Game Power Points

| 1. Results      |                   |              |             |          |            |             |
|-----------------|-------------------|--------------|-------------|----------|------------|-------------|
|                 | Baseball/Softball | Basketball   | Football    | Soccer   | Volleyball |             |
| a. if win by    | 6+ runs           | 15+ points   | 14+ points  | 3+ goals | in 3 sets  | 3 points    |
| b. if win by    | -                 | 11-14 points |             | -        | -          | 2.75 points |
| c. if win by    | 3-5 runs          | 8-10 points  | 7-13 points | 2 goals  | in 4 sets  | 2.5 points  |
| d. if win by    | -                 | 4-7 points   |             | -        | -          | 2.25 points |
| e. if win by    | 1-2 runs          | 1-3 points   | 1-6 points  | 1 goal   | in 5 sets  | 2 points    |
| f. if a tie     | -                 | -            | -           | -        | -          | 1.75 points |
| g. if a loss by | 1-2 runs          | 1-3 points   | 1-6 points  | 1 goal   | in 5 sets  | 1.5 points  |
| h. if a loss by | -                 | 4-7 points   |             | -        | -          | 1.25 points |
| i. if a loss by | 3-5 runs          | 8-10 points  | 7-13 points | 2 goals  | in 4 sets  | 1 point     |
| j. if a loss by | -                 | 11-14 points |             | -        | -          | 0.75 points |
| k. if a loss by | 6+ runs           | 15+ points   | 14+ points  | 3+ goals | in 3 sets  | 0.5 points  |

| 2. Location |             |               |              |            |          |
|-------------|-------------|---------------|--------------|------------|----------|
| a. if away  | 0.25 points | b. if neutral | 0.125 points | c. if home | 0 points |

| 3. Opponent's Affiliation (multiplier) |       |
|----------------------------------------|-------|
| a. NCAA I                              | x 2.9 |
| b. NCAA II / U Sports                  | x 2.5 |
| c. NAIA                                | x 2.2 |
| d. NCAA III / NCCAA I / CCAA           | x 1.8 |
| e. NCCAA II                            | x 1.5 |
| f. Other Countable Opponents^          | x 1.0 |

| 4. Opponent's Winning %* |          |
|--------------------------|----------|
| a. .1.000 %              | Add 1.00 |
| b. .800 - .999 %         | Add 0.80 |
| c. .600 - .799 %         | Add 0.60 |
| d. .400 - .599 %         | Add 0.40 |
| e. .200 - .399 %         | Add 0.20 |
| f. .000 - .199 %         | Add 0.00 |

| 5. Ranked Opponent*                                |
|----------------------------------------------------|
| National rankings of affiliations in lines a. - e. |
| Add 0.20                                           |

### II. POWER POINTS

- A. The sum of the criteria of Nos. 1-2, multiplied by the sum of Nos. 3-5 determines power points for a game. The maximum points for a contest is 13.325 (win on the road against 1.000 NCAA I Top 25 team). The minimum points for a game is 0.5 (loss at home against .199 or lower other countable opponent).
- B. The power rating is determined by adding the power points for the regular season and dividing by the number of games (to the third decimal place). Postseason contests shall not be included.

### III. FORFEITS

Forfeits awarded for completed contests shall count toward power ratings (with the results points multiplier being calculated as a 1-0 result for all sports regardless of the official forfeit scoreline for that sport) and the minimum number of games requirement for inclusion in power ratings (e.g., ineligible player, conduct issues, etc.). Forfeits awarded for games not played shall not count toward power ratings or the minimum number of games requirement for inclusion in power ratings (e.g., teams not showing up, not honoring contracts, etc.).

### IV. REPORTING

The National Office shall calculate each school's power rating. Each institution and region is responsible for reviewing the release to ensure their rating's accuracy. See sport handbooks for reporting dates and how power ratings are used within each sport. Power ratings shall be released by Wednesday evening per each sport's reporting dates. See region handbooks for how ratings are used within the region. Visit [www.thenccaa.org/handbook](http://www.thenccaa.org/handbook).

\*Opponent's winning percentage and national ranking shall be through the Sunday before the reporting date. When a report is released, winning percentages and rankings for that report, will not be updated for future reports. National rankings only include teams within the rankings. Teams who receive votes are not considered ranked.

*continued*



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## Appendix C, Page Two

### NCCAA Power Ratings

^Other countable opponents must be an NCCAA countable game per definition in Frequency of Contest section of the NCCAA handbook. Uni-Division sports, such as Softball, follow Division I countable opponents rules.

A final power rating shall only be given to teams who meet the minimum number of games requirement for the specific sport. Each sport has a progression of min. number of games (listed below) to be included in each rating that is released. (R1=Report 1, etc.)

Baseball - R1=10, R2=13, R3=16; Basketball - R1=12, R2=15, R3=18; Soccer - R1=8, R2=10; Softball - R1=10, R2=13, R3=16; Volleyball (M) – R1=7, R2=8, R3=9; Volleyball (W) – R1=10, R2=13, R3=15.

**Note:** These Power Ratings are designed to measure past performance, not necessarily to predict future outcomes.

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## Appendix D

### NCCAA Women's Soccer National Nine Team Pool Play Tournament

The NCCAA Women's Soccer Division I National Championship shall be a nine team pool play National Championship.

**Format:**

The NCCAA Women's Soccer Division I National Championship shall consist of six regional winners and three at-large bids. The nine teams shall be seeded by the NCCAA National Women's Soccer Committee (adhering to NCCAA Women's Soccer guidelines).

The nine teams shall be divided into three pools. Each team plays the two opponents in their pool (a minimum of two games).

Pool A (Seeds #1, #6, #9)

Pool B (Seeds #2, #5, #8)

Pool C (Seeds #3, #4, #7)

The Pool Play Games shall be played on Monday, Tuesday, and Wednesday. Each team shall have an open day without competition during this three day period.

|            |           |           |           |
|------------|-----------|-----------|-----------|
| Monday:    | #1 vs. #9 | #2 vs. #8 | #3 vs. #7 |
| Tuesday:   | #6 vs. #9 | #5 vs. #8 | #4 vs. #7 |
| Wednesday: | #1 vs. #6 | #2 vs. #5 | #3 vs. #4 |

The three teams (winners from Pool A, B, C) that win the Pool Play competition based on the two game Pool Play winning percentage shall advance to the NCCAA National Championship **Semifinals** bracket.

Points shall be awarded as follows: three points for a win, one point for a tie, and the NCCAA Women's Soccer National Championship Tie Breaking Guidelines (see [Appendix E](#)).

The fourth team to join the three Pool Play winners for the **semifinals** shall be the team that has the highest points from pool play of the six remaining teams (three points for a win, one point for a tie, and the NCCAA Women's Soccer National Championship Tie Breaking Guidelines) (see [Appendix E](#)).

Once the **semifinals** teams are determined, the remaining five teams that did not qualify for the **semifinals** may depart back to their academic institutions after completion of play on Wednesday.

The four teams that advanced to the **semifinals** shall be reseeded based on their NCCAA National Championship Pool Play two game point total and the NCCAA Women's Soccer National Championship Tie Breaking Guidelines.

The **semifinals** shall be played on Friday and **the National Championship on** Saturday.

**NCCAA National Championship schedule**

|            |                                                                     |
|------------|---------------------------------------------------------------------|
| Sunday:    | Coaches Meeting and Championship Banquet                            |
| Monday:    | First day of Pool Play Competition                                  |
| Tuesday:   | Second day of Pool Play Competition                                 |
| Wednesday: | Third day of Pool Play Competition                                  |
|            | Four teams advance to the semifinals.                               |
|            | The remaining five teams may depart to their academic institutions. |
| Thursday:  | No Matches Scheduled.                                               |
| Friday:    | Semifinal Matches                                                   |
| Saturday:  | NCCAA National Championship Final                                   |

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## **Appendix E**

### **NCCAA Women's Soccer National Championship Tie Breaking Guidelines**

NCCAA Women's Soccer National Championship Tie Breaking Guidelines:

1. Winning Percentage Total Points: three points for win, one point for a tie, and zero points for a loss.
2. Head to Head Result: Matches that occurred during Pool Play only.
3. Goal Differential: Teams can only receive a maximum of +4 goal differential or minimum of -4 goal differential for each match.
4. Goals Against: Teams can only receive a maximum of three goals against for each match.
5. Goals Scored: Teams can only receive a maximum of three goals for each match.
6. Last Tie Breaker: Teams that are still tied shall do a penalty kick shoot out to determine who shall advance to the semifinals. If teams involved have already advanced to the semifinals and determining tie breaker for seeding at the semifinals, the tie breaker shall go to the higher seed from pool play.

## Appendix F

### Division I Men's and Woman's Soccer National Championship Pool Play Schedule

|                                                                                       |                                                                                                                                                               |                                              |
|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|
| <b><u>Sunday</u></b><br>4:30-5:30 p.m.                                                | <b><u>Event</u></b><br>Championship Coaches Meeting                                                                                                           | <b><u>Site</u></b><br>Hotel                  |
| 6:00-7:20 p.m. &<br>7:45-9:00 p.m.                                                    | Kick-off Dinners                                                                                                                                              | <b>Hotel</b>                                 |
| <b><u>Monday</u></b><br>1:00-3:00 p.m.<br><br>3:30-5:30 p.m.<br><br>6:00-8:00 p.m.    | Pool A1 vs A3 (W)<br>Pool A1 vs A3 (M)<br><br>Pool B1 vs B3 (W)<br>Pool B1 vs B3 (M)<br><br>Pool C1 vs C3 (W)<br>Pool C1 vs C3 (M)                            | All matches at Austin-Tindall Sports Complex |
| <b><u>Tuesday</u></b><br>1:00-3:00 p.m.<br><br>3:30-5:30 p.m.<br><br>6:00-8:00 p.m.   | Pool A2 vs A3 (W)<br>Pool A2 vs A3 (M)<br><br>Pool B2 vs B3 (W)<br>Pool B2 vs B3 (M)<br><br>Pool C2 vs C3 (W)<br>Pool C2 vs C3 (M)                            | All matches at Austin-Tindall Sports Complex |
| <b><u>Wednesday</u></b><br>1:00-3:00 p.m.<br><br>3:30-5:30 p.m.<br><br>6:00-8:00 p.m. | Pool A1 vs A2 (W)<br>Pool A1 vs A2 (M)<br><br>Pool B1 vs B2 (W)<br>Pool B1 vs B2 (M)<br><br>Pool C1 vs C2 (W)<br>Pool C1 vs C2 (M)                            | All matches at Austin-Tindall Sports Complex |
| <b><u>Thursday</u></b><br>No Matches Scheduled                                        |                                                                                                                                                               |                                              |
| <b><u>Friday</u></b><br>12:00 p.m.<br><br>2:30 p.m.<br><br>5:00 p.m.<br><br>7:30 p.m. | <i>Teams reseeded after pool play</i><br>Semifinal: #1 v. #4 (M)<br><br>Semifinal: #2 v. #3 (M)<br><br>Semifinal: #1 v. #4 (W)<br><br>Semifinal: #2 v. #3 (W) | All matches at Austin-Tindall Sports Complex |
| <b><u>Saturday</u></b><br>4:00 p.m.<br><br>7:30 p.m.                                  | Early Final & Awards<br><br>Late Final & Awards                                                                                                               | All matches at Austin-Tindall Sports Complex |

NOTE: Early and late time slots for men and women shall rotate each year with men in odd number years and women in even number years.

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## **Appendix G**

### **NCCAA All-American Voting Procedures**

All-American Voting Procedure for NCCAA Division I Women's Soccer is as follows:

1. All-Regional Teams shall be selected and submitted to the National Chair before the NCCAA National Championship. The regional team shall be listed both in rank order from most points to least as well as in rank order by position such as the top four defenders, top four forwards, top four midfielders, etc. All ties must be broken.
2. All nominations to the All-American process shall come from the All-Regional Team selections.
  - a. The NCCAA shall recognize an NCCAA All-American First Team. An 11-member squad shall be selected comprised of one goalkeeper, three forwards, three midfielders, three defenders, and one optional position.
  - b. The NCCAA shall recognize an NCCAA All-American Second Team. The Second team shall be an 11-member squad comprised of one goalkeeper, three forwards, three midfielders, three defenders, and one optional position.
3. A meeting shall be set after the National Championship, overseen by the National Chair with a member of the National Office present and assisting where needed.
4. An order of nomination shall be determined by the National Chair (e.g., West first, Central second, etc.). The process shall begin with each regional representative nominating the top defenders (no limit on nomination) from his/her region. The representative shall briefly discuss the nominations. Regional representatives are responsible for doing any necessary research of individuals on the All-Regional Team and be fully prepared to promote each individual. Players must be nominated in the rank order from the regional team.
5. Then the regional representatives shall each vote for their top four players in each position (defender, midfielder, forward, and goalkeeper). Voting by the regional representative must be in the rank order of the region. Voting can occur in a couple of ways. They can share their vote verbally with the National Chair who records it, or an electronic method can be determined to have vote emailed or texted to the National Chair.
6. The optional player vote shall include the highest rated player from the highest vote getter not selected from each position vote. A vote of these four players shall be held to make the last selection. Region rank must still be followed. If there is more than one player from the same region in this vote, the lower ranked player(s) shall be eliminated from the vote.
7. The National Chair shall tabulate the vote and share with the voting members the total points for each nominated player. Points are allocated to players from highest to lowest (e.g., four players at a position, top player receives four points, second three, third two, etc.). The top number of players to fill the number of slots designated for First Team shall earn First Team honors.
8. In the event of a tie in any position, there shall be an additional vote to break the tie. If a tie remains after additional voting, further analysis and discussion shall occur and another vote shall be conducted. If a tie remains after this additional voting, the tie shall be broken by the National Sport Chair, unless involving his/her student-athletes, in which case the National Vice-Chair shall break the tie.
9. The Player of the Year shall be voted on after the conclusion of the full All-American Team selections. The top vote getter from each position (forward, midfielder, defender, goalkeeper) shall be reviewed again, and then another vote shall be taken to determine the Player of the Year. Region rank must still be followed. If there is more than one player from the same region in this vote, the lower ranked player(s) shall be eliminated from the vote.
10. The All-American Second Team selection shall proceed in the same manner as the First Team.
11. There are no honorable mention teams in the NCCAA.
12. Once the team is selected, it is reviewed by the sport leadership and the National Office before being announced on the NCCAA website.





## Softball

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## Softball

### I. GENERAL ADMINISTRATION

#### A. Administration

The NCCAA Softball National Championship and all events related thereto are under the control and supervision of the NCCAA Softball coaches and are subject to standards developed by these respective coaches and subsequent approval of the NCCAA Board of Directors. These standards shall receive annual review and approval by the Championship Games Committee by the end of each year.

#### B. National Committee for Softball

##### 1. Composition and Term of Office

- a. The National Softball Committee shall consist of the National Softball Chair (who serves as chair of the committee), the National Softball Vice-Chair, and the Regional Softball Chairs. An NCCAA National Office representative shall serve as a non-voting member.
- b. The National Softball Chair shall serve a three-year term of office and shall be succeeded by the National Softball Vice-Chair.

##### 2. Election

- a. The Regional Coaches, in conjunction with the Regional Coordinator, shall conduct an election of the Regional Softball Chair to the National Softball Committee at an appropriate time. The term of office for the Regional Softball Chair shall be determined by each individual region.
- b. If a vacancy occurs on the National Softball Committee, the National Softball Chair shall, in coordination with the Regional Coordinator and upon approval of the National Softball Committee, appoint a replacement or conduct an election.

##### 3. Duties of the National Softball 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.
- d. Submit the top players in each region as All-American nominees.

##### 4. Duties of the National Softball Chair (also see National Sport Chair Job Description in Forms & Procedures section)

- a. Initiate, direct, and control the work of the National Softball Committee.
- b. Communicate with the National Softball Committee on issues requiring its 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 (Softball section of the NCCAA Handbook) to the NCCAA Director of Membership by the deadlines listed in the National Handbook Proposal Process.
- g. Assist Regional Coordinators in selecting Regional Sport Chairs as needed.

#### C. The National Softball Championship Committee shall be officially determined by October 15 of each year and shall be responsible for the administration of the National Championship.

##### 1. Membership

- a. The committee shall be composed of the Tournament Director of the National Championship, the National Softball Chair, or his/her appointee from the National Softball Committee, and the NCCAA Director of Championships or an NCCAA National Office representative.
- 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 Softball 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 with/via the 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 (NCAA with NAIA modifications) Rule Book have been followed.
- b. Act on all appropriate protests.

D. Officers

Chair: Sara Allen, Columbia International University

Vice-Chair: Nathan Hall, Alice Lloyd College

E. Election of Sport Chair and Vice-Chair

A National Softball Chair and a Vice-Chair are elected to serve 3-year terms. The Vice-Chair replaces the National Softball Chair after 3 years to serve as the National Softball 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. PLAYING RULES AND REGULATIONS

A. Official Rule Book

Softball: Official National Collegiate Athletic Association (NCAA) Women's Softball Rules. To obtain rules, visit [www.ncaapublications.com](http://www.ncaapublications.com).

B. Statistics

Complete and accurate statistical information must be submitted to the NCCAA in the form of .XML game files, following the steps outlined at [www.thenccaa.org/helpcenter](http://www.thenccaa.org/helpcenter) and using only one of the approved statistical programs (DakStats, Genius Sports, PrestoSports, StatCrew, or StatInput). Game files must be submitted to the NCCAA within 24 hours after the game, and visiting team appeals are required to be filed with the home team within 48 hours following the conclusion of the contest. However, the mandatory deadline for weekly game files to be uploaded to the NCCAA website is Tuesday at noon ET. Any amount of missing game files in a week shall count as a missed report. Any game files submitted from a non-approved stats program shall count as a missed report. Once statistical reporting begins, missing or incomplete game schedules may result in multiple penalties being issued at the discretion of the National Office.

The penalties for not reporting statistics or for being late are:

1. 1<sup>st</sup> offense: email or letter of notice of the violation.
2. 2<sup>nd</sup> offense: email or letter of warning of the violation.
3. 3<sup>rd</sup> offense: \$100 fine paid within 30 days of the date of the invoice or before Regional Championships, whichever comes first.

4. 4<sup>th</sup> offense: \$250 fine paid within 30 days of the date of the invoice or before Regional Championships, whichever comes first, a loss of postseason awards for the applicable athletes and/or team, the team shall become ineligible for statistical reports and ratings for the remainder of the season, and any further penalties at the discretion of the Administration Committee (e.g., ineligible for postseason play).

It is the responsibility of each institution to contact the National Office regarding any technical problems experienced in submitting weekly statistics. Proper communication can prevent team penalties.

Regular Season Neutral Site Tournament Statistics: The host institution of regular season tournaments (e.g., classic, tri-match, or any multi-team event of the like that an institution hosts, regardless of venue or if the host institution is competing) is responsible for recording official statistics, for all participating teams, for those sports in which a weekly national statistical report is conducted. Missing statistics from a regular season tournament shall be considered a missing stats report for the host institution, regardless if the host competed (other participants of the tournament shall not be considered to have missed a stats report the first week, but the following week shall be considered to have missed a stats report if still missing). Note: If the host sent files to opponents and opponents failed to upload the files in time, the host shall not be penalized.

Postseason Statistics: NCCAA members must upload files by the weekly deadline for all postseason play (conference tournament, regional championship, national championship, etc.). In NCCAA postseason play, it is the responsibility of the host to record official statistics and the responsibility of the higher seed to upload files. Failure to upload files by the weekly deadline is subject to penalty, including fines.

C. National Rankings

1. When casting votes for the national rankings, regional voters must follow the order of the regional polls when casting their top 10 vote.
2. The coaches' poll voting shall be conducted by the National Chair, in conjunction with regional representatives, and be reported to the NCCAA Director of Communications.
3. Each Regional Sport Chair shall be the regional rater and voter.
4. Regional raters are responsible for submitting regional ratings to the National Chair, who shall then send out all regional ratings to voters. Raters should include explanation/summary as to why teams are rated where they are. Raters may work to get feedback from regional teams when developing the regional ratings.
5. Regional raters shall then select the top 10 teams nationally and send to the National Chair. The National Chair shall tally all votes and must send the final ranking, along with each regional rating, to the NCCAA Director of Communications by 11:00 a.m. (ET) each Tuesday that has a ranking.
6. When casting votes for the national rankings, voters must follow the order of the regional ratings.
7. Ties shall be broken by: 1) number of ballot appearances; 2) most votes in highest place; 3) winning percentage. The team winning the tie-breaker shall receive one additional point.
8. There shall be bi-weekly rankings through the conclusion of the regular season with a final postseason ranking the week following the National Championship.
9. The National Office serves as the oversight committee.

D. NCCAA Power Rating System

1. See [Appendix A](#) for the NCCAA Power Rating System.
2. Each member institution must meet all statistical requirements (see section III.B above).
3. There shall be a total of three consecutive weeks of power ratings, with the final power rating released the Wednesday two weeks prior to the Regional Completion Deadline. If a team has regular season games after the final power rating, the final power rating shall be updated with the additional regular season dates for the National Softball Committee to use in selection and seeding. The final NCCAA Power Rating System shall be used for all Regional Championships and the National Championship.

E. 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. Softball has a maximum of 50 contests and a minimum of 16 contests. Each sport has a specified date to begin practice and to conduct their first contest. Softball's start date for practices, scrimmages, and exhibitions is September 1. The first allowable contest is the Thursday of the last full weekend in January. More details can be found in the Sport Policies and Procedures section of the NCCAA Handbook.

#### F. 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.

### IV. GENERAL GUIDELINES FOR POSTSEASON COMPETITION

#### A. Site and Date

1. Bids to host the NCCAA Softball National Championship shall be submitted to the National Office and reviewed by the National Softball Chair and National Vice-Chair. All necessary information pertaining to the National Championship Bid Contract is answered in the Forms & Procedures section.
2. Dates of the National Championship for the upcoming years are as follows:

| <u>Regionals</u> | <u>Completed</u> | <u>National Championships</u> | <u>Site</u>                               |
|------------------|------------------|-------------------------------|-------------------------------------------|
| May 19, 2027     |                  | May 24-26, 2027               | Oak Grove Softball Complex, Grapevine, TX |
| May 17, 2028     |                  | May 22-24, 2028               | TBA                                       |
| May 16, 2029     |                  | May 21-23, 2029               | TBA                                       |
| May 15, 2030     |                  | May 20-22, 2030               | TBA                                       |
| May 14, 2031     |                  | May 19-21, 2031               | TBA                                       |

3. All Regional Championships are to be completed by the Wednesday prior to the National Championship. Regional Championships may be completed earlier if agreed upon by members within each region. Regions may choose whatever format is most expedient for the number of teams participating but must send a copy of their Regional Championship pairings to the National Softball Chair and the NCCAA Director of Championships. The NCCAA Power Rating System shall be used for regional seeding. Regions are required to accommodate institutions' conference postseason (within NAIA/NCAA) when scheduling NCCAA Regional Championships. If conference postseason dates leave no time for NCCAA Regional Championships, regional leadership shall work in conjunction with the National Office to determine a plan.
4. Championship Site and Game Regulations
  - a. National Championship games must be played on an official softball field as defined by current NCAA Softball rules.
  - b. It is recommended that two official regulation size, fenced-in fields be used.
  - c. If the fence distance is adjustable, the NCCAA requests an outfield fence with a minimum of 190 feet and a maximum of 225 feet. The preferred distance is 200 feet.
  - d. Fields that are skinned are preferred for National Championship play. Good field turf fields are acceptable for championship play.
  - e. The official ball is the Rawlings NAIA.
  - f. A five inning, eight-run rule shall be used (except in the championship game which shall be a full seven inning game).

#### B. General Guidelines for Championships

1. Home and Away Protocol
  - a. For all World Series games, the high seed shall have the preference to be home or away until the championship game(s). The home team shall occupy the third base dugout with the exception that the same team that played in the previous game already is occupying a dugout. Said team shall NOT move dugouts. Existing protocol shall be followed as to which team is designated home or away.
  - b. If there is an undefeated team in the championship game (Game 14), the undefeated team shall have the choice to be home or away. The if-necessary game (Game 15), if needed, shall flip the home/away teams, but teams shall remain in the same dugout and same uniforms.
  - c. If there is not an undefeated team in the championship game (Game 14), the high seed shall have the preference to be home or away. The if-necessary game (Game 15), if needed, shall use a coin toss to determine home team.
  - d. The host institution shall be given the opportunity to:
    - 1) Choose which field they play on for their first tournament game. Home and away protocol shall apply.
    - 2) Occupy the dugout of their choosing throughout the tournament on the field chosen in d.1. above (only if the tournament site is the host institution's regular season home field). Home and away protocol shall apply.

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If the same team that played in the previous game is already occupying the dugout chosen in d.2., said team shall NOT move dugouts.

2. Game Time

The schedule of games and/or matches shall be determined in conjunction with the National Chair, the Tournament Director of the National Championship, and the NCCAA National Office. Preference shall be given to the higher seeded teams to advance with the most amount of rest and/or best playing conditions. The host shall be given the opportunity to schedule one pool play game at a time that allows for the best hometown fan attendance. Game times and dates may be adjusted to accommodate any Seventh Day Adventist member institution's Sabbath or rain delays.

3. Protocol for National Anthem is to play it at the first game of each day. It is expected that teams pray together after each contest. There shall be an umpires meeting with coaches 10 minutes before game time and teams lineup for introductions of starters and opening prayer.

4. Warm Up

Protocol for warmup before games if only one or limited batting cages are available shall be:

- a. Home team shall have access to batting cage 90 minutes before game time.
- b. Visiting team shall have access to batting cage 60 minutes before game time.
- c. When cages are available on both sides of the field, the above shall not be necessary.
- d. Infield, if needed, shall be both teams 30 minutes before game time and warmup completed 15 minutes before game time.

5. Required Functions to Attend

Teams that advance to the Softball National Championship are required to attend and participate in the National Championship Banquet, the Christian Service Project, the Coaches Meeting, and Contests. 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.

6. Coaches' Meeting

There shall be a coaches' meeting on Sunday before competition to go over administration expectations of the teams for the tournament.

7. Bat Testing

Bat testing is required before regular season contests, regional competition, and National Championships. See bat testing protocols [here](#).

8. 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. Each qualifying team must submit the following in the team's folder in the Google Drive five days prior to the championship: Up to date full season stats (individual & team), schedule with results, story lines for broadcasters, a TRO roster file, and action photos.

9. Roster Size and Official Traveling Party

The official party is made up of participants, defined as student-athletes, coaches, managers, athletic trainers, and any staff member who travels with a competing team.

The official party for each team participating in NCCAA National Softball Championship competition is 29 individuals, which includes 22 student-athletes in uniform and seven additional personnel (which can include coaches, managers, athletic trainers, sports information staff, additional student-athletes not in uniform, bullpen catcher, and/or other institutional personnel) to be used at the discretion of each participating institution.

A player may be replaced on the official roster between the Regional Tournament and the NCCAA National Championship by any eligible player whose name is included on the Official Eligibility Form for the current season.

When a roster is submitted to the NCCAA National Office, it shall serve as the Official Roster for the National Championship competition.

- a. Each head coach can amend his/her roster with the NCCAA Director of Championships at the championship coaches meeting on site.
- b. Once the coaches' meeting is concluded, a team's roster shall be deemed certified, and no changes can be made for the duration of the championship.

- c. Once the championship begins, no player may play that is not on the official roster with no exceptions including the event of injury, illness, or family emergency.
  - d. Additional people (which can include coaches, managers, athletic trainers, sports information staff, additional student-athletes not in uniform, and/or other institutional personnel) must also be registered on the Official Roster to be permitted in the team only areas.
  - e. Any additional university personnel above the travel and roster numbers need to be outside of official championships areas (e.g., bench areas, batting cages, etc.), and the university shall assume any additional cost associated with additional numbers to the travel party.
10. National Championship Housing  
All teams are required to lodge in the hotel(s) designated by the host institution or city for this championship. Lodging at an unapproved location shall be considered failure to comply with its Declaration of Intent to Participate and shall result in loss of eligibility for championship travel reimbursement in addition to a fine of \$1,000.
11. National Championship Christian Service Project (CSP)  
Each player and coach participating in the National Championship shall be asked to donate up to, but not more than, two hours of his/her time to serve in a CSP. The host Tournament Director of the National Championship, in concert with the NCCAA Director of Championships, is responsible to secure the sites and set up the times for the service.
12. Umpires  
The Tournament Director of the National Championship shall secure all the officials for the National Championship. The Tournament Director of the National Championship shall assign officials for all games through, and including, the finals. Umpires must be NCAA or NAIA Rated umpires. A minimum of three officials shall be provided for National Championship games (unless the schedule is altered by rain).
13. Rainout Policy
- a. Every effort shall be made to complete the championship as structured.
  - b. If a rainout occurs Day 2, the National Championship shall be played with the same double elimination. If rainouts occur and result in the cancellation of a partial day, full day, or multiple days, the Championship Committee, in conjunction with the host and National Office, shall determine any adjustments to the schedule and/or format.
  - c. Possible adjustments include:
    - 1) adjusting the schedule to retain the double elimination format.
    - 2) adding a day to retain the double elimination format.
    - 3) changing to a single elimination format.
    - 4) adding a day to complete the single elimination format.
  - d. If the National Championship is completely rained out, it shall be considered no contest.
  - e. If the final two days of the tournament are rained out and adjustments cannot be made, the National Champion shall be the number one seed unless the team has been defeated. Should the number one seed be in the loser's bracket, the National Champion shall be selected by the following criteria:
    - 1) Head-to-head competition
    - 2) Higher seed in the National Championship
  - f. The Championship Committee reserves the right to adjust times of the schedule as needed due to weather considerations. When rainouts occur, the Championship Committee, in conjunction with the host and National Office, will make every attempt to utilize a possible adjustment but will make the best decision possible based on the circumstances.
  - g. Championship Reimbursement Policy  
A Championship reimbursement fund called Future Generations shall reimburse member schools for championship expenses when teams qualify. The amounts and policy guidelines are listed in the Sports Policies and Procedures section of the NCCAA Handbook.
14. Each qualifying team must submit the following in the team's folder in the Google Drive by 10 days prior to the National Championship: Official team roster and travel party on Google Docs Form (completely filled out), high resolution team photo, player headshots, and any other requested information.

### C. Team Selection

- 1. Teams included shall be the champions of each region, the host institution, and the number of at-large bids not to exceed eight. The committee shall consist of: National Chair, National Vice-Chair, and the Regional Sport Chairs.
- 2. No team may play in national competition unless it played in regional play, has meet their declaration to be determined as a regional qualifier, or meets the criteria for regional representation or at-large selection.

3. If a region has only one team available to participate in the Regional Championship or Regional Qualifier Process, that team shall be declared the Regional Representative and receive the region's automatic bid provided they have a record of .500 or better in addition to being declared to accept a Regional Representative bid.
4. The host institution shall receive an automatic bid. An institution who is the host of an NCCAA National Championship may allow its team to participate in the National Championship if that team meets its institutions Declaration of Intent requirements. The host institution, via the Declaration of Intent process, can choose to accept an automatic bid to National Championships without competing in the Regional Championship or choose to participate in the Regional Championship to earn a place in the National Championship.
5. Teams Advancing to NAIA Championship Competition  
If a team is eliminated by the Tuesday of the NAIA National Championship opening round and the institution's Declaration of Intent permits it, the team may still participate in NCCAA championship competition if the time frame allows.
6. Selection of At-Large Bids
  - a. The at-large bid request to be considered for the NCCAA Softball National Championship is on the Declaration of Intent to Participate. Athletics Directors can list the conditions by which they shall accept an at-large bid on the Declaration of Intent to Participate. To be considered for an at-large bid, a team must have played in the NCCAA Regional Championships, made its declaration to be considered the Regional Qualifier, or been exempt due to NCAA or NAIA conflicts. In regions that limit teams in their playoff format, teams that have met any institutional declaration requirement may be considered for an at-large bid.
  - b. If a team does not play in its NCCAA Regional Championship due to NAIA/NCAA conflicts, that team may be considered for an at-large bid if it was declared to participate in its NCCAA Regional Championship.
  - c. The NCCAA National Softball Committee and National Softball Chair shall select at-large berths by using the NCCAA Power Rating System Option B. The criteria from the a la carte options shall be the following (in order of importance):
    - 1) Head-to-head results.
    - 2) Common opponents.
    - 3) National rankings.
  - d. For a la carte items to be used, teams must be within .500 in power ratings.
  - e. The selection committee should ideally be comprised of unbiased individuals and not include individuals who have qualified for the National Championship or are seeking an at-large selection. If that is not possible, at a minimum, individuals who are seeking an at-large selection are not permitted to participate in the selection process.
7. National Championship Seeding
  - a. The championship seeding shall be the responsibility of the National Softball Committee.
  - b. The championship seeding shall be determined no later than the Wednesday preceding the championship.
  - c. The NCCAA Power Rating System Option B from the final regular season game shall be used to seed the championship field regardless of whether they are considered a Regional Champion, Regional Qualifier, or an at-large team. The criteria to be used in the seeding from the a la carte options shall be the following (in order of importance):
    - 1) Head-to-head results.
    - 2) Common opponents.
    - 3) National Rankings.
  - d. For a la carte items to be used, teams must be within .500 in power ratings and a team may only move up or down three places in power ratings.
  - e. The National Softball Committee, in conjunction with the National Office, can adjust seeding to avoid regional opponents playing each other in the first round (if possible), following the Regional Seeding Conflict Guidelines in the Sports Policies and Procedures section of the handbook.
8. The Regional Championship Director/Host is responsible for reporting the Regional Championship results to the Softball Tournament Director of the National Championship, National Chair, and the National Office immediately following the Regional Championship. The results shall include overall records and championship scores. These responsibilities must be completed by the Thursday before the National Championship.
9. The National Softball Chair shall arrange a conference call (see Forms & Procedures section) with the National Softball Committee no later than Wednesday following all regionals prior to the Softball National Championship to decide the at-large bids and championship bracket.
10. If a Regional Championship is completely rained out, the region shall decide on a representative.
11. Each region must send a copy of its championship structure as well as the rainout provisions to the National Softball Chair prior to May 1.



## 12. 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 Format

1. The NCCAA World Series is an eight-team double elimination format played in three days. All games shall be seven-inning games with an eight-run rule in five innings. The championship game shall be a seven-inning game without a run rule. The championship shall not exceed three days except for rainouts.

## V. AWARDS

The NCCAA maintains a standardized awards program for all National Championships. Team, Most Outstanding Player, National Coach of the Year, and All-American awards are ordered and paid for by the National Office.

### A. All-Regional Awards

1. The number of athletes on each All-Regional Team shall be equal to the number of athletes on each All-American Team, which for softball is 12.
2. Regional Player of the Year must be included in the number of athletes on the All-Regional Team, not a plus one in addition to it.
3. Coaches may not vote for their own players, except when there are only one or two teams in the region.
4. The maximum number of All-Regional Teams a region is permitted to have is based on the number of full members in the region that sponsor the sport, regardless of Declaration of Intent, and is listed in the Sports Policies and Procedures section of the handbook.
5. The maximum number of athletes any team can have on each All-Regional Team (e.g., First Team, Second Team, etc.) is six for softball.
6. Regions cannot limit nominations based on regular season or postseason finish.
7. Regions are permitted to have Honorable Mention.
8. If a team does not participate in the nominating and/or voting process, that shall eliminate that team from the number of teams in the region when determining how many All-Regional teams there are. If a team nominates student-athletes but does not vote, that team's student-athletes shall not be included on All-Regional teams.
9. Regions must have tiebreaking procedures in place. Ties may not be submitted within the rank order for All-American purposes.
10. After the Regional Sport Chair has concluded the voting process and finalized the All-Regional Team(s), the chair shall submit the All-Regional Team(s) via Teamworks. The Regional Coordinator shall then review and approve the submission via Teamworks by the Wednesday prior to the Regional Completion Deadline.

### B. Championship 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.

### C. Selection of The NCCAA All-Tournament Softball Team and Most Outstanding Player

1. An All-Tournament Team of 10 players including the Most Outstanding Player shall be selected at the National Championship. Selection of the All-Tournament Team shall be made by the coach for the appropriate placement. The championship team shall have two players (Most Outstanding Player plus one other player). The runner-up shall have two players. Third through eighth place teams shall have one player each.
2. The All-Tournament Team shall be announced at the awards presentation immediately following the championship game. All-Tournament awards are the responsibility of the National Office and shall be presented as the teams finish.
3. If play has been cancelled due to weather and two or more teams are tied in wins/losses, the higher tournament seeded team shall receive the extra placement of players on the All-Tournament Team.

### D. Deb Thompson Award (See [Appendix D](#))

Deb Thompson became head coach at Spring Arbor University in 1987 and built a legacy through impacting players for Christ while creating a winning culture on and off the field. She was awarded the NFCA Regional Coach of the Year on 4 occasions, received numerous NCCAA district/regional awards, and was the NCCAA Coach of the Year

in 2005 when her Cougars captured the NCCAA National Title. Deb has over 800 career wins and counting, and she was inducted into the Spring Arbor University Hall of Fame in 2002. She has and continues to serve selflessly while nurturing the student-athletes who have had the benefit of calling her coach.

NCCAA Softball has chosen to honor one outstanding Christian student-athlete each year that shall represent the model NCCAA student-athlete. Nominations must be sent to the National Office by April 20.

1. The recipient  
The outstanding Christian softball player from the NCCAA
2. Recipients of this award must:
  - a. Have a clear Christian testimony both on and off the field, 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.
3. Purpose  
To enhance the Christian purpose of athletic excellence in Christian athletic competition, and to perpetuate the Christian philosophy and faith in evangelical Christian colleges and universities across our nation.
4. Procedures
  - a. Student-athletes must be nominated by the head coach, Athletics Director, or Sports Information Director (SID). Only one nominee allowed per institution.
  - b. The nomination form (see [Appendix D](#)) must be used and submitted to the National Office by April 20.
  - c. Final selection shall be made prior to the National Championship by a selection committee, comprised of the National Chair, National Vice-Chair, the Regional Sport Chairs, and the namesake of the award (if they so choose). 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).
  - d. The award shall be presented annually at the National Championship.
  - e. The recipient shall be encouraged to be present at the banquet. The National Office shall contribute up to \$250 toward travel expenses.
  - f. The recipient of the Deb Thompson Award 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.

E. Selection of NCCAA All-American Softball Team

1. An All-American First Team of 12 players shall be selected by way of a conference call no later than the Tuesday following the Softball National Championship. This shall include a Player of the Year. It shall also include Coach of the Year, which shall be selected from the Regional Coaches of the Year, plus the Softball National Championship Coach. There shall also be a Second Team of 12 players on the All-American squad. There shall be no honorable mention. The voting procedure is listed in [Appendix F](#).
2. Only individuals who have been selected to the NCCAA All-Regional Team shall be considered.
3. The complete All-American nomination forms are found in [Appendix B](#) and [Appendix C](#) for each region and must be submitted to the National Chair by the specified deadline.
4. There shall be an NCCAA representative (National Office personnel or Administration Committee member) in the room or on the call for the voting to oversee that the process is followed.
5. Copies of the voting procedure shall be provided to each voting member of the committee at least a week prior to the vote.
6. The All-American Committee may decide by consent to vote for both teams at once. This shall allow for discussion of all nominated players and then rank all 24 players in order. The vote shall determine who is first and second team.

F. National Coach of the Year

The National Coach of the Year shall be determined from the Regional Coaches of the Year plus the coach of the National Championship winning team during the conference call.



#### G. 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

- Be of junior, senior, or graduate student academic standing making normal progress toward a degree.
- Have completed at least one term (semester or quarter) at the nominating institution.
- Be a competing student-athlete in the sport for which nominated.
- 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.

#### H. 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

- An institution must be a current NCCAA member in good standing. The team must be a varsity team.
- 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.
- Fall teams use fall term(s) GPA's only and spring teams use spring term(s) GPA's only.
- 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.)
- Include all varsity student-athletes who competed in the sport with the institution for any portion of the academic year.
- 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

- 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.
- 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.

- I. The NCCAA Student-Athlete of the Week award shall be given to two student-athletes (one offensive and one pitcher) in Softball during the regular season, chosen from the list of nominees submitted by institutions. Only one student-athlete per school per award (offensive/defensive) may be nominated. See the full procedures and instructions in the Forms & Procedures section of the Handbook.

### VI. 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 Softball 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 review of a committee within NAC, it must be submitted by March 15.

D. **NCCAA Softball Regional Championship Suggested Guidelines**

1. Dates and Sites if a Regional Tournament is Played
  - a. The regional final game is to be played no later than the Wednesday prior to the National Championship.
  - b. The site and format are under the direction of the Regional Sport Chair as they work with the Regional Coordinator and the National Softball Chair. The NCCAA recommends a rotation method for Regional Championships. A five-year plan for dates and sites should be selected.
  - c. The Regional Championships shall be under the direction of the Regional Sports Chair.
  - d. All dates and sites should be sent to the National Softball Chair as well as the NCCAA Director of Membership as soon as this information is available.
  - e. Dates and sites should be selected that will allow maximum participation in the region and should avoid conflicts with other association playoffs (ie. NAIA, NCAA) and should be voted on by the regional coaches and approved by the Regional Sport Chair.
  - f. All sites must conform to all minimum regulations with reference to court size, field of play, lighting, etc. as regulated by that sports rule book.
  - g. Regional Championships shall be conducted in the best interest of that sport at the national level of the NCCAA.
  - h. Assignment of officials shall be contracted by the host school.
  - i. Brackets  
Each region must use the appropriate brackets for the Regional Championships given in [Appendix E](#).
2. Selection of teams
  - a. All member institutions must be in good standing in order to participate. This means that they must follow their Declaration of Intent to Participate and must also have met the guidelines for statistics reporting.
  - b. Each region must propose a tournament championship structure to be sent to the National Softball Chair by date listed in the Softball section.
  - c. This structure shall be voted on by the teams participating in the region for approval by all coaches.
3. Seeding
  - a. On the Sunday prior to the Regional Championship, all teams must have made their intent to participate in the championship, per their institutional declaration.
  - b. The Regional Sport Chair shall notify each school with the results of the seeding.
  - c. Seeding shall be determined by the NCCAA Power Rating System following the final regular season game.
4. Assignment of Officials  
All Regional Officials should be NCAA or NAIA certified officials with their respective sport organization. All officials shall not hold an official relationship with any NCCAA participating institution (past or present).
5. Financial Report
  - a. Regional Championship game site managers are to submit to their Regional Sport Chair within 10 days after the completion of the Regional Championship.
  - b. Teams that are traveling to the host site should not have to pay an entry fee for the Regional Championship. The host agrees to take on all the costs of hosting because they do not have travel costs.

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6. Squad Size  
The squad size for the Regional Championship shall be to list any number of members on the championship roster, all of whom may dress out. There is a roster limit of 22.
  7. All-Regional Team and Regional Coach of the Year  
The All-Regional Team and Regional Coach of the Year shall continue to be developed at the regional level under the direction of the Regional Sport Chair. This information shall be submitted to the National Softball Chair for consideration of All-American and National Coach of the Year recognition. The teams need to be rank ordered by the number of votes they receive. The top vote getter shall be declared the Regional Player of the Year. All regional information must be given to the National Softball Chair by Monday prior to the start of the National Championship.
  8. Awards  
Regional Champion awards are shipped each year to the Regional Coordinator. All-Regional and Coach of the Year certificates shall be mailed from the National Office. It shall be the responsibility of the Regional Coordinator to distribute Regional Champion banners to the Regional Championship site in a timely manner and have them presentable before the Regional Championship final. Regional banners shall not be presented if there are no Regional Championship games.
  9. Publicity
    - a. Publicity for Regional Championship play shall be the responsibility of each participating team and shall be supported and encouraged by the Regional Sport Chair.
    - b. Regional Sport Chairs should publicize the honors within their respective region.
    - c. The NCCAA logo shall be used in all print media including, but not limited to, clothing, media guides, banners, website, etc. The NCCAA logo shall not be altered or skewed in any manner. A proof of graphics should be sent to the National Office for approval. Web links should be directed to [www.thenccaa.org](http://www.thenccaa.org).
  10. Reporting  
All results and scores should be sent to the National Office and to the National Softball Chair as soon as the games for each day are over. It is the responsibility of the Regional Sport Chair to see that this happens.
  11. Christian Service Project (CSP)  
Each region should have a regional CSP. Because of the nature of Regional Championships, a food drive is recommended (other reasonable CSP's are acceptable). The host site shall organize, direct, and communicate the CSP to all participating teams. All teams should participate in the CSP. After the championship, the CSP should be reported to the NCCAA Director of Championships by the Regional Sport Chairs or the host of the Championship.

## Appendix A NCCAA Power Ratings

### I. FORMULA

(Results Pts + Location Pts) x (Opp. Affiliation + Opp. Win % + Ranked Opp.) = Individual Game Power Points

| 1. Results      |                   |              |             |          |            |             |
|-----------------|-------------------|--------------|-------------|----------|------------|-------------|
|                 | Baseball/Softball | Basketball   | Football    | Soccer   | Volleyball |             |
| a. if win by    | 6+ runs           | 15+ points   | 14+ points  | 3+ goals | in 3 sets  | 3 points    |
| b. if win by    | -                 | 11-14 points |             | -        | -          | 2.75 points |
| c. if win by    | 3-5 runs          | 8-10 points  | 7-13 points | 2 goals  | in 4 sets  | 2.5 points  |
| d. if win by    | -                 | 4-7 points   |             | -        | -          | 2.25 points |
| e. if win by    | 1-2 runs          | 1-3 points   | 1-6 points  | 1 goal   | in 5 sets  | 2 points    |
| f. if a tie     | -                 | -            | -           | -        | -          | 1.75 points |
| g. if a loss by | 1-2 runs          | 1-3 points   | 1-6 points  | 1 goal   | in 5 sets  | 1.5 points  |
| h. if a loss by | -                 | 4-7 points   |             | -        | -          | 1.25 points |
| i. if a loss by | 3-5 runs          | 8-10 points  | 7-13 points | 2 goals  | in 4 sets  | 1 point     |
| j. if a loss by | -                 | 11-14 points |             | -        | -          | 0.75 points |
| k. if a loss by | 6+ runs           | 15+ points   | 14+ points  | 3+ goals | in 3 sets  | 0.5 points  |

| 2. Location |             |               |              |            |          |
|-------------|-------------|---------------|--------------|------------|----------|
| a. if away  | 0.25 points | b. if neutral | 0.125 points | c. if home | 0 points |

| 3. Opponent's Affiliation (multiplier) |       |
|----------------------------------------|-------|
| a. NCAA I                              | x 2.9 |
| b. NCAA II / U Sports                  | x 2.5 |
| c. NAIA                                | x 2.2 |
| d. NCAA III / NCCAA I / CCAA           | x 1.8 |
| e. NCCAA II                            | x 1.5 |
| f. Other Countable Opponents^          | x 1.0 |

| 4. Opponent's Winning %* |          |
|--------------------------|----------|
| a. .1.000 %              | Add 1.00 |
| b. .800 - .999 %         | Add 0.80 |
| c. .600 - .799 %         | Add 0.60 |
| d. .400 - .599 %         | Add 0.40 |
| e. .200 - .399 %         | Add 0.20 |
| f. .000 - .199 %         | Add 0.00 |

| 5. Ranked Opponent*                                |
|----------------------------------------------------|
| National rankings of affiliations in lines a. - e. |
| Add 0.20                                           |

### II. POWER POINTS

- A. The sum of the criteria of Nos. 1-2, multiplied by the sum of Nos. 3-5 determines power points for a game. The maximum points for a contest is 13.325 (win on the road against 1.000 NCAA I Top 25 team). The minimum points for a game is 0.5 (loss at home against .199 or lower other countable opponent).
- B. The power rating is determined by adding the power points for the regular season and dividing by the number of games (to the third decimal place). Postseason contests shall not be included.

### III. FORFEITS

Forfeits awarded for completed contests shall count toward power ratings (with the results points multiplier being calculated as a 1-0 result for all sports regardless of the official forfeit scoreline for that sport) and the minimum number of games requirement for inclusion in power ratings (e.g., ineligible player, conduct issues, etc.). Forfeits awarded for games not played shall not count toward power ratings or the minimum number of games requirement for inclusion in power ratings (e.g., teams not showing up, not honoring contracts, etc.).

### IV. REPORTING

The National Office shall calculate each school's power rating. Each institution and region is responsible for reviewing the release to ensure their rating's accuracy. See sport handbooks for reporting dates and how power ratings are used within each sport. Power ratings shall be released by Wednesday evening per each sport's reporting dates. See region handbooks for how ratings are used within the region. Visit [www.thenccaa.org/handbook](http://www.thenccaa.org/handbook).

\*Opponent's winning percentage and national ranking shall be through the Sunday before the reporting date. When a report is released, winning percentages and rankings for that report, will not be updated for future reports. National rankings only include teams within the rankings. Teams who receive votes are not considered ranked.

*continued*

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## Appendix A, Page Two

### NCCAA Power Ratings

^Other countable opponents must be an NCCAA countable game per definition in Frequency of Contest section of the NCCAA handbook. Uni-Division sports, such as Softball, follow Division I countable opponents rules.

A final power rating shall only be given to teams who meet the minimum number of games requirement for the specific sport. Each sport has a progression of min. number of games (listed below) to be included in each rating that is released. (R1=Report 1, etc.)

Baseball - R1=10, R2=13, R3=16; Basketball - R1=12, R2=15, R3=18; Soccer - R1=8, R2=10; Softball - R1=10, R2=13, R3=16; Volleyball (M) – R1=7, R2=8, R3=9; Volleyball (W) – R1=10, R2=13, R3=15.

**Note:** These Power Ratings are designed to measure past performance, not necessarily to predict future outcomes.



Softball Appendix B

(Copy form for additional opponents & staple)  
All-American Selection Committee  
DAN Statistics  
Catchers – Outfielders – Infielders  
Game by Game Analysis

Player: \_\_\_\_\_ Position: \_\_\_\_\_ Institution: \_\_\_\_\_ Class: \_\_\_\_\_ Region: \_\_\_\_\_ Coach: \_\_\_\_\_

| Opponents          | G | AB | R | 1B | 2B | 3B | HR | H | RBI | BB | K | SB/<br>SBA | BA | PO | A | E | PCT | SBA | SB | PB |
|--------------------|---|----|---|----|----|----|----|---|-----|----|---|------------|----|----|---|---|-----|-----|----|----|
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
|                    |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |
| Total of all games |   |    |   |    |    |    |    |   |     |    |   |            |    |    |   |   |     |     |    |    |

Special Information: (Great Pitching Performances: Against which teams) \_\_\_\_\_  
Coach's Comments (Technical Proficiency, Versatility, Execution, Consistency, etc.) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Softball Appendix C

(Copy form for additional opponents & staple)

All-American Selection Committee

DAN Statistics

Pitchers

Game by Game Analysis

Player: \_\_\_\_\_ Position: \_\_\_\_\_ Institution: \_\_\_\_\_ Class: \_\_\_\_\_ Region: \_\_\_\_\_ Coach: \_\_\_\_\_

| Opponents          | G | GS | GC | W | L | IP | R | ER | S | ERA | AB | 1B | 2B | 3B | HR | HP | WP | WP | BB | K |
|--------------------|---|----|----|---|---|----|---|----|---|-----|----|----|----|----|----|----|----|----|----|---|
|                    |   |    |    |   |   |    |   |    |   |     |    |    |    |    |    |    |    |    |    |   |
|                    |   |    |    |   |   |    |   |    |   |     |    |    |    |    |    |    |    |    |    |   |
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|                    |   |    |    |   |   |    |   |    |   |     |    |    |    |    |    |    |    |    |    |   |
| Total of all games |   |    |    |   |   |    |   |    |   |     |    |    |    |    |    |    |    |    |    |   |

Special Information: (Great Pitching Performances: Against which teams) \_\_\_\_\_

Coach's Comments (Technical Proficiency, Versatility, Execution, Consistency, etc.) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The above-named student-athlete(s) has my support as a viable nominee for NCCAA postseason honors. His behavior both on and off the field is complimentary to the NCCAA and its Christ-like standards.





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## Appendix D

### Deb Thompson Award

Due April 20 to the National Office

Deb Thompson became head coach at Spring Arbor University in 1987 and built a legacy through impacting players for Christ while creating a winning culture on and off the field. She was awarded the NFCA Regional Coach of the Year on 4 occasions, received numerous NCCAA district/regional awards, and was the NCCAA Coach of the Year in 2005 when her Cougars captured the NCCAA National Title. Deb has over 800 career wins and counting, and she was inducted into the Spring Arbor University Hall of Fame in 2002. She has and continues to serve selflessly while nurturing the student-athletes who have had the benefit of calling her coach.

#### Criteria:

1. The recipient  
The outstanding Christian softball player from the NCCAA
2. Recipients of this award must:
  - a. Have a clear Christian testimony both on and off the field, 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.
3. Purpose  
To enhance the Christian purpose of athletic excellence in Christian athletic competition, and to perpetuate the Christian philosophy and faith in evangelical Christian colleges and universities across our nation.
4. Procedures
  - a. Student-athletes must be nominated by the head coach, Athletics Director, or Sports Information Director (SID). Only one nominee allowed per institution.
  - b. The nomination form must be used and submitted to the National Office by April 20.
  - c. Final selection shall be made prior to the National Championship by a selection committee, comprised of the National Chair, National Vice-Chair, the Regional Sport Chairs, and the namesake of the award (if they so choose). 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).
  - d. The award shall be presented annually at the National Championship.
  - e. The recipient of the Deb Thompson Award 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.

**Appendix D, Page Two  
Deb Thompson Award  
Game Plan 4 LIFE Award Series**

Student-Athlete's Name First \_\_\_\_\_ Last \_\_\_\_\_

Student-Athlete's Hometown and State \_\_\_\_\_ Year: \_\_\_\_JR \_\_\_\_SR \_\_\_\_G

Institution \_\_\_\_\_ Position \_\_\_\_\_ Coach \_\_\_\_\_

**Christian Character**

Describe student-athlete's faith story and character on/off the field.

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**Christian Service**

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

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**Current Season Hitting Stats (Season Team Record: W\_\_\_\_\_ L\_\_\_\_\_)**

AVG    AB    H    2B    3B    HR    R    RBI    SLG    BB    SO    SB-ATT

**Current Season Pitching Stats (If pitcher)**

ERA    W    L    GS    CG    SV    IP    H    R    ER    BB    SO

**Career Hitting Stats (Career Team Record: W\_\_\_\_\_ L\_\_\_\_\_)**

AVG    AB    H    2B    3B    HR    R    RBI    SLG    BB    SO    SB-ATT

**Career Pitching Stats (If pitcher)**

ERA    W    L    GS    CG    SV    IP    H    R    ER    BB    SO

**Other Stats Notes (Top 10 national statistical rankings, defensive effectiveness, etc.)**

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**Appendix D, Page Three  
Deb Thompson Award  
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)

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**Academic Honors Received (Major \_\_\_\_\_ GPA \_\_\_\_\_)**

List academic honors.

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**Leadership**

Describe student-athlete's leadership characteristics and qualities.

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**Additional Comments**

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

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**Required with Nomination Form**

- High resolution headshot AND action photo of student-athlete
- Current season schedule with results.

**Nominee Eligibility Requirements**

- Be a junior, senior, or graduate student academically and a varsity team member
- Have a clear Christian testimony both on and off the field, including Christian service activities
- Demonstrate leadership ability
- Cumulative GPA must be 3.00 or higher on a 4.00 scale
- Be an excellent/highly skilled student-athlete

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

\_\_\_\_\_  
Nominator Signature (Coach, SID, or AD)

\_\_\_\_\_  
Date

**Due by April 20 to [jcampbell@thenccaa.org](mailto:jcampbell@thenccaa.org).**

## Appendix E Four Team Regional Championship Brackets



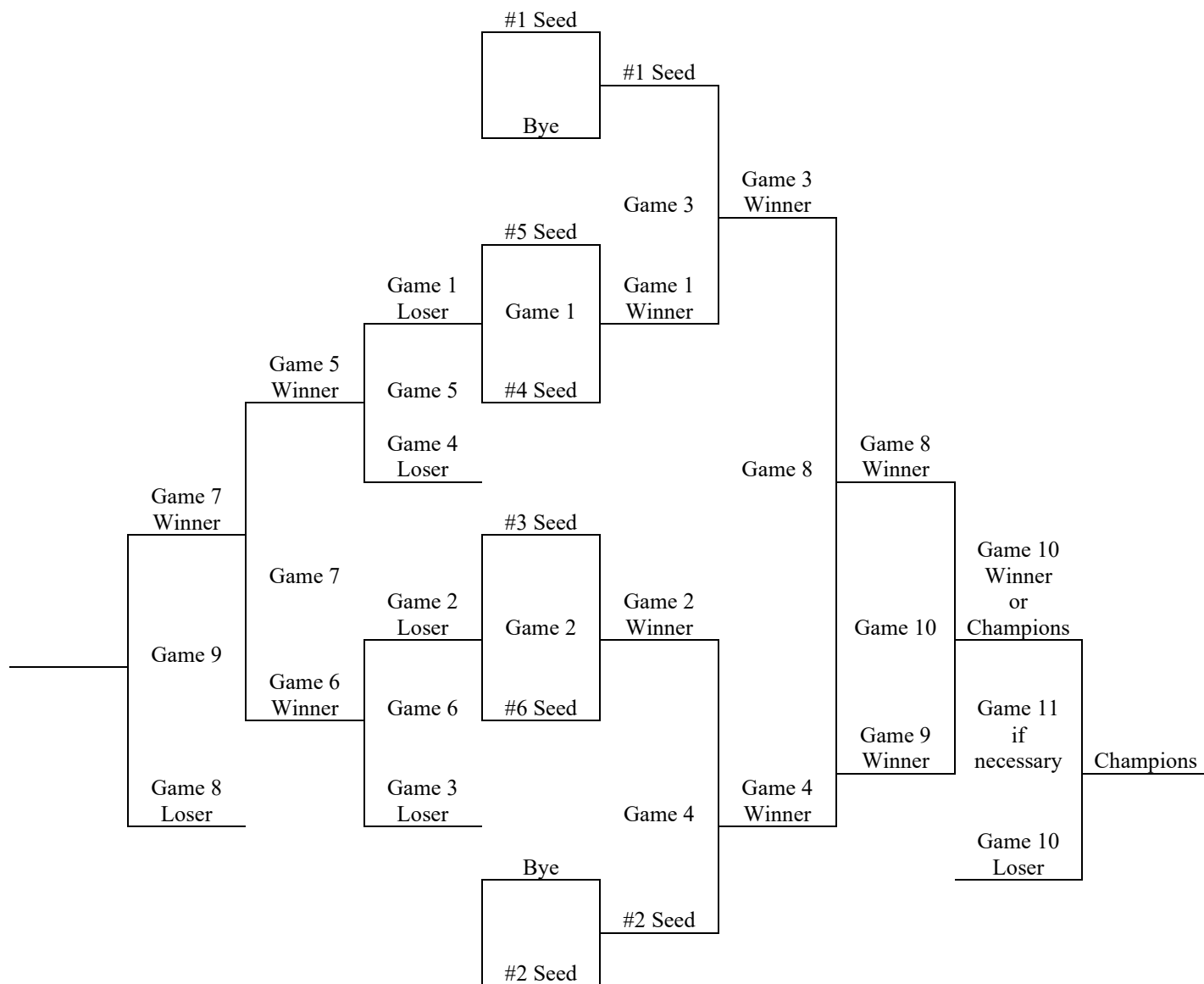
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## Appendix E, Page Two Five Team Regional Championship Brackets



*continued*

## Appendix E, Page Three Six Team Regional Championship Brackets



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## **Appendix F**

### **All-American Voting Procedures**

The All-American Voting Procedure for NCCAA Softball is as follows:

1. All-Regional Teams shall be selected and submitted to the National Chair before the NCCAA National Championship. The regional team shall be listed in rank order from most points to least with all ties broken.
2. All nominations to the All-American process shall come from the All-Regional Team selections.
  - a. The NCCAA shall recognize an NCCAA All-American First Team. A 12-member squad shall be selected.
  - b. The NCCAA shall recognize an NCCAA All-American Second Team. The Second team shall be a 12-member squad.
3. A meeting shall be set and overseen by the National Chair with a member of the National Office present and assisting where needed.
4. An order of nominating shall be determined by the National Chair (e.g. West first, Central second, etc.)
5. The process shall begin with each regional representative nominating the top players (limit of six nominations from a region) from his/her region. The representative shall briefly (30 seconds to 1 minute) discuss the nominations. Regional representatives are responsible for doing any necessary research of individuals on the All-Regional Team and be fully prepared to promote each individual. Players must be nominated in the rank order from the selection of the regional team.
6. Then the regional representatives shall each vote for their top 12 players. Voting by the regional representative must be in the rank order of the region. Voting can occur in a couple of ways. They can share their vote verbally to the National Chair who records it, or an electronic method can be determined to have vote emailed or texted to the National Chair.
7. The National Chair shall tabulate the vote and share with the voting members the total points for each nominated player. Points are allocated to players from highest to lowest (e.g., 12 players on a team, top player receives 12 points, second 11, third 10, etc.). Top number of players to fill the number of slots designated for First Team shall earn First Team honors.
8. In the event of a tie in any position, there shall be an additional vote to break the tie. If a tie remains after additional voting, further analysis and discussion shall occur and another vote shall be conducted. If a tie remains after this additional voting, the tie shall be broken by the National Sport Chair, unless involving his/her student-athletes, in which case the National Vice-Chair shall break the tie.
9. The All-American Second Team selection shall proceed in the same manner as the First Team.
10. The Player of the Year shall be voted on after the conclusion of the full All-American Team selections.
11. The All-American Committee may decide by consent to vote for both teams at once. This shall allow for discussion of all nominated players and then rank all 24 players in order. The vote shall determine who is first and second team.
12. There are no honorable mention teams in the NCCAA.
13. Once the team is selected, it is reviewed by the sport leadership and the National Office before being announced on the NCCAA website.





**Men's & Women's  
Outdoor Track and Field**

## Men's & Women's Outdoor Track and Field

### I. GENERAL ADMINISTRATION

- A. The NCCAA Outdoor Track and Field Season, National Championship, and all events related thereto are under the control and supervision of the NCCAA Outdoor 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 Outdoor Track and Field Committee

1. Composition and Term of Office
  - a. The National Outdoor Track and Field Committee shall consist of the National Outdoor Track and Field Chair (who serves as chair of the committee) and the National Outdoor Track and Field Vice-Chair. An NCCAA National Office representative shall serve as a non-voting member.
  - b. The National Outdoor Track and Field Chair shall serve a three-year term of office and shall be succeeded by the National Outdoor Track and Field Vice-Chair.
2. Duties of the National Outdoor 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 Outdoor Track and Field Chair (see National Sport Chair Job Description in Forms & Procedures section)
  - a. Initiate, direct, and control the work of the National Outdoor Track and Field Committee.
  - b. Communicate with the National Outdoor 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 Meet 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 (Outdoor Track & Field section of the NCCAA Handbook) to the NCCAA Director of Membership by the deadlines listed in the National Handbook Proposal Process.

### C. Outdoor Track and Field National Championship Committee

The Championship Committee shall be appointed and approved annually. This committee shall have the responsibility to administer the Outdoor Track and Field National Championship.

1. Membership
  - a. The committee shall be composed of the Meet Director of the National Championship, the National Outdoor Track and Field Chair (who shall serve as Chair of the Championship Committee), or his/her appointee from the National Outdoor Track and Field Committee, the NCCAA National Outdoor Track and Field Vice-Chair or Past Chair, and an NCCAA National Office representative.
  - 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 Outdoor 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 Outdoor 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 Meet Director of the National Championship. Major responsibilities 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: Justin Carver, Columbia International University

Vice-Chair: TBA
- F. Election of Sport Chair and Vice-Chair
 

A National Track and Field Chair and a Vice-Chair are elected to serve three-year terms. The Vice-Chair replaces the National Track and Field Chair after three years to serve as the National 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 RULES AND REGULATIONS FOR NCCAA OUTDOOR TRACK AND FIELD NATIONAL CHAMPIONSHIPS

- A. Official Rule Book
 

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

Official National Collegiate Athletic Association (NCAA) Track and Field/Cross Country Rules. To obtain rules, visit [www.ncaapublications.com](http://www.ncaapublications.com).
- B. The NCCAA Men's and Women's Track and Field National Championships shall be held two weeks before the NAIA, NCAA II, and NCAA III Outdoor Track and Field National Meets.

### National Championship Dates and Sites:

|                 |                   |
|-----------------|-------------------|
| May 12-14, 2027 | Asbury University |
| May 10-12, 2028 | TBA               |
| May 9-11, 2029  | TBA               |
| May 8-10, 2030  | TBA               |
| May 7-9, 2031   | TBA               |

C. 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. Outdoor Track and Field has a maximum of 10 total meets (or 12 meets if indoor track is not sponsored). Each sport has a specified date to begin practice and to conduct their first contest. Outdoor Track and Field 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.

D. 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.

E. Required Functions to Attend

Teams that advance to the Outdoor 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 THE NATIONAL CHAMPIONSHIP

A. The host institution 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 pertinent information about the championship posted online by April 1.

C. Qualifier Packet and Qualifier Call the NCCAA Director of Championships, in concert with the **Meet** 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. Entries are due on the Monday prior to the championship no later than **3:00** p.m. ET via Direct Athletics. Coaches shall enter all participating athletes, including their right of membership entries, on Direct Athletics using the Track and Field Results Reporting System (TFRRS) performances from the NCCAA Outdoor List. Teams that do not appear on the list shall not be able to participate.
2. Coaches shall email the **Meet** Director of the National Championship and/or the National Track and Field Chair their list of right of entries.
3. Coaches should print out a confirmation email from Direct Athletics after the close of entries. This shall serve as proof of entries if any discrepancies arise.
4. After the close of entries, no additions shall be allowed. Only scratches and spelling errors are correctable. If a student-athlete is inadvertently not entered into the meet and his/her coach catches the error prior to the scratch deadline (**12:00 p.m. ET on Tuesday**), the coach may enter the student-athlete by emailing the National Track and Field Chair and shall be charged a \$50 penalty, per mistake, to be paid to the host institution Christian Service Project (CSP).
5. A performance list shall be published by 3:00 p.m. ET on Wednesday.
6. Communication shall be sent by 10:00 a.m. ET Tuesday concerning entries in the decathlon/heptathlon. It is advised that if you enter a student-athlete in the decathlon/heptathlon with no mark or a low score that you also enter them in other events. They can be scratched by Tuesday before 10:00 p.m. ET. This shall help with meet management.

7. If any part of a scheduled outdoor meet during the outdoor season must be moved indoors because of weather, the indoor mark shall be allowed for qualifying.
8. Christian Service Project (CSP): Each school shall pay \$50 for the Christian Service Project (CSP) which shall be organized and selected by the host institution.

E. Qualifying standards

1. The qualifying standards shall be established by the standards committee.
2. The standards committee shall consist of four individuals of which the National Chair and Vice-Chair are included. The National Chair shall appoint the other two individuals, who must be from different regions and not from the regions of the National Chair or Vice-Chair. The standards committee shall post the standards by the end of February to the NCCAA. The standards committee shall strike a balance between meet management, participation, and meet integrity.
3. The standards shall not be more demanding than the average eighth place finish of the preceding three years. (The next highest place finisher or eighth place finisher in the prelims may be used under extenuating circumstances. Example: A student-athlete pulls a muscle in the 100M; student-athlete false starts in the finals or sprints leaving only seven runners; student-athlete falls in hurdles but finishes with very slow time.)
4. There is no qualifying standard for relays, 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](http://www.certcheck.worldathletics.org/FullList).

G. Entry Limit

A student-athlete is permitted to compete in the National Championship only if properly entered and confirmed by his/her coach or representative. Each institution may have six men individual and six women individual right of membership entries who do not meet the national qualifying standards.

- H. The annual Track and Field coaches' meeting shall be held at a time determined by the Championship Host and National Track and Field Chair.
- I. The Decathlon 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 Decathlon 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 Rule Book 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 Decathlon or Heptathlon.
- Preference shall be given in the order listed above. No more than 16 student-athletes shall be allowed to compete in the Decathlon or Heptathlon at the NCCAA Outdoor Track & Field Championships.

J. Pictures

A high resolution color photograph shall be taken of any NCCAA championship team. The photo shall be emailed to the NCCAA Director of Communications at the NCCAA National Office immediately following the championship. Arrangements for these photographs shall be made by the Tournament Director of the National Championship.

- K. The official results and championship photos shall be sent to the National Office immediately following the championship.

L. 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 Track and Field National Championship

|               |            |               |                      |                 |
|---------------|------------|---------------|----------------------|-----------------|
| Shot-Put      | Long Jump  | 100 M Dash    | 4 x 800 M Relay      | 1,500 M Run     |
| Discus Throw  | Pole Vault | 200 M Dash    | 10,000 M Run         | 5,000 M Run     |
| Hammer Throw  | High Jump  | 400 M Dash    | 4 x 100 M Relay      | 4 x 400 M Relay |
| Javelin Throw | Decathlon  | 110 M Hurdles | 800 M Run            |                 |
| Triple Jump   |            | 400 M Hurdles | 3,000 M Steeplechase |                 |

### B. Women's Track and Field National Championship

|               |            |               |                      |                 |
|---------------|------------|---------------|----------------------|-----------------|
| Shot-Put      | Long Jump  | 100 M Dash    | 4 x 800 M Relay      | 1,500 M Run     |
| Discus Throw  | Pole Vault | 200 M Dash    | 10,000 M Run         | 5,000 M Run     |
| Hammer Throw  | High Jump  | 400 M Dash    | 4 x 100 M Relay      | 4 x 400 M Relay |
| Javelin Throw | Heptathlon | 100 M Hurdles | 800 M Run            |                 |
| Triple Jump   |            | 400 M Hurdles | 3,000 M Steeplechase |                 |

## VI. NCCAA TRACK AND FIELD NATIONAL CHAMPIONSHIP POLICY AND PROCEDURE

### A. Preliminaries and Heats

100 M Dash, 200 M Dash, 100/110 M Hurdles, 400 M Hurdles

1. Preliminaries and semifinals shall be conducted in accordance with the NCAA Rule Book as needed. The order of events for both men and women in the semifinals shall be as follows: 100/110 M Hurdles, 100 M Dash, and 200 M Dash.
2. Lane assignments within preliminary heats of preliminaries shall be seeded by performance and not random draw.
3. The following are guidelines for the maximum participants in a "final" race only, before a second heat is to be run. This is subject to change by a decision of the **Meet Management/Jury of Appeals**, pending the actual number of contestants, but should be used as a guide for the **Meet** Director of the National Championship in setting up sections to be run against time.
  - a. In the 5,000 M Run, there shall be a maximum of 24 athletes per heat.
  - b. In the 3,000 M Steeplechase, there shall be a maximum of 18 athletes per heat.
  - c. In the 1,500 M Run, there shall be a maximum of 16 athletes per heat.
  - d. In the 800 M Run, there shall be a maximum of 12 athletes per heat.
4. Field events shall be "hot seeded" based on entry performance from the least to the best performance.

### B. Competitors must wear assigned numbers during the competition with an exception made in the pole vault and high jump. Competitors in the pole vault and high jump must have their numbers with them to show the field judge.

### C. The starting height for the pole vault shall be one increment of 8 centimeters below the qualifying standard (exception allowed for extenuating circumstances).

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

### E. Proof of Performance: The qualifying performance of any individual must be verifiable by the coach of the individual's institution. The NAIA Proof of Performance system shall be followed. A coach who challenges the performance must pay a \$25 challenge fee to the **Meet** Director of the National Championship prior to the first event at the National Championship. 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 **Meet** 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 entry shall be assessed a fee of \$100 per team that goes toward the benefit of the charity of that year's championship.

### F. 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.

### G. Field events shall be measured using the metric system.

- H. 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. The host school institution shall provide enough 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, discus, and hammer shall have at least two certified officials.
  5. The javelin shall have at least three certified officials at the event.
- 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 100 M Dash and the 100/110 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 Time (FAT.) must be used. Proper backup timing shall be available in case of malfunction.
- E. Inspectors
- There shall be enough 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 Championship. The **Meet** 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 championship. A backup system shall be available in case of computer malfunction.
- H. The **Meet Management/Jury of Appeals**, Championship Referee, and FAT personnel shall remain 15 minutes after the championship results are available in the event there should be any disputes.

## VIII. AWARDS

The NCCAA maintains a standardized awards program for all National Championships. Team, Men's & Women's Track Athlete of the Meet, Men's & Women's Field Athlete of the Week, National Coach of the Year, and All-American awards are ordered and paid for by the National Office.



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- A. Awards
1. Team championship banner and a championship trophy shall be awarded for first place (see Awards section).
  2. Team plaques for second, third, and fourth places shall be awarded (see Awards section).
  3. Scholar-Athlete certificates shall be mailed to each qualified recipient. The ballot found in the Forms and Procedures section of the Handbook must be sent via Teamworks to the National Office four weeks prior to the National Championship meet.
  4. A medallion shall be presented to each member on the championship team (up to 35 total) as well as National Championship t-shirts. Teams may purchase additional awards if needed.
- B. Wheeler Track and Field Awards (due April 20)
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 to enhance excellence in Christian track and field competition and to perpetuate the Christian philosophy and faith as exemplified through Christ-like 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 Track and Field Nomination Form (see [Appendix A](#)), which is to be sent with national entry materials. Completed forms must be submitted to the National Office by the entry deadline date (with national entry materials). Only one nominee allowed per institution per gender.
    - b. Final selection shall be made by a selection committee composed of the National Track and Field Chair, Vice-Chair, and a National Office Representative.
    - c. Presentation of the awards 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).
  4. Recipients of this award must:
    - 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 award 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.
  6. Award  
An award descriptive of the honor shall be given to each recipient recognizing the honor.
- C. All-American  
The first three finishers in each individual event and the first three relay teams shall be named NCCAA All-Americans. Medals shall be presented to the first three finishers in each event.
- 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 following the championship.
- E. Coaching Staff of the Year  
The men's and women's Coaching Staff of the Year awards shall be decided by a vote of the respective coaches following the championship. A plaque shall be provided to the Coaching Staff.



#### 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 Outdoor Track and Field 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 Track and Field National Championship shall be \$375 per team (per gender) or \$45 per individual (up to eight). All funds collected shall go toward paying expenses of conducting the championship. Money for the CSP donation may be added and included in the entry amount.
- B. The championship banner, All-American awards, the special awards for outstanding student-athletes, and Coaching Staff of the Year awards shall be supplied by the National Office (see Awards section).
- C. 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 contest 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**  
**Outdoor 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.

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**Christian Service**

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

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**Current Indoor Season Best Marks**

|             |                            |                                       |                        |                            |
|-------------|----------------------------|---------------------------------------|------------------------|----------------------------|
| Event _____ | Height/Distance/Time _____ | Finish (e.g., 1 <sup>st</sup> ) _____ | NCCAA TFRRS RANK _____ | NAIA/NCAA TFRRS RANK _____ |
| Event _____ | Height/Distance/Time _____ | Finish (e.g., 1 <sup>st</sup> ) _____ | NCCAA TFRRS RANK _____ | NAIA/NCAA TFRRS RANK _____ |
| Event _____ | Height/Distance/Time _____ | Finish (e.g., 1 <sup>st</sup> ) _____ | NCCAA TFRRS RANK _____ | NAIA/NCAA TFRRS RANK _____ |

**Career Indoor Personal Records**

|             |                            |                                       |            |
|-------------|----------------------------|---------------------------------------|------------|
| Event _____ | Height/Distance/Time _____ | Finish (e.g., 1 <sup>st</sup> ) _____ | Date _____ |
| Event _____ | Height/Distance/Time _____ | Finish (e.g., 1 <sup>st</sup> ) _____ | Date _____ |
| Event _____ | Height/Distance/Time _____ | Finish (e.g., 1 <sup>st</sup> ) _____ | Date _____ |

**Other Performance Notes**

Past NCCAA Championship results, school records, conference records, etc.

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*continued*

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**Appendix A, Page Two**  
**Outdoor 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.

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**Academic Honors Received (Major \_\_\_\_\_ GPA \_\_\_\_\_)**

List academic honors.

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**Leadership**

Describe student-athlete's leadership characteristics and qualities.

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**Additional Comments**

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

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**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.

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

\_\_\_\_\_  
Nominator Signature (Coach, SID, or AD)

\_\_\_\_\_  
Date

**Due by April 20 to [jcampbell@thenccaa.org](mailto:jcampbell@thenccaa.org).**



## Men's Volleyball

## Men's Volleyball

### I. GENERAL ADMINISTRATION

- A. The Men's Volleyball National Championship, and all events related thereto, are under the control and supervision of the NCCAA Men's Volleyball Coaches and are subject to standards developed by these respective coaches and subsequent approval by the NCCAA Board of Directors. These standards shall receive annual review and approval by the National Men's Volleyball Committee.
- B. National Volleyball Committee
1. Composition and Term of Office
    - a. The National Men's Volleyball Committee shall consist of the National Men's Volleyball Chair (who serves as chair of the committee), the National Men's Volleyball Vice-Chair, and the Regional Men's Volleyball Chairs. An NCCAA National Office representative shall serve as a non-voting member.
    - b. The National Men's Volleyball Chair shall serve a three-year term of office and shall be succeeded by the National Men's Volleyball Vice-Chair.
  2. Election
    - a. The National Men's Volleyball Committee shall conduct an election of the National Men's Volleyball Chair and Vice-Chair from current committee members at an appropriate time.
    - b. If a vacancy occurs on the National Men's Volleyball Committee, the National Men's Volleyball chair shall, in coordination with the Committee Members, appoint a replacement or conduct an election.
  3. Duties of the National Men's Volleyball Committee
    - a. Represent the interest 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 National Championship sites.
    - d. Attend the National Championship and vote on award nominations. If a committee member is unable to attend, he/she should vote via conference call.
  4. Duties of the National Men's Volleyball Chair (also see National Sport Chair Job Description in Forms & Procedures section)
    - a. Initiate, direct, and control the work of the National Men's Volleyball Committee.
    - b. Communicate with the National Men's Volleyball 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 National Championship.
    - 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 that agenda items and nominations for National Men's Volleyball Committee vacancies be sent to the National Men's Volleyball Chair.
    - f. Submit proposed revisions of the operating procedures (Men's Volleyball section of the NCCAA Handbook) to the NCCAA Director of Membership by the deadlines listed in the National Handbook Proposal Process.
    - g. Assist Regional Coordinators in selecting Regional Sport Chairs as needed.
- C. National Championship Committee
- The National Championship Committee shall be appointed and approved annually. This committee shall have the responsibility to administer the Men's Volleyball National Championship.
1. Membership
    - a. The committee shall be comprised of the Tournament Director of the National Championship, the National Men's Volleyball Chair, or his/her appointee from the National Men's Volleyball Committee, and the NCCAA Director of Championships or an NCCAA National Office representative.
    - 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 Men's Volleyball 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 with/via the Director of Membership.
- b. Write a report of all cases on which this committee acts. A duplicate shall be filed with the Tournament Director of the National Championship for inclusion with the championship report.
- 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 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 (NCAA with NAIA modifications) Rule Book, have been followed.
  - b. Act on all appropriate protests.

D. Officers

Chair: Mike Dedee, Roberts Wesleyan University

Vice-Chair: Mark Corbin, Houghton University

## 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. PLAYING RULES AND REGULATIONS

A. Official Rule Book

The National Championship shall follow the NCAA (USA Volleyball) rules (to obtain rules, visit [www.usavolleyball.org](http://www.usavolleyball.org)) with NAIA modifications (see [Appendix E](#)).

B. Statistics

Complete and accurate statistical information must be submitted to the NCCAA in the form of .XML game files, following the steps outlined at [www.thenccaa.org/helpcenter](http://www.thenccaa.org/helpcenter) and using only one of the approved stats programs (DakStats, Genius Sports, PrestoSports, StatCrew, or StatInput). Game files must be submitted to the NCCAA within 24 hours after the game and visiting team appeals are required to be filed with the home team within 48 hours following the conclusion of the contest. However, the mandatory deadline for weekly game files to be uploaded to the NCCAA website is Tuesday at noon ET. Any amount of missing game files in a week shall count as a missed report. Any game files submitted from a non-approved stats program shall count as a missed report. Once statistical reporting begins, missing or incomplete game schedules may result in multiple penalties being issued at the discretion of the National Office.

The penalties for not reporting statistics or for being late are:

1. 1<sup>st</sup> offense: email or letter of notice of the violation.
2. 2<sup>nd</sup> offense: email or letter of warning of the violation.
3. 3<sup>rd</sup> offense: \$100 fine paid within 30 days of the date of the invoice or before Regional Championships, whichever comes first.
4. 4<sup>th</sup> offense: \$250 fine paid within 30 days of the date of the invoice or before Regional Championships, whichever comes first, a loss of postseason awards for the applicable athletes and/or team, the team shall

become ineligible for statistical reports and ratings for the remainder of the season, and any further penalties at the discretion of the Administration Committee (e.g., ineligible for postseason play).

It is the responsibility of each institution to contact the National Office regarding any technical problems experienced in submitting weekly statistics. Proper communication can prevent team penalties.

Regular Season Neutral Site Tournament Statistics: The host institution of regular season tournaments (e.g., classic, tri-match, or any multi-team event of the like that an institution hosts, regardless of venue or if the host institution is competing) is responsible for recording official statistics for all participating teams for those sports in which a weekly national statistical report is conducted. Missing statistics from a regular season tournament shall be considered a missing statistical report for the host institution, regardless if the host competed (other participants of the tournament shall not be considered to have a missed stats report the first week, but the following week shall be considered to have missed a stats report if still missing). Note: If the host sent files to opponents and opponents failed to update the files in time, the host shall not be penalized.

Postseason Statistics: NCCAA members must upload files by the weekly deadline for all postseason play (conference tournament, regional championship, national championship, etc.). In NCCAA postseason play, it is the responsibility of the host to record official statistics and the responsibility of the higher seed to upload files. Failure to upload files by the weekly deadline is subject to penalty, including fines.

C. NCCAA Power Rating System

1. See [Appendix A](#) for the NCCAA Power Rating System.
2. Each member institution must meet all statistical requirements (see section III.C above).
3. There shall be a total of three consecutive weeks of power ratings, with the final power rating released the Wednesday prior to the Regional Completion Deadline. If a team has regular season games after the final power rating, the final power rating shall be updated with the additional regular season dates for the National Championship Committee to use in selection and seeding.

D. The National Ranking voting shall be conducted by the National Chair, in conjunction with the regional representatives, and be reported to the NCCAA Director of Communications.

1. Each Regional Sport Chair shall be the regional rater along with one additional voter from each region.
2. Regional raters are responsible for submitting region ratings to the National Chair, who shall then send out all region ratings to voters. Raters should include explanation/summary as to why teams are rated where they are. Raters may work to get feedback from regional teams when developing the regional ratings.
3. Regional raters shall then select the top 10 teams nationally and send them to the National Chair. The National Chair shall tally all votes and must send the final ranking along with each regional rating to the NCCAA Director of Communications by 11:00 a.m. (ET) each Tuesday that has a ranking.
4. When casting votes for the national rankings, voters must follow the order of the regional ratings.
5. Ties shall be broken by: 1) number of ballot appearances; 2) most votes in highest place; and 3) winning percentage. The team winning the tie-breaker shall receive one additional point.
6. There shall be bi-weekly volleyball rankings through the conclusion of the regular season, with a final postseason ranking the week following the National Championship, which shall be recognized by AVCA.
7. The National Office serves as the oversight committee.
8. AVCA shall recognize the NCCAA national rankings each week.

E. 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. Men's Volleyball has a maximum of 26 dates and a minimum of 9 matches. Each sport has a specified date to begin practice and to conduct their first contest. Men's Volleyball's start date for practices, scrimmages, and exhibitions is September 1. The first allowable contest is 14 Thursday's prior to the sport's regional completion deadline. More details can be found in the Sport Policies and Procedures section of the NCCAA Handbook.

F. 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.

#### IV. GENERAL GUIDELINES FOR POSTSEASON COMPETITION

##### A. Dates and Site

1. Dates of the National Championship for the upcoming years are as follows:

| <u>Regionals Completed</u> | <u>National Championship</u> | <u>Site</u> |
|----------------------------|------------------------------|-------------|
| April 17, 2027             | April 23-24, 2027            | TBA         |
| April 22, 2028             | April 28-29, 2028            | TBA         |
| April 21, 2029             | April 27-28, 2029            | TBA         |
| April 20, 2030             | April 26-27, 2030            | TBA         |
| April 19, 2031             | April 25-26, 2031            | TBA         |

2. Site Requirements

- a. The site shall have a main court with appropriate warm-up space.
- b. Site for the Men's Volleyball National Championship must conform to all regulations outlined in the NCAA (USAV) with NAIA modifications rule book.
- c. The NCCAA Men's Volleyball Committee shall recommend the site based on an evaluation of the bid form submitted by the specific institution at the national coaches' meeting. The NCCAA National Office shall make the final decision.
- d. The host institution must take total responsibility for the financial and organizational aspects of the National Championship and follow recommended NCCAA policies and procedures.

3. Bidding Procedures (see Forms & Procedures section).

##### B. Guidelines

1. Officials

- a. Officials must possess at least an NAGWS/USA state/regional rating. For the National Championship final match, a national ranking must be held.
- b. The Tournament Director of the National Championship shall select and assign officials in consultation with the National Men's Volleyball Chair.
- c. It is recommended that a minimum of six officials be used.

2. The official ball to be used in NCCAA postseason play is the Baden PERFECTION™ Matrix.

3. Required Functions to Attend

Teams that advance to the Men's Volleyball National Championship are required to attend and participate in the National Championship Banquet, the Christian Service Project, the Coaches Meeting, and Contests. 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.

4. Christian Service Project

At a convenient time during the National Championship, the teams shall participate in a Christian Service Project set up by the host which shall take at least an hour to reach out in the community. This could be a hands-on service activity or money raised for a local ministry. The host Tournament Director of the National Championship, in concert with the NCCAA Director of Championships, is responsible to secure the sites and set up the times for the service.

5. Tournament Meal

A team meal should be provided for all participants at a convenient time to allow time for fellowship of participants. The meal shall be included or covered by a sponsorship.

6. Guidelines shall be as follows:

- a. Each qualifying team must submit the following in the team's folder in the Google Drive by 10 days prior to the National Championship: Official team roster and travel party on Google Docs Form (completely filled out), high resolution team photo, player headshots, and any other requested information.
- b. The National Championship shall not exceed three days.
- c. All matches shall be three out of five sets.
- d. Game Times

The schedule of games and/or matches shall be determined in conjunction with the National Chair, the Tournament Director of the National Championship, and a National Office representative. Preference shall be given to the higher seeded teams to advance with the most amount of rest and/or best playing conditions. The host shall be given the opportunity to schedule one pool play game at a time that allows for the best

- 
- hometown fan attendance. Game times and dates may be adjusted to accommodate any Seventh Day Adventist member institution's Sabbath.
7. **Championship Reimbursement Policy**  
A Championship reimbursement fund called Future Generations shall reimburse member schools for championship expenses when teams qualify. The amounts and policy guidelines are listed in the Sports Policies and Procedures section of the handbook.
  8. **The NCCAA Men's Volleyball Committee and the host institution shall not accept advertising or promote in any way the marketing or use of alcoholic beverages, tobacco, or illegal drugs in connection with the NCCAA policies.**
  9. **Roster Size and Traveling Party**  
The official party is made up of participants, defined as student-athletes, coaches, managers, athletic trainers, and any staff member who travels with a competing team.

The official party for each team participating in NCCAA Men's Volleyball Championship competition is 25 individuals, which includes 20 student-athletes in uniform and five additional personnel (which can include coaches, managers, athletic trainers, sports information staff, additional student-athletes not in uniform, and/or other institutional personnel) to be used at the discretion of each participating institution.

A player may be replaced on the official roster between the Regional Tournament and the NCCAA National Championship by any eligible player whose name is included on the Official Eligibility Form for the current season.

When the roster is submitted to the NCCAA National Office, it shall serve as the Official Roster for the National Championship competition.

- a. Each Head Coach can amend his/her roster with the NCCAA Director of Championships at the coaches meeting (at the championship coaches meeting on site).
  - b. Once the coaches' meeting is concluded, a team's roster shall be deemed certified, and no changes can be made for the duration of the championship.
  - c. Once the championship begins, no player may play that is not on the official roster with no exceptions, including the event of injury, illness, or family emergency.
  - d. Additional people (which can include coaches, managers, athletic trainers, sports information staff, additional student-athletes not in uniform, and/or other institutional personnel) must also be registered on the Official Roster to be permitted in the team only areas.
  - e. Any additional university personnel above the travel and roster numbers need to be outside of official championships areas (e.g., bench areas, batting cages, etc.), and the university shall assume any additional cost associated with additional numbers to the travel party.
10. **Pre-Match Protocol**  
The teams involved in the first set of matches for the National Championship shall have access to the playing courts no more than 60 minutes prior to the scheduled time of play. Succeeding teams shall have no more than 60 minutes and no less than 30 minutes of pre-match time on court. The 30 minutes shall be divided by 11 minutes split court, four minutes for visitors and four minutes for home, five minutes for visitor and five minutes for home, and one minute to return to benches.
  11. **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.
  12. Each qualifying team must submit the following in the team's folder in the Google Drive five days prior to the championship: Up to date full season stats (individual & team), schedule with results, story lines for broadcasters, a VRO roster file, and action photos.
  13. **National Championship Housing**  
All teams are required to lodge in the hotel(s) designated by the host institution or city for this championship. Lodging at an unapproved location shall be considered failure to comply with its Declaration of Intent to Participate and shall result in loss of eligibility for championship travel reimbursement in addition to a fine of \$1,000.
  14. **Uniform colors**  
At the coaches meeting, the home team (higher seed) shall choose its uniform color, and visitors must be

contrasting colors as much as possible and whenever possible. Once bracket play teams are confirmed, the same policy shall be followed.

15. Bench assignments

Home teams shall choose which bench they prefer to use, and then teams shall switch each game of the match.

16. 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.

C. Format

The championship format shall be a four team round robin tournament. The top two teams shall play a final championship game after round robin play. One team from the three assigned Men's Volleyball regions and one host shall complete the championship field. If a region does not have an institution that meets its declaration, the open slot shall become an at-large bid.

D. Tie-Breaking Procedures for Round Robin

1. The National Championship round robin two-team tiebreaker is head-to-head competition.
2. The following National Championship round robin three-team tie-breaking procedures shall be used only to determine place in round robin and cannot eliminate a team from competition:
  - a. Overall match record.
  - b. Head-to-head competition.
  - c. Percentage of sets won of those played among tied teams (total sets won/total sets played).
  - d. Percentage of points won in matches played among tied teams (total points won/total points played).
  - e. Percentage of total sets won.
  - f. Percentage of total points won.
  - g. Coin flip.
3. In the situation where there are three teams tied for second place in the pool, the team judged to be superior by the procedures listed above shall be the bye team. The other two teams shall play one set to 25 points and the winner shall play the bye team one set to 25 points (two 25-point sets total).
4. In the situation where there are three teams tied for first place in the pool, the team judged to be superior by the procedure listed above shall be awarded first place and the first playoff berth. The other teams shall play one 25-point set for the remaining playoff position. An exception to this shall be if a flip of the coin must be used to determine the by team. In that case, all teams must compete for the playoff positions as follows:
  - a. Team A wins over team B and gains one playoff berth (one set to 25 points).
  - b. Team C plays the losing team (B) for the second playoff berth (one set to 25 points).NOTE: If a three-team tiebreaker results in the top two teams being tied in D.2. c, d, e, or f of the tiebreaking procedures, those two teams then revert to the two-team tiebreaker of head-to-head competition.
5. Tiebreaking Set Procedures: There shall be a 40-minute warmup, a coin toss, and teams shall switch sides when one team reaches 13 points.

E. Selection of Teams

1. Teams included shall be the Regional Champion, Regional Qualifier, or Regional Representative of each of the three regions assigned to Men's Volleyball, the host institution, and the number of at-large bids needed to make up a four-team championship.
  - a. If a region has only one team available to participate in the Regional Championship or Regional Qualifier Process, that team shall be declared the Regional Representative and receive the region's automatic bid provided they have a record of .500 or better in addition to being declared to accept a Regional Representative bid.
  - b. The host institution shall receive an automatic bid. An institution who is the host of an NCCAA National Championship may allow its team to participate in the National Championship if that team meets its institution's Declaration of Intent requirements. The host institution, via the Declaration of Intent process, can choose to accept an automatic bid to National Championships without competing in the Regional Championship or choose to participate in the Regional Championship to earn a place in the National Championship.
  - c. The at-large bid request to be considered for the NCCAA National Championship is on the Declaration of Intent to Participate. Athletics Directors can list the conditions by which they shall accept at-large bids on

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- the Declaration of Intent to Participate. To be considered for an at-large bid, a team must have played in the NCCAA regional playoffs, made its declaration to be considered for the Regional Qualifier, or been exempt due to NCAA or NAIA conflicts. In regions that limit teams in their playoff format, teams that have met any institutional declaration requirement may be considered for an at-large bid.
- d. At-large bids, if available, shall be selected by the NCCAA Men's Volleyball Committee using the NCCAA Power Rating System Option B. Criteria from the a la carte options shall be the following (in order of importance):
    - 1) Head-to-head.
    - 2) Common opponents.
    - 3) National Rankings.
  - e. For a la carte items to be used, teams must be within .500 in power ratings.
  - f. The selection committee should ideally be comprised of unbiased individuals and not include individuals who have qualified for the National Championship or are seeking an at-large selection. If that is not possible, at a minimum, individuals who are seeking an at-large selection are not permitted to participate in the selection process.
2. National Championship Seeding
    - a. Criteria to be used in the seeding of the teams shall be the Power Rating System Option B. Criteria from the a la carte options shall be the following (in order of importance):
      - 1) Head-to-head.
      - 2) Common opponents.
      - 3) National Rankings.
    - b. For a la carte items to be used, teams must be within .500 in power ratings and a team may only move up or down three places in power ratings.
  3. The National Men's Volleyball Chair shall arrange a conference call (see Forms & Procedures section) with the NCCAA Men's Volleyball Committee by Sunday prior to the championship to determine the Regional Champions, Regional Qualifiers, Regional Representatives, at-large bids, and the seeding of the National Championship.
- F. Tournament Director of the National Championship
1. Plans the National Championship with the approval of the NCCAA Director of Championships and the National Men's Volleyball Chair.
  2. Sends all National Championship information and deadline dates to the NCCAA, eligible institutions, and head coaches.
  3. Plans emergency medical procedures.
  4. Contacts all media for coverage.
  5. Keeps a detailed accounting of all income and expenditures.
  6. Obtains information pertaining to the National Championship and distributes this to appropriate coaches.
  7. Submits a National Championship Reporting Form (see *Forms and Procedures* section, Item 26) to the NCCAA Director of Membership within 5 days of the event.
  8. Emails a high-resolution photograph of the championship team to the National Office within an hour of the event.
  9. Submits the championship results in real time to the National Office or directly to the NCCAA website.
  10. Provides game stats.

## V. AWARDS

The NCCAA maintains a standardized awards program for all National Championships. Team awards are ordered and paid for by the National Office.

### A. Championship Awards

The National Championship team shall receive a championship banner, trophy, medallions, and t-shirts. The second place team shall receive a plaque designating its finish.

### B. All-Tournament Team

1. An All-Tournament Team of seven players, including Most Outstanding Player, shall be honored at the National Championship.
  - a. The teams shall be determined by an allocation system with the coaches making their team selections.
  - b. The champions shall receive three players, of which one shall also be the Most Outstanding Player of the Tournament.

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- c. The runner up shall receive two selections, and the third and fourth place teams shall each receive one selection.
  - 2. The All-Tournament Team shall be announced prior to the championship awards.
- C. National Coach of the Year
- The National Coach of the Year shall be voted on by the All-American Committee. Candidates shall consist of the Regional Coaches of the Year and the NCCAA National Champion Coach. The All-American Committee shall evaluate the nominations and vote on a winner using the following criteria:
- 1. Coaching Aptitude
  - 2. Christian Character
  - 3. Leadership
  - 4. Contribution to the NCCAA
- D. Game Plan 4 LIFE Award (see [Appendix D](#)) (due April 1)
- 1. Purpose  
The purpose of this award is to honor, each year, the outstanding Men's Volleyball player selected from the NCCAA member institutions.
  - 2. Criteria  
The award recipient must be a junior, senior, or graduate student-athlete academically who excels on an outstanding team. He must be an excellent student-athlete, demonstrating leadership ability, Christian service, and having a clear Christian testimony both on and off the court.
  - 3. Nature of Award  
An award shall be given to the recipient to commemorate the occasion.
  - 4. Procedures  
Coaches wishing to nominate a player must submit the appropriate GP4L Nomination Form to the National Office by April 1. Student-athletes must be nominated by the head coach, Athletics Director, or Sports Information Director (SID). Only one nominee is allowed per institution. The award shall be presented at the awards ceremony of the National Championship. The National Office shall order and pay for the award.
  - 5. Selection  
Final selection shall be made prior to the National Championship by a selection committee comprised of the National Chair, Vice-Chair, the Regional Sport Chairs, and the namesake of the award (if they so choose). 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).
  - 6. The recipient shall be encouraged to be present at the banquet. The National Office shall contribute up to \$250 toward travel expenses.
  - 7. The recipient of the GP4L award 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.
- E. All-Regional Honors
- 1. Candidates must be submitted using the All-Regional Nomination Form (see [Appendix C](#)).
  - 2. The number of athletes on each All-Regional Team shall be equal to the number of athletes on each All-American Team, which for volleyball is seven.
  - 3. Regional Player of the Year must be included in the number of athletes on the All-Regional Team, not a plus one in addition to it.
  - 4. The All-Regional Team(s) shall follow the All-American positional breakdown of four hitters, one setter, one libero, and one alternate.
  - 5. Regions must use the standard Google Docs form for voting, following the same voting procedures as the All-American process.
  - 6. Votes shall be conducted by position for a positional rank order. A separate vote shall also be conducted for overall rank order.
  - 7. Coaches may not vote for their own players, except when there are only one or two teams in the region.
  - 8. The maximum number of All-Regional Teams a region is permitted to have is based on the number of full members in the region that sponsor the sport, regardless of Declaration of Intent, and is listed in the Sports Policies and Procedures section of the handbook.

9. The maximum number of athletes any team can have on each All-Regional Team (e.g., First Team, Second Team, etc.) is four for volleyball.
10. Regions cannot limit nominations based on regular season or postseason finish.
11. Regions are permitted to have Honorable Mention.
12. If a team does not participate in the nominating and/or voting process, that shall eliminate that team from the number of teams in the region when determining how many All-Regional teams there are. If a team nominates student-athletes but does not vote, that team's student-athletes shall not be included on All-Regional Teams.
13. Regions must have tiebreaking procedures in place. Ties may not be submitted within the rank order for All-American purposes.
14. After the Regional Sport Chair has concluded the voting process and finalized the All-Regional Team(s), the chair shall submit the All-Regional Team(s) via Teamworks. The Regional Coordinator shall then review and approve the submission via Teamworks by the Wednesday prior to the Regional Completion Deadline.

F. All-American Honors

1. Candidates must be submitted using the All-Regional Nomination Form (See [Appendix C](#)).
2. Each region shall submit a slate of candidates in rank order from their All-Regional Team and ranked by position. A player must be on a regional team to be considered for All-American.
3. Copies of the voting procedure shall be provided to each voting member of the committee at least one week prior to the vote.
4. First Team All-American nominees must be one of the top seven players from within the region he represents.
5. The First Team shall be a seven-member squad comprised of four hitters, one setter, one libero, and one alternate. The Second Team shall be a seven-member squad comprised of four hitters, one setter, one libero, and one alternate. The First Team of seven shall each receive an award, and the Second Team shall each receive certificates from the National Office. AVCA shall honor the First Team-All-Americans.
6. The Player of the Year shall be voted on after the conclusion of the First Team All-American selections. The top vote getter from each position (hitter, setter, libero) shall be reviewed again, and then another vote shall be taken to determine the Player of the Year.
7. The All-American selection committee shall be the Regional Sports Chairs along with the National Chair and Vice-Chair and selections shall be made after the National Championship. All committee members are required to be on the call.
8. The All-American voting procedure is listed in [Appendix B](#).

G. 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.

H. 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.

I. Student-Athlete of the Week

The NCCAA Student-Athlete of the Week award shall be given to one student-athlete in Men's Volleyball during the regular season, chosen from the list of nominees submitted by member institutions. Only one student-athlete per institution may be nominated. See procedures in the Forms and Procedures section (Item 28).

## VI. 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. Meetings

1. The NCCAA Coaches and Athletics Directors Meeting shall be held at a convenient time for those attending the National Championship for the purpose of reviewing and proposing policy and procedural revisions and changes. If votes or count are taken on any topic, only one vote per institution shall be counted. Since the primary purpose of the meeting is solicitation of coaches' suggestions, the head coach's vote shall be counted if more than one representative from an institution is attending. The National Men's Volleyball Chair must send any desired changes in procedures to the NCCAA Director of Membership for presentation to the Administration Committee for a recommendation to the NCCAA Board of Directors. Any major policy changes must have received responses from at least 50% of the coaches and their Athletics Directors (one vote per school).
2. The National Men's Volleyball Committee meeting, open only to committee members or their appointees, shall also be held for the purpose of selecting awards.

D. 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 appropriate committee within the National Administrative Council (NAC), if needed, or directly to the Administration Committee, as determined with the Director of Membership.
2. The appropriate committee within NAC votes whether to advance it to the Administration Committee who then votes to accept or reject the proposal.
3. 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.
4. All proposals must come in written form and identify which section of handbook is being addressed.

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5. All proposals must have a vote of support.
  6. 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 review of a committee within NAC, it must be submitted by March 15.



## Appendix A NCCAA Power Ratings

### I. FORMULA

(Results Pts + Location Pts) x (Opp. Affiliation + Opp. Win % + Ranked Opp.) = Individual Game Power Points

| 1. Results      |                   |              |             |          |            |             |
|-----------------|-------------------|--------------|-------------|----------|------------|-------------|
|                 | Baseball/Softball | Basketball   | Football    | Soccer   | Volleyball |             |
| a. if win by    | 6+ runs           | 15+ points   | 14+ points  | 3+ goals | in 3 sets  | 3 points    |
| b. if win by    | -                 | 11-14 points |             | -        | -          | 2.75 points |
| c. if win by    | 3-5 runs          | 8-10 points  | 7-13 points | 2 goals  | in 4 sets  | 2.5 points  |
| d. if win by    | -                 | 4-7 points   |             | -        | -          | 2.25 points |
| e. if win by    | 1-2 runs          | 1-3 points   | 1-6 points  | 1 goal   | in 5 sets  | 2 points    |
| f. if a tie     | -                 | -            | -           | -        | -          | 1.75 points |
| g. if a loss by | 1-2 runs          | 1-3 points   | 1-6 points  | 1 goal   | in 5 sets  | 1.5 points  |
| h. if a loss by | -                 | 4-7 points   |             | -        | -          | 1.25 points |
| i. if a loss by | 3-5 runs          | 8-10 points  | 7-13 points | 2 goals  | in 4 sets  | 1 point     |
| j. if a loss by | -                 | 11-14 points |             | -        | -          | 0.75 points |
| k. if a loss by | 6+ runs           | 15+ points   | 14+ points  | 3+ goals | in 3 sets  | 0.5 points  |

| 2. Location |             |               |              |            |          |
|-------------|-------------|---------------|--------------|------------|----------|
| a. if away  | 0.25 points | b. if neutral | 0.125 points | c. if home | 0 points |

| 3. Opponent's Affiliation (multiplier) |       |
|----------------------------------------|-------|
| a. NCAA I                              | x 2.9 |
| b. NCAA II / U Sports                  | x 2.5 |
| c. NAIA                                | x 2.2 |
| d. NCAA III / NCCAA I / CCAA           | x 1.8 |
| e. NCCAA II                            | x 1.5 |
| f. Other Countable Opponents^          | x 1.0 |

| 4. Opponent's Winning %* |          |
|--------------------------|----------|
| a. .1.000 %              | Add 1.00 |
| b. .800 - .999 %         | Add 0.80 |
| c. .600 - .799 %         | Add 0.60 |
| d. .400 - .599 %         | Add 0.40 |
| e. .200 - .399 %         | Add 0.20 |
| f. .000 - .199 %         | Add 0.00 |

| 5. Ranked Opponent*                                |
|----------------------------------------------------|
| National rankings of affiliations in lines a. - e. |
| Add 0.20                                           |

### II. POWER POINTS

- A. The sum of the criteria of Nos. 1-2, multiplied by the sum of Nos. 3-5 determines power points for a game. The maximum points for a contest are 13.325 (win on the road against 1.000 NCAA I Top 25 team). The minimum points for a game are 0.5 (loss at home against .199 or lower other countable opponent).
- B. The power rating is determined by adding the power points for the regular season and dividing by the number of games (to the third decimal place). Postseason contests shall not be included.

### III. FORFEITS

Forfeits awarded for completed contests shall count toward power ratings (with the results points multiplier being calculated as a 1-0 result for all sports regardless of the official forfeit scoreline for that sport) and the minimum number of games requirement for inclusion in power ratings (e.g., ineligible player, conduct issues, etc.). Forfeits awarded for games not played shall not count toward power ratings or the minimum number of games requirement for inclusion in power ratings (e.g., teams not showing up, not honoring contracts, etc.).

### IV. REPORTING

The National Office shall calculate each school's power rating. Each institution and region is responsible for reviewing the release to ensure their rating's accuracy. See sport handbooks for reporting dates and how power ratings are used within each sport. Power ratings shall be released by Wednesday evening per each sport's reporting dates. See region handbooks for how ratings are used within the region. Visit [www.thenccaa.org/handbook](http://www.thenccaa.org/handbook).

\*Opponent's winning percentage and national ranking shall be through the Sunday before the reporting date. When a report is released, winning percentages and rankings for that report, will not be updated for future reports. National rankings only include teams within the rankings. Teams who receive votes are not considered ranked.

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## Appendix A, Page Two

### NCCAA Power Ratings

^Other countable opponents must be an NCCAA countable game per definition in Frequency of Contest section of the NCCAA handbook. Uni-Division sports, such as Softball, follow Division I countable opponents rules.

A final power rating shall only be given to teams who meet the minimum number of games requirement for the specific sport. Each sport has a progression of min. number of games (listed below) to be included in each rating that is released. (R1=Report 1, etc.)

Baseball - R1=10, R2=13, R3=16; Basketball - R1=12, R2=15, R3=18; Soccer - R1=8, R2=10; Softball - R1=10, R2=13, R3=16; Volleyball (M) – R1=7, R2=8, R3=9; Volleyball (W) – R1=10, R2=13, R3=15.

**Note:** These Power Ratings are designed to measure past performance, not necessarily to predict future outcomes.

## Appendix B

### NCCAA Men's Volleyball All-American Selection Process

#### I. PURPOSE

To recognize outstanding performance in Christian intercollegiate volleyball participation, to publicize and promote Christian student-athletes, to promote the presence and prominence of Christian character in intercollegiate athletics, to publicize and promote the participating colleges within the NCCAA, to publicize and promote the NCCAA, its presence, its purpose, and its program.

#### II. GUIDELINES

- A. All-Regional Teams shall be selected and submitted to the National Chair. The regional team shall be listed both in rank order from most points to least as well as rank order by position (e.g., the top four hitters, top one setter, top one libero, and top one alternate). All ties must be broken.
- B. The player must be a member of the volleyball team at a participating NCCAA institution that is in good standing and should be worthy of consideration for the honor of All-American.
- C. An All-American nominee must be one of the top seven players from the regional team he represents.
- D. Each Regional Men's Volleyball Chair may submit up to seven nominations from his/her region for consideration for All-American status.
- E. shall be an NCCAA representative (National Office personnel or Administration Committee member) in the room or on the call for the voting to oversee that the process is followed.
- F. Copies of the voting procedure shall be provided to each voting member of the committee at least a week before the vote.
- G. The NCCAA shall recognize:
  - 1. An NCCAA All-American First Team. A seven-member team shall be comprised of four hitters, one setter, one libero, and one alternate.
  - 2. An NCCAA All-American Second Team. A seven-member team shall be comprised of four hitters, one setter, one libero, and one alternate.

#### III. PROCEDURES

- A. Coaches must submit nominations and other specified materials to their Regional Men's Volleyball Chair no later than the second Friday of April.
- B. Regional Men's Volleyball Chairs must submit their nominations to the National Men's Volleyball Chair no later than the third Wednesday of April. These selections shall be in rank order as determined by the regional coaches' selection. Each Regional Chair is in charge of approving the rank order. Once regional All-American nominations are submitted to the All-American Committee, the rank order may not be changed.
- C. The National Men's Volleyball Committee shall meet at the National Championship or via conference call the week after and select the 14 All-Americans.
- D. All members of the All-American committee shall complete the statistical spreadsheet of all nominees and shall have that information available to all committee members prior to the selection meeting.
- E. An order of nomination shall be determined by the National Chair (e.g., Central first, Mideast second, etc.). The process shall begin with each regional representative nominating the top hitters (no limit on nominations) from his/her region. Regional representatives are responsible for doing any necessary research of individuals on the All-Regional Team and be fully prepared to promote each individual. Players must be nominated in the rank order from the selection of the regional team.

*continued*

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## Appendix B, Page Two

### NCCAA Men's Volleyball All-American Selection Process

- F. Then the regional representatives shall each vote for their top four players in each position (hitter, setter, and libero). Voting by the regional representative must be in the rank order of the region. Voting can occur by either sharing their vote verbally to the National Chair who records it, or an electronic method can be determined to have vote emailed or texted to the National Chair.
- G. The alternate player takes the highest rated player from the highest vote getter not selected from each position vote. A vote for these three players shall be held to make the last selection. Region rank must still be followed. If there is more than one player from the same region in this vote, the lower ranked player(s) shall be eliminated from the vote.
- H. The National Chair shall tabulate the vote and share with the voting members the total points for each nominated player. Points are allocated to players from highest to lowest (e.g., four players nominated for a position, top player receives four points, second three, third two, etc.). The top number of players to fill the number of slots designated for First Team shall earn First Team honors.
- I. In the event of a tie in any position, there shall be an additional vote to break the tie. If a tie remains after additional voting, further analysis and discussion should occur and another vote should be conducted. If a tie remains after this additional voting, the tie shall be broken by the National Sport Chair, unless involving his/her student-athletes, in which case the National Vice-Chair shall break the tie.
- J. The Player of the Year shall be voted on after the conclusion of the First Team All-American selections. The top vote getter from each position (hitter, setter, libero) shall be reviewed again, and then another vote shall be taken to determine the Player of the Year. Region rank must still be followed. If there is more than one player from the same region in this vote, the lower ranked player(s) shall be eliminated from the vote.
- K. The All-American Second Team selection shall proceed in the same manner as the First Team.
- L. There are no honorable mention teams in the NCCAA.
- M. Once the team is selected, it is reviewed by the sport leadership and the National Office before being announced on the NCCAA website.

#### IV. PUBLICITY

- A. The All-American Team selections shall be published on the NCCAA website.
- B. The Regional Sport Chairs shall publicize the honors within their respective region.

#### V. AWARDS

Awards are presented to each All-American First Team member.

**Appendix C**  
**NCCAA Men's Volleyball**  
**All-Regional/All-American Nomination Form**

Name \_\_\_\_\_ Class \_\_\_\_\_

Institution \_\_\_\_\_ Coach \_\_\_\_\_

Institution Address \_\_\_\_\_

Season: \_\_\_\_\_ Won \_\_\_\_\_ Loss \_\_\_\_\_

Position \_\_\_\_\_ Height \_\_\_\_\_ Age \_\_\_\_\_

Nominee's Hometown Newspaper and Address \_\_\_\_\_

Region \_\_\_\_\_ Regional Sport Chair \_\_\_\_\_

**Statistics** – Report season statistics based on the American Volleyball Coaches Association (AVCA) Statistics Manual.  
If this information is unavailable, attach a copy of the nominee's season statistics and an explanation of how the statistics are figured.

Matches Played \_\_\_\_\_ Sets Played \_\_\_\_\_ Position \_\_\_\_\_ Height \_\_\_\_\_

**Serves** **Attacks** **Sets** **Blocks**

Attempts \_\_\_\_\_ Attempts \_\_\_\_\_ Attempts \_\_\_\_\_ Solo \_\_\_\_\_

Aces \_\_\_\_\_ Kills \_\_\_\_\_ Assists \_\_\_\_\_ Assists \_\_\_\_\_

Errors \_\_\_\_\_ Errors \_\_\_\_\_ Errors \_\_\_\_\_ Errors \_\_\_\_\_

Aces/Set \_\_\_\_\_ Kills/Set \_\_\_\_\_ Assists/Set \_\_\_\_\_ Blocks/Set \_\_\_\_\_

Serve % \_\_\_\_\_ Kills % \_\_\_\_\_

Serve Reception Attempts \_\_\_\_\_ Errors \_\_\_\_\_ % \_\_\_\_\_ Total Digs \_\_\_\_\_ Digs/Set \_\_\_\_\_

**Volleyball Honors and Awards** \_\_\_\_\_

**Christian Character** \_\_\_\_\_

**Scholarship** \_\_\_\_\_

**Leadership** \_\_\_\_\_

**Comments:** \_\_\_\_\_

**The above-named student-athlete has my support as a viable nominee for NCCAA postseason honors. His behavior both on and off the court is complimentary to the NCCAA and its Christ-like standards.**

Coach's signature \_\_\_\_\_ Date \_\_\_\_\_

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## **Appendix D**

### **Game Plan 4 LIFE Award**

### **Men's Volleyball**

Due to the National Office by April 1

#### **I. PURPOSE:**

The purpose of this award is to honor the outstanding men's volleyball player selected annually from NCCAA member institutions.

#### **II. CRITERIA**

Recipients of this award must:

- a. Have a clear Christian testimony both on and off the court, 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.

#### **III. NATURE OF AWARD**

An award shall be given to the recipient to commemorate the occasion and shall come from the National Office.

#### **IV. SELECTION PROCEDURES**

Coaches wishing to nominate a player must submit the appropriate GP4L Nomination Form (see [Appendix B](#)) to the National Office by April 1. The nomination must include a high resolution headshot photo of the nominee. No coach may nominate more than one player. The award shall be presented at the awards ceremony of the National Championship. The recipient shall be expected to be present at the ceremony; therefore, coaches should keep this in mind when making their nominations. The National Office shall order and pay for the award.

#### **V. SELECTION**

The selection committee shall consist of the National Men's Volleyball Chair, the Vice-Chair, the Regional Sport Chairs, and the namesake of the award (if they so choose).

#### **VI. RECIPIENT**

The recipient of the GP4L award 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

*continued*

**Appendix D, Page Two**  
**GP4L Award Men's Volleyball Nomination Form**  
**Game Plan 4 LIFE Award Series**

Student-Athlete's Name First \_\_\_\_\_ Last \_\_\_\_\_

Student-Athlete's Hometown and State \_\_\_\_\_ Year: \_\_\_\_JR \_\_\_\_SR \_\_\_\_G

Institution \_\_\_\_\_ Position \_\_\_\_\_ Coach \_\_\_\_\_

**Christian Character**

Describe student-athlete's faith story and character on/off the field.

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**Christian Service**

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

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**Current Season Offensive Stats (Season Team Record: W\_\_\_\_\_ L\_\_\_\_\_)**

|    |  |   |     |   |    |     |   |     |    |      |    |
|----|--|---|-----|---|----|-----|---|-----|----|------|----|
| SP |  | K | K/S | E | TA | PCT | A | A/S | SA | SA/S | SE |
|----|--|---|-----|---|----|-----|---|-----|----|------|----|

**Current Season Defensive Stats**

|    |  |   |     |    |    |    |    |     |    |     |    |
|----|--|---|-----|----|----|----|----|-----|----|-----|----|
| SP |  | D | D/S | RE | BS | BA | TB | B/S | BE | BHE | SE |
|----|--|---|-----|----|----|----|----|-----|----|-----|----|

**Career Offensive Stats (Career Team Record: W\_\_\_\_\_ L\_\_\_\_\_)**

|    |  |   |     |   |    |     |   |     |    |      |    |
|----|--|---|-----|---|----|-----|---|-----|----|------|----|
| SP |  | K | K/S | E | TA | PCT | A | A/S | SA | SA/S | SE |
|----|--|---|-----|---|----|-----|---|-----|----|------|----|

**Career Defensive Stats**

|    |  |   |     |    |    |    |    |     |    |     |    |
|----|--|---|-----|----|----|----|----|-----|----|-----|----|
| SP |  | D | D/S | RE | BS | BA | TB | B/S | BE | BHE | SE |
|----|--|---|-----|----|----|----|----|-----|----|-----|----|

**Other Stats Notes (Top 10 national statistical rankings, etc.)**

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*continued*

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## Appendix D, Page Three GP4L Award Men's Volleyball Nomination Form

### Athletic Honors Received (Individual and/or Team)

List athletic awards/honors from the institution, conference, regional, and national level)

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### Academic Honors Received (Major \_\_\_\_\_ GPA \_\_\_\_\_)

List academic honors.

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### Leadership

Describe student-athlete's leadership characteristics and qualities. Give examples of leadership in action.

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### Additional Comments

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

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### Required with Nomination Form

- High resolution headshot AND action photo of student-athlete
- Current season schedule with results.

### Nominee Eligibility Requirements

- Be a junior, senior, or graduate student academically and a varsity team member.
- Have a clear Christian testimony both on and off the field, including Christian service activities.
- Demonstrate leadership ability.
- Cumulative GPA must be 3.00 or higher on a 4.00 scale.
- Be an excellent/highly skilled student-athlete.

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

\_\_\_\_\_  
Nominator Signature (Coach, SID, or AD)

\_\_\_\_\_  
Date

Due by April 1 to [jcampbell@thenccaa.org](mailto:jcampbell@thenccaa.org)



## Appendix E

### NAIA Men's Volleyball Rules Modifications

#### I. Playing Rules

All NCAA Men's Volleyball regular season and postseason competitions shall be governed by the USA Volleyball Indoor Rules Book with modifications. The following modifications apply:

1. The libero is allowed to serve.
2. Timeouts extended to 75 seconds.
3. Regulations (USAV-Indoor) unless modified by this document.
4. Allow coin toss winner to choose serve or receive (home team selects bench before coin toss)
5. Increase the timeout duration to 75 seconds with a 15-second warning whistle. Resume play early if both teams are ready.
6. Technical timeouts to only be used as requested by media.
7. No visible jewelry permitted.
8. Number of substitutions per set shall be unlimited (NCAA rules shall be limited to six).
9. The centerline rule shall be observed as the USAV-Indoor state, except that an unobstructive push off completely across the centerline by the setter is to be ignored.
10. Ball handling during timeouts shall be permitted in the free zone.
11. Attacking between sets shall be permitted into own court.
12. Intermission between sets two and three shall be 3 to 10 minutes with prior notification to visiting head coach.
13. Players may pursue the ball beyond the sport court if the play does not extend into the bleachers.
14. A double contact during a team's second hit when the next contact on the ball is a teammate is allowed. A double contact that crosses the net to the opponent or is next contacted by an opponent before a teammate is a double contact foul.

#### II. WARM UP PROTOCOL

| CLOCK | COURT TEAM                         |     |
|-------|------------------------------------|-----|
| 60:00 | Half Court                         | H/V |
|       | No balls crossing net              |     |
| 40:00 | Full Court                         | V   |
| 30:00 | Full Court                         | H   |
|       | Coin Toss – Captains and Officials |     |
| 20:00 | Full Court                         | V   |
| 15:00 | Full Court                         | H   |
| 10:00 | Full Court                         | V   |
| 5:00  | Full Court                         | H   |
| 00:00 | Teams return to Benches            |     |

**NATIONAL CHRISTIAN COLLEGE ATHLETIC ASSOCIATION**



## **Women's Volleyball**

**Division I**

## Division I Women's Volleyball

### I. GENERAL ADMINISTRATION

- A. The NCCAA Volleyball Season and National Championship and all events related thereto are under the control and supervision of the NCCAA Volleyball 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 National Volleyball Committee.
- B. National Volleyball Committee
1. Composition and Term of Office
    - a. The National Women's Volleyball Committee shall consist of the National Women's Volleyball Chair (who serves as chair of the committee), the National Women's Volleyball Vice-Chair, and the Regional Women's Volleyball Chairs. An NCCAA National Office representative shall serve as a non-voting member.
    - b. The National Women's Volleyball Chair shall serve a three-year term of office and shall be succeeded by the National Women's Volleyball Vice-Chair.
  2. Election
    - a. The Regional Coaches, in conjunction with the Regional Sport Chair, shall conduct an election of the Regional Women's Volleyball Chair to the National Women's Volleyball Committee at an appropriate time. The term of office for the Regional Women's Volleyball Chair shall be determined by each individual region.
    - b. If a vacancy occurs on the National Women's Volleyball Committee, the National Women's Volleyball Chair shall, in coordination with the Regional Sport Chair, upon approval of the rest of the committee, appoint a replacement or conduct an election.
  3. Duties of the National Women's Volleyball Committee
    - 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.
    - d. Submit the top players in each region as All-American nominees per the All-American policy.
    - e. Attend the National Championship and vote on All-Americans. If a committee member is unable to attend, he/she should vote via telephone conference call.
  4. Duties of the National Women's Volleyball Chair (also see National Sport Chair Job Description in Forms & Procedures section)
    - a. Initiate, direct, and control the work of the National Women's Volleyball Committee.
    - b. Communicate with the National Women's Volleyball Committee on issues requiring their input.
    - c. Conduct meetings of the coaches and the committee 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 that agenda items and nominations for National Women's Volleyball Committee vacancies be sent to the National Women's Volleyball Chair.
    - f. Submit proposed revisions of the operating procedures (Women's Volleyball section of the NCCAA Handbook) to the NCCAA Director of Membership by the deadlines listed in the National Handbook Proposal Process.
    - g. Assist Regional Coordinators in selecting Regional Sport Chairs as needed.
- C. National Championship Committee
- The National Championship Committee shall be appointed and approved annually. This committee shall have responsibility to administer the Volleyball National Championship.
1. Membership
    - a. The committee shall be composed of the Tournament Director of the National Championship, the National Women's Volleyball Chair, or his/her appointee from the National Women's Volleyball Committee (who shall serve as Chair of the Championship Games Committee), and an NCCAA National Office representative.
    - 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 Women's Volleyball 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.
  - b. Write a report of all cases on which this committee acts. A duplicate shall be filed with the Tournament Director of the National Championship for inclusion with the championship report.
  - 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 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 (NCAA with NAIA modifications) Rule Book, have been followed.
  - b. Act on all appropriate protests.

D. Officers

Chair: Kristin Steele, OUAZ

Vice-Chair: Katie Weiss, Columbia International University

E. Election of Sport Chair and Vice-Chair

A National Volleyball Chair and a Vice-Chair are elected to serve three-year terms. The Vice-Chair replaces the National Volleyball Chair after three years to serve as the National Volleyball 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. 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.

C. Team Eligibility

All NCCAA member institutions must send to the National Office a completed Declaration of Intent to Participate form by August 15 for all varsity sports (see Forms & Procedures section). Each institution must follow their Declaration of Intent to Participate.

## III. PLAYING RULES AND REGULATIONS

A. Official Rule Book

- 1. Official National Collegiate Athletic Association (NCAA) Volleyball Rules with NAIA Volleyball Coaches Association approved modifications. To obtain rules, visit [www.ncaapublications.com](http://www.ncaapublications.com).
- 2. All Regional Championships, as well as the National Championship, shall follow the NCAA rules with NAIA modifications:
  - a. Use Baden ball.
  - b. Unlimited substitutions.

B. Statistics

Complete and accurate statistical information must be submitted to the NCCAA in the form of .XML game files, following the steps outlined at [www.thenccaa.org/helpcenter](http://www.thenccaa.org/helpcenter) and using only one of the approved stats programs

(DakStats, Genius Sports, PrestoSports, StatCrew, or StatInput). Game files must be submitted to the NCCAA within 24 hours after the game and visiting team appeals are required to be filed with the home team within 48 hours following the conclusion of the contest. However, the mandatory deadline for weekly game files to be uploaded to the NCCAA website is Tuesday at noon ET. Any amount of missing game files in a week shall count as a missed report. Any game files submitted from a non-approved stats program shall count as a missed report. Once statistical reporting begins, missing or incomplete game schedules may result in multiple penalties being issued at the discretion of the National Office.

The penalties for not reporting statistics or for being late are:

1. 1<sup>st</sup> offense: email or letter of notice of the violation.
2. 2<sup>nd</sup> offense: email or letter of warning of the violation.
3. 3<sup>rd</sup> offense: \$100 fine paid within 30 days of the date of the invoice or before Regional Championships, whichever comes first.
4. 4<sup>th</sup> offense: \$250 fine paid within 30 days of the date of the invoice or before Regional Championships, whichever comes first, a loss of postseason awards for the applicable athletes and/or team, the team shall become ineligible for statistical reports and ratings for the remainder of the season, and any further penalties at the discretion of the Administration Committee (e.g., ineligible for postseason play).

It is the responsibility of each institution to contact the National Office regarding any technical problems experienced in submitting weekly statistics. Proper communication can prevent team penalties.

Regular Season Neutral Site Tournament Statistics: The host institution of regular Season tournaments (e.g., classic, tri-match, or any multi-team event of the like that an institution hosts, regardless of venue or if the host institution is competing) is responsible for recording official statistics, for all participating teams, for those sports in which a weekly national statistical report is conducted. Missing statistics from a regular season tournament shall be considered a missing statistical report for the host institution, regardless if the host competed (other participants of the tournament shall not be considered to have a missed statistical report the first week, but the following week shall be considered to have missed a statistical report if still missing). Note: If the host sent files to opponents and opponents failed to update the files in time, the host shall not be penalized.

Postseason Statistics: NCCAA members must upload files by the weekly deadline for all postseason play (conference tournament, regional championship, national championship, etc.). In NCCAA postseason play, it is the responsibility of the host to record official statistics and the responsibility of the higher seed to upload files. Failure to upload files by the weekly deadline is subject to penalty, including fines.

C. NCCAA Power Rating System

1. See [Appendix D](#) for the NCCAA Power Rating System.
2. Each member institution must meet all statistical requirements (see section III.B above).
3. There shall be a total of three consecutive weeks of power ratings, with the final power rating released the Wednesday one week prior to the Regional Completion Deadline. If a team has regular season games after the final power rating, the final power rating shall be updated with the additional regular season dates for the National Women's Volleyball Committee to use in selection and seeding.

NOTE: Members dually affiliated with CCAA have an exception of meeting an eight-match minimum for inclusion in the final power ratings.

D. The National Ranking voting shall be conducted by the National Chair, in conjunction with the regional representatives, and be reported to the NCCAA Director of Communications.

1. Each Regional Sport Chair shall be the region rater and voter.
2. Regional raters are responsible for submitting region ratings to the National Chair, who shall then send out all region ratings to voters. Raters should include explanation/summary as to why teams are rated where they are. Raters may work to get feedback from regional teams when developing the region ratings.
3. Regional raters shall then select the top 10 teams nationally and send to the National Chair. The National Chair shall tally all votes and must send the final ranking along with each regional rating to the NCCAA Director of Communications by 11:00 a.m. (ET) each Tuesday that has a ranking.
4. When casting votes for the national rankings, voters must follow the order of the regional ratings.
5. Ties shall be broken by:
  - a. Number of ballot appearances;
  - b. Most votes in highest place; and
  - c. Winning percentage.

The team winning the tie-breaker shall receive one additional point.

6. There shall be weekly volleyball rankings through the conclusion of the regular season, with a final postseason ranking the week following the National Championship.
7. The National Office serves as the oversight committee.

E. Scoring System

1. The scoring system is described by the NCAA Women's Volleyball Rule Book.
2. The official statistics shall be as accepted by the AVCA Statistics Handbook.

F. 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. Women's Volleyball has a maximum of 26 dates and a minimum of 15 matches. Each sport has a specified date to begin practice and to conduct their first contest. Women's Volleyball's start date for practices, scrimmages, and exhibitions is 17 days prior to the first allowable competition date not to precede August 1. The start date for contests is 14 weeks prior to the sport's regional completion deadline (if on a Saturday, the immediately preceding Friday is included). More details can be found in the Sport Policies and Procedures section of the NCCAA Handbook.

G. 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.

#### IV. GENERAL GUIDELINES FOR POSTSEASON COMPETITION

A. Site and Date

1. The NCCAA Regional Championship cutoff date is the Saturday before Thanksgiving prior to the NCCAA Women's Volleyball National Championship.

2. Dates of the National Championship for the upcoming years are as follows:

| <u>Regionals Completed</u> | <u>National Championship</u> | <u>Site</u>                              |
|----------------------------|------------------------------|------------------------------------------|
| November 21, 2026          | December 2-5, 2026           | College of the Ozarks, Point Lookout, MO |
| November 20, 2027          | December 1-4, 2027           | TBA                                      |
| November 18, 2028          | Nov. 29-Dec. 2, 2028         | TBA                                      |
| November 17, 2029          | Nov. 28-Dec. 1, 2029         | TBA                                      |
| November 23, 2030          | December 4-7, 2030           | TBA                                      |

3. Site Requirements

- a. The site shall have a main court with appropriate warm up space.
- b. The NCCAA volleyball coaches shall recommend the site based on an evaluation of the bid form submitted by the specific institution at the national coaches' meeting. The NCCAA National Office shall have the final decision.
- c. The host institution must take total responsibility for the financial and organizational aspects of the championship and follow recommended NCCAA policies and procedures.

4. Bidding Procedures (see Forms & Procedures section).

B. Conduct of National Championship

1. The championship shall be determined by the number of declaring regions and/or at-large bids submitted. The championship structure shall follow the following format for an eight-team championship: two pools of four teams with the top two from each pool advancing to a single elimination bracket. (See [Appendix E.](#)) When there are less than eight teams available to participate in the championship, the championship shall be a six, five, or four team tournament and shall follow the bracketing in the bracket section of the NCCAA handbook.

2. Guidelines

- a. The championship shall not exceed four days.

- b. Game Times

The schedule of games and/or matches shall be determined in conjunction with the National Chair, the Tournament Director of the National Championship, and the NCCAA National Office. Preference shall be given to the higher seeded teams to advance with the most amount of rest and/or best playing conditions.

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The host shall be given the opportunity to schedule one pool play game at a time that allows for the best hometown fan attendance. Game times and dates may be adjusted to accommodate any Seventh Day Adventist member institution's Sabbath.

c. All matches shall be three out of five games.

d. Roster Size

The official party is made up of participants, defined as student-athletes, coaches, managers, athletic trainers, and any staff member who travels with a competing team.

The official party for each team participating in NCCAA National Volleyball Championship competition is 25 individuals, which includes 20 student-athletes in uniform and five additional personnel (which can include coaches, managers, athletic trainers, sports information staff, additional student-athletes not in uniform, and/or other institutional personnel) to be used at the discretion of each participating institution.

A player may be replaced on the official roster between the Regional Tournament and the NCCAA National Championship by any eligible player whose name is included on the Official Eligibility Form for the current season.

When a roster is submitted to the NCCAA National Office, it shall serve as the Official Roster for the National Championship competition.

- 1) Each head coach can amend his/her roster with the NCCAA Director of Championships at the championship coaches' meeting on site.
- 2) Once the coaches' meeting is concluded, a team's roster shall be deemed certified, and no changes can be made for the duration of the championship.
- 3) Once the championship begins, no player may play that is not on the official roster with no exceptions, including the event of injury, illness, or family emergency.
- 4) Additional people (which can include coaches, managers, athletic trainers, sports information staff, additional student-athletes not in uniform, and/or other institutional personnel) must also be registered on the Official Roster to be permitted in the team only areas.
- 5) Any additional university personnel above the travel and roster number's need to be outside of official championships areas (e.g., bench areas, batting cages, etc.) and the university shall assume any additional cost associated with additional numbers to the travel party.

e. Video Exchange

All qualifying teams must upload their final game through the HUDL Video Exchange program by noon (CST) on Tuesday after the Regional Championship's deadline. Uploaded matches shall be filmed from the baseline when possible. All post season tournament play, or if no tournament, then the last match played, shall be filmed for the purpose of the film exchange. This policy is monitored by the tournament chair. The film Exchange is mandatory. If your institution does not utilize HUDL as their film exchange platform, a video link can be provided to the tournament chair on or before the above stated deadline.

f. Required Functions to Attend

Teams that advance to the Women's Volleyball National Championship are required to attend and participate in the National Championship Banquet, the Christian Service Project, the Coaches Meeting, and Contests. 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.

g. Pre-Match Protocol

The teams involved in the first set of matches for the National Championship shall have access to the playing courts no more than 60 minutes prior to the scheduled time of play. Succeeding teams shall have no more than 60 minutes and no less than 30 minutes of pre-match time on court. The 30 minutes shall be divided into 11 minutes split court, four minutes for visitors and four minutes for home, five minutes for visitors and five minutes for home, and one minute to return to benches.

h. Officials

Officials must possess at least an NAGWS/USA state/regional rating. For the Championship match, a national ranking must be held. The National Tournament Director of the National Championship shall select and assign officials in consultation with the National Women's Volleyball Chair. It is recommended that a minimum of six officials be used.

i. The official ball to be used in NCCAA postseason play is the Baden PERFECTION™ VX5EC.



- j. Uniform colors  
Uniform colors shall be assigned by the Tournament Director of the National Championship, in consultation with the National Chair, prior to the first game of the tournament and shall alternate light and dark.
- k. Bench assignments  
Home teams shall choose which bench they prefer to use, and then teams shall switch each game of the match.
- l. Expenses
  - 1) No entry fee shall be charged.
  - 2) The travel, lodging, and meals of the National Women's Volleyball Chair shall be paid by the host to attend if his/her team does not advance to the National Championship. If the Chair cannot attend for some reason or their team advances to the National Championship, then this policy would hold for the Vice-Chair.
  - 3) On the third year of the National Chair's term, the Vice-Chair shall receive his/her expenses to attend the National Championship in order to be trained for taking over the Chair position the following year.
  - 4) Championship Reimbursement Policy  
A Championship reimbursement fund called Future Generations shall reimburse member schools for championship expenses when teams qualify. The amounts and policy guidelines are listed in the Sports Policies and Procedures section of the handbook.
- 3. Tie-breaking Procedures for Pool Play
  - a. The National Championship pool play two-team tiebreaker is head-to-head competition.
  - b. The following National Championship pool play three-team tie-breaking procedures shall be used only to determine place in pool play and cannot eliminate a team from competition:
    - 1) Overall match record.
    - 2) Head-to-head competition.
    - 3) Percentage of sets won of those played among tied teams (total sets won/total sets played).
    - 4) Percentage of points won in matches played among tied teams (total points won/total points played).
    - 5) Percentage of total sets won.
    - 6) Percentage of total points won.
    - 7) Coin flip.
  - c. In the situation where there are three teams tied for second place in the pool, the team judged to be superior by the procedure listed above shall be the bye team. The other two teams shall play one set to 25 points and the winner shall play the bye team one set to 25 points (two 25-point sets total).
  - d. In the situation where there are three teams tied for first place in the pool, the team judged to be superior by the procedure listed above shall be awarded first place and the first playoff bid. The other teams shall play one 25-point set for the remaining playoff position. An exception to this shall be if a flip of the coin must be used to determine the bye team. In that case, all teams must compete for the playoff positions as follows:
    - 1) Team A wins over team B and gains one playoff bid (one set to 25 points).
    - 2) Team C plays the losing team B for the second playoff bid (one set to 25 points).

NOTE: If a three-team tiebreaker results in the top two teams being tied in No. 3, 4, 5, or 6 of the tie-breaking procedures, those two teams then revert to the two-team tiebreaker of head-to-head competition.
  - e. Tiebreaking Set Procedures: There shall be a 40-minute warmup, a coin toss, and teams shall switch sides when one team reaches 13 points.
- 4. 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. Each qualifying team must submit the following in the team's folder in the Google Drive five days prior to the championship: Up to date full season stats (individual & team), schedule with results, story lines for broadcasters, a VRO roster file, and action photos.
- 5. National Championship Housing  
All teams are required to lodge in the hotel(s) designated by the host institution or city for this championship. Lodging at an unapproved location shall be considered failure to comply with its Declaration of Intent to Participate and shall result in loss of eligibility for championship travel reimbursement in addition to a fine of \$1,000.



6. National Championship Christian Service Project (CSP)

Each player and coach participating in the National Championship shall be asked to donate up to, but not more than, two hours of his/her time to serve in a CSP. The host Tournament Director of the National Championship, in concert with the NCCAA Director of Championships, is responsible to secure the sites and set up the times for the service.

C. National Championship Team Selection

1. Teams included shall be the champions or qualifier of each region, the host institution, and the number of at-large bids needed to make up an eight-team championship.
  - a. If a region has only one team available to participate in the Regional Championship or Regional Qualifier Process, that team shall be declared the Regional Representative and receive the region's automatic bid provided they have a record of .500 or better in addition to being declared to accept a Regional Representative bid.
  - b. The host institution shall receive an automatic bid. An institution who is the host of an NCCAA National Championship may allow its team to participate in the National Championship if that team meets its institution's Declaration of Intent requirements. The host institution, via the Declaration of Intent process, can choose to accept an automatic bid to National Championships without competing in the Regional Championship or choose to participate in the Regional Championship to earn a place in the National Championship.
  - c. At-large bids shall be selected by the NCCAA Women's Volleyball Committee using the NCCAA Power Rating System Option B with the following criteria (in order of importance):
    1. Head-to-head.
    2. Common opponents.
    3. National Rankings.
  - d. For a la carte items to be used, teams must be within .500 in power ratings.
  - e. The selection committee should ideally be comprised of unbiased individuals and not include individuals who have qualified for the National Championship or are seeking an at-large selection. If that is not possible, at a minimum, individuals who are seeking an at-large selection are not permitted to participate in the selection process.
2. The National Women's Volleyball Chair shall arrange a conference call (see Forms & Procedures section) with the NCCAA Women's Volleyball Committee by the Sunday before Thanksgiving prior to the championship to determine the regional champions, regional qualifiers, at-large bids, and the seeding of the National Championship.
3. The at-large request to be considered for the NCCAA National Championship is on the Declaration of Intent to Participate. Athletics Directors may list the conditions by which they shall accept at-large bids on the Declaration of Intent to Participate. To be considered for an at-large bid, the team must have played in the NCCAA regional playoffs, made its declaration to be considered for a Regional Qualifier, or been exempt due to NCAA or NAIA conflicts. The Regional Women's Volleyball Chair shall be prepared to provide pertinent information about the team bidding for the at-large bid. In regions that limit teams in their playoff format, teams that have met any institutional declaration requirement may be considered for an at-large bid.
4. Championship Seeding
  - a. Seeding shall be the responsibility of the National Women's Volleyball Committee (made up of the Regional Sports Chairs, National Chair, and National Vice-Chair)
  - b. Seeding shall be determined during a conference call by the Sunday before Thanksgiving prior to the championship.
  - c. Seeding shall be based upon the NCCAA Power Rating System Option B (see [Appendix D](#)) with the following criteria in the ranked order:
    - 1) Head-to-head.
    - 2) Common Opponents.
    - 3) National Rankings.
  - d. For a la carte items to be used, teams must be within .500 in power ratings and a team may only move up or down three places in power ratings.
  - e. The National Women's Volleyball Committee, in conjunction with the National Office, can adjust seeding to avoid regional opponents being grouped together in pool play (if possible), following the Regional Seeding Conflict Guidelines in the Sports Policies and Procedures section of the handbook.
5. Each qualifying team must submit the following in the team's folder in the Google Drive by 10 days prior to the National Championship: Official team roster and travel party on Google Docs Form (completely filled out), high resolution team photo, player headshots, and any other requested information.

#### D. 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.

### V. AWARDS

The NCCAA maintains a standardized awards program for all National Championships. Team, Most Outstanding Player, National Coach of the Year, and All-American awards are ordered and paid for by the National Office.

#### A. Championship 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.

#### B. All-Tournament Team

1. An All-Tournament Team of seven players including one Most Outstanding Player shall be honored at the National Championship.
  - a. Each coach, after every match, shall submit two players from both teams to the Tournament Director of the National Championship.
  - b. Players nominated shall receive one point. The individuals with the highest total shall comprise the All-Tournament Team. The individual receiving the highest total shall be the Most Outstanding Player.
  - c. Votes shall be tabulated by the Tournament Director of the National Championship and the National Women's Volleyball Chair.
  - d. Any tie for the Most Outstanding Player shall be broken by the National Chair and the NCCAA National Office representative.
2. The All-Tournament Team shall be announced prior to the championship awards.

#### C. Susan R. Hellings Award (see [Appendix C](#)) (due November 1)

1. Purpose  
The purpose of this award is to honor, each year, the outstanding women's volleyball player selected from the NCCAA member institutions.
2. Criteria  
The award recipient must be a junior, senior, or graduate student-athlete academically who excels on an outstanding team. She must be an excellent student-athlete, demonstrating leadership ability, Christian service, and having a clear Christian testimony both on and off the court.
3. Nature of Award  
An award shall be given to the recipient to commemorate the occasion.
4. Procedures  
Coaches wishing to nominate a player must submit the appropriate Susan R. Hellings Nomination Form to the National Office by November 1. Student-athletes must be nominated by the head coach, Athletics Director, or Sports Information Director (SID). Only one nominee allowed per institution. The award shall be presented at the awards ceremony of the National Championship. The National Office shall order and pay for the award.
5. Selection  
Final selection shall be made prior to the National Championship by a selection committee, comprised of the National Chair, National Vice-Chair, the Regional Sport Chairs, and the namesake of the award (if they so choose). 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).
6. The recipient shall be encouraged to be present at the banquet. The National Office shall contribute up to \$250 toward travel expenses.
7. The recipient of the Susan R. Hellings award 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.
8. Honoree  
Susan R. Hellings played volleyball in the mid 1970's at Houghton College. She was a starting hitter for her

championship team. Susan exemplified Christian leadership on the court, not allowing anything to stand in the way of team unity. She was an excellent student as demonstrated by being her high school valedictorian. Susan graduated Summa Cum Laude from college with a B.A. in mathematics. Susan is the mother of two boys. She and her husband, Richard, host Bible studies in their home and are active in their local church. Susan was the type of student-athlete that exemplified all the characteristics that this award is intended to honor.

#### D. All-Regional Honors

1. Candidates must be submitted using the All-Regional Nomination Form (see [Appendix A](#)).
2. The number of athletes on each All-Regional Team shall be equal to the number of athletes on each All-American Team, which for volleyball is seven.
3. Regional Player of the Year must be included in the number of athletes on the All-Regional Team, not a plus one in addition to it.
4. The All-Regional Team(s) shall follow the All-American positional breakdown of four hitters, one setter, one libero, and one alternate.
5. Regions must use the standard Google Docs form for voting, following the same voting procedures as the All-American process.
6. Votes shall be conducted by position for a positional rank order. A separate vote shall also be conducted for overall rank order.
7. Coaches may not vote for their own players, except when there are only one or two teams in the region.
8. The maximum number of All-Regional Teams a region is permitted to have is based on the number of full members in the region that sponsor the sport, regardless of Declaration of Intent, and is listed in the Sports Policies and Procedures section of the handbook.
9. The maximum number of athletes any team can have on each All-Regional Team (e.g., First Team, Second Team, etc.) is four for volleyball.
10. Regions cannot limit nominations based on regular season or postseason finish.
11. Regions are permitted to have Honorable Mention.
12. If a team does not participate in the nominating and/or voting process, that shall eliminate that team from the number of teams in the region when determining how many All-Regional teams there are. If a team nominates student-athletes but does not vote, that team's student-athletes shall not be included on All-Regional Teams.
13. Regions must have tiebreaking procedures in place. Ties may not be submitted within the rank order for All-American purposes.
14. After the Regional Sport Chair has concluded the voting process and finalized the All-Regional Team(s), the chair shall submit the All-Regional Team(s) via Teamworks. The Regional Coordinator shall then review and approve the submission via Teamworks by the Wednesday prior to the Regional Completion Deadline.

#### E. All-American Honors

1. Candidates must be submitted using the All-Regional Nomination Form (see [Appendix A](#)).
2. Each region shall submit a slate of candidates in rank order from their All-Regional Team and ranked by position. A player must be on a regional team to be considered for All-American.
3. Copies of the voting procedure shall be provided to each voting member of the committee at least one week prior to the vote.
4. The First Team shall be a seven-member squad comprised of four hitters, one setter, one libero, and one alternate. The Second Team shall be a seven-member squad comprised of four hitters, one setter, one libero, and one alternate. The First Team of seven shall receive an award, and the Second Team shall each receive certificates from the National Office. AVCA shall honor the 14 First and Second Teams Division I All-Americans. In conjunction with Division II, an NCCAA-AVCA Coach of the Year and Player of the Year shall be selected by Tuesday following the championship.
5. The Player of the Year shall be voted on after the conclusion of the First Team All-American selections. The top vote getter from each position (hitter, setter, libero) shall be reviewed again, and then another vote shall be taken to determine the Player of the Year.
6. The All-American selection committee shall be the Regional Sports Chairs along with the National Chair and Vice-Chair and selections shall be made Monday, the week of the National Championship. Any Regional Sports Chairs who are not present at the meeting shall participate via video or conference phone call. All committee members are required to be on the call.
7. The All-American voting procedure is listed in [Appendix B](#).

F. National Coach of the Year.

The NCCAA National Coach of the Year shall be voted on by the All-American Committee. Candidates shall consist of the Regional Coaches of the Year and any coach whose team qualifies for the National Championship in the NCCAA, NAIA, or NCAA.

G. 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.

H. 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.

I. Student-Athlete of the Week

The NCCAA Student-Athlete of the Week award shall be given to two student-athletes (one offensive and one defensive) in Division I Women's Volleyball during the regular season, chosen from the list of nominees submitted by member institutions. Only one student-athlete per institution per award (offensive/defensive) may be nominated. See the full procedures and instructions in the Forms and Procedures section of the Handbook.

## VI. 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. See 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. Meetings

1. There shall be a meeting held at a convenient time for all Division I Coaches and Athletics Directors attending the championship for the purpose of reviewing and proposing policy and procedural revisions and changes. If votes or count are taken on any topic, only one vote per institution shall be counted. Since the primary purpose of the meeting is solicitation of coaches' suggestions, the head coach's vote shall be counted if more than one representative from an institution is attending. The National Women's Volleyball Chair must send any desired changes in procedures to the NCCAA Director of Membership for presentation to the Administration Committee for a recommendation to the NCCAA Board of Directors. Any major policy changes must have received responses from at least 50% of the coaches and their Athletics Directors (one vote per school).
2. The National Women's Volleyball Committee meeting, open only to committee members or their appointees, shall also be held for the purpose of selecting All-Americans.

D. **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 the 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**  
**NCCAA Division I Women's Volleyball**  
**All-Regional/All-American Nomination Form**

Name \_\_\_\_\_ Class \_\_\_\_\_

Institution \_\_\_\_\_ Coach \_\_\_\_\_

Institution Address \_\_\_\_\_

Season: \_\_\_\_\_ Won \_\_\_\_\_ Loss \_\_\_\_\_

Position \_\_\_\_\_ Height \_\_\_\_\_ Age \_\_\_\_\_

Nominee's Hometown Newspaper and Address \_\_\_\_\_

Region \_\_\_\_\_ Regional Sport Chair \_\_\_\_\_

**Volleyball Honors and Awards** \_\_\_\_\_

**Christian Character** \_\_\_\_\_

**Scholarship** \_\_\_\_\_

**Leadership** \_\_\_\_\_

**Comments:** \_\_\_\_\_

**The above-named student-athlete has my support as a viable nominee for NCCAA postseason honors. Her behavior both on and off the court is complimentary to the NCCAA and its Christ-like standards.**

Coach's signature \_\_\_\_\_ Date \_\_\_\_\_

## Appendix B

### NCCAA Division I Women's Volleyball All-American Selection Process

#### I. PURPOSE

To recognize outstanding performance in Christian intercollegiate volleyball participation, to publicize and promote Christian student-athletes, to promote the presence and prominence of Christian character in intercollegiate athletics, to publicize and promote the participating colleges within the NCCAA, to publicize and promote the NCCAA, its presence, its purpose, and its program.

#### II. GUIDELINES

- A. All-Regional Teams shall be selected and submitted to the National Chair. The regional team shall be listed both in rank order from most points to least as well as rank order by position (e.g., the top four hitters, top one setter, top one libero, and top one alternate). All ties must be broken.
- B. The player must be a member of the volleyball team at a participating NCCAA institution that is in good standing and should be worthy of consideration for the honor of All-American.
- C. An All-American nominee must be one of the top seven players from the regional team she represents.
- D. Each Regional Women's Volleyball Chair may submit up to seven nominations from his/her region for consideration for All-American status.
- E. There shall be an NCCAA representative (National Office personnel or Administration Committee member) in the room or on the call for the voting to oversee that the process is followed.
- F. Copies of the voting procedure shall be provided to each voting member of the committee at least a week before the vote.
- G. The NCCAA Shall recognize:
  - 1. An NCCAA All-American First Team. A seven-member team shall be comprised of four hitters, one setter, one libero, and one alternate.
  - 2. An NCCAA All-American Second Team. A seven-member team shall be comprised of four hitters, one setter, one libero, and one alternate.

#### III. PROCEDURES

- A. Coaches must submit nominations and other specified materials to their Regional Women's Volleyball Chair no later than the Friday of the week prior to the Regional Completion Deadline.
- B. Regional Women's Volleyball Chairs must submit their nominations to the National Women's Volleyball Chair no later than the Wednesday prior to the Regional Completion Deadline. These selections shall be in rank order as determined by the regional coaches' selection. Each Regional Chair is in charge of approving the rank order. Once regional All-American nominations are submitted to the All-American Committee, the rank order may not be changed.
- C. The National Women's Volleyball Committee shall meet at the National Championship or via conference call the week after and select the 14 All-Americans.
- D. All members of the All-American committee shall complete the statistical spreadsheet of all nominees and shall have that information available to all committee members prior to the selection meeting.
- E. An order of nomination shall be determined by the National Chair (e.g., Central first, Mideast second, etc.). The process shall begin with each regional representative nominating the top hitters (no limit on nominations) from his/her region. Regional representatives are responsible for doing any necessary research of individuals on the All-Regional Team and be fully prepared to promote each individual. Players must be nominated in the rank order from the selection of the regional team.

*continued*



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## Appendix B, Page Two

### NCCAA Division I Women's Volleyball All-American Selection Process

- F. Then the regional representatives shall each vote for their top **four players in each position (hitter, setter, and libero)**. Voting by the regional representative must be in the rank order of the region. Voting can occur by either sharing their vote verbally to the National Chair who records it, or an electronic method can be determined to have vote emailed or texted to the National Chair.
- G. The alternate player takes the highest rated player from the highest vote getter not selected from each position vote. A vote for these three players shall be held to make the last selection. Region rank must still be followed. If there is more than one player from the same region in this vote, the lower ranked player(s) shall be eliminated from the vote.
- H. The National Chair shall tabulate the vote and share with the voting members the total points for each nominated player. Points are allocated to players from highest to lowest (e.g., four players nominated for a position, top player receives four points, second three, third two, etc.). The top number of players to fill the number of slots designated for First Team shall earn First Team honors.
- I. In the event of a tie in any position, there shall be an additional vote to break the tie. If a tie remains after additional voting, further analysis and discussion shall occur and another vote shall be conducted. If a tie remains after this additional voting, the tie shall be broken by the National Sport Chair, unless involving his/her student-athletes, in which case the National Vice-Chair shall break the tie.
- J. The Player of the Year shall be voted on after the conclusion of the First Team All-American selections. The top vote getter from each position (hitter, setter, libero) shall be reviewed again, and then another vote shall be taken to determine the Player of the Year. Region rank must still be followed. If there is more than one player from the same region in this vote, the lower ranked player(s) shall be eliminated from the vote.
- K. The All-American Second Team selection shall proceed in the same manner as the First Team.
- L. There are no honorable mention teams in the NCCAA.
- M. Once the team is selected, it is reviewed by the sport leadership and the National Office before being announced on the NCCAA website.

#### IV. PUBLICITY

- A. The All-American Team selections shall be published on the NCCAA website.
- B. The Regional Sport Chairs shall publicize the honors within their respective region.

#### V. AWARDS

Awards are presented to each All-American First Team member.



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**Appendix C**  
**Division I Women's Volleyball Susan R. Hellings Award**  
**Game Plan 4 LIFE Award Series**

Due to the National Office by November 1

**I. PURPOSE:**

The purpose of this award is to honor the outstanding women's volleyball player selected annually from Division I NCCAA member institutions.

**II. CRITERIA**

Recipients of this award must:

- a. Have a clear Christian testimony both on and off the court, 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.

**III. NATURE OF AWARD**

An award shall be given to the recipient to commemorate the occasion and shall come from the National Office.

**IV. PROCEDURES**

Coaches wishing to nominate a player must submit the appropriate Susan R. Hellings Nomination Form to the National Office by November 1. The nomination must include a high resolution headshot photo of the nominee. No coach may nominate more than one player. The award shall be presented at the awards ceremony of the National Championship. The National Office shall order and pay for the award.

**V. SELECTION**

The selection committee shall consist of the National Women's Volleyball Chair, the Vice-Chair, **Regional Sport Chairs, and the namesake of the award (if they so choose).**

**VI. RECIPIENT**

The recipient of the Susan R. Hellings award 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.

**VII. HONOREE**

Susan R. Hellings played volleyball in the mid 1970's at Houghton College. She was a starting hitter for her championship team. Susan exemplified Christian leadership on the court, not allowing anything to stand in the way of team unity. She was an excellent student as demonstrated by being her high school valedictorian and graduating Summa Cum Laude from college with a B.A. in mathematics. Susan is the mother of two boys. She and her husband, Richard, host Bible studies in their home and are active in their local church. Susan was the type of student-athlete that exemplified all the characteristics that this award is intended to honor.

*continued*

**Appendix C, Page Two**  
**Division I Volleyball Susan R. Hellings Award Women's Nomination Form**  
**Game Plan 4 LIFE Award Series**

Student-Athlete's Name First \_\_\_\_\_ Last \_\_\_\_\_

Student-Athlete's Hometown and State \_\_\_\_\_ Year: \_\_\_\_JR \_\_\_\_SR \_\_\_\_G

Institution \_\_\_\_\_ Position \_\_\_\_\_ Coach \_\_\_\_\_

**Christian Character**

Describe student-athlete's faith story and character on/off the field.

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**Christian Service**

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

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**Current Season Offensive Stats (Season Team Record: W\_\_\_\_\_ L\_\_\_\_\_)**

|    |  |   |     |   |    |     |   |     |    |      |    |
|----|--|---|-----|---|----|-----|---|-----|----|------|----|
| SP |  | K | K/S | E | TA | PCT | A | A/S | SA | SA/S | SE |
|----|--|---|-----|---|----|-----|---|-----|----|------|----|

**Current Season Defensive Stats**

|    |  |   |     |    |    |    |    |     |    |     |    |
|----|--|---|-----|----|----|----|----|-----|----|-----|----|
| SP |  | D | D/S | RE | BS | BA | TB | B/S | BE | BHE | SE |
|----|--|---|-----|----|----|----|----|-----|----|-----|----|

**Career Offensive Stats (Career Team Record: W\_\_\_\_\_ L\_\_\_\_\_)**

|    |  |   |     |   |    |     |   |     |    |      |    |
|----|--|---|-----|---|----|-----|---|-----|----|------|----|
| SP |  | K | K/S | E | TA | PCT | A | A/S | SA | SA/S | SE |
|----|--|---|-----|---|----|-----|---|-----|----|------|----|

**Career Defensive Stats**

|    |  |   |     |    |    |    |    |     |    |     |    |
|----|--|---|-----|----|----|----|----|-----|----|-----|----|
| SP |  | D | D/S | RE | BS | BA | TB | B/S | BE | BHE | SE |
|----|--|---|-----|----|----|----|----|-----|----|-----|----|

**Other Stats Notes (Top 10 national statistical rankings, etc.)**

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*continued*

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**Appendix C, Page Three**  
**Division I Volleyball Susan R. Hellings Award Women's 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)

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**Academic Honors Received (Major \_\_\_\_\_ GPA \_\_\_\_\_)**

List academic honors.

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**Leadership**

Describe student-athlete's leadership characteristics and qualities. Give examples of leadership in action.

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**Additional Comments**

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

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**Required with Nomination Form**

- High resolution headshot AND action photo of student-athlete
- Current season schedule with results.

**Nominee Eligibility Requirements**

- Be a junior, senior, or graduate student academically and a varsity team member.
- Have a clear Christian testimony both on and off the field, including Christian service activities.
- Demonstrate leadership ability.
- Cumulative GPA must be 3.00 or higher on a 4.00 scale.
- Be an excellent/highly skilled student-athlete.

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

\_\_\_\_\_  
Nominator Signature (Coach, SID, or AD)

\_\_\_\_\_  
Date

**Due by November 1 to [icampbell@thenccaa.org](mailto:icampbell@thenccaa.org).**

## Appendix D NCCAA Power Ratings

### I. FORMULA

(Results Pts + Location Pts) x (Opp. Affiliation + Opp. Win % + Ranked Opp.) = Individual Game Power Points

| 1. Results      |                   |              |             |          |            |             |
|-----------------|-------------------|--------------|-------------|----------|------------|-------------|
|                 | Baseball/Softball | Basketball   | Football    | Soccer   | Volleyball |             |
| a. if win by    | 6+ runs           | 15+ points   | 14+ points  | 3+ goals | in 3 sets  | 3 points    |
| b. if win by    | -                 | 11-14 points |             | -        | -          | 2.75 points |
| c. if win by    | 3-5 runs          | 8-10 points  | 7-13 points | 2 goals  | in 4 sets  | 2.5 points  |
| d. if win by    | -                 | 4-7 points   |             | -        | -          | 2.25 points |
| e. if win by    | 1-2 runs          | 1-3 points   | 1-6 points  | 1 goal   | in 5 sets  | 2 points    |
| f. if a tie     | -                 | -            | -           | -        | -          | 1.75 points |
| g. if a loss by | 1-2 runs          | 1-3 points   | 1-6 points  | 1 goal   | in 5 sets  | 1.5 points  |
| h. if a loss by | -                 | 4-7 points   |             | -        | -          | 1.25 points |
| i. if a loss by | 3-5 runs          | 8-10 points  | 7-13 points | 2 goals  | in 4 sets  | 1 point     |
| j. if a loss by | -                 | 11-14 points |             | -        | -          | 0.75 points |
| k. if a loss by | 6+ runs           | 15+ points   | 14+ points  | 3+ goals | in 3 sets  | 0.5 points  |

| 2. Location |             |               |              |            |          |
|-------------|-------------|---------------|--------------|------------|----------|
| a. if away  | 0.25 points | b. if neutral | 0.125 points | c. if home | 0 points |

| 3. Opponent's Affiliation (multiplier) |       |
|----------------------------------------|-------|
| a. NCAA I                              | x 2.9 |
| b. NCAA II / U Sports                  | x 2.5 |
| c. NAIA                                | x 2.2 |
| d. NCAA III / NCCAA I / CCAA           | x 1.8 |
| e. NCCAA II                            | x 1.5 |
| f. Other Countable Opponents^          | x 1.0 |

| 4. Opponent's Winning %* |          |
|--------------------------|----------|
| a. .1.000 %              | Add 1.00 |
| b. .800 - .999 %         | Add 0.80 |
| c. .600 - .799 %         | Add 0.60 |
| d. .400 - .599 %         | Add 0.40 |
| e. .200 - .399 %         | Add 0.20 |
| f. .000 - .199 %         | Add 0.00 |

| 5. Ranked Opponent*                                |
|----------------------------------------------------|
| National rankings of affiliations in lines a. - e. |
| Add 0.20                                           |

### II. POWER POINTS

- A. The sum of the criteria of Nos. 1-2, multiplied by the sum of Nos. 3-5 determines power points for a game. The maximum points for a contest are 13.325 (win on the road against 1.000 NCAA I Top 25 team). The minimum points for a game are 0.5 (loss at home against .199 or lower other countable opponent).
- B. The power rating is determined by adding the power points for the regular season and dividing them by the number of games (to the third decimal place). Postseason contests shall not be included.

### III. FORFEITS

Forfeits awarded for completed contests shall count toward power ratings (with the results points multiplier being calculated as 1-0 result for all sports regardless of the official forfeit scoreline for that sport) and the minimum number of games requirement for inclusion in power ratings (e.g., ineligible player, conduct issues, etc.). Forfeits awarded for games not played shall not count toward power ratings or the minimum number of games requirement for inclusion in power ratings (e.g., teams not showing up, not honoring contracts, etc.).

### IV. REPORTING

The National Office shall calculate each school's power rating. Each institution and region is responsible for reviewing the release to ensure their rating's accuracy. See sport handbooks for reporting dates and how power ratings are used within each sport. Power ratings shall be released by Wednesday evening per each sport's reporting dates. See region handbooks for how ratings are used within the region. Visit [www.thenccaa.org/handbook](http://www.thenccaa.org/handbook).

\*Opponent's winning percentage and national ranking shall be through the Sunday before the reporting date. When a report is released, winning percentages and rankings for that report, will not be updated for future reports. National rankings only include teams within the rankings. Teams who receive votes are not considered ranked.

*continued*

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## Appendix D, Page Two NCCAA Power Ratings

^Other countable opponents must be an NCCAA countable game per definition in Frequency of Contest section of the NCCAA handbook. Uni-Division sports, such as Softball, follow Division I countable opponents rules.

A final power rating shall only be given to teams who meet the minimum number of games requirement for the specific sport. Each sport has a progression of min. number of games (listed below) to be included in each rating that is released. (R1=Report 1, etc.)

Baseball - R1=10, R2=13, R3=16; Basketball - R1=12, R2=15, R3=18; Soccer - R1=8, R2=10; Softball - R1=10, R2=13, R3=16; Volleyball (M) – R1=7, R2=8, R3=9; Volleyball (W) – R1=10, R2=13, R3=15.

**Note:** These Power Ratings are designed to measure past performance, not necessarily to predict future outcomes.

**Appendix E**  
**National Championship Eight-Team Format**  
**One Court**

| <b>POOL A</b>         |                |              | <b>POOL B</b>          |
|-----------------------|----------------|--------------|------------------------|
| #1                    |                |              | #2                     |
| #4                    |                |              | #3                     |
| #5                    |                |              | #6                     |
| #8                    |                |              | #7                     |
| <b>WEDNESDAY</b>      |                |              |                        |
| <b>Time</b>           | <b>Match #</b> | <b>Court</b> | <b>Opponents</b>       |
| 9:00 a.m.             | 1              | 1            | #4 vs. #5              |
| 11:15 a.m.            | 2              | 1            | #3 vs. #6              |
| 1:30 p.m.             | 3              | 1            | #1 vs. #8              |
| 3:45 p.m.             | 4              | 1            | #2 vs. #7              |
| 6:00 p.m.             | 5              | 1            | #1 vs. #5              |
| 8:15 p.m.             | 6              | 1            | #2 vs. #6              |
| <b>THURSDAY</b>       |                |              |                        |
| 9:00 a.m.             | 7              | 1            | #4 vs. #8              |
| 11:15 a.m.            | 8              | 1            | #3 vs. #7              |
| 1:30 p.m.             | 9              | 1            | #1 vs. #4              |
| 3:45 p.m.             | 10             | 1            | #2 vs. #3              |
| 6:00 p.m.             | 11             | 1            | #5 vs. #8              |
| 8:15 p.m.             | 12             | 1            | #6 vs. #7              |
| <b>FRIDAY</b>         |                |              |                        |
| <b>Time</b>           | <b>Match #</b> | <b>Court</b> | <b>Opponents</b>       |
| 3:00 p.m.             | 13             | 1            | 1A vs. 2B Semifinals   |
| 6:00 p.m.             | 14             | 1            | 1B vs. 2A Semifinals   |
| <b>SATURDAY</b>       |                |              |                        |
| <b>Time</b>           | <b>Match #</b> | <b>Court</b> | <b>Opponents</b>       |
| 1:00 p.m.             | 15             | 1            | Championship           |
| Immediately following |                |              | <b>AWARDS CEREMONY</b> |



## Awards

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## NCCAA National Awards Program

The National Awards Program is conducted under the guidance of the Director of Membership. The Director of Membership is empowered to appoint members, including the chair, of the committees needed to conduct the selection of recipients for the association awards. The Board of Directors is sensitive to the desire of the sponsoring foundations, sports groups, or other individuals or bodies with a genuine interest in the awards process. Thus, deference is practiced in all committee selections. The approved NCCAA National Awards include the following:

### Sport Awards

- [All-American Award](#)
- [Coach of the Year Award](#)
- [Student-Athlete of the Week Award](#)
- [Sport Award Procedures](#)

### Superlative Awards

- [Baseball: Hank Burbridge Award](#)
- [Divisions I & II Men's Basketball: Pete Maravich Memorial Award](#)
- [Division I Women's Basketball: Kathy Freese-Peabody Award](#)
- [Division II Women's Basketball: Dr. Marti MacCullough Award](#)
- [Divisions I & II Men's Cross Country: Elvin & Joyce King Award](#)
- [Divisions I & II Women's Cross Country: Dr. Ray Bullock Award](#)
- [Men's & Women's Golf: Dan & Kelly Wood Award](#)
- [Men's & Women's Indoor & Outdoor Track and Field: John & Jody Wheeler Awards](#)
- [Divisions I & II Men's Soccer: Kyle Rote, Jr. Award](#)
- [Divisions I & II Women's Soccer: Joe & Q Harding Award](#)
- [Softball: Deb Thompson Award](#)
- [Men's Volleyball: Game Plan 4 LIFE Award](#)
- [Division I Women's Volleyball: Susan R. Hellings Award](#)
- [Division II Women's Volleyball: Dr. Vickie Grooms Denny Award](#)
- [Game Plan 4 LIFE Sport Awards](#)

### Scholar Awards

- [NCCAA Scholar-Athlete Award](#)
- [NCCAA Scholar Team Award](#)

### Year End Awards

- [#KingChasing Institution of the Year | Appendix A: #KingChasing Program Reporting Form](#)
- [Meritorious Service Award](#)
- [Heart of Courage Award | Appendix B: Heart of Courage Award Criteria](#)
- [Presidential Award](#)
- [GP4L Student-Athlete Character Award | Appendix C: GP4L Student-Athlete Character Award Nomination](#)
- [GP4L Athletic Staff Paul & Carolyn Berry Award | Appendix D: GP4L Athletic Staff Paul & Carolyn Berry Award Nomination Form](#)
- [Hall of Fame Award | Appendix E: NCCAA Hall of Fame Nomination Form](#)

### Pro-Am Scholarship Awards

- [John & Jody Wheeler Ministry Scholarship](#)
- [Grover & Darla Todd Ministry Scholarship](#)
- [Bob McCloskey Memorial Ministry Scholarship](#)

### Other Awards

- [Wilhelmi-Haskell Stewardship Award](#)
- [Soccer: Frank Jewell Award](#)

### Other Award Resources

- [Appendix F: Superlative Award Naming Nomination Form](#)
- [NCCAA Award History](#)
- [NCCAA National Champions](#)



## I. SPORT AWARDS

### A. All-American Award

The NCCAA grants All-American status to deserving student-athletes who participate in sports sponsored by the association. Criteria, procedure and method of selection shall rest with the selection committee of the sport.

Approval of each program rests with the officers of each sport. See individual sport sections for more information.

### B. Coach of the Year Award

All sports that conduct a National Championship have the opportunity of selecting a Coach of the Year. Criteria and method of selection shall be recommended by the coaches within each sport. See individual sport sections for more information.

### C. Student-Athlete of the Week Award

The NCCAA Student-Athlete of the Week Award shall be given to male and female athletes in both Division I and Division II, chosen from the list of nominees submitted by all recognized sports each week. See Forms & Procedures section.

### D. Sport Award Procedures

#### 1. The following team awards shall be supplied and paid for by the National Office:

- a. National Championship team awards are presented as follows in Baseball (I & II), Men's Basketball (I & II), Women's Basketball (I & II), Men's Cross Country (I & II), Women's Cross Country (I & II), Men's and Women's Golf, Men's Soccer (I & II), Women's Soccer (I & II), Men's and Women's Indoor Track and Field, Men's and Women's Outdoor Track and Field, Softball, Men's Volleyball, and Women's Volleyball (I & II):

- 1) Championship Team Member Awards (medallions)
- 2) National Championship Banner
- 3) National Championship Trophy
- 4) Placement Plaques pending sport format:
  - a) National Runner-Up Plaque
  - b) National Third Place Plaque
  - c) National Fourth Place Plaque
  - d) National Semifinalist Plaque

- b. National Invitational awards are presented as follows: National Invitational Banner.

#### 2. The following individual awards shall be supplied and paid for by the National Office:

- a. Coach of the Year – plaque
- b. Most Outstanding Player of the National Championship – plaque as designated
- c. All-American First Team – award
- d. National Player of the Year – plaque
- e. Student-Athlete of the Week – award
- f. NCCAA Superlative Award (all sports have named awards except Men's Volleyball) – award
- g. All-Tournament Team – an award provided for each team sport championship based on the number approved for each sport by the Administration Committee.

#### 3. For each sanctioned sport, the following awards shall be ordered through the National Office by the Regional and/or National Sport Chair:

- a. Regional Champion – team banner or plaque, paid by the Region and sent to Regional Coordinator
- b. All-Regional Team – individual certificates, provided by the National Office
- c. Regional Coach of the Year – certificate, provided by the National Office

## II. SUPERLATIVE AWARDS

These superlative awards in the Game Plan 4 LIFE Character Award Series were established to emphasize Christian character within athletics and to perpetuate the Christian philosophy and faith in NCCAA institutions. Each sanctioned National Championship sport shall annually select one recipient through the established criteria and process.

### A. Divisions I & II Baseball: Hank Burbridge Award

Hank Burbridge was the baseball coach at Spring Arbor University for 40 years and amassed a record of 1,003 wins and 519 losses. Hank was named NCCAA District/Regional Coach of the Year 12 times, NCCAA National Coach of the Year on four occasions, and was inducted into the NCCAA Hall of Fame in 1993. His Cougar baseball teams won multiple NCCAA and NAIA District Championships and were crowned NCCAA National Champions in 1992,

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1993, and 1998. Hank was a mentor and leader in NCCAA and NAIA baseball networks as well as within USA Baseball. He never missed an opportunity to share Christ or to encourage all who met him.

- B. Divisions I & II Men's Basketball: Pete Maravich Memorial Award  
"Pistol Pete" Maravich was known for his ball handling, shooting abilities, and creative passing. Maravich set several collegiate records and was the 1970 Player of the Year. He was an NBA All-Star, named one of NBA's 50 greatest players, and inducted in the Basketball Hall of Fame in 1987. He came to know Christ later in his life and spent the last years of his life pointing people to Christ. He wanted to be remembered for serving Jesus to the utmost, rather than his basketball legacy.
- C. Division I Women's Basketball: Kathy Freese-Peabody Award  
Kathy Freese-Peabody led her teams to three NCCAA National Championship appearances, while also emphasizing the importance of spiritual growth. She assisted with growing the sport of women's basketball in the NCCAA during her tenure and served the association in a variety of roles, including national chairperson.
- D. Division II Women's Basketball: Dr. Marti MacCullough Award  
Dr. Marti MacCullough accumulated over 300 wins and eight NCCAA Regional Championships during coaching stints at Lancaster Bible College and Philadelphia Biblical University (now Cairn University). Marti coached in eight NCCAA National Championships and was named NCCAA Coach of the Year twice. She served as National Sport Chair and Vice-Chair for multiple terms. Marti taught her teams that God is not separate from our athletic life and that their play is an act of worship given back to the Lord.
- E. Divisions I & II Men's Cross Country: Elvin & Joyce King Award  
Elvin and Joyce King were instrumental in the development and growth of both cross country and track & field within the NCCAA. Elvin served as Meet Director and National Sport Chair in each sport for many years, while Joyce was the point person administratively for the championship meets. Elvin's teams won nine NCCAA Cross Country National Championships, and he was named NCCAA Coach of the Year eight times. Elvin and Joyce served alongside each other for over 40 years at Cedarville University and worked tirelessly to make an impact for Christ.
- F. Divisions I & II Women's Cross Country: Dr. Ray Bullock Award  
For many years, Dr. Ray Bullock dedicated himself to the development of cross country as a sport in general, but as a ministry within the NCCAA. The NCCAA Hall of Famer (1999) led his teams to over 10 total NCCAA and NAIA national championships and coached dozens of All-Americans. Ray has impacted the lives of countless student-athletes and coaches through his mentoring and sacrifice.
- G. Men's & Women's Golf: Dan & Kelly Wood Award  
Dan and Kelly Wood's commitment to the NCCAA is evident in the growth of the Golf National Championships with venue upgrades, the addition of women's golf, and an enhanced format. While at two NCCAA member institutions, Dan served as NCCAA Men's Golf Chair from 1993-1999. He assumed the role of Executive Director in 2000 and developed the Game Plan 4 LIFE character initiative while also expanding Christian Service Projects and sports ministry funding. Kelly worked for the NCCAA from 1992 to 2023 in various roles. Her heart for the Lord and to reach others for Christ has helped grow the NCCAA's Kingdom impact.
- H. Men's & Women's Indoor & Outdoor Track and Field: John & Jody Wheeler Awards  
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.
- I. Divisions I & II Men's Soccer: Kyle Rote, Jr. Award  
Kyle Rote, Jr. simply excelled in every area of life. He played every available sport, but soccer grabbed his allegiance in his teen years, and he was an All-American selection during his days at the University of the South. He rose to worldwide fame as the first US professional player to be viewed as a superstar during the days of the North American Soccer League. Throughout his career in sports, and today as a representative for professional athletes, Kyle Rote, Jr. simply lets his faith in Christ drive him to be excellent as a husband, father, and community leader.

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- J. Divisions I & II Women's Soccer: Joe & Q Harding Award  
Joe Harding served multiple terms as NCCAA Men's Soccer chair while coaching at Huntington University and Moody Bible Institute. His teams collected three NCCAA National Championships, and Joe earned both the NISOA Honor Award and the NCCAA Frank Jewell Award for his excellence and integrity in coaching. His most recent honor was as an inductee into the Malone University Hall of Fame (2021). Carol Harding, or as all her friends know her, Q, was a five-sport standout at Wheaton College. Throughout the years, while a university professor and assistant coach to Joe, she was an encourager and advocate for NCCAA, especially within the sport of soccer. She was a prayer warrior for Joe and his student-athletes and for many of Joe's opposing coaches and peers, always caring more for those leaders than for the result of the matches.
- K. Softball: Deb Thompson Award  
Deb Thompson became head coach at Spring Arbor University in 1987 and built a legacy through impacting players for Christ while creating a winning culture on and off the field. She was awarded numerous NCCAA district/regional awards and was the NCCAA Coach of the Year in 2005 when her Cougars captured the NCCAA National Title. Deb has over 800 career wins and counting and was inducted into the Spring Arbor University Hall of Fame in 2002. She has and continues to serve selflessly while nurturing the student-athletes who have had the benefit of calling her coach.
- L. Men's Volleyball: Game Plan 4 LIFE Character Award  
See description below.
- M. Division I Women's Volleyball: Susan R. Hellings Award  
Susan R. Hellings played volleyball in the mid 1970's at Houghton College (now Houghton University). She was a starting hitter for her championship team. Susan exemplified Christian leadership on the court, not allowing anything to stand in the way of team unity. She was an excellent student as demonstrated by being her high school valedictorian and graduating Summa Cum Laude from college with a B.A. in mathematics. Susan was the type of student-athlete who exemplified all the characteristics this award is intended to honor.
- N. Division II Women's Volleyball: Dr. Vickie Grooms Denny Award  
As the head coach at Maranatha Baptist College (now Maranatha Baptist University), Clearwater Christian College, and Bob Jones University, Dr. Vickie Grooms Denny's teams have won 14 NCCAA National Championships. An inductee into the NCCAA Hall of Fame (2005), she has served as NCCAA Division II Women's Volleyball Chair, member President, and continues to serve on the Board of Directors. Overshadowing her many accomplishments, it is her pursuit of excellence on and off the court as a reflection of Jesus Christ that stands above the wins.
- O. GP4L Sport Awards  
In lieu of a named award, some sports honor their model NCCAA Christian student-athletes by using the Game Plan 4 LIFE (GP4L) Award. (See specific sport section for forms and process.) Currently, all awards have been named except men's volleyball.

### III. SCHOLAR AWARDS

- A. NCCAA 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.

3. Selection process

The National Office shall compile and announce a list of recipients during the National Championship. All student-athletes who are nominated and who meet all the criteria shall be granted this award.

4. Recognition and publicity

Recipients shall be announced **during** the National Championship and on the NCCAA website. A certificate of recognition shall be sent to the recipient. A second certificate for the institution shall be sent upon request.

B. NCCAA 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.

3. Recognition

An award shall be sent to the institution for each team receiving the Scholar Team Award.

## IV. YEAR END AWARDS

A. #KingChasing Institution of the Year

The NCCAA uses intercollegiate athletics to further the Great Commission and is committed to equipping student-athletes and coaches to make a positive impact for Christ. In athletics, the term #RingChasing is used by athletes to describe their goal of winning a championship. Within the NCCAA, there is a focus on #KingChasing, which helps lay a foundation of seeking Christ first.

The #KingChasing program uses the four values of the Game Plan 4 LIFE – Love, Integrity, Faith, and Excellence – to enhance the purpose of collegiate athletics to be more than winning championships. The mission of the #KingChasing program is to keep Christ at the center of the student-athlete experience. The Administration Committee shall select the NCCAA #KingChasing Institution of the Year, and the award is presented at the Annual Convention. See [Appendix A](#).

B. Meritorious Service Award

Individuals who, over a period of years, exhibit a dedication and special service to the NCCAA shall be considered for the Meritorious Service Award. Their effort must have made a significant contribution to the welfare of the association and be so recognized by the participating institutions as a whole. Examples of persons qualifying for the Meritorious Service Award are: Board of Directors, National Sport Chairs, Regional Coordinators, and others whose service to the NCCAA is exceptional. This award is presented at the Annual Convention.

C. Heart of Courage Award

The purpose of this award is to recognize a Christian athlete who has also shown courage in the midst of difficult circumstances, while at the same time inspiring others to live out their faith. Nominations are due to the National Office by March 1. This award shall be presented at the Annual Convention. See [Appendix B](#). (See Forms & Procedures section, Item 38 for reimbursement policy.)

D. Presidential Award

The NCCAA presents an annual All-Sports Award to one Division I and one Division II member institution. Points are earned based upon a team's finish in an NCCAA National Championship. Only NCCAA National

Championship sanctioned sports are eligible for the point system. An award shall be presented to the institution with the most points in each Division at the Annual Convention. Golf (m & w), Indoor Track & Field (m & w), Outdoor Track & Field (m & w), Softball (w), and Volleyball (m) serve as “uni-division” championships in which either division is eligible for points. Currently, Division I sports include: **Baseball (m)**, Basketball (m & w), Cross Country (m & w), Soccer (m & w), and Volleyball (w), in addition to the “uni-division” championships. Division II sports include: **Baseball (m)**, Basketball (m & w), Cross Country (m & w), Soccer (m & w), and Volleyball (w), in addition to the “uni-division” championships. Point system for both division is as follows: 1<sup>st</sup> place -12 points, 2<sup>nd</sup> place – 9 points, 3<sup>rd</sup> place – 8 points, 4<sup>th</sup> place – 7 points, 5<sup>th</sup> place – 6 points, 6<sup>th</sup> place – 5 points, 7<sup>th</sup> place – 4 points, 8<sup>th</sup> place – 3 points, 9<sup>th</sup> place - 2 points, 10<sup>th</sup> place – 1 point. If two or more teams are tied the points for each place are added together and divided by the number of teams tied.

E. Game Plan 4 LIFE Student-Athlete Award

The purpose of the Game Plan 4 LIFE Character Award is to recognize NCCAA student-athletes who epitomize the Christian character qualities of Love, Integrity, Faith, and Excellence. Nominations come from the winners of each of the superlative awards of each individual sport. See [Appendix C](#). (See Forms & Procedures section, Item 38 for reimbursement policy.)

F. Game Plan 4 LIFE Athletic Staff Paul & Carolyn Berry Award

The purpose of the Game Plan 4 LIFE Character Award is to recognize NCCAA athletic staff who epitomize the Christian character qualities of Love, Integrity, Faith, and Excellence. Paul Berry and his wife, Carolyn, have served the NCCAA in almost every volunteer role offered by the association since 2000. Having served at NCCAA members George Fox College, **Cedarville University**, Christian Heritage College, and The Master’s College, both Paul and Carolyn displayed a love for Christian higher education, specifically the use of intercollegiate athletics to impact the next generation. As a Regional Coordinator, Paul has given his time and talent to ensure the West Region was well represented and remained active within the NCCAA. After being elected 2nd Vice-President of Membership in 2000, Paul served as Member President from 2005-2008 and remains on the Board of Directors as an emeritus member today. Lesser known roles of service include the NCCAA Pro-Am, where Paul was a committee member and Carolyn a volunteer and ladies’ devotional leader, and the NCCAA Annual Convention where Carolyn volunteered for any task available. Throughout all their service to member schools and the NCCAA, Paul and Carolyn served with all four traits of the Game Plan 4 Life: Love, Integrity, Faith, and Excellence. Those who know them know they made others better and have been role models in how to keep a marriage vibrant and God-honoring for over 58 years. Nominations are due to the National Office by March 1. See [Appendix D](#). (See Forms & Procedures section, Item 38 for reimbursement policy.)

G. Hall of Fame Award

The purpose of the Hall of Fame Award is to recognize individuals who have given outstanding leadership and/or service to the NCCAA.

1. Criteria for selection

- a. An individual with at least five years of involvement with the NCCAA.
- b. An individual who has made a significant contribution to the NCCAA as a coach, administrator, chaplain, donor, or other role.
- c. An individual of high moral character and Christian integrity.
- d. An individual presently making a positive contribution by serving the Lord and society.
- e. An individual maintaining an interest in the NCCAA, Christian higher education and intercollegiate athletics (e.g., prayer partner, donor, volunteer, etc.).

2. Nomination and selection process

- a. The selection committee is comprised of the Executive Director and the Administration Committee.
- b. The Administration Committee has assigned a five-member Hall of Fame Committee that reports to the Administration Committee.
  - 1) The Hall of Fame Committee shall review all nominations and make recommendations in rank order to the selection committee.
  - 2) The Hall of Fame Committee shall also seek out and make recommendations of legacy type candidates to be considered for nomination.
  - 3) The Hall of Fame Committee shall review the process for selection and make recommendations to update that process.
  - 4) Hall of Fame Committee members shall serve a three-year term. If a committee member steps down from their term early, the Administration Committee shall assign a new member. Committee members can be assigned for additional terms.
  - 5) The Hall of Fame Committee shall meet as often as needed to review candidates, consider policies of the selection process, and/or seek additional legacy nominations.

- 6) The Hall of Fame Committee shall select a chair to guide the committee.
- c. Nomination forms shall be emailed to member institutions annually (see [Appendix E](#)).
- d. Nominations may come from current and former NCCAA member institutions, Hall of Fame Committee members, National Office staff, or NCCAA Board of Director members.
- e. Nomination form, five letters of support, and biographical sketch shall be returned to the National Office no later than November 15.
- f. The selection committee shall select inductees annually. No more than three inductees shall be selected each year. If there are three or less nominees, inductees shall be selected by a simple majority. The Hall of Fame Committee shall recommend to the Administration Committee any candidates to carry over to the following year. A candidate shall not be carried over for more than two additional years.
- g. The Executive Director has the right of refusal.
- h. Inductees shall be notified of their selections via telephone and email by December 31.
- i. Those who are selected shall be inducted during the Annual Convention. (See Forms and Procedures section, Item 38 for reimbursement policy.)
- j. An NCCAA Hall of Fame inductee can be removed by a 2/3 vote of the Administration Committee and approval of the Board of Directors if cause is found that discredits the inductee's standing of character and moral issues.

## **V. PRO-AM SCHOLARSHIP AWARDS**

### **A. John & Jody Wheeler Ministry Scholarship**

Named for the founder of the NCCAA Pro-Am, John Wheeler and his wife, Jody, this award was established through the fundraising endeavors of the Pro-Am. Each foursome in the college tournament round at the NCCAA Pro-Am represents an NCCAA member institution. The institution that is represented by the overall winning foursome is the recipient of a \$3,000 scholarship to be awarded to a student for the next school year who is a Christian ministries or missions major. Criteria for choosing a student to receive this scholarship include: participation in athletics (Division I only); participation in ministry in church, school, community, and the world; academic proficiency; and financial need.

### **B. Grover & Darla Todd Ministry Scholarship**

This award was named for NCCAA Board Member and Finance Committee Chairperson, Grover Todd and his wife, Darla. The institution that is represented by the overall second place foursome in the college tournament round is the recipient of a \$2,000 scholarship to be awarded to a student for the next school year who is a Christian ministries or missions major. Criteria for choosing a student to receive this scholarship include: participation in athletics (Division I only); participation in ministry in church, school, community, and the world; academic proficiency; and financial need.

### **C. Bob McCloskey Memorial Ministry Scholarship**

This award was named for Bob McCloskey, NCCAA catastrophic insurance preferred vendor since 2007, who attended the NCCAA Pro-Am from 2009-2015. Since 2013, McCloskey Agency has served as the sponsor of the NCCAA Victory Bowl and, upon Bob's death on February 3, 2016, a new gift was given to fund additional Ministry/Mission scholarships via the NCCAA Pro-Am. Criteria for choosing a student to receive this scholarship include: participation in athletics (Division I only); participation in ministry in church, school, community, and the world; academic proficiency; and financial need.

## **VI. OTHER AWARDS**

### **A. Wilhelmi-Haskell Stewardship Award**

Named for NCCAA founders, Norm Wilhelmi and E.C. Haskell, the Wilhelmi-Haskell Stewardship Award is awarded to individuals who, over a period of years, have exhibited dedicated work and loyal support of the NCCAA program and ministry. The recipient is recommended by the Executive Director or any Director on staff. This award is presented at the Annual Convention or at the most appropriate time determined by the National Office.

### **B. Soccer: Frank Jewell Award**

This award is presented annually to an individual who has displayed Christian character and integrity while coaching soccer within the NCCAA. The award is presented by the National Intercollegiate Soccer Official's Association (NISOA) in memory of Frank Jewell, NISOA liaison with the NCCAA from 1983-2010. It is selected by the NCCAA Executive Director and a representative from NISOA.

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## Appendix A

### NCCAA #KingChasing Program

#### ABOUT

The NCCAA uses intercollegiate athletics to further the Great Commission and is committed to equipping student-athletes and coaches to make a positive impact for Christ. In athletics, the term #RingChasing is used by athletes to describe their goal of winning a championship. Within the NCCAA, there is a focus on #KingChasing which helps lay a foundation of seeking Christ first.

The #KingChasing program uses the four values of the Game Plan 4 LIFE – Love, Integrity, Faith, and Excellence – to enhance the purpose of collegiate athletics to be more than winning championships. The mission of the #KingChasing program is to keep Christ at the center of the student-athlete experience.

An institution shall be named an NCCAA #KingChasing Institution by earning 105 points. The top three point-earning institutions shall be finalists for the NCCAA #KingChasing Institution of the Year (in the event of a tie for third, the committee shall vote to break the tie). The Administration Committee (or designated sub-committee) shall select the NCCAA #KingChasing Institution of the Year, and the award is presented at the Annual Convention.

There are 150 possible points, along with an additional 20 possible bonus points.

#### Sports Ministry Fund amounts required to be used for Christian Outreach

#KingChasing Institution of the Year shall receive \$2,000.

#KingChasing Institution remaining finalists shall receive \$1,000 each.

#### #KingChasing Scholarship

The #KingChasing Scholarship is intended for assisting any student in a ministry-related major (e.g., sports ministry, cross cultural, pastoral, worship arts, etc.) in meeting their financial needs. The institution may use funds to assist up to two students. All student recipients are requested to submit a letter of appreciation, including the impact of the award on their continuing education, to Slingshot on or before September 15 (send letters to NCCAA National Office).

#KingChasing Institution of the Year shall receive \$10,000. #KingChasing Institution remaining finalists shall receive \$5,000 each.

The deadline to submit the #KingChasing report is May 20.

1. Ejections shall be monitored for spring sports contests after the deadline.
2. Winter/Spring Scholar teams are due by May 20 to be eligible for #KingChasing points.
3. The #KingChasing Institution of the Year shall be announced at the Annual Convention.

*continued*

**Appendix A, Page Two**  
**NCCAA #KingChasing Program Reporting Form**  
Due May 20

**#KINGCHASING STUDY PROGRAM**

**Institution's coaches participate in the #KingChasing Study Program and incorporate it into the team's faith integration plan. (25 possible points)**

Points earned are calculated by percentage of coaches/teams that participated in the #KingChasing Study Program.  
Example: 7 out of 12 coaches/teams participate ( $25 \times .583 = 14.6$  points earned)

# of NCCAA Sponsored Sports \_\_\_\_\_ # of teams that participated in #KingChasing Study Program \_\_\_\_\_

**#KINGCHASING DAY**

**A. Institution participates in #KingChasing Day on the third Monday in September. (20 possible points)**

Points earned are calculated by the percentage of teams that participated in a CSP on #KingChasing Day (Ideally, these CSP's are in addition to the team CSP's in the FAITH section below).

Example: 7 out of 12 coaches/teams participate ( $20 \times .583 = 11.7$  points earned)

# of NCCAA Sponsored Sports \_\_\_\_\_ # of teams that participated in #KingChasing Day \_\_\_\_\_

**B. Institution posts #KingChasing Day events on social media, using #KingChasing hashtag and tagging official NCCAA social media accounts. (5 possible points)**

Full points earned by AD confirming social media posts were made as described above. No points without confirmation.

Completed: Yes \_\_\_\_\_ No \_\_\_\_\_

**LOVE**

**A. No Ejections (5 possible points)**

Full points earned by reporting zero ejections. One point is lost for each ejection reported. (Ejections shall be monitored for spring sports playing contests after the April 30 deadline.)

Ejections: \_\_\_\_\_

**B. Athletic staff (AD's, SID's, Coaches, etc.) connect with their counterpart at another specific NCCAA member institution and offer to pray for them. (10 possible points)**

Full points earned by AD confirming athletic staff was charged with connecting to their counterpart at another specific NCCAA member, and reporting which member institution it was. No points without confirmation.

Completed: Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, which member institution \_\_\_\_\_

**C. Athletic staff (AD's, SID's, Coaches, etc.) connect with their counterpart at another specific non-NCCAA member institution and offer to pray for them. (10 possible points)**

Full points earned by AD confirming athletic staff was charged with connecting to their counterpart at another specific non-NCCAA member, and reporting which institution it was. No points without confirmation.

Completed: Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, which institution \_\_\_\_\_

*continued*



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## Appendix A, Page Three

### NCCAA #KingChasing Program Reporting Form

#### **INTEGRITY**

- A. Athletic department holds a fall AND a winter/spring meeting with coaches and athletic staff to communicate #KingChasing standards. (5 possible points)**

Full points earned by AD confirming meetings were held for all coaches and athletic staff. No points without confirmation.

Completed: Yes \_\_\_\_\_ No \_\_\_\_\_

- B. Head coaches complete the GP4L Video Series (4 videos) and sign the Code of Ethics. Suggestion: show a video at each athletic department meeting mentioned above. (10 possible points)**

Full points earned by AD confirming this happened. No points without confirmation.

Completed: Yes \_\_\_\_\_ No \_\_\_\_\_

- C. Athletic department holds event(s) for student-athletes to communicate #KingChasing standards. (5 possible points)**

Full points earned by AD confirming event(s) were held for all student-athletes. No points without confirmation.

Completed: Yes \_\_\_\_\_ No \_\_\_\_\_

- D. Each student-athlete signs the #KingChasing Commitment. (5 possible points)**

Full points earned by AD confirming this happened. No points without confirmation.

Completed: Yes \_\_\_\_\_ No \_\_\_\_\_

#### **FAITH**

- A. Institution's teams participate in Christian Service Projects (CSP's) and/or mission trips during the year. Detailed summary of outreach required (see last page below). (20 possible points)**

Points earned are calculated by percentage of school's teams that participated in team sponsored CSP's and/or mission trips during the year (not NCCAA Regional/National CSP's).

Example: 7 out of 12 teams participated in CSP's/mission trips ( $20 \times .583 = 11.7$  points earned)

# of NCCAA Sponsored Sports \_\_\_\_\_ # of teams that participated in CSP's and/or mission trips \_\_\_\_\_

- B. Have a webpage dedicated to #KingChasing (NCCAA provides info). (5 possible points)**

Full points are earned if webpage exists. No points earned if webpage does not exist.

Completed: Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, enter URL \_\_\_\_\_

#### **EXCELLENCE**

- A. Have student-athletes represented on Scholar-Athletes lists. (8 possible points)**

Points earned are calculated by percentage of school's teams that have Scholar-Athletes.

Example: 12 out of 18 teams have at least one Scholar-Athlete ( $8 \times .667 = 5.3$  points earned)

# of NCCAA Sponsored Sports \_\_\_\_\_ # of teams with at least one Scholar-Athlete \_\_\_\_\_

- B. Have teams represented on Scholar-Team list. (5 possible points)**

Points earned are calculated by the percentage of school's teams that are represented. (Winter/Spring Scholar teams are due by May 15 to be eligible for #KingChasing points.)

Example: 5 out of 8 teams represented. ( $5 \times .625 = 3.1$  points earned)

# of NCCAA Sponsored Sports \_\_\_\_\_ # of teams named Scholar-Teams \_\_\_\_\_

*continued*

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**Appendix A, Page Four**  
**NCCAA #KingChasing Program Reporting Form**

**C. Submit nominations for GP4L Character Award Series during the year. (10 possible points)**

Points earned are calculated by percentage of school's teams that had a nomination.

Example: 3 out of 4 teams nominated. ( $10 \times .75 = 7.5$  points earned)

# of NCCAA Sponsored Sports \_\_\_\_\_ # of teams with a nomination \_\_\_\_\_

**D. Submit nominations for the end of year Men's & Women's Game Plan 4 LIFE Athletic Staff Character Awards. (2 possible points)**

1 point is earned for a men's nomination and 1 point is earned for a women's nomination.

Men's submitted: Yes \_\_\_\_\_ No \_\_\_\_\_ Women's submitted: Yes \_\_\_\_\_ No \_\_\_\_\_

**BONUS POINTS**

**Athletic Director enrolls in Shepherd Coach training and earns certificate. (20 possible points)**

Full points earned by Athletic Director and Shepherd Coach confirmation. No points without confirmation.

**NOTE: If the current Athletic Director has earned this certificate in a previous year, an Assistant/Associate Athletic Director may earn these points. This is limited to one institutional Athletic Director per year earning these points.**

Completed: Yes \_\_\_\_\_ No \_\_\_\_\_

*continued*

## Appendix A, Page Five

### NCCAA #KingChasing Program Reporting Form

#### Detailed Summary of Outreach

List your team sponsored (NCCAA Sponsored sports) spiritual outreach endeavors below.

|    | Team         | CSP or Mission Trip | Date of Outreach | Location of Outreach | Person Responsible |
|----|--------------|---------------------|------------------|----------------------|--------------------|
| Ex | W Volleyball | Mission Trip        | Apr. 2019        | Costa Rica           | Jane Doe           |
| 1  |              |                     |                  |                      |                    |
| 2  |              |                     |                  |                      |                    |
| 3  |              |                     |                  |                      |                    |
| 4  |              |                     |                  |                      |                    |
| 5  |              |                     |                  |                      |                    |
| 6  |              |                     |                  |                      |                    |
| 7  |              |                     |                  |                      |                    |
| 8  |              |                     |                  |                      |                    |
| 9  |              |                     |                  |                      |                    |
| 10 |              |                     |                  |                      |                    |
| 11 |              |                     |                  |                      |                    |
| 12 |              |                     |                  |                      |                    |
| 13 |              |                     |                  |                      |                    |
| 14 |              |                     |                  |                      |                    |
| 15 |              |                     |                  |                      |                    |
| 16 |              |                     |                  |                      |                    |
| 17 |              |                     |                  |                      |                    |

Summarize each endeavor above, including a description of the outreach and the group(s) ministered to.

**I attest that the information submitted on this #KingChasing report is accurate.**

\_\_\_\_\_  
Institution

\_\_\_\_\_  
Athletic Director's Signature

\_\_\_\_\_  
Date

*The #KingChasing report is due to the National Office by May 20.*

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## **Appendix B**

### **Heart of Courage Award Criteria**

**Due March 1**

#### **I. CRITERIA**

This award shall be given to a student-athlete fitting the following criteria:

1. A current player on an NCCAA team.
2. Has exemplary Christian character.
3. Has shown courage in the midst of difficult circumstances in such a way as to inspire others.

#### **II. SELECTION**

A representative of an NCCAA member institution shall nominate a recipient on the above criteria. Nominations are due to the National Office by March 1. The Administration Committee shall approve the nomination.

#### **III. AWARD**

An award shall be given to the recipient(s) at the Annual Convention. (See Forms and Procedures section, Item 38 for reimbursement policy.)

#### **IV. PURPOSE**

The purpose of this award is to recognize a Christian student-athlete who has also shown courage during difficult circumstances, while at the same time inspiring others to live out their faith. God Himself puts a premium on perseverance and endurance. It is our desire to encourage those who are doing just that in unusual circumstances, and to say thank you for truly reminding us of our Living Hope.

#### **V. HONOREE**

The award itself was inspired by the courage of Kathy Stewart of Kentucky Christian College.

On May 7, 1998, Kathy Stewart was diagnosed with a malignant brain tumor. This diagnosis was followed by six months of physical problems and fruitless efforts to find the cause. During the summer of 1998, Kathy underwent two surgeries to remove the tumor, a series of radiation treatments, and two months of recovery. She returned to school in mid-September, made up her class work and proceeded to play basketball her senior year. Physically, Kathy struggled, but spiritually she gave God praise for His mercy and support during her ordeal. Throughout Kathy's illness, she constantly lifted others up with her positive outlook and her bubbling spirit. Though struggling herself, her greatest concern was for her family.

On February 18, 2000, Kathy lost her battle to cancer but won the victory in Jesus for her eternity. She was a model student-athlete and an inspiration for all in the way she lived out her faith. All who knew Kathy were challenged to do the same.

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## Appendix C

### Game Plan 4 LIFE (GP4L)

### Student-Athlete Character Award Nomination



#### I. PURPOSE

The purpose of the Game Plan 4 LIFE Student-Athlete Character Award is to recognize NCCAA student-athletes who epitomize the Christian character qualities of:

**Love:** demonstrating a caring and consistent love for others (I Corinthians 13)

**Integrity:** living out ethical principles in a clear and consistent manner (Job 27:5)

**Faith:** acknowledging a life of faith and sharing that faith with others (Hebrews 11)

**Excellence:** striving to do all things at the highest standard (Philippians 4:8)

#### II. CRITERIA

1. A student-athlete who is junior, senior or graduate status and with involvement within NCCAA athletics.
2. An individual who consistently demonstrates love, integrity, faith and excellence within college athletics, their campus, and their home/college community.

#### III. SELECTION

1. The selection committee is comprised of the Administration Committee.
2. The selection committee shall select one male and one female student-athlete annually.
3. Nominations for the year-end award shall come from the winners of each individual superlative award given during the academic year. (See sport specific sections for nomination forms.)
4. Selection shall take place by April 30 with spring superlative awards to be completed by April 20.

#### IV. PROCEDURES

1. The following are required for a completed submission:
  - a. Additional comments of support for each student-athlete following the selection of in-season awards.
  - b. A high resolution head shot photo in .jpg format is required.
2. Recipients shall be notified of their selection via e-mail, telephone and/or letter by April 30.
3. Recipients shall be honored during the Hall of Fame Banquet at the NCCAA Annual Convention. A subsidy of up to \$250 towards travel shall be available to each of the winners. (See Forms and Procedures section, Item 38 for reimbursement policy.)

**Appendix D**  
**NCCAA Game Plan 4 LIFE (GP4L) Athletic Staff**  
**Paul & Carolyn Berry Award**  
**Nomination Form**  
**Due March 1**



## **I. PURPOSE**

The purpose of the Paul & Carolyn Berry Award is to recognize NCCAA athletic staff who epitomize the Christian character qualities of:

**Love:** demonstrating a caring and consistent love for others (I Corinthians 13)

**Integrity:** living out ethical principles in a clear and consistent manner (Job 27:5)

**Faith:** acknowledging a life of faith and sharing that faith with others (Hebrews 11)

**Excellence:** striving to do all things at the highest standard (Philippians 4:8)

## **II. CRITERIA**

1. Nominees must be employed in a coaching or athletic staff role at an NCCAA member institution.
2. Nominees' lives shall demonstrate a personal commitment to Christ in the athletic environment as well as in all other spheres of endeavor.
3. Nominees shall be individuals who consistently demonstrate the values of Love, Integrity, Faith, and Excellence, and demonstrate commitment to the NCCAA at their institutions, as well as regionally and/or nationally.

## **III. SELECTION**

1. The selection committee shall be comprised of the Administration Committee.
2. The selection committee shall select one male and one female athletic staff annually.

## **IV. PROCEDURES**

1. Completed nomination forms and letters of support are due to the National Office by March 1 each year.
2. The following are required for a completed submission:
  - a) The completed nomination form accompanied by a letter from the nominator which elaborates on reasons why the nominee is deserving of the award. This shall include the four aspects of the GP4L characteristics.
  - b) Individuals may be nominated by current or former student-athletes, fellow coaches, athletic administrators, or others associated with institutional leadership. Nominations shall be supported by at least four letters from persons in these groups.
  - c) A high resolution head shot photo in .jpg format.
3. Inductees shall be notified of their selection via e-mail, telephone, and/or letter.
4. Recipients shall be honored during the Hall of Fame Banquet at the NCCAA Annual Convention. (See Forms and Procedures section, Item 38 for reimbursement policy.)

*continued*

**Appendix D, Page Two**  
**NCCAA Game Plan 4 LIFE (GP4L) Athletic Staff**  
**Paul & Carolyn Berry Award**  
**Nomination Form**



Please see the previous page for all requirements for nomination and selection of candidates for the Paul & Carolyn Berry Award.

*(Please print or type all information)*

I wish to nominate:

Name \_\_\_\_\_ Sport \_\_\_\_\_

Telephone \_\_\_\_\_ E-mail \_\_\_\_\_

Institution \_\_\_\_\_ Years involved at institution \_\_\_\_\_

Institution Address \_\_\_\_\_

Leadership Positions \_\_\_\_\_

Awards and Honors \_\_\_\_\_

Name of Nominator \_\_\_\_\_ Position \_\_\_\_\_

Institution \_\_\_\_\_

Address \_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Email \_\_\_\_\_

Signature of Nominator \_\_\_\_\_ Date \_\_\_\_\_

Submit all information by March 1 to the National Christian College Athletic Association  
302 W Washington St • Greenville, SC 29601 • Fax: 864-250-1141 • Phone: 864-250-1199  
Brandon Gilmore, Director of Membership • [bgilmore@thenccaa.org](mailto:bgilmore@thenccaa.org)

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## **Appendix E**

### **NCCAA Hall of Fame Nomination Form**

**Due November 15**

#### **A. PURPOSE**

The purpose of the Hall of Fame Award is to recognize individuals who have given outstanding leadership and/or service to the NCCAA. The criteria for selection are as follows:

1. An individual with at least five years of involvement with the NCCAA.
2. An individual who has had a significant contribution to the NCCAA as a coach, administrator, chaplain, donor, or other role.
3. An individual of high moral character and Christian integrity.
4. An individual presently making a positive contribution by serving the Lord and society.
5. An individual maintaining an interest in the NCCAA, Christian higher education and intercollegiate athletics (e.g., prayer partner, donor, volunteer, etc.).

#### **B. SELECTION PROCEDURE AND COMMITTEE**

An overview of the nomination and selection process shall be as follows:

1. The selection committee is comprised of the Executive Director and the Administration Committee, with the Hall of Fame Committee reviewing all nominations and making recommendations in rank order to the selection committee.
2. Nomination form, five letters of support, and biographical sketch must be returned to the National Office no later than November 15.
3. The selection committee shall select inductees annually. If there are three or less nominees, inductees shall be selected by a simple majority. If there are more than three nominees, voting shall be conducted by rank order (e.g., first choice – 3 points; second choice – 2 points; third choice – 1 point).
4. No more than three inductees shall be selected each year. The Hall of Fame Committee shall recommend to the Administration Committee any candidates to carry over to the following year. A candidate shall not be carried over for more than two years.
5. The Executive Director has the right of refusal.
6. Inductees shall be notified of their selections via telephone and email by December 31.
7. Those who are selected shall be inducted during the Annual Convention. (See Forms and Procedures section, Item 38 for reimbursement policy.)

#### **C. RECIPIENT QUALIFICATIONS**

1. List the individual's involvement with the NCCAA, including years served. List any role served (e.i., coach, AD, SID, etc.) at a member institution(s) with years served; and any volunteer role (e.g., Regional Coordinator, National Sport Chair, board member, etc.) within NCCAA with years served.
2. Share how this individual significantly contributed to the NCCAA.
3. Describe this individual's Christian character and integrity.
4. Explain how this individual is presently making a positive contribution by serving the Lord and society.
5. Describe how this individual is maintaining an interest in the NCCAA, Christian higher education, and intercollegiate athletics.
6. Please list NCCAA awards/honors and/or championship titles.

#### **D. AWARD**

An award descriptive of the honor shall be given to each recipient during the Annual Convention.

*continued*



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**Appendix E, Page Two**  
**NCCAA Hall of Fame Nomination Form**  
**Due November 15**

*Nominations may come from NCCAA member institutions and former member institutions, Hall of Fame Committee members, National Office staff, or NCCAA Board of Directors members.*

I wish to nominate \_\_\_\_\_

Address \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email Address \_\_\_\_\_

Institution Affiliation \_\_\_\_\_

**Enclosed are five letters of support and the biographical sketch.**

Name of Nominator \_\_\_\_\_

Address \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email Address \_\_\_\_\_

## Appendix F

### Superlative Award Naming Nomination Form

- A. Nomination Form** – Complete this form and submit to the NCCAA National Office for consideration.
- B. Nominee's Resume** – Include the nominee's resume or biography, describing his/her background and contributions.
- C. Award Criteria Narrative** – In no more than two typed pages, provide specific, concrete examples for the three criterion below (one of which must be fulfilled in order for the granting of Naming Rights in Recognition to be considered):
1. Recognition of outstanding service to the NCCAA whilst serving in an academic, athletic, and/or administrative capacity; or outstanding service to the NCCAA.
  2. Recognition of achievements of distinguished alumni.
  3. Recognition of generous financial or other contribution from a donor (be it by way of donation, bequest, sponsorship, etc.), such contribution being voluntary and not rendered in consideration of the granting of naming rights.
- D. Articles and Letters** – To present a comprehensive picture of the nominee, please include both:
1. Up to five news or magazine articles written about the candidate; and
  2. No more than five letters of support from individuals, college/universities, and/or organizations.
- E. Complete Submission Package** – In order to be considered, all of the above items must be received by the NCCAA National Office. The NCCAA National Office relies on the entire nomination package in selecting each Naming Rights in Recognition. **Incomplete submissions will not be considered.** Complete packages will be reviewed and voted on by members of the NCCAA Administration Committee of the Board of Directors.

NOTE: In sports where one gender is attached to both gender awards, the Administration Committee reserves the right to re-assign gender specific honorees if the case arises.

*Please print or type*

I wish to nominate \_\_\_\_\_

Address \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email Address \_\_\_\_\_

Institution/Affiliation \_\_\_\_\_

**Complete nomination submission package included (see above).**

Name of Nominator \_\_\_\_\_

Address \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email Address \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

## NCCAA AWARD HISTORY

### MERITORIOUS SERVICE AWARD

1991 Lynn Bargfeldt  
 Ron Bishop  
 Susan Bowman  
 Dr. Ray Bullock  
 Dr. Don Callan  
 David Diehl  
 Dr. Homer Drew  
 Nancy Durrwachter  
 Tom Fink  
 Bill Forlow  
 Bob Gustavson  
 Joe Harding  
 Jim Huckaby  
 Chet Kammerer  
 Doug Karnes  
 Elvin King  
 Larry Maddox  
 Dr. Howard F. Nourse  
 Wendy Parsons  
 Keith Phillips  
 Curt Richards  
 Dr. Ken Roden  
 Peg Roorbach  
 Dr. Byron Shenk  
 Terry Taggart  
 Susie Toomey

1992 Joe Brockinton  
 Dr. Ted Comden  
 Dr. Chris Davis  
 Kay Dunckel  
 Gene Fitzgerald  
 Greg Gaffney  
 Sherrie Holloway  
 Stephen Morley  
 Jean Penfound  
 Deborah Rupp  
 Jeff Sikes  
 Dr. Ken Sisson  
 Tami Smialek  
 Jack Souther  
 Dr. Ralph Swearngin  
 Karen Traut

1993 Steve Burke  
 Lee Erickson  
 Kirk Hanson  
 Dr. Craig Hayward  
 Jim Phillips  
 Charlie Temple

1994 Kristi Brodin  
 Jim Flint  
 Wayne Rasmussen

1995 Gary Baldwin  
 Tim Collins  
 Bruce Dixon  
 Dr. Mike Fratzke  
 Mel Hankinson  
 Jim Kessler  
 Orin Linde

### MERITORIOUS SERVICE AWARD (cont.)

1995 Bob Marsh  
 (cont.) Candace Moats  
 Martin Ozinga III  
 Ben Peterson  
 Dave Ribbens  
 Susie Toomey  
 Lauren Warluft  
 John Wheeler

1996 Charles Canon  
 John Foss  
 Kirk Hanson  
 Tim Hills  
 Scott Laing  
 Dean Skinner  
 Dan Wood

1997 Dr. John Bratcher  
 Chris Coy  
 Dick Gilroy  
 Dave Grube  
 Joe Hakes  
 Willie Holley  
 Jim Huckaby  
 Ken Hyland  
 Dr. Marti MacCullough  
 Drew Peterson  
 Harold Williams  
 Don Wood  
 Kelly Wood  
 Sam Woolwine

1998 Mike Faro  
 Rick Fields  
 Lynn Hanson  
 Roger Jacobs  
 Mike Lightfoot  
 Dave Spilman  
 Dan Wood  
 Del Wubbena

1999 Sheldon Bassett  
 Bill Bockwitz  
 Dr. Jerry Boone  
 Byron Deel  
 Sherman Eberly  
 Roger Jacobs  
 Fred Johnson  
 Rick Johnson  
 Ray Kuhles  
 Dave Ribbens  
 Nancy Siddens  
 Bobby Temple  
 Del Wubbena

2000 Bruce Dixon  
 Willie Holley  
 Rocky Kent  
 Susan Kindley  
 Paul Kurtz  
 Dan Wielhouwer

2001 Dr. Chris David  
 Kathy Freese  
 Sherrie Holloway

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**MERITORIOUS SERVICE AWARD** (cont.)

2001 Robbie Jones  
(cont.) Candace Moats  
Rick Stephens  
Evelyn Swearngin  
Dave Walter  
2002 Dr. Vickie Grooms Denny  
Gene Fitzgerald  
Kirk Hanson  
Joe Harding  
Dr. Bob Jackson  
Randy Kirk  
Pat Milligan  
Rich Ozinga  
Dave Ribbens  
Dr. Ralph Swearngin  
2003 Lesley Burbridge-Bates  
Brian Hamil  
Kirk Hanson  
Steve Hilbelink  
Willie Holley  
Darek Jarmola  
C. Dan Joyner  
Jay Martin  
Brian Mogg  
Claudette Stine  
Deb Thompson  
2004 David Baillie  
Bill Bippes  
Dr. Jerry Boone  
Teresa Clark  
Don Rekoske  
Jerry Terrill  
2005 Ron Arnett  
Bill Bippes  
Dr. Vickie Byler  
Dr. Keith Conner  
Freddie King  
Jody Martinez  
Lanny Nihart  
Amy Strong  
Brad Williams  
2006 Kent Bottenfield  
Jim Hunter  
Chad Leach  
Jonathan Meade  
2007 Jim Aller  
Dr. Kevin Crawford  
Greg Hughes  
Dr. Pamela Johnson  
Richard Neal  
Paul Swanson  
2008 Jason Beck  
Paul Berry  
Lindsay Bickerstaff  
Neal Butler  
Paul Furey  
Ritchie Richardson

**MERITORIOUS SERVICE AWARD** (cont.)

2008 Charlotte Snowden  
Amy Strong  
2009 Randy Douglas  
Greg Hayton  
Jerry Malone  
Pete Morey  
Jeff Santarsiero  
Dennis Scott  
2010 Duane Aagaard  
Jeff Bolender  
Dave Herron  
Jeff Raymond  
Will Shouse  
Alan Sumner  
Bob White  
2011 Ryan Bowen  
Shawn Condra  
Joe Griffin  
Tony Natali  
Deb Thompson  
Drew Watson  
Chris Williams  
Dr. Rick Wright  
2012 Ben Belleman  
Curt Bickley  
Glenn Bridges  
Clayton Morrison  
Tom Price  
Ryan Sommers  
2013 Kyle Bloom  
Dr. Jimmy Epting  
Mark Goetsch  
Chris Lahm  
Mike Manes  
Dr. Barry McKeown  
Brian Patton  
Justin Pollock  
Darren Richie  
Julia Reininga  
Dave Spilman  
Angie Taulborg  
Mandy Wray  
2014 Aimee Davison  
Steve Evans  
Tom Hancock  
Dr. Matt Hill  
Chuck Kandt  
Merl McGinnis  
Becky Pearl  
2015 Shawn Condra  
Mark DeMichael  
Roy Mulholland  
Larry Olson  
Kenny Trapp  
2016 Bob Brickman  
Jason Covarrubias  
Eddie Davis  
Andria Harshman

**MERITORIOUS SERVICE AWARD** (cont.)

2016 Mark Miller  
(cont.) Lanny Nihart  
Tom Price  
James Whitaker

2017 Mark Arthur  
Josh Beers  
Pete Beers  
Chad Briscoe  
Aaron Brister  
Patti Buchta  
Tom Hancock  
Jon High  
Joshua Miller  
Rich Renzema  
Jack Strong  
James Whitaker

2018 Jim Hardy  
Jon Mack  
Alicia Mucher  
Jacob Phillips  
Bill Schepel  
John & Jody Wheeler

2019 Zach Bice  
Jud Brooker  
Sho Gray  
Hank Moore  
Lauren Sanders

2020 Dr. Chris Carmichael  
T-Ray Fletcher  
Dr. Jesse Godding  
Mark Goetsch  
John McGillivray  
Jeremy Miller  
Jared Sellars  
Dr. Matthew Webb  
Chris Williams

2021 Mark Berokoff  
Josh Gamblin  
John Mills

2022 Jeffrey Huff  
Kara Lail  
Dr. Dee Morris  
Selina Slate  
Gerald Verway

2023 Mark Arthur  
Joe Blackwell  
Jason Covarrubias  
Chris Lahm  
Joe Liwosz  
Clifton McDaniel  
Marcus Moeller  
Brian Patton  
Eric Salley  
Cathy Snider  
Rob Thompson  
Eric Turner

**MERITORIOUS SERVICE AWARD** (cont.)

2024 Paul Berry  
Hailey Cavanagh  
Jordan Strom  
Amy Strong  
Willie Williams

2025 Zack Barron  
Jeremy Butler  
Chelsea Jones  
Lauren Sanders

2026 Chad Briscoe  
John D. Jones  
John McGillivray  
Mark Miller  
Kyle Moody  
Billy Ward

**WILHELMI-HASKELL STEWARDSHIP AWARD**

1991 John Wheeler  
Harold Williams

1993 Sam Woolwine

1994 Dr. John Crandall  
Alvin R. May

1995 Lois Tomlin

1998 Dave Schmidt  
Kelly Wood

1999 Glen Rankin

2001 Lynn Bargfeldt  
Charles Canon  
Bud Schaeffer

2006 Glenn & Joyce Bridges  
Cowart Awards  
Greenville First Presbyterian Church  
South Carolina Charities, Inc.  
Norm Wilhelmi

2008 Tom & Linda Dodgen  
Tom & Jill Hancock  
oobe  
John & Jody Wheeler

2018 Sam & Angie Kelly  
Terry & Connie Metzger  
Roger & Donna Skelly  
Grover & Darla Todd

2020 Gabe Wallis

2022 Lou Denny  
Roger & Donna Skelly

2023 Greenville First Presbyterian Church  
Lu Ann Kandt

**SPORTS MINISTRIES AWARD**

1990 Cedarville College

1991 Multnomah School of the Bible

1992 Bethel College

1993 Pillsbury College

1994 Northland Baptist Bible College

1995 North Central Bible College

1996 Asbury College

1997 Moody Bible Institute

1998 Houghton College

**SPORTS MINISTRIES AWARD (cont.)**

|      |                                                              |
|------|--------------------------------------------------------------|
| 1999 | St. Louis Christian College                                  |
| 2000 | Multnomah Bible College                                      |
| 2001 | Indiana Wesleyan University                                  |
| 2002 | Northwestern College                                         |
| 2003 | The Master's College                                         |
| 2004 | Bethel College                                               |
| 2005 | The Master's College                                         |
| 2006 | Northland Baptist Bible College                              |
| 2007 | Faith Baptist Bible College                                  |
| 2008 | Southern Wesleyan University                                 |
| 2009 | Central Christian College of Kansas<br>Central Bible College |
| 2010 | Clearwater Christian College                                 |
| 2011 | The Master's College                                         |
| 2012 | Southeastern University                                      |
| 2013 | Colorado Christian University                                |
| 2014 | Maranatha Baptist University<br>Indiana Wesleyan University  |
| 2015 | Clearwater Christian College                                 |
| 2016 | Grace College                                                |
| 2017 | Columbia International University                            |
| 2018 | Bob Jones University                                         |
| 2019 | Southwestern Assemblies of God University                    |
| 2020 | Columbia International University                            |

*Renamed #KingChasing Award*

**#KINGCHASING AWARD**

|      |                             |
|------|-----------------------------|
| 2022 | Houghton College            |
| 2023 | Asbury University           |
| 2024 | Manhattan Christian College |
| 2025 | University of Northwestern  |
| 2026 | Houghton University         |

**HALL OF FAME**

|      |                                                    |
|------|----------------------------------------------------|
| 1991 | E.C. Haskell<br>Jim Huckaby<br>Norm Wilhelmi       |
| 1992 | Dr. Don Callan<br>Dr. Ralph Swearngin              |
| 1993 | Hank Burbridge<br>Elvin King                       |
| 1994 | Jim Kessler<br>Dick Patterson                      |
| 1995 | Ron Bishop<br>Kristi Brodin<br>Dr. Mike Fratzke    |
| 1996 | Tom Fink<br>Dr. Ken Roden                          |
| 1997 | Dr. John Bratcher<br>Willie Holley<br>Larry Maddox |
| 1998 | Dr. Barry R. May<br>Harold Williams                |
| 1999 | Dr. Ray Bullock                                    |
| 2000 | Stephen H. Morley<br>David L. Ribbens<br>Hal Smith |

**HALL OF FAME (cont.)**

|      |                                                                |
|------|----------------------------------------------------------------|
| 2001 | Mike Lightfoot<br>Del Wubbena                                  |
| 2002 | John Wheeler                                                   |
| 2003 | Homer Drew<br>Kirk Hanson<br>Ken Sanders                       |
| 2004 | Dr. Marti MacCullough<br>Ben Peterson<br>Jerry Terrill         |
| 2005 | Dr. Vickie Grooms Denny                                        |
| 2006 | Jean Penfound                                                  |
| 2007 | Dick Damron<br>Sam Riggleman                                   |
| 2008 | Vern Howard<br>Dr. Pam Johnson<br>Bob White                    |
| 2009 | Dr. Chris Davis<br>Pete Reese                                  |
| 2010 | Joe Harding                                                    |
| 2011 | Keith Champion<br>Marsha Jackson<br>Dr. Dee Morris             |
| 2012 | Ron Arnett                                                     |
| 2013 | Jack Hazen<br>Jeff Santarsiero                                 |
| 2014 | John Foss<br>Jody Martinez<br>Richard "Dick" Molenhouse        |
| 2015 | Paul Berry                                                     |
| 2016 | Arlon Beadles<br>Patrick Gilliam                               |
| 2017 | John McGillivray                                               |
| 2018 | Candace Moats<br>Tony Natali                                   |
| 2019 | Keith Connor<br>Judy Fox<br>Brian Patton                       |
| 2020 | Glen "Chet" Kammerer<br>Harold "Skip" Lord<br>Dr. Dennis Scott |
| 2021 | Gary Bailey<br>Dr. Rick Wright                                 |
| 2022 | Mark Goetsch<br>Chris Hess<br>Chris Lahm                       |
| 2023 | Geno DeMarco<br>Darren Richie                                  |
| 2024 | Dr. Matt Hill                                                  |
| 2025 | Dr. Jim Poteet<br>Rob Thompson<br>Kelly Wood                   |
| 2026 | Mark Arthur<br>Regina DeLozier<br>Roger Skelly                 |

### **HEART OF COURAGE AWARD**

|      |                   |                                  |
|------|-------------------|----------------------------------|
| 2005 | Maureen Reimiller | Trinity Bible College            |
| 2006 | Sarah Wenger      | Philadelphia Biblical University |
| 2009 | Kim Kersey        | Lincoln Christian College        |
| 2014 | Kaylee McBeth     | Colorado Christian University    |
| 2018 | Lindsay Burton    | Greenville University            |

### **GP4L CHARACTER AWARD-Student**

|      |                   |                                  |
|------|-------------------|----------------------------------|
| 2011 | Greta King        | Northwestern College             |
|      | Dayton Merrell    | Grace College                    |
| 2012 | Emma Kile         | Clearwater Christian College     |
|      | Corey Burke       | Judson University                |
| 2013 | Torey DeLozier    | Maranatha Baptist Bible College  |
|      | Austin Muchow     | North Central University         |
| 2014 | Leah Rutt         | Dallas Baptist University        |
|      | Taylor Pill       | Maranatha Baptist University     |
| 2015 | Melissa Loretto   | Trinity International University |
|      | Sutton Rehwaltd   | North Central University         |
| 2016 | Tera Weyer        | North Central University         |
|      | Daniel Anderson   | Maranatha Baptist University     |
| 2017 | Karen Moe         | University of Northwestern       |
|      | Malcolm Mann      | Mid-America Christian Univ.      |
| 2018 | Alanna Battermann | Columbia International Univ.     |
|      | Chris Baker       | McMurry University               |
| 2019 | Kylee Leffew      | Bob Jones University             |
|      | Andrew Taylor     | Maranatha Baptist University     |
| 2020 | Alexa Hill        | Grace College                    |
|      | Tanner Youngberg  | University of Northwestern       |
| 2021 | Sacia Hanson      | Grace College                    |
|      | Coby Jones        | Johnson University Tennessee     |
| 2022 | Autumn Herriford  | Asbury University                |
|      | Sam Kiser         | Campbellsville University        |
| 2023 | Kristin Yuan      | Faith Baptist Bible College      |
|      | Jordan White      | Manhattan Christian College      |
| 2024 | Bryce Crabb       | University of Northwestern       |
|      | Maddie Ryman      | Grace College                    |
| 2025 | Clayton Winter    | Asbury University                |
|      | Katelyn Crosby    | Randall University               |
| 2026 | Ben Sowers        | Boyce College                    |
|      | Marley Aune       | University of Northwestern       |

### **GP4L CHARACTER AWARD-Staff**

|      |                  |                                   |
|------|------------------|-----------------------------------|
| 2013 | Dr. Vickie Denny | Clearwater Christian College      |
|      | Mike Faro        | Roberts Wesleyan College          |
| 2014 | Cammie Petree    | McMurry University                |
|      | Adam Preston     | Campbellsville University         |
| 2015 | Kim Abbott       | Columbia International University |
|      | Martin Ward      | Providence University College     |
| 2016 | Beth Wilmeth     | University of Northwestern        |
|      | Hank Moore       | SW Assemblies of God University   |
| 2017 | Amy Strong       | Trinity Christian College         |
|      | Dan George       | Grace Bible College               |
| 2018 | Julia Reininga   | Southern Wesleyan University      |
|      | Neal Ring        | Bob Jones University              |
| 2019 | Kelly Sharp      | Grace College                     |
|      | Steve Edwards    | Brewton-Parker College            |
| 2020 | Hilary Lakes     | Campbellsville University         |
|      | Gui Fadlalla     | Kansas Christian College          |

### **GP4L CHARACTER AWARD-Staff (cont.)**

|      |                    |                             |
|------|--------------------|-----------------------------|
| 2021 | Alicia du'Monceaux | University of Northwestern  |
|      | Brian Fincham      | Faith Baptist Bible College |
| 2022 | Hannah McCarrell   | University of Northwestern  |
|      | Jonny Gamet        | Bob Jones University        |
| 2023 | Sarah Connally     | University of Northwestern  |
|      | Dave Hieb          | University of Northwestern  |

*Renamed Paul & Carolyn Berry Award*

### **GP4L STAFF - PAUL & CAROLYN BERRY AWARD**

|      |                |                            |
|------|----------------|----------------------------|
| 2024 | Chad Mayes     | Asbury University          |
|      | Judy Allen     | Trinity Baptist College    |
| 2025 | Billy Aune     | University of Northwestern |
|      | Danae Widbin   | University of Northwestern |
| 2026 | Gregg Mucerino | Dallas Christian College   |
|      | Krista Iverson | Emmaus University          |

### **MURCHISON AWARD**

|      |                 |                             |
|------|-----------------|-----------------------------|
| 1974 | Jim Woudstra    | Northwestern College        |
| 1975 | Tod Habegger    | Summit Christian College    |
| 1976 | Bob Eelman      | The King's College          |
| 1977 | Danny Smith     | Tennessee Temple University |
| 1978 | Rick Cole       | Baptist Bible College, PA   |
| 1979 | Don Hiebenthal  | Western Baptist College     |
| 1980 | Scott Gregory   | Atlanta Christian College   |
| 1981 | Dean Ropp       | Bryan College               |
| 1982 | Brian Miller    | Northwestern College        |
| 1983 | Jeff Stackhouse | Grand Rapids/Bible & Music  |
| 1984 | John Boal       | Grace College               |
| 1985 | Charlie McMahan | Cincinnati Bible College    |
| 1986 | Perry Frank     | Indiana Wesleyan University |
| 1987 | Joe Graham      | Grace College               |

*Not awarded after 1987*

### **WHEELER OUTDOOR TRACK & FIELD AWARD**

|      |                      |                             |
|------|----------------------|-----------------------------|
| 1984 | Gary Anderson        | Cedarville College          |
|      | Lori Shepard         | Taylor University           |
| 1985 | Eric Joseph          | Biola University            |
|      | Jane Romig           | Cedarville College          |
| 1986 | Tom Welsh            | Baptist Bible College, PA   |
|      | Jane Brooker         | Cedarville College          |
| 1987 | Dave Getsinger       | Spring Arbor College        |
|      | Jodie Williamson     | Taylor University           |
| 1988 | Mike Yoder           | Taylor University           |
|      | Teresa Luidhardt     | Indiana Wesleyan University |
| 1989 | David Luce           | Huntington College          |
|      | Eileen Gable         | Roberts Wesleyan College    |
| 1990 | Nate Phinney         | Taylor University           |
|      | Jo Ellen Earhart     | Huntington College          |
| 1991 | Don Rains            | Tabor College               |
|      | Sarah Hurst          | Indiana Wesleyan University |
| 1992 | Chris Bombei         | Taylor University           |
|      | Carrie Williamson    | Taylor University           |
| 1993 | Brad Johnson         | Huntington College          |
|      | Elizabeth Steinwachs | Roberts Wesleyan College    |
| 1994 | Matt Langdon         | Huntington College          |
|      | Stephanie Sherman    | Cedarville College          |
| 1995 | Chris Debacker       | Spring Arbor College        |
|      | Jennifer Zenner      | Cedarville College          |

**WHEELER OUTDOOR TRACK & FIELD AWARD (cont.)**

|      |                   |                              |
|------|-------------------|------------------------------|
| 1996 | Joe Cunningham    | Cedarville College           |
|      | Julianne Pletcher | Cedarville College           |
| 1997 | Braden Black      | Indiana Wesleyan University  |
|      | Kim Sturm         | Spring Arbor College         |
| 1998 | Joe Cebulski      | Taylor University            |
|      | Shannon Bult      | Olivet Nazarene University   |
| 1999 | Darren Youngstron | Taylor University            |
|      | Stacey Wenger     | Malone College               |
| 2000 | Suzi Jeren        | Malone College               |
|      | Chrissie Jeren    | Malone College               |
| 2001 | Jeff Boele        | Greenville College           |
|      | Amy Ferrell       | Greenville College           |
| 2002 | Tim Sprankle      | Grace College                |
|      | Laura Norris      | Indiana Wesleyan University  |
| 2003 | John Wachtmann    | Taylor University            |
|      | Heidi Bock        | Spring Arbor University      |
| 2004 | Beau Meredith     | Greenville College           |
|      | Staci Weisser     | Bethel College               |
| 2005 | Dave Gramlich     | Malone College               |
|      | Meg Peters        | Spring Arbor University      |
| 2006 | Kevin Hall        | Cedarville University        |
|      | Erica Young       | Bethel College               |
| 2007 | Geoff King        | Bethel College               |
|      | Jamecia McCall    | Greenville College           |
| 2008 | John Bowman       | Indiana Wesleyan University  |
|      | Bethany Carr      | Olivet Nazarene University   |
| 2009 | Josh Foss         | Indiana Wesleyan University  |
|      | Kalie Hauenstein  | Malone University            |
| 2010 | Brad Wilson       | Bethel College               |
|      | Katie VanderArk   | Trinity Christian College    |
| 2011 | Caleb Sutton      | Judson University            |
|      | Julia Urbanski    | Geneva College               |
| 2012 | Robby Burns       | Bethel College               |
|      | Michaela Crew     | Spring Arbor University      |
| 2013 | Kyle Anderson     | Spring Arbor University      |
|      | Trisha Nelson     | Bethel College               |
| 2014 | Jonathon Rex      | Grace College                |
|      | Anastasia Pearse  | Trinity Western University   |
| 2015 | Aaron McGinnis    | Roberts Wesleyan College     |
|      | Rachel Hust       | Roberts Wesleyan College     |
| 2016 | Daniel Marinelli  | Bob Jones University         |
|      | Destiny Garza     | SW Assemblies of God Univ.   |
| 2017 | Macallister Seitz | Grace College                |
|      | Chelsea Gilles    | Greenville College           |
| 2018 | Nathan Potts      | Greenville University        |
|      | Chelsea Hayward   | Roberts Wesleyan College     |
| 2019 | Jacob Kirkwood    | Faith Baptist Bible College  |
|      | Kalyn Buteyn      | Warner University            |
| 2020 | Kyle Kapella      | College of the Ozarks        |
|      | Amanda Sonnenburg | University of Northwestern   |
| 2021 | Josiah Otis       | University of Northwestern   |
|      | Ava DeShazer      | University of Northwestern   |
| 2022 | Robert Herrera    | SW Assemblies of God Univ.   |
|      | Meghann Miller    | Columbia International Univ. |
| 2023 | Briar Kellem      | College of the Ozarks        |
|      | N/A               |                              |
| 2024 | Jarod Belden      | York University              |
|      | Sara Yakana       | Greenville University        |

**WHEELER OUTDOOR TRACK & FIELD AWARD (cont.)**

|      |                |                           |
|------|----------------|---------------------------|
| 2025 | Gianni Estrada | Greenville University     |
|      | Kylee Gray     | Malone University         |
| 2026 | Samuel Larson  | Campbellsville University |
|      | Morgan Wood    | College of the Ozarks     |

**WHEELER INDOOR TRACK & FIELD AWARD**

|      |                    |                            |
|------|--------------------|----------------------------|
| 2015 | Donovan Graham     | Grace College              |
|      | Kelsey Bruce       | Dallas Baptist University  |
| 2016 | Tommy Grant        | Bethel College             |
|      | Anna Grace Govero  | Mississippi College        |
| 2017 | Ryan Kingland      | Dallas Baptist University  |
|      | Chelsea Gilles     | Greenville College         |
| 2018 | Stetson Rayas      | Dallas Baptist University  |
|      | Stephanie Johnston | Concordia Univ. Ann Arbor  |
| 2019 | Brayden Russell    | Campbellsville University  |
| 2020 | Daniel Esteril     | Warner University          |
|      | Bekah Spencer      | Bethel University          |
| 2021 | N/A                |                            |
| 2022 | N/A                |                            |
| 2023 | Winston Griffith   | SW Assemblies of God Univ. |
| 2024 | Ben Place          | Cedarville University      |
|      | Talahiva Talanoa   | Greenville University      |
| 2025 | Tanner Muhlenkamp  | Cedarville University      |
|      | Emily Walsh        | Cedarville University      |
| 2026 | Phil Stupka        | Malone University          |
|      | Norah Atkins       | Greenville University      |

**JOHN & JODY WHEELER  
MINISTRY SCHOLARSHIP**

|      |                                     |
|------|-------------------------------------|
| 1995 | Pillsbury Baptist Bible College     |
| 1996 | Philadelphia College of Bible       |
| 1997 | Trinity Christian College           |
| 1998 | Bethel College                      |
| 1999 | Bartlesville Wesleyan College       |
| 2000 | Taylor University                   |
| 2001 | Taylor University                   |
| 2002 | Trinity Christian College           |
| 2003 | Practical Bible College             |
| 2004 | Practical Bible College             |
| 2005 | Philadelphia Biblical University    |
| 2006 | Davis College                       |
| 2007 | Taylor University                   |
| 2008 | Davis College                       |
| 2009 | Trinity Christian College           |
| 2010 | Trinity International University    |
| 2011 | Oklahoma Wesleyan University        |
| 2012 | Trinity Christian College           |
| 2013 | The Crown College                   |
| 2014 | Southern Wesleyan University        |
| 2015 | Team NCCAA                          |
| 2016 | Southern Wesleyan University        |
| 2017 | Southern Wesleyan University        |
| 2018 | Indiana Wesleyan University         |
| 2019 | Central Christian College of Kansas |
| 2020 | Oklahoma Wesleyan University        |
| 2021 | Central Christian College of Kansas |
| 2022 | Trinity Christian College           |
| 2023 | Bethel University                   |



**JOHN & JODY WHEELER**  
**MINISTRY SCHOLARSHIP** (cont.)  
 2024 Ohio Christian University  
 2025 Pensacola Christian College  
 2026 Pensacola Christian College

**DAVE & CONNIE SPILMAN**  
**MINISTRY SCHOLARSHIP**  
 1997 Cedarville College  
 1998 Trinity Christian College

**DAN & KELLY WOOD**  
**MINISTRY SCHOLARSHIP**  
 1999 Trinity Christian College  
 2000 Lee University

**RICH & LINDA OZINGA**  
**MINISTRY SCHOLARSHIP**  
 2001 Atlanta Christian College  
 2002 Trinity Christian College

**DR. BOB & BRENDA JACKSON**  
**MINISTRY SCHOLARSHIP**  
 2003 Trinity Christian College  
 2004 Oklahoma Wesleyan University  
 2005 Southern Wesleyan University

**JACK & AMY STRONG**  
**MINISTRY SCHOLARSHIP**  
 2006 Trinity Christian College  
 2007 Southern Wesleyan University  
 2008 Philadelphia Biblical University  
 2009 Oklahoma Wesleyan University  
 2010 Oklahoma Wesleyan University

**KYLE & DIANNA BLOOM**  
**MINISTRY SCHOLARSHIP**  
 2011 Spring Arbor University  
 2012 North Greenville University

**TERRY & CONNIE METZGER**  
**MINISTRY SCHOLARSHIP**  
 2013 Cairn University  
 2014 Central Christian College of Kansas  
 2015 Central Christian College of Kansas  
 2016 Cairn University  
 2017 Central Christian College of Kansas  
 2018 Central Christian College of Kansas

**DAVID & ANGIE MILLER**  
**MINISTRY SCHOLARSHIP**  
 2019 Bob Jones University  
 2020 Maranatha Baptist University  
 2021 Ohio Christian University  
 2022 Welch College  
 2023 Great Lakes Christian College

**SCOTT & LORI TRUE**  
**MINISTRY SCHOLARSHIP**  
 2024 Asbury University

**GROVER & DARLA TODD**  
**MINISTRY SCHOLARSHIP**  
 2025 Columbia International University  
 2026 Mid-America Christian University

**BOB McCLOSKEY MEMORIAL**  
**MINISTRY SCHOLARSHIP**  
 2016 Faith Baptist Bible College  
 Ohio Christian University  
 2017 Grace Bible College  
 Toccoa Falls College  
 2018 Cincinnati Christian University  
 Southern Wesleyan University  
 2019 Carver College  
 Ohio Christian University  
 2020 Grace Christian University  
 2021 Ottawa University Arizona  
 2022 Southern Wesleyan University  
 2023 Paine College  
 University of Northwestern  
 2024 Roberts Wesleyan University  
 Toccoa Falls College  
 2025 Bethel University  
 Wayland Baptist University  
 2026 Bethel University  
 Great Lakes Christian College

**GAME PLAN 4 LIFE AWARD (GOLF)**  
 2014 Madison Alexander Lee University  
 Jacob Forsythe Cedarville University  
 2015 Katie Holdren Bethel College  
 Drew Posada Oklahoma Baptist University  
*Renamed Dan & Kelly Wood Award*

**DAN & KELLY WOOD AWARD (GOLF)**  
 2016 Chelsea Thomas Bethel College  
 Micah Gold Bob Jones University  
 2017 Carley LaPlant Indiana Wesleyan University  
 Matt Shannon Bob Jones University  
 2018 Kylie Withrow Campbellsville University  
 Collin Duckworth Central Christian College of KS  
 2019 Nick Mahowald University of Northwestern  
 Brooke Thomas Bethel University  
 2020 Noah Johnson University of Northwestern  
 Rachel Harvey Grace College  
 2021 Isaak Ramsey Cedarville University  
 Grace Haakenson Judson University  
 2022 Grant Bagwell Bob Jones University  
 Mattie Krause University of Northwestern  
 2023 Jackson Nyhus University of Northwestern  
 Kirsten Darling University of Northwestern  
 2024 Thatcher Wilson Ohio Christian University  
 Grace May Grace College  
 2025 Jakob Swanson University of Northwestern  
 Selah Unwin Bethel University

**WHEELER AWARD (Men's Cross Country)**

|      |                             |                               |
|------|-----------------------------|-------------------------------|
| 1987 | John Oswald                 | Cedarville College            |
| 1988 | Eric Fillinger              | Cedarville College            |
| 1989 | Matt Messner                | L.I.F.E. Bible College        |
| 1990 | Peter Casaletto             | Cedarville College            |
| 1991 | Dan Combs                   | Anderson University           |
| 1992 | Robert Sommers              | Indiana Wesleyan University   |
|      | Ryan Sommers                | Indiana Wesleyan University   |
| 1993 | Mark Zweifel                | Trinity Bible College         |
| 1994 | Peter Pletcher              | LeTourneau University         |
| 1995 | Darin Grant                 | Indiana Wesleyan University   |
| 1996 | James Njoroge               | Taylor University             |
| 1997 | Justin Rhodes               | LeTourneau University         |
| 1998 | Ben Thompson                | Cedarville College            |
| 1999 | Luke Baker                  | Indiana Wesleyan University   |
| 2000 | Tim Sprankle                | Grace College                 |
| 2001 | Art Woodruff                | Grace College                 |
| 2002 | Jeremy Smith                | Roberts Wesleyan College      |
| 2002 | Dan Moyer                   | Indiana Wesleyan University   |
| 2004 | Leo Kormanik                | Malone College                |
| 2005 | Dan Lane                    | Spring Arbor University       |
| 2006 | Richard Visser              | Trinity Christian College     |
| 2007 | Elias Rojas                 | Indiana Wesleyan University   |
| 2008 | Ryan Crocker                | Malone University             |
| 2009 | Cooper Pasque               | Colorado Christian University |
| 2010 | Matthew Hussey              | Roberts Wesleyan College      |
| 2011 | Evan Thayer                 | Cedarville University         |
| 2012 | Nate Nevius                 | Judson University             |
| 2013 | <b>DI</b> Andrew Reidsma    | Trinity Christian College     |
|      | <b>DII</b> Sutton Rehwaltdt | North Central University      |
| 2014 | <b>DI</b> Dallas Ford       | Fresno Pacific University     |
|      | <b>DII</b> Kevin England    | Faith Baptist Bible College   |
| 2015 | <b>DI</b> Joel Hartman      | Bethel College                |
|      | <b>DII</b> Caleb Wagner     | Maranatha Baptist University  |
| 2016 | <b>DI</b> Gerado Nava       | SW Assemblies of God Univ.    |
|      | <b>DII</b> Joshua Rush      | Bob Jones University          |
| 2017 | <b>DI</b> Daniel Michalski  | Cedarville University         |
|      | <b>DII</b> Matthew Hopkins  | Bob Jones University          |
| 2018 | <b>DI</b> Bret Crawford     | Campbellsville University     |
|      | <b>DII</b> John Driskill    | Alice Lloyd College           |
| 2019 | <b>DI</b> Samuel Baumer     | College of the Ozarks         |
|      | <b>DII</b> Ben Douthit      | Bob Jones University          |
| 2020 | <b>DI</b> Joel Zaila        | Warner University             |
|      | <b>DII</b> Franz Craesmeyer | Grace Christian University    |
| 2021 | <b>DI</b> Sam Kiser         | Campbellsville University     |
|      | <b>DII</b> Drew Smith       | Maranatha Baptist University  |

*Renamed Elvin & Joyce King Award***ELVIN & JOYCE KING AWARD (MEN'S CROSS COUNTRY)**

|      |                             |                            |
|------|-----------------------------|----------------------------|
| 2022 | <b>DI</b> Logan Rufenacht   | Grace College              |
|      | <b>DII</b> Mitchell Moody   | Welch College              |
| 2023 | <b>DI</b> Avery Richardson  | Bethel University          |
|      | <b>DII</b> Ben Bird         | Grace Christian University |
| 2024 | <b>DI</b> Samuel Bennett    | Campbellsville University  |
|      | <b>DII</b> Patrick De Ronde | Spurgeon College           |
| 2025 | <b>DI</b> Tyler Twining     | Malone University          |
|      | <b>DII</b> Theo Thurber     | Trinity Bible College      |

**WHEELER CROSS COUNTRY AWARD (Women's Cross Country)**

|      |                    |                            |
|------|--------------------|----------------------------|
| 1987 | Sherry Pomeroy     | Taylor University          |
| 1988 | Tammi Williams     | Olivet Nazarene University |
| 1989 | Marlys Newey       | The Master's College       |
| 1990 | <i>Not awarded</i> |                            |
| 1991 | Tammy Harvey       | Cedarville College         |
| 1992 | Krista Pritchard   | Cedarville College         |
| 1993 | Sara Smearsoll     | Taylor University          |
| 1994 | Jennifer Zenner    | Cedarville College         |
| 1995 | Jenny Kohl         | Olivet Nazarene University |
| 1996 | Julianne Pletcher  | Cedarville College         |
| 1997 | Nicole Moriarity   | Valley Forge Christian     |
| 1998 | Lauren Houck       | Geneva College             |
| 1999 | Beth Austin        | Roberts Wesleyan College   |
| 2000 | Meran Miles        | Spring Arbor University    |
| 2001 | Sarah Ostercamp    | Northwestern College       |

*Renamed Bullock Award***BULLOCK AWARD (Women's Cross Country)**

|      |                               |                              |
|------|-------------------------------|------------------------------|
| 2002 | Heidi Wright                  | Cedarville University        |
| 2003 | Elizabeth Reed                | Roberts Wesleyan College     |
| 2004 | Katie Bloomquist              | Indiana Wesleyan University  |
| 2005 | Samantha Maat                 | Cedarville University        |
| 2006 | Laura Lolly York              | Taylor University            |
| 2007 | Emily LaSala                  | Indiana Wesleyan University  |
| 2008 | Elisabeth Pyles               | Cedarville University        |
| 2009 | Amber Wray                    | Bethel College               |
| 2010 | Hannah Matthews               | Covenant College             |
| 2011 | Trisha Miller                 | Bethel College               |
| 2012 | Trisha Neslon                 | Bethel College               |
| 2013 | <b>DI</b> Hannah Schwab       | Trinity Christian College    |
|      | <b>DII</b> Kristen Anderson   | Moody Bible Institute        |
| 2014 | <b>DI</b> Sarah Rayas         | Dallas Baptist University    |
|      | <b>DII</b> Samantha Coblentz  | Johnson University Tennessee |
| 2015 | <b>DI</b> Kelsey Bruce        | Dallas Baptist University    |
|      | <b>DII</b> Annalise Schroeder | North Central University     |
| 2016 | <b>DI</b> Cashlee Rayas       | Dallas Baptist University    |
|      | <b>DII</b> Katie Morris       | Moody Bible Institute        |
| 2017 | <b>DI</b> Brooklyn Schumaker  | Belhaven University          |
|      | <b>DII</b> Wendy Busenitz     | Faith Baptist Bible College  |
| 2018 | <b>DI</b> Anna Nisen          | Bethel College               |
|      | <b>DII</b> Kimberly Buskirk   | Grace Christian University   |
| 2019 | <b>DI</b> Emma Jankowski      | Bethel University            |
|      | <b>DII</b> Chloe Jacob        | Trinity Bible College        |
| 2020 | <b>DI</b> Emma Mott           | Bethel University            |
|      | <b>DII</b> Hannah Peterson    | Bob Jones University         |
| 2021 | <b>DI</b> Maggie Lockard      | Campbellsville University    |
|      | <b>DII</b> Carlee Salyers     | Alice Lloyd College          |
| 2022 | <b>DI</b> Leah-Joy Gaensler   | Redeemer University          |
|      | <b>DII</b> Abby Pausch        | Crown College                |
| 2023 | <b>DI</b> Nina Daman          | Campbellsville University    |
|      | <b>DII</b> Danielle Ruhr      | Boyce College                |
| 2024 | <b>DI</b> Nina Daman          | Campbellsville University    |
|      | <b>DII</b> Kate Janzen        | Emmaus University            |
| 2025 | <b>DI</b> Anna Enderle        | Bethel University            |
|      | <b>DII</b> Ella Dufault       | Crown College                |

**KYLE ROTE JR. AWARD (Men's Soccer)**

|      |                             |                                 |
|------|-----------------------------|---------------------------------|
| 1987 | Tom Ensign                  | Judson College                  |
| 1988 | Richard Adolph              | Grand Rapids Baptist College    |
| 1989 | Sowerby Gomes               | Bartlesville Wesleyan College   |
| 1990 | Dan La Veine                | George Fox College              |
| 1991 | Ralph Garofano              | Lee College                     |
| 1992 | Jason Acres                 | Judson College, IL              |
| 1993 | Brian Lee                   | Bartlesville Wesleyan College   |
| 1994 | Paul Roehrenbeck            | Malone College                  |
| 1995 | Marcelo Galvao              | Judson College, IL              |
| 1996 | Jonathan Lenarz             | Trinity Christian College       |
| 1997 | Shawn Tatham                | Lee University                  |
| 1998 | Donald Laing                | Hope International University   |
| 1999 | Jason Rollins               | Nyack College                   |
| 2000 | Rick Collins                | Mt. Vernon Nazarene College     |
| 2001 | Pedro Figueirdo             | Judson College, IL              |
| 2002 | Joe Phiri                   | Union University                |
| 2003 | Russell Courtney            | Bryan College                   |
| 2004 | Seth Huber                  | Greenville College              |
| 2005 | Phil Ellis                  | Cedarville University           |
| 2006 | Daniel Seiffert             | Mt. Vernon Nazarene Univ.       |
| 2007 | Steve Moldenhauer           | Judson University               |
| 2008 | Zach Patterson              | Mt. Vernon Nazarene Univ.       |
| 2009 | Cheyne Roberts              | Palm Beach Atlantic Univ.       |
| 2010 | Mitch Lobdell               | Indiana Wesleyan University     |
| 2011 | Corey Burke                 | Judson University               |
| 2012 | <b>DI</b> Steve Elli        | Cedarville University           |
|      | <b>DII</b> Ethan Montesinos | Moody Bible Institute           |
| 2013 | <b>DI</b> Paul Seddon       | Houghton College                |
|      | <b>DII</b> Chris Thompson   | Grace Bible College             |
| 2014 | <b>DI</b> Connor Gilmour    | Cedarville University           |
|      | <b>DII</b> Joshua Persson   | Moody Bible Institute           |
| 2015 | <b>DI</b> Lukas Muszong     | Bethel College                  |
|      | <b>DII</b> Taylor Hunt      | Ozark Christian College         |
| 2016 | <b>DI</b> Jesse Toth        | Houghton College                |
|      | <b>DII</b> Wira Wama        | Maranatha Baptist University    |
| 2017 | <b>DI</b> Ian Billin        | Bethel College                  |
|      | <b>DII</b> Ryan Walker      | Kentucky Christian University   |
| 2018 | <b>DI</b> Omar Salgado      | Central Christian College of KS |
|      | <b>DII</b> Karl Walker      | Bob Jones University            |
| 2019 | <b>DI</b> Doran Battermann  | Columbia International Univ.    |
|      | <b>DII</b> Asa St. Lawrence | Maranatha Baptist University    |
| 2020 | <b>DI</b> Tyler Brueckman   | Grace College                   |
|      | <b>DII</b> Riley Buchalski  | Pensacola Christian College     |
| 2021 | <b>DI</b> Trey Miller       | Asbury University               |
|      | <b>DII</b> Joshua Wright    | Maranatha Baptist University    |
| 2022 | <b>DI</b> Jared McPeck      | Greenville University           |
|      | <b>DII</b> Jared Farnsworth | Grace Christian University      |
| 2023 | <b>DI</b> Eduardo Calderon  | Central Christian College of KS |
|      | <b>DII</b> Josh Matte       | Emmaus Bible College            |
| 2024 | <b>DI</b> Lucas Catosso     | Mid-America Christian Univ.     |
|      | <b>DII</b> Nathan Davis     | Grace Christian University      |
| 2025 | <b>DI</b> Javaughn Hines    | Nelson University               |
|      | <b>DII</b> Ben Sowers       | Boyce College                   |

**AKERS AWARD (Women's Soccer I)**

|      |                              |                                  |
|------|------------------------------|----------------------------------|
| 1997 | Carrie Miller                | Baptist Bible College            |
| 1998 | Whitney Hoskins              | Indiana Wesleyan University      |
| 1999 | Rachel Verhoef               | Trinity Int'l University-IL      |
| 2000 | Wendy Trent                  | Western Baptist College          |
| 2001 | Liz Malmen                   | Indiana Wesleyan University      |
| 2002 | Sarah Rojas                  | Western Baptist College          |
| 2003 | Kristen Votapek              | Mt. Vernon Nazarene Univ.        |
| 2004 | Ashley Palmer                | Indiana Wesleyan University      |
| 2005 | Jessica Eenigenburg          | Trinity Christian College        |
| 2006 | Ashleigh Dellow              | Trinity International University |
| 2007 | Kristy Brandolini            | Mt. Vernon Nazarene University   |
| 2008 | Mindi Prins                  | Trinity Christian College        |
| 2009 | Mara Hughes                  | Mt. Vernon Nazarene University   |
| 2010 | Megan Marshall               | Indiana Wesleyan University      |
| 2011 | Maegan Smith                 | Spring Arbor University          |
| 2012 | <b>DI</b> Jenna Schiller     | Judson University                |
|      | <b>DII</b> Kimberly Uetrecht | Ohio Christian University        |
| 2013 | <b>DI</b> Leah Fortune       | Lee University                   |
|      | <b>DII</b> Tory Hale         | Clearwater Christian College     |
| 2014 | <b>DI</b> Melissa Loretto    | Trinity Int'l University         |
|      | <b>DII</b> Rebecca Ferrell   | Clearwater Christian College     |
| 2015 | <b>DI</b> Jacoby Ziegler     | Cedarville University            |
|      | <b>DII</b> Hannah Sanders    | Kentucky Christian University    |

*Renamed Game Plan 4 LIFE Award***GAME PLAN 4 LIFE AWARD (Women's Soccer)**

|      |                              |                                 |
|------|------------------------------|---------------------------------|
| 2016 | <b>DI</b> Meredith Hollar    | Grace College                   |
|      | <b>DII</b> Audrey Risma      | Maranatha Baptist University    |
| 2017 | <b>DI</b> Courtney McNeill   | Southern Wesleyan University    |
|      | <b>DII</b> Julika Phommarath | Providence Univ. College        |
| 2018 | <b>DI</b> Jessica Bianchi    | Trinity Christian College       |
|      | <b>DII</b> Abby Davis        | Bob Jones University            |
| 2019 | <b>DI</b> Megan Klenk        | Cincinnati Christian University |
|      | <b>DII</b> Jenny Townsend    | Bob Jones University            |
| 2020 | <b>DI</b> Sacia Hanson       | Grace College                   |
|      | <b>DII</b> Allison Yuan      | Faith Baptist Bible College     |

*Renamed Joe & Q Harding Award***JOE & Q HARDING AWARD (Women's Soccer)**

|      |                                |                              |
|------|--------------------------------|------------------------------|
| 2021 | <b>DI</b> Kayle Stevenson      | Bob Jones University         |
|      | <b>DII</b> Hannah Evans        | Maranatha Baptist University |
| 2022 | <b>DI</b> Avery Johnston       | Redeemer University          |
|      | <b>DII</b> Kristin Yuan        | Faith Baptist Bible College  |
| 2023 | <b>DI</b> Jocelynne Lake       | Regent University            |
|      | <b>DII</b> Gabriela Gonzalez   | Bob Jones University         |
| 2024 | <b>DI</b> Natalie Milne        | Houghton University          |
|      | <b>DII</b> Abigail Speichinger | Faith Baptist Bible College  |
| 2025 | <b>DI</b> Haley Mersberger     | University of Northwestern   |
|      | <b>DII</b> Julia Schultz       | Grace Christian University   |

**SUSAN R. HELINGS AWARD (Women's Volleyball I)**

|      |                       |                             |
|------|-----------------------|-----------------------------|
| 1986 | Virnna Vidaurri       | Houghton College            |
| 1987 | Alison Blessing       | Indiana Wesleyan University |
| 1988 | Joy Gamble            | Huntington College          |
| 1989 | Melissa Mowery        | King College                |
| 1990 | Marian Dabney Coleman | King College                |
| 1991 | Sharon Kay Funari     | King College                |
| 1992 | Sheila Zervas         | Western Baptist College     |

**SUSAN R. HELTINGS AWARD (Women's Volleyball I)**  
(cont.)

|      |                    |                             |
|------|--------------------|-----------------------------|
| 1993 | Crystal Coe        | King College                |
| 1994 | Marci Norris       | Grace College               |
| 1995 | Jodi Webb          | Mt. Vernon Nazarene College |
| 1996 | Kerri Hudson       | Lee College                 |
| 1997 | Sara Reeves        | Western Baptist College     |
| 1998 | Hope Lawson        | Bethel College              |
| 1999 | Lori Bunger        | Cedarville University       |
| 2000 | Kate Millen        | Grace College               |
| 2001 | Deanna Stayman     | Mt. Vernon Nazarene College |
| 2002 | Sarah McCurdy      | Indiana Wesleyan University |
| 2003 | Julie Leman        | Olivet Nazarene University  |
| 2004 | Richelle Clem      | Cedarville University       |
| 2005 | Jenny Dunster      | Mt. Vernon Nazarene Univ.   |
| 2006 | Lexie Emerson      | Faulkner University         |
| 2007 | Libby Short        | Cedarville University       |
| 2008 | Julie Finlay       | Malone University           |
| 2009 | Rachel Brown       | SW Assemblies of God Univ.  |
| 2010 | Kaitlyn Musick     | King College                |
| 2011 | Rachel Bult        | Grace College               |
| 2012 | M. J. Vickers      | McMurry University          |
| 2013 | Morgan Fox         | Bethel College              |
| 2014 | Hannah Clemmons    | Grace College               |
| 2015 | Abby Shelton       | Cedarville University       |
| 2016 | Katie Headrick     | McMurry College             |
| 2017 | Danielle Oevermann | Trinity Christian College   |
| 2018 | Alexa Hill         | Grace College               |
| 2019 | Alexa Hill         | Grace College               |
| 2020 | Sydney Schwitters  | University of Northwestern  |
| 2021 | Paige Merrick      | Campbellsville University   |
| 2022 | Emma Tompkins      | SW Assemblies of God Univ.  |
| 2023 | Kiera Brown        | University of Northwestern  |
| 2024 | Sydney Martin      | Mid-America Christian Univ. |
| 2025 | Marley Aune        | University of Northwestern  |

**GAME PLAN 4 LIFE AWARD (Women's Volleyball II)**

|      |                |                              |
|------|----------------|------------------------------|
| 2014 | Emily Thompson | Maranatha Baptist University |
| 2015 | Stacy Reinke   | Maranatha Baptist University |
| 2016 | Lauren Wilson  | Manhattan Christian College  |
| 2017 | Katie Bender   | Maranatha Baptist University |
| 2018 | Katie Hall     | Toccoa Falls College         |
| 2019 | Kelsey Johnson | Maranatha Baptist University |
| 2020 | Brooke Beaver  | Bob Jones University         |

*Renamed Dr. Vickie Grooms Denny Award*

**DR. VICKIE GROOMS DENNY AWARD (Women's Volleyball II)**

|      |                 |                             |
|------|-----------------|-----------------------------|
| 2021 | Lauren Baker    | Dallas Christian College    |
| 2022 | Leah Grady      | Calvary University          |
| 2023 | Rachel Forgie   | Faith Baptist Bible College |
| 2024 | Katelyn Crosby  | Randall University          |
| 2025 | Sydney Anderson | Pensacola Christian College |

**PETE MARAVICH MEMORIAL AWARD (Men's Basketball)**

|      |     |                                               |
|------|-----|-----------------------------------------------|
| 1989 | DI  | Steve Adams, Western Baptist College          |
| 1990 | DI  | David Murr, Tennessee Temple University       |
|      | DII | Jeff Kinney, Kentucky Christian College       |
| 1991 | DI  | Bill Robinson, The King's College             |
|      | DII | Eric Sudlow, Kentucky Christian College       |
| 1992 | DI  | Todd Rowe, Malone College                     |
|      | DII | Derek Mosher, Baptist Bible College, PA       |
| 1993 | DI  | Scott Blum, Grace College                     |
|      | DII | Wes Davis, Northwest College                  |
| 1994 | DI  | Brian Bechtel, Bethel College                 |
|      | DII | Allen Griffin, Southeastern College           |
| 1995 | DI  | Neal Smith, MidAmerica Nazarene College       |
|      | DII | Troy Martin, Central Bible College            |
| 1996 | DI  | Pete Carr, MidAmerica Nazarene College        |
|      | DII | Ryan Davis, Kentucky Christian College        |
| 1997 | DI  | Brian Hills, Western Baptist College          |
|      | DII | Joel Mason, Clearwater Christian College      |
| 1998 | DI  | Rico Swanson, Bethel College                  |
|      | DII | Steve Anderson, Philadelphia Coll. Bible      |
| 1999 | DI  | Chad Bickley, Christian Heritage College      |
|      | DII | Jason Williams, Central Bible College         |
| 2000 | DI  | Adam Stevens, Mt. Vernon Naz. College         |
|      | DII | Henry Barrera, Multnomah Bible College        |
| 2001 | DI  | Brad Nicholson, Christian Heritage College    |
|      | DII | Carlton Griffin, Atlanta Christian College    |
| 2002 | DI  | Kevin Koeman, Trinity Christian College       |
|      | DII | Matt Clark, Lincoln Christian College         |
| 2003 | DI  | Matt Abernethy, Grace College                 |
|      | DII | Chris Johnson, Central Bible College          |
| 2004 | DI  | Andy Dunn, Mt Vernon Nazarene University      |
|      | DII | Josh Daggett, Faith Baptist Bible College     |
| 2005 | DI  | Jesse McCue, Palm Beach Atlantic University   |
|      | DII | Matt Zachary, North Central University        |
| 2006 | DI  | Jeremy Claridge, Walla Walla College          |
|      | DII | Drew Scott, Northland Baptist Bible College   |
| 2007 | DI  | Chad Miller, Oakland City University          |
|      | DII | Scott Angelo, Grace University                |
| 2008 | DI  | Ryan Short, Cedarville University             |
|      | DII | Roman Owen, Southwestern Christian University |
| 2009 | DI  | Kurt Gruppen, Trinity Christian College       |
|      | DII | Jason LaLonde, Moody Bible Institute          |
| 2010 | DI  | Ryne Lightfoot, Bethel College                |
|      | DII | Nicolaas Kamlade, Multnomah University        |
| 2011 | DI  | Braxton Adamson, Dallas Baptist University    |
|      | DII | Allen Durham, Grace Bible College             |
| 2012 | DI  | Jonas McBride, Greenville College             |
|      | DII | Cory Jamieson, Grace Bible College            |
| 2013 | DI  | Matt Van Pelt, Spring Arbor University        |
|      | DII | Nathan Roeder, North Central University       |
| 2014 | DI  | Greg Miller, Grace University                 |
|      | DII | Erik Mendoza, Multnomah University            |
| 2015 | DI  | Michael Brown, Colorado Christian University  |
|      | DII | Cameron Cramer, Grace Bible College           |
| 2016 | DI  | Jonny Marlin, Indiana Wesleyan University     |
|      | DII | Ben Akers, Boyce College                      |
| 2017 | DI  | Caleb Oetjen, Bethel College                  |
|      | DII | Gunner St. John, Johnson University Tennessee |



**PETE MARAVICH MEMORIAL AWARD (cont.)**

- 2018 **DI** Patrick Burke, Dallas Baptist University  
**DII** Hayden Dunn, Kentucky Christian University  
2019 **DI** Zach Thompson, Lincoln Christian University  
**DII** Taylor Gilpin, Johnson University Tennessee  
2020 **DI** Tanner Youngberg, University of Northwestern  
**DII** Adam Kregel, Grace Christian University  
2021 **DI** Conner TenHove, Cedarville University  
**DII** Coby Jones, Johnson University Tennessee  
2022 **DI** Isaiah Speelman, Cedarville University  
**DII** Khalil Bolden, Trinity Bible College  
2023 **DI** Jacob Drees, Cedarville University  
**DII** Jordan White, Manhattan Christian College  
2024 **DI** Jalen Brinson, Columbia International University  
**DII** Tyrus Buckner, Crown College  
2025 **DI** Clayton Winter, Asbury University  
**DII** Daniel Smith, Boyce College  
2026 **DI** Al Peciulis, Bethel University  
**DII** Liam Gerdts, Pensacola Christian College

**KATHY FREESE-PEABODY AWARD (DI Women's Basketball)**

- 2012 Krystal Stoneking, Indiana Wesleyan University  
2013 Laura Johnson, Bethel College  
2014 Kristen Moose, Houghton College  
2015 Marissa Sell, Roberts Wesleyan College  
2016 Kristen Jacob, Campbellsville University  
2017 Timia Reynolds, Emmanuel College  
2018 Kari Borowiak, Concordia University Ann Arbor  
2019 Kayla Bloodworth, Nebraska Christian College  
2020 Breanna Toppen, Trinity Christian College  
2021 Ashlyn Huffman, Cedarville University  
2022 Autumn Herriford, Asbury University  
2023 Bailey Pedigo, Campbellsville University  
2024 Maddie Ryman, Grace College  
2025 Ashley DeWeese, Ohio Christian University  
2026 Keara Mattingley, College of the Ozarks

**GAME PLAN 4 LIFE AWARD (DII Women's Basketball)**

- 2015 Kelsi Mueller, Central Christian College of the Bible  
2016 Abby Schultz, Grace Bible College  
2017 Alyssa Loudermilk, Pensacola Christian College  
2018 Faith Conn, Kentucky Christian University  
2019 Ashton Welborn, Pensacola Christian College  
2020 Kelsey Johnson, Maranatha Baptist University  
2021 Sandy McElhaney, Pensacola Christian College  
*Renamed Dr. Marti MacCullough Award*

**DR. MARTI MACCULLOUGH AWARD (DII Women's Basketball)**

- 2022 Callie Morrison, Maranatha Baptist University  
2023 Abby Bragg, Welch College  
2024 Anna Harwood, Emmaus Bible College  
2025 Emmy Colin, Ozark Christian College  
2026 Skylin Boyd, Pensacola Christian College

**BEN PETERSON CHRISTIAN****SPORTSMANSHIP AWARD (Wrestling)**

- 1985 Kevin May (Maranatha Baptist Bible College)  
1986 Greg Atkinson (Biola University)  
1987 Dave Gross (Pillsbury Baptist Bible College)  
1988 Todd Dowden (Cedarville College)  
1989 Tim Friesen (Pillsbury Baptist Bible College)  
1990 Rob Hayden (Baptist Bible College, PA)  
1991 Tom Allen (Maranatha Baptist Bible College)  
1992 Dave Osterhus (Northwestern College)  
1993 Dan Willis (Maranatha Baptist Bible College)  
1994 Scott Buhrow (Pillsbury College)  
1995 Sean McClafferty (Baptist Bible College, PA)  
1996 John Bruner (Maranatha Baptist Bible College)  
1997 Nich Axtell (Baptist Bible College)  
1998 Troy Campbell (Maranatha Baptist Bible College)  
*Not Awarded After 1998*

**HANK BURBRIDGE AWARD (Baseball)**

- 1990 Ritchie Ware, Greenville College  
1991 Scott Reese, Bethel College  
1992 Darrin Johnson, Greenville College  
1993 Dan Weller, Spring Arbor College  
1994 Edwin Estevez, Greenville College  
1995 Rich Gilmore, Indiana Wesleyan University  
Ryan Teglovic, Mt. Vernon Nazarene College  
1996 Jason Drummond, MidAmerica Nazarene College  
1997 Scott Dapprich, Mt. Vernon Nazarene College  
1998 J.R. Gardner, Geneva College  
1999 Jeremie Riggelman, Bethel College  
2000 Jeff Lavin, Mount Vernon Nazarene College  
2001 Wayne Forman, Spring Arbor College  
2002 Mark Coulter, Mt. Vernon Nazarene College  
2003 David Terrill, Cedarville University  
2004 David Terrill, Cedarville University  
2005 Justin Hange, Philadelphia Biblical University  
2006 Joe Seawell, Southeastern University  
2007 **DI** Alfred LaVire, Trinity Internat'l University  
**DII** Philip Culham, North Central University  
2008 **DI** Derek Sumner, Geneva College  
**DII** Tom Beilke, North Central University  
2009 **DI** Brady Workman, Cedarville University  
**DII** Grant Beerman, Southeastern University  
2010 **DI** Sam Carr, Central Christian College of Kansas  
**DII** Michael Blevins, Ohio Christian University  
2011 **DI** Andrew York, Cedarville University  
**DII** Luke Harding, Clearwater Christian College  
2012 **DI** Daniel Mims, Southeastern University  
**DII** Erick Figueroa, Florida Christian College  
2013 **DI** Blaine Seagraves, Emmanuel College  
**DII** Garrett VonBerge, Ohio Christian University  
2014 Jeremy Bales, Lee University  
2015 Caleb Lang, Cairn University  
2016 Joshua Buczek, Central Baptist College  
2017 Nathan Stanley, Toccoa Falls College  
2018 Zach Roberts, Hiwassee College  
2019 Diogen Ceballos, Southwestern Christian University  
2020 Billy Blair, Concordia University Ann Arbor  
2021 Carlton Lindow, University of Northwestern

**HANK BURBRIDGE AWARD (Baseball) (cont.)**

|      |                                          |
|------|------------------------------------------|
| 2022 | Kaiden Zacharias, Asbury University      |
| 2023 | Takaaki Tsuji, Ottawa University Arizona |
| 2024 | Bryce Crabb, University of Northwestern  |
| 2025 | Kaden Dugle, Asbury University           |
| 2026 | Dreyer Homan, University of Northwestern |

**GAME PLAN 4 LIFE AWARD (Tennis)**

|      |                                                |
|------|------------------------------------------------|
| 2015 | Isriz Balase, Judson University                |
|      | Maryssa Herbert, Cedarville University         |
| 2016 | Jonathan Moment, Judson University             |
|      | Rachel Bottorff, Indiana Wesleyan University   |
| 2017 | Isaac Childs, Dallas Baptist University        |
|      | Karen Moe, University of Northwestern          |
| 2018 | Joel Montgomery, Indiana Wesleyan University   |
|      | Deanna Whalen, Cedarville University           |
| 2019 | Zachary Shilvock, Houghton College             |
|      | Madison Buchanan, Johnson University Tennessee |
| 2020 | Shawna Spears, University of Northwestern      |
| 2021 | Matthew Wedin, University of Northwestern      |
|      | Kate Daugherty, Dallas Baptist University      |

*Renamed Dr. Dee Morris Award***DR. DEE MORRIS AWARD (Tennis)**

|      |                                            |
|------|--------------------------------------------|
| 2022 | Jacob Gray, Grace College                  |
|      | Belinda Weddle, University of Northwestern |

*Not awarded after 2022***GAME PLAN 4 LIFE AWARD (Softball)**

|      |                                                       |
|------|-------------------------------------------------------|
| 2015 | Brianna Tennyson, Judson University                   |
| 2016 | Carlie Sargent, Mississippi College                   |
| 2017 | Brianne O'Dell, Cedarville University                 |
| 2018 | Rachel Ray, Southwestern Assemblies of God Univ.      |
| 2019 | Larie Amos, Mid-America Christian University          |
| 2020 | Megan Laib, Concordia University Ann Arbor            |
| 2021 | Faith Hollingsworth, Mid-America Christian University |

*Renamed Deb Thompson Award***DEB THOMPSON AWARD (Softball)**

|      |                                                   |
|------|---------------------------------------------------|
| 2022 | Cailey Parsells, Mid-America Christian University |
| 2023 | Lauren Baker, Columbia International University   |
| 2024 | Phoebe Clemens, Lancaster Bible College           |
| 2025 | Sydney Lane, University of Northwestern           |
| 2026 | Lani Schoper, University of Northwestern          |

**GAME PLAN 4 LIFE AWARD (Men's Volleyball)**

|      |                                          |
|------|------------------------------------------|
| 2026 | Paul Fillion Roberts Wesleyan University |
|------|------------------------------------------|

**NCCAA/NISOA FRANK JEWELL MERIT AWARD**

|      |                                                   |
|------|---------------------------------------------------|
| 2007 | Joe Harding, Moody Bible Institute                |
| 2008 | John McGillivray, Cedarville University           |
| 2009 | Dr. Chris Davis, Baptist Bible College (PA)       |
| 2010 | Josh Beers, Lancaster Bible College               |
| 2011 | Steve Burke, Judson University                    |
| 2012 | Dr. Rick Wright, Manhattan Christian College      |
| 2013 | Patrick Gilliam, Trinity International University |
| 2014 | Randy Douglas, Point University                   |
| 2015 | Michelle Lenard, Dallas Baptist University        |
| 2016 | Josh Lenarz, Trinity Christian College            |
| 2017 | Thiago Pinto, Bethel College                      |

**NCCAA/NISOA FRANK JEWELL MERIT AWARD (cont.)**

|      |                                                  |
|------|--------------------------------------------------|
| 2018 | Matt Webb, Houghton College                      |
| 2019 | Jeremy Miller, Kentucky Christian University     |
| 2020 | N/A                                              |
| 2021 | Adam Preston, Campbellsville University          |
| 2022 | Kara Lail, Columbia International University     |
| 2023 | Aaron Hoxie, Central Christian College of Kansas |
| 2024 | Scott Reber, Roberts Wesleyan University         |

**NCCAA PRESIDENTIAL AWARD**

|      |            |                               |
|------|------------|-------------------------------|
| 2000 | <b>DI</b>  | Malone College                |
|      | <b>DII</b> | Simpson College               |
| 2001 | <b>DI</b>  | Malone College                |
|      | <b>DII</b> | Mid-America Bible College     |
| 2002 | <b>DI</b>  | Gardner-Webb University       |
|      | <b>DII</b> | Mid-America Bible College     |
| 2003 | <b>DI</b>  | Indiana Wesleyan University   |
|      | <b>DII</b> | Clearwater Christian College  |
| 2004 | <b>DI</b>  | Cedarville University         |
|      | <b>DII</b> | Lincoln Christian College     |
| 2005 | <b>DI</b>  | Indiana Wesleyan University   |
|      | <b>DII</b> | Southeastern University       |
| 2006 | <b>DI</b>  | Cedarville University         |
|      | <b>DII</b> | Baptist Bible College (PA)    |
| 2007 | <b>DI</b>  | Cedarville University         |
|      | <b>DII</b> | Southeastern University       |
| 2008 | <b>DI</b>  | Indiana Wesleyan University   |
|      | <b>DII</b> | Southeastern University       |
| 2009 | <b>DI</b>  | Indiana Wesleyan University   |
|      | <b>DI</b>  | Cedarville University         |
|      | <b>DII</b> | Manhattan Christian College   |
| 2010 | <b>DI</b>  | Indiana Wesleyan University   |
|      | <b>DII</b> | Manhattan Christian College   |
| 2011 | <b>DI</b>  | Indiana Wesleyan University   |
|      | <b>DII</b> | Clearwater Christian College  |
| 2012 | <b>DI</b>  | California Baptist University |
|      | <b>DII</b> | Clearwater Christian College  |
| 2013 | <b>DI</b>  | Azusa Pacific University      |
|      | <b>DII</b> | Clearwater Christian College  |
| 2014 | <b>DI</b>  | Azusa Pacific University      |
|      | <b>DII</b> | Maranatha Baptist University  |
| 2015 | <b>DI</b>  | Lee University                |
|      | <b>DII</b> | Maranatha Baptist University  |
| 2016 | <b>DI</b>  | Oklahoma Baptist University   |
|      | <b>DII</b> | Maranatha Baptist University  |
| 2017 | <b>DI</b>  | Oklahoma Baptist University   |
|      | <b>DII</b> | Bob Jones University          |
| 2018 | <b>DI</b>  | Campbellsville University     |
|      | <b>DII</b> | Bob Jones University          |
| 2019 | <b>DI</b>  | Campbellsville University     |
|      | <b>DII</b> | Bob Jones University          |
| 2020 | <b>DI</b>  | Cedarville University         |
|      | <b>DII</b> | Bob Jones University          |
| 2021 | <b>DI</b>  | Grace College                 |
|      | <b>DII</b> | Bob Jones University          |
| 2022 | <b>DI</b>  | Grace College                 |
|      | <b>DII</b> | Bob Jones University          |
| 2023 | <b>DI</b>  | Grace College                 |
|      | <b>DII</b> | Bob Jones University          |

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**NCCAA PRESIDENTIAL AWARD** (cont.)

|      |            |                      |
|------|------------|----------------------|
| 2024 | <b>DI</b>  | Grace College        |
|      | <b>DII</b> | Bob Jones University |
| 2025 | <b>DI</b>  | Bethel University    |
|      | <b>DII</b> | Bob Jones University |
| 2026 | <b>DI</b>  | Bethel University    |
|      | <b>DII</b> | Crown College        |

## **NCCAA NATIONAL CHAMPIONS (\*invitational)**

### **MEN'S GOLF**

|      |                               |
|------|-------------------------------|
| 1993 | Mt. Vernon Nazarene College*  |
| 1994 | Malone College*               |
| 1995 | Indiana Wesleyan University*  |
| 1996 | Spring Arbor College          |
| 1997 | Spring Arbor College          |
| 1998 | Spring Arbor College          |
| 1999 | Malone College                |
| 2000 | Malone College                |
| 2001 | Gardner-Webb University       |
| 2002 | The Master's College          |
| 2003 | The Master's College          |
| 2004 | Malone College                |
| 2005 | Indiana Wesleyan University   |
| 2006 | Indiana Wesleyan University   |
| 2007 | Southeastern University       |
| 2008 | Malone University             |
| 2009 | Dallas Baptist University     |
| 2010 | The Master's College          |
| 2011 | California Baptist University |
| 2012 | Oklahoma Christian University |
| 2013 | Lee University                |
| 2014 | Colorado Christian University |
| 2015 | Colorado Christian University |
| 2016 | Colorado Christian University |
| 2017 | Colorado Christian University |
| 2018 | Erskine College               |
| 2019 | Erskine College               |
| 2020 | Dallas Baptist University     |
| 2021 | Asbury University             |
| 2022 | Malone University             |
| 2023 | Wayland Baptist University    |
| 2024 | Wayland Baptist University    |
| 2025 | OUAZ                          |

### **WOMEN'S GOLF**

|      |                            |
|------|----------------------------|
| 2011 | Dallas Baptist University* |
| 2012 | Dallas Baptist University* |
| 2013 | Lee University*            |
| 2014 | Shorter University         |
| 2015 | Dallas Baptist University  |
| 2016 | Dallas Baptist University  |
| 2017 | Dallas Baptist University  |
| 2018 | Biola University           |
| 2019 | Grace College              |
| 2020 | Dallas Baptist University  |
| 2021 | Bethel University          |
| 2022 | Bethel University          |
| 2023 | Bethel University          |
| 2024 | Grace College              |
| 2025 | Bethel University          |

### **MEN'S SOCCER DIVISION II**

|      |                               |
|------|-------------------------------|
| 1984 | Philadelphia College of Bible |
| 1985 | Philadelphia College of Bible |
| 1986 | Philadelphia College of Bible |
| 1987 | Philadelphia College of Bible |
| 1988 | Philadelphia College of Bible |
| 1989 | Philadelphia College of Bible |
| 1990 | Baptist Bible College (PA)    |
| 1991 | Baptist Bible College (PA)    |

### **MEN'S SOCCER DIVISION II (cont.)**

|      |                                 |
|------|---------------------------------|
| 1992 | Baptist Bible College (PA)      |
| 1993 | Northland Baptist Bible College |
| 1994 | Moody Bible Institute           |
| 1995 | Baptist Bible College (PA)      |
| 1996 | Philadelphia College of Bible   |
| 1997 | Northland Baptist Bible College |
| 1998 | Northland Baptist Bible College |
| 1999 | Northland Baptist Bible College |
| 2000 | Northland Baptist Bible College |
| 2001 | Moody Bible Institute           |
| 2002 | Northland Baptist Bible College |
| 2003 | Northland Baptist Bible College |
| 2004 | Northland Baptist Bible College |
| 2005 | Manhattan Christian College     |
| 2006 | Southeastern University         |
| 2007 | Manhattan Christian College     |
| 2008 | Manhattan Christian College     |
| 2009 | Clearwater Christian College    |
| 2010 | Clearwater Christian College    |
| 2011 | Moody Bible Institute           |
| 2012 | Moody Bible Institute           |
| 2013 | Moody Bible Institute           |
| 2014 | Maranatha Baptist University    |
| 2015 | Trinity Baptist College         |
| 2016 | Bob Jones University            |
| 2017 | Pensacola Christian College     |
| 2018 | North Central University        |
| 2019 | Pensacola Christian College     |
| 2020 | Randall University              |
| 2021 | Bob Jones University            |
| 2022 | Bob Jones University            |
| 2023 | Pensacola Christian College     |
| 2024 | Bob Jones University            |
| 2025 | Pensacola Christian College     |

### **WOMEN'S SOCCER DIVISION II**

|      |                               |
|------|-------------------------------|
| 2002 | Baptist Bible College (PA)*   |
| 2003 | Baptist Bible College (PA)*   |
| 2004 | Baptist Bible College (PA)*   |
| 2005 | Baptist Bible College (PA)    |
| 2006 | Crown College (MN)            |
| 2007 | Crown College (MN)            |
| 2008 | Baptist Bible College (PA)    |
| 2009 | Manhattan Christian College   |
| 2010 | Manhattan Christian College   |
| 2011 | Baptist Bible College (PA)    |
| 2012 | Clearwater Christian College  |
| 2013 | Bob Jones University          |
| 2014 | Clearwater Christian College  |
| 2015 | Bob Jones University          |
| 2016 | Bob Jones University          |
| 2017 | Bob Jones University          |
| 2018 | Grace Christian University    |
| 2019 | Bob Jones University          |
| 2020 | Maranatha Baptist University  |
| 2021 | Great Lakes Christian College |
| 2022 | Providence University College |
| 2023 | Bob Jones University          |
| 2024 | Bob Jones University          |
| 2025 | Bob Jones University          |



**WOMEN'S VOLLEYBALL DIVISION II**

|      |                                  |
|------|----------------------------------|
| 1987 | Maranatha Baptist Bible College* |
| 1988 | Pacific Christian College        |
| 1989 | Maranatha Baptist Bible College  |
| 1990 | Maranatha Baptist Bible College  |
| 1991 | Maranatha Baptist Bible College  |
| 1992 | Maranatha Baptist Bible College  |
| 1993 | Pacific Christian College        |
| 1994 | Maranatha Baptist Bible College  |
| 1995 | Clearwater Christian College     |
| 1996 | Clearwater Christian College     |
| 1997 | Clearwater Christian College     |
| 1998 | Lincoln Christian College        |
| 1999 | Simpson College                  |
| 2000 | Clearwater Christian College     |
| 2001 | Providence College               |
| 2002 | Lincoln Christian College        |
| 2003 | Clearwater Christian College     |
| 2004 | Clearwater Christian College     |
| 2005 | Grace University                 |
| 2006 | Clearwater Christian College     |
| 2007 | Clearwater Christian College     |
| 2008 | Clearwater Christian College     |
| 2009 | Clearwater Christian College     |
| 2010 | Clearwater Christian College     |
| 2011 | Clearwater Christian College     |
| 2012 | Clearwater Christian College     |
| 2013 | Clearwater Christian College     |
| 2014 | Kentucky Christian University    |
| 2015 | Maranatha Baptist University     |
| 2016 | Maranatha Baptist University     |
| 2017 | Maranatha Baptist University     |
| 2018 | Bob Jones University             |
| 2019 | Bob Jones University             |
| 2020 | Bob Jones University             |
| 2021 | Bob Jones University             |
| 2022 | Bob Jones University             |
| 2023 | Bob Jones University             |
| 2024 | Arlington Baptist University     |
| 2025 | Manhattan Christian College      |

**MEN'S CROSS COUNTRY DIVISION II**

|      |                                  |
|------|----------------------------------|
| 1982 | Northwestern College*            |
| 1983 | Northwestern College*            |
| 1984 | Northwestern College*            |
| 1985 | Baptist Bible College (PA)*      |
| 1994 | Valley Forge Christian College*  |
| 1997 | Valley Forge Christian College*  |
| 1998 | Baptist Bible College (PA)*      |
| 1999 | Baptist Bible College (PA)*      |
| 2000 | Maranatha Baptist Bible College* |
| 2001 | Baptist Bible College (PA)*      |
| 2002 | Northland Baptist Bible College* |
| 2003 | Baptist Bible College (PA)*      |
| 2004 | Baptist Bible College (PA)*      |
| 2005 | Northland Baptist Bible College* |
| 2006 | North Central University*        |
| 2007 | North Central University*        |
| 2008 | Maranatha Baptist Bible College* |
| 2009 | North Central University*        |
| 2010 | North Central University*        |
| 2011 | North Central University*        |

**MEN'S CROSS COUNTRY DIVISION II (cont.)**

|      |                              |
|------|------------------------------|
| 2012 | Arlington Baptist College*   |
| 2013 | North Central University     |
| 2014 | Maranatha Baptist University |
| 2015 | Maranatha Baptist University |
| 2016 | Bob Jones University         |
| 2017 | Bob Jones University         |
| 2018 | Bob Jones University         |
| 2019 | Bob Jones University         |
| 2020 | Bob Jones University         |
| 2021 | Bob Jones University         |
| 2022 | Bob Jones University         |
| 2023 | Bob Jones University         |
| 2024 | Bob Jones University         |
| 2025 | Bob Jones University         |

**WOMEN'S CROSS COUNTRY DIVISION II**

|      |                                  |
|------|----------------------------------|
| 1994 | Northland Baptist Bible College* |
| 1997 | Baptist Bible College (PA)*      |
| 1998 | Northland Baptist Bible College* |
| 1999 | Northland Baptist Bible College* |
| 2000 | Northland Baptist Bible College* |
| 2001 | Northland Baptist Bible College* |
| 2002 | Maranatha Baptist Bible College* |
| 2003 | Baptist Bible College (PA)*      |
| 2004 | Baptist Bible College (PA)*      |
| 2005 | North Central University*        |
| 2006 | North Central University*        |
| 2007 | North Central University*        |
| 2008 | North Central University*        |
| 2009 | North Central University*        |
| 2010 | North Central University*        |
| 2011 | North Central University*        |
| 2012 | North Central University*        |
| 2013 | Moody Bible Institute            |
| 2014 | Moody Bible Institute            |
| 2015 | Moody Bible Institute            |
| 2016 | Moody Bible Institute            |
| 2017 | Moody Bible Institute            |
| 2018 | Moody Bible Institute            |
| 2019 | Moody Bible Institute            |
| 2020 | Bob Jones University             |
| 2021 | Bob Jones University             |
| 2022 | Bob Jones University             |
| 2023 | Bob Jones University             |
| 2024 | Crown College                    |
| 2025 | Crown College                    |

**MEN'S CROSS COUNTRY DIVISION I**

|      |                           |
|------|---------------------------|
| 1973 | Eastern Mennonite College |
| 1974 | Eastern Mennonite College |
| 1975 | Bryan College             |
| 1976 | Eastern Mennonite College |
| 1977 | Eastern Mennonite College |
| 1978 | Cedarville College        |
| 1979 | Cedarville College        |
| 1980 | Anderson University       |
| 1981 | Anderson University       |
| 1982 | Anderson University       |
| 1983 | Anderson University       |
| 1984 | Anderson University       |

**MEN'S CROSS COUNTRY DIVISION I** (cont.)

|      |                                 |
|------|---------------------------------|
| 1985 | Cedarville College              |
| 1986 | Malone College                  |
| 1987 | Malone College                  |
| 1988 | Malone College                  |
| 1989 | Malone College                  |
| 1990 | Malone College                  |
| 1991 | Malone College                  |
| 1992 | Malone College                  |
| 1993 | Roberts Wesleyan College        |
| 1994 | Malone College                  |
| 1995 | Malone College                  |
| 1996 | Taylor University               |
| 1997 | Malone College                  |
| 1998 | Malone College                  |
| 1999 | Malone College                  |
| 2000 | Malone College                  |
| 2001 | Northwest Nazarene College      |
| 2002 | Malone College                  |
| 2003 | Malone College                  |
| 2004 | Mid-America Nazarene University |
| 2005 | Malone College                  |
| 2006 | Malone College                  |
| 2007 | Malone College                  |
| 2008 | Malone University               |
| 2009 | Malone University               |
| 2010 | Cedarville University           |
| 2011 | Malone University               |
| 2012 | Oklahoma Christian University   |
| 2013 | Azusa Pacific University        |
| 2014 | Lee University                  |
| 2015 | Cedarville University           |
| 2016 | Dallas Baptist University       |
| 2017 | Biola University                |
| 2018 | Biola University                |
| 2019 | Cedarville University           |
| 2020 | Dallas Baptist University       |
| 2021 | Grace College                   |
| 2022 | Grace College                   |
| 2023 | Grace College                   |
| 2024 | Campbellsville University       |
| 2025 | Malone University               |

**WOMEN'S CROSS COUNTRY DIVISION I**

|      |                            |
|------|----------------------------|
| 1981 | Spring Arbor College       |
| 1982 | Spring Arbor College       |
| 1983 | Anderson University        |
| 1984 | Anderson University        |
| 1985 | Cedarville College         |
| 1986 | Malone College             |
| 1987 | Malone College             |
| 1988 | George Fox College         |
| 1989 | Malone College             |
| 1990 | Malone College             |
| 1991 | Cedarville College         |
| 1992 | Malone College             |
| 1993 | Malone College             |
| 1994 | Olivet Nazarene University |
| 1995 | Olivet Nazarene University |
| 1996 | Cedarville College         |

**WOMEN'S CROSS COUNTRY DIVISION I** (cont.)

|      |                             |
|------|-----------------------------|
| 1997 | Malone College              |
| 1998 | Malone College              |
| 1999 | Malone College              |
| 2000 | Cedarville University       |
| 2001 | Cedarville University       |
| 2002 | Cedarville University       |
| 2003 | Indiana Wesleyan University |
| 2004 | Malone College              |
| 2005 | Olivet Nazarene University  |
| 2006 | Cedarville University       |
| 2007 | Cedarville University       |
| 2008 | Cedarville University       |
| 2009 | Cedarville University       |
| 2010 | Malone University           |
| 2011 | Malone University           |
| 2012 | Azusa Pacific University    |
| 2013 | Roberts Wesleyan College    |
| 2014 | Roberts Wesleyan College    |
| 2015 | Cedarville University       |
| 2016 | Dallas Baptist University   |
| 2017 | Cedarville University       |
| 2018 | Biola University            |
| 2019 | Cedarville University       |
| 2020 | Dallas Baptist University   |
| 2021 | Grace College               |
| 2022 | Grace College               |
| 2023 | Grace College               |
| 2024 | Malone University           |
| 2025 | Malone University           |

**VICTORY BOWL (Football)\***

|      |                                           |
|------|-------------------------------------------|
| 1997 | Olivet Nazarene University                |
| 1998 | Geneva College                            |
| 1999 | Geneva College                            |
| 2000 | Northwestern College                      |
| 2001 | Gardner-Webb University                   |
| 2002 | Geneva College                            |
| 2003 | Geneva College                            |
| 2004 | Olivet Nazarene University                |
| 2005 | Olivet Nazarene University                |
| 2006 | North Greenville University               |
| 2007 | Malone College                            |
| 2008 | Northwestern College                      |
| 2009 | Geneva College                            |
| 2010 | North Greenville University               |
| 2011 | Campbellsville University                 |
| 2012 | Greenville College                        |
| 2013 | Azusa Pacific University                  |
| 2014 | North Greenville University               |
| 2015 | Southwestern Assemblies of God University |
| 2016 | Warner University                         |
| 2017 | Campbellsville University                 |
| 2018 | Olivet Nazarene University                |
| 2019 | Olivet Nazarene University                |
| 2020 | No event held                             |
| 2021 | Southwestern Assemblies of God University |
| 2022 | Olivet Nazarene University                |

**VICTORY BOWL (Football)\* (cont.)**

2023 No event held

2024 No event held

*Football discontinued after 2024***MEN'S SOCCER DIVISION I**

1973 Northeastern College  
1974 Trinity College  
1975 Bryan College  
1976 Bryan College  
1977 Bryan College  
1978 Messiah College  
1979 Houghton College  
1980 Houghton College  
1981 Messiah College  
1982 Concordia College (OR)  
1983 John Brown University  
1984 John Brown University  
1985 The King's College  
1986 Houghton College  
1987 The Master's College  
1988 George Fox College  
1989 The Master's College  
1990 George Fox College  
1991 Judson College  
1992 Judson College  
1993 The Master's College  
1994 Geneva College  
1995 Judson College  
1996 Western Baptist College  
1997 Judson College  
1998 East Texas Baptist University  
1999 East Texas Baptist University  
2000 Bethel College  
2001 The Master's College  
2002 Judson College  
2003 Union University  
2004 Mid-America Nazarene University  
2005 Mid-Continent University  
2006 Mid-America Nazarene University  
2007 The Master's College  
2008 Indiana Wesleyan University  
2009 Judson University  
2010 Palm Beach Atlantic University  
2011 California Baptist University  
2012 California Baptist University  
2013 Southern Wesleyan University  
2014 Lee University  
2015 Southern Wesleyan University  
2016 Southwestern Christian University  
2017 Southwestern Christian University  
2018 Southwestern Christian University  
2019 Mid-America Christian University  
2020 Grace College  
2021 Campbellsville University  
2022 Columbia International University  
2023 Westmont College  
2024 Judson University  
2025 **Campbellsville University**

**WOMEN'S SOCCER DIVISION I**

1994 Lee College\*  
1995 Anderson College\*  
1997 Indiana Wesleyan University  
1998 Trinity International University (IL)  
1999 Indiana Wesleyan University  
2000 Indiana Wesleyan University  
2001 Gardner-Webb University  
2002 Malone College  
2003 Mt. Vernon Nazarene University  
2004 Trinity International University  
2005 Trinity Christian College  
2006 Mt. Vernon Nazarene University  
2007 Indiana Wesleyan University  
2008 Olivet Nazarene University  
2009 The Master's College  
2010 Spring Arbor University  
2011 California Baptist University  
2012 California Baptist University  
2013 Azusa Pacific University  
2014 Lee University  
2015 Houghton College  
2016 Colorado Christian University  
2017 Biola University  
2018 Trinity Christian College  
2019 Cedarville University  
2020 Dallas Baptist University  
2021 Grace College  
2022 Grace College  
2023 Bethel University  
2024 Trinity Christian College  
2025 **Bethel University**

**WOMEN'S VOLLEYBALL DIVISION I**

1982 Warner Pacific College  
1983 Warner Pacific College  
1984 George Fox College  
1985 Indiana Wesleyan University  
1986 Concordia College (OR)  
1987 George Fox College  
1988 Huntington College  
1989 Taylor University  
1990 Taylor University  
1991 Taylor University  
1992 Spring Arbor College  
1993 Bethel College  
1994 Bethel College  
1995 Grace College  
1996 Christian Heritage College  
1997 Western Baptist College  
1998 Bethel College  
1999 Christian Heritage College  
2000 Indiana Wesleyan University  
2001 Olivet Nazarene University  
2002 Olivet Nazarene University  
2003 Union University  
2004 Palm Beach Atlantic University  
2005 Cedarville University  
2006 Cedarville University  
2007 Bethel College

**WOMEN'S VOLLEYBALL DIVISION I** (cont.)

|      |                                   |
|------|-----------------------------------|
| 2008 | Cedarville University             |
| 2009 | Campbellsville University         |
| 2010 | Indiana Wesleyan University       |
| 2011 | California Baptist University     |
| 2012 | McMurry University                |
| 2013 | Point Loma Nazarene University    |
| 2014 | Trinity Christian College         |
| 2015 | Indiana Wesleyan University       |
| 2016 | Trinity Christian College         |
| 2017 | Biola University                  |
| 2018 | Biola University                  |
| 2019 | College of the Ozarks             |
| 2020 | Bethel University                 |
| 2021 | Columbia International University |
| 2022 | Trinity International University  |
| 2023 | Grace College                     |
| 2024 | Grace College                     |
| 2025 | Grace College                     |

**MEN'S INDOOR TRACK & FIELD**

|      |                             |
|------|-----------------------------|
| 1999 | Malone College*             |
| 2000 | Greenville College*         |
| 2001 | Greenville College*         |
| 2002 | Greenville College          |
| 2003 | Greenville College          |
| 2004 | Greenville College          |
| 2005 | Greenville College          |
| 2006 | Cedarville University       |
| 2007 | Cedarville University       |
| 2008 | Indiana Wesleyan University |
| 2009 | Bethel College              |
| 2010 | Indiana Wesleyan University |
| 2011 | Indiana Wesleyan University |
| 2012 | Olivet Nazarene University  |
| 2013 | Azusa Pacific University    |
| 2014 | Shorter University          |
| 2015 | Bethel College              |
| 2016 | Oklahoma Baptist University |
| 2017 | Oklahoma Baptist University |
| 2018 | Bethel College              |
| 2019 | Bethel College              |
| 2020 | Cedarville University       |
| 2021 | No championship held        |
| 2022 | Cedarville University       |
| 2023 | Campbellsville University   |
| 2024 | Campbellsville University   |
| 2025 | Cedarville University       |
| 2026 | Malone University           |

**WOMEN'S INDOOR TRACK & FIELD**

|      |                             |
|------|-----------------------------|
| 1999 | Malone College*             |
| 2000 | Spring Arbor College*       |
| 2001 | Malone College*             |
| 2002 | Malone College              |
| 2003 | Indiana Wesleyan University |
| 2004 | Indiana Wesleyan University |
| 2005 | Olivet Nazarene University  |
| 2006 | Cedarville University       |
| 2007 | Cedarville University       |

**WOMEN'S INDOOR TRACK & FIELD** (cont.)

|      |                             |
|------|-----------------------------|
| 2008 | Cedarville University       |
| 2009 | Cedarville University       |
| 2010 | Bethel College              |
| 2011 | Bethel College              |
| 2012 | Cedarville University       |
| 2013 | Shorter University          |
| 2014 | Shorter University          |
| 2015 | Bethel College              |
| 2016 | Oklahoma Baptist University |
| 2017 | Oklahoma Baptist University |
| 2018 | Cedarville University       |
| 2019 | Cedarville University       |
| 2020 | Cedarville University       |
| 2021 | No championship held        |
| 2022 | Cedarville University       |
| 2023 | Cedarville University       |
| 2024 | Cedarville University       |
| 2025 | Cedarville University       |
| 2026 | Cedarville University       |

**MEN'S BASKETBALL DIVISION II**

|      |                                  |
|------|----------------------------------|
| 1976 | Fort Wayne Bible College         |
| 1977 | Western Baptist College          |
| 1978 | Baptist Bible College (MO)       |
| 1979 | Baptist Bible College (PA)       |
| 1980 | Northwestern College             |
| 1981 | Baptist Bible College (MO)       |
| 1982 | Baptist Bible College (MO)       |
| 1983 | Baptist Bible College (MO)       |
| 1984 | Baptist Bible College (MO)       |
| 1985 | Cincinnati Bible College         |
| 1986 | Cincinnati Bible College         |
| 1987 | Cincinnati Bible College         |
| 1988 | Kentucky Christian College       |
| 1989 | Kentucky Christian College       |
| 1990 | Maranatha Baptist Bible College  |
| 1991 | Kentucky Christian College       |
| 1992 | Baptist Bible College (PA)       |
| 1993 | Northwest College                |
| 1994 | Central Bible College            |
| 1995 | Kentucky Christian College       |
| 1996 | Kentucky Christian College       |
| 1997 | Kentucky Christian College       |
| 1998 | Mid-America Bible College        |
| 1999 | Kentucky Christian College       |
| 2000 | Atlanta Christian College        |
| 2001 | Central Bible College            |
| 2002 | Central Bible College            |
| 2003 | Mid-America Bible College        |
| 2004 | Mid-America Christian University |
| 2005 | Southeastern University          |
| 2006 | Grace Bible College              |
| 2007 | Mid-America Christian University |
| 2008 | Grace University                 |
| 2009 | Grace Bible College              |
| 2010 | Grace Bible College              |
| 2011 | Grace Bible College              |
| 2012 | Grace Bible College              |
| 2013 | Ohio Christian University        |

**MEN'S BASKETBALL DIVISION II** (cont.)

|      |                                       |
|------|---------------------------------------|
| 2014 | Ohio Christian University             |
| 2015 | Lancaster Bible College               |
| 2016 | Hillsdale Free Will Baptist College   |
| 2017 | Randall University                    |
| 2018 | Randall University                    |
| 2019 | Grace Christian University            |
| 2020 | No championship held                  |
| 2021 | Johnson University Tennessee          |
| 2022 | Campbellsville University Harrodsburg |
| 2023 | Kansas Christian College              |
| 2024 | Crown College                         |
| 2025 | North Central University              |
| 2026 | North Central University              |

**MEN'S BASKETBALL DIVISION IIA**

|      |                                              |
|------|----------------------------------------------|
| 1991 | Miami Christian College                      |
| 1992 | Latin American Bible College                 |
| 1993 | Atlanta Christian College                    |
| 1994 | Grace Bible College                          |
| 1995 | Grace Bible College                          |
| 1996 | Manhattan Christian College                  |
| 1997 | Southwestern College (AZ)                    |
| 1998 | Southwestern College (AZ)                    |
| 1999 | Hillsdale Freewill Baptist                   |
| 2000 | Southwestern College of Christian Ministries |
| 2001 | Southwestern College of Christian Ministries |
| 2002 | Hillsdale Free Will Baptist Bible College    |
| 2003 | Southwestern Christian University            |

*Division IIA Championship discontinued***WOMEN'S BASKETBALL DIVISION II**

|      |                                  |
|------|----------------------------------|
| 1983 | Baptist Bible College (PA)       |
| 1984 | Northwestern College             |
| 1985 | Northwestern College             |
| 1986 | Toccoa Falls College             |
| 1987 | Moody Bible Institute            |
| 1988 | Northwest College                |
| 1989 | Kentucky Christian College       |
| 1990 | Northwest College                |
| 1991 | Northwest College                |
| 1992 | Toccoa Falls College             |
| 1993 | Northwest College                |
| 1994 | Northwest College                |
| 1995 | Kentucky Christian College       |
| 1996 | Kentucky Christian College       |
| 1997 | Kentucky Christian College       |
| 1998 | Kentucky Christian College       |
| 1999 | Maranatha Baptist Bible College  |
| 2000 | Kentucky Christian College       |
| 2001 | Mid-America Bible College        |
| 2002 | Simpson College                  |
| 2003 | Kentucky Christian College       |
| 2004 | Kentucky Christian College       |
| 2005 | Kentucky Christian University    |
| 2006 | Mid-America Christian University |
| 2007 | Kentucky Christian University    |
| 2008 | Kentucky Christian University    |
| 2009 | Kentucky Christian University    |
| 2010 | Kentucky Christian University    |

**WOMEN'S BASKETBALL DIVISION II** (cont.)

|      |                                 |
|------|---------------------------------|
| 2011 | Kentucky Christian University   |
| 2012 | Kentucky Christian University   |
| 2013 | Maranatha Baptist Bible College |
| 2014 | Maranatha Baptist University    |
| 2015 | Arlington Baptist College       |
| 2016 | Arlington Baptist College       |
| 2017 | Arlington Baptist College       |
| 2018 | Arlington Baptist University    |
| 2019 | Arlington Baptist University    |
| 2020 | No championship held            |
| 2021 | Champion Christian College      |
| 2022 | Pensacola Christian College     |
| 2023 | Champion Christian College      |
| 2024 | Simmons College of Kentucky     |
| 2025 | Ozark Christian College         |
| 2026 | Crown College                   |

**WOMEN'S BASKETBALL DIVISION I**

|      |                                   |
|------|-----------------------------------|
| 1983 | Spring Arbor College              |
| 1984 | Huntington College                |
| 1985 | Lee College                       |
| 1986 | Evangel College                   |
| 1987 | Spring Arbor College              |
| 1988 | King College                      |
| 1989 | King College                      |
| 1990 | King College                      |
| 1991 | Huntington College                |
| 1992 | Huntington College                |
| 1993 | Williams Baptist College          |
| 1994 | Mt. Vernon Nazarene College       |
| 1995 | Western Baptist College           |
| 1996 | Western Baptist College           |
| 1997 | LeTourneau University             |
| 1998 | LeTourneau University             |
| 1999 | Lee University                    |
| 2000 | Bethel College                    |
| 2001 | Mt. Vernon Nazarene College       |
| 2002 | Indiana Wesleyan University       |
| 2003 | Bethel College                    |
| 2004 | Oklahoma Wesleyan University      |
| 2005 | Bethel College                    |
| 2006 | Southern Wesleyan University      |
| 2007 | Cedarville University             |
| 2008 | Mt. Vernon Nazarene University    |
| 2009 | Bethel College                    |
| 2010 | Bethel College                    |
| 2011 | Colorado Christian University     |
| 2012 | Bethel College                    |
| 2013 | Southern Nazarene University      |
| 2014 | Union University                  |
| 2015 | Lee University                    |
| 2016 | Roberts Wesleyan College          |
| 2017 | Greenville College                |
| 2018 | Mid-America Christian University  |
| 2019 | Mid-America Christian University  |
| 2020 | No championship held              |
| 2021 | Alice Lloyd College               |
| 2022 | Southwestern Christian University |
| 2023 | College of the Ozarks             |



**WOMEN'S BASKETBALL DIVISION I**

|      |                       |
|------|-----------------------|
| 2024 | Grace College         |
| 2025 | College of the Ozarks |
| 2026 | College of the Ozarks |

**MEN'S BASKETBALL DIVISION I**

|      |                                |
|------|--------------------------------|
| 1968 | Lee College                    |
| 1969 | Azusa Pacific University       |
| 1970 | Azusa Pacific University       |
| 1971 | Azusa Pacific University       |
| 1972 | Azusa Pacific University       |
| 1973 | Lee College                    |
| 1974 | Bethany Nazarene College       |
| 1975 | Olivet Nazarene College        |
| 1976 | Biola University               |
| 1977 | Bethany Nazarene College       |
| 1978 | Biola University               |
| 1979 | Tennessee Temple University    |
| 1980 | Liberty Baptist College        |
| 1981 | Tennessee Temple University    |
| 1982 | Tennessee Temple University    |
| 1983 | Tennessee Temple University    |
| 1984 | Biola University               |
| 1985 | Point Loma Nazarene University |
| 1986 | Point Loma Nazarene University |
| 1987 | Point Loma Nazarene University |
| 1988 | Tennessee Temple University    |
| 1989 | Tennessee Temple University    |
| 1990 | Christian Heritage College     |
| 1991 | John Brown University          |
| 1992 | Bethel College                 |
| 1993 | Bethel College                 |
| 1994 | Lee College                    |
| 1995 | Indiana Wesleyan University    |
| 1996 | Malone College                 |
| 1997 | Christian Heritage College     |
| 1998 | Christian Heritage College     |
| 1999 | Oakland City University        |
| 2000 | Bethel College                 |
| 2001 | Gardner-Webb University        |
| 2002 | Mt. Vernon Nazarene College    |
| 2003 | Tennessee Temple University    |
| 2004 | Christian Heritage College     |
| 2005 | Spring Arbor University        |
| 2006 | Spring Arbor University        |
| 2007 | Bethel College                 |
| 2008 | Indiana Wesleyan University    |
| 2009 | Emmanuel College               |
| 2010 | Northwestern College           |
| 2011 | Dallas Baptist University      |
| 2012 | Cedarville University          |
| 2013 | Shorter University             |
| 2014 | Point Loma Nazarene University |
| 2015 | Colorado Christian University  |
| 2016 | Emmanuel College               |
| 2017 | Colorado Christian University  |
| 2018 | Emmanuel College               |
| 2019 | Cedarville University          |
| 2020 | No championship held           |
| 2021 | University of Northwestern     |

**MEN'S BASKETBALL DIVISION I (cont.)**

|      |                                           |
|------|-------------------------------------------|
| 2022 | Baptist Bible College                     |
| 2023 | Bethel University                         |
| 2024 | Cedarville University                     |
| 2025 | Nelson University American Indian College |
| 2026 | Lancaster Bible College                   |

**MEN'S VOLLEYBALL**

|      |                              |
|------|------------------------------|
| 2019 | Ottawa University Arizona*   |
| 2020 | Campbellsville University*   |
| 2021 | Campbellsville University*   |
| 2022 | Geneva College*              |
| 2023 | Trinity Christian College*   |
| 2024 | Roberts Wesleyan University* |
| 2025 | Jessup University            |
| 2026 | Judson University            |

**MEN'S OUTDOOR TRACK & FIELD**

|      |                               |
|------|-------------------------------|
| 1973 | Malone College                |
| 1974 | Azusa Pacific College         |
| 1975 | Cedarville College            |
| 1976 | Cedarville College            |
| 1977 | Northwestern College          |
| 1978 | Northwestern College          |
| 1979 | Liberty Baptist College       |
| 1980 | Carson-Newman College         |
| 1981 | Liberty Baptist Bible College |
| 1982 | Messiah College               |
| 1983 | MidAmerica Nazarene College   |
| 1984 | Cedarville College            |
| 1985 | Taylor University             |
| 1986 | Taylor University             |
| 1987 | Taylor University             |
| 1988 | Anderson University           |
| 1989 | Malone College                |
| 1990 | Anderson University           |
| 1991 | Malone College                |
| 1992 | Anderson University           |
| 1993 | Anderson University           |
| 1994 | Indiana Wesleyan University   |
| 1995 | Taylor University             |
| 1996 | Taylor University             |
| 1997 | Taylor University             |
| 1998 | Taylor University             |
| 1999 | Taylor University             |
| 2000 | Taylor University             |
| 2001 | Greenville College            |
| 2002 | Greenville College            |
| 2003 | Greenville College            |
| 2004 | Greenville College            |
| 2005 | Greenville College            |
| 2006 | Greenville College            |
| 2007 | Malone College                |
| 2008 | Indiana Wesleyan University   |
| 2009 | Bethel College                |
| 2010 | Malone University             |
| 2011 | Cedarville University         |
| 2012 | Indiana Wesleyan University   |
| 2013 | Azusa Pacific University      |
| 2014 | Shorter University            |

**MEN'S OUTDOOR TRACK & FIELD** (cont.)

|      |                             |
|------|-----------------------------|
| 2015 | Shorter University          |
| 2016 | Oklahoma Baptist University |
| 2017 | Oklahoma Baptist University |
| 2018 | Bethel College              |
| 2019 | Bethel University           |
| 2020 | No championship held        |
| 2021 | Grace College               |
| 2022 | Grace College               |
| 2023 | Campbellsville University   |
| 2024 | Campbellsville University   |
| 2025 | Malone University           |
| 2026 | Malone University           |

**WOMEN'S OUTDOOR TRACK & FIELD**

|      |                                               |
|------|-----------------------------------------------|
| 1981 | Liberty Baptist College                       |
| 1982 | Spring Arbor College                          |
| 1983 | Messiah College                               |
| 1984 | Taylor University                             |
| 1985 | Cedarville College                            |
| 1986 | Cedarville College                            |
| 1987 | Malone College                                |
| 1988 | Malone College                                |
| 1989 | Malone College                                |
| 1990 | Huntington College                            |
| 1991 | Huntington College & Missouri Baptist College |
| 1992 | Huntington College                            |
| 1992 | Huntington College                            |
| 1993 | Huntington College                            |
| 1994 | Cedarville College                            |
| 1995 | Cedarville College                            |
| 1996 | Cedarville College                            |
| 1997 | Cedarville College                            |
| 1998 | Cedarville College                            |
| 1999 | Malone College                                |
| 2000 | Malone College                                |
| 2001 | Malone College                                |
| 2002 | Malone College                                |
| 2003 | Indiana Wesleyan University                   |
| 2004 | Malone College                                |
| 2005 | Malone College                                |
| 2006 | Malone College                                |
| 2007 | Cedarville University                         |
| 2008 | Malone College                                |
| 2009 | Malone University                             |
| 2010 | Bethel College                                |
| 2011 | Bethel College                                |
| 2012 | Olivet Nazarene University                    |
| 2013 | Azusa Pacific University                      |
| 2014 | Shorter University                            |
| 2015 | Shorter University                            |
| 2016 | Oklahoma Baptist University                   |
| 2017 | Oklahoma Baptist University                   |
| 2018 | Roberts Wesleyan College                      |
| 2019 | Bethel University                             |
| 2020 | No championship held                          |
| 2021 | Bethel University                             |
| 2022 | Bethel University                             |
| 2023 | Grace College                                 |
| 2024 | Grace College                                 |

**WOMEN'S OUTDOOR TRACK & FIELD** (cont.)

|      |                       |
|------|-----------------------|
| 2025 | Greenville University |
| 2026 | Malone University     |

**MEN'S TENNIS**

|       |                                |
|-------|--------------------------------|
| 1996  | Anderson College (SC)*         |
| 1997  | Lee College*                   |
| 1998  | Olivet Nazarene University*    |
| 1999  | Bethel College*                |
| 2000  | Bethel College                 |
| 2001  | Gardner-Webb University        |
| 2002  | North Greenville College       |
| 2003  | North Greenville College       |
| 2004  | North Greenville College       |
| 2005  | North Greenville College       |
| 2006  | North Greenville University    |
| 2008  | Hope International University  |
| 2009  | Olivet Nazarene University     |
| 2010  | Palm Beach Atlantic University |
| 2011  | North Greenville University    |
| 2012  | Campbellsville University      |
| 2013  | Azusa Pacific University       |
| 2014  | Azusa Pacific University       |
| 2015  | Campbellsville University      |
| 2016  | Warner University              |
| 2017  | Oklahoma Baptist University    |
| 2018  | Campbellsville University      |
| 2019  | Campbellsville University      |
| 2020  | No championship held           |
| 2021  | Grace College                  |
| 2022  | Grace College                  |
| 2023* | No invitational held           |
| 2024* | No invitational held           |

*Men's Tennis discontinued after 2024*

**WOMEN'S TENNIS**

|       |                                |
|-------|--------------------------------|
| 2000  | Bethel College*                |
| 2001  | Gardner-Webb University*       |
| 2002  | North Greenville College*      |
| 2003  | Indiana Wesleyan University    |
| 2004  | Palm Beach Atlantic University |
| 2005  | Indiana Wesleyan University    |
| 2006  | Bethel College                 |
| 2007  | Indiana Wesleyan University    |
| 2008  | Indiana Wesleyan University    |
| 2009  | Dallas Baptist University      |
| 2010  | Dallas Baptist University      |
| 2011  | Dallas Baptist University      |
| 2012  | Palm Beach Atlantic University |
| 2013  | Fresno Pacific University      |
| 2014  | Shorter University             |
| 2015  | Shorter University             |
| 2016  | Indiana Wesleyan University    |
| 2017  | Oklahoma Baptist University    |
| 2018  | Dallas Baptist University      |
| 2019  | No championship held           |
| 2020  | No championship held           |
| 2021  | No championship held           |
| 2022  | Campbellsville University      |
| 2023* | No invitational held           |

**WOMEN'S TENNIS** (cont.)

2024\* No invitational held

*Women's Tennis discontinued after 2024***SOFTBALL**

|      |                                           |
|------|-------------------------------------------|
| 1992 | Lee College*                              |
| 1993 | Mt. Vernon Nazarene College*              |
| 1994 | Pacific Christian College*                |
| 1995 | Bethel College                            |
| 1996 | Olivet Nazarene University                |
| 1997 | Olivet Nazarene University                |
| 1998 | Concordia College                         |
| 1999 | Concordia College                         |
| 2000 | Olivet Nazarene University                |
| 2001 | Union University                          |
| 2002 | Union University                          |
| 2003 | Louisiana College                         |
| 2004 | Union University                          |
| 2005 | Spring Arbor University                   |
| 2006 | Olivet Nazarene University                |
| 2007 | Bethel College                            |
| 2008 | Olivet Nazarene University                |
| 2009 | Palm Beach Atlantic University            |
| 2010 | Central Baptist College                   |
| 2011 | North Greenville University               |
| 2012 | California Baptist University             |
| 2013 | Union University (TN)                     |
| 2014 | Shorter University                        |
| 2015 | Simpson University                        |
| 2016 | Mississippi College                       |
| 2017 | Oklahoma Baptist University               |
| 2018 | Central Baptist College                   |
| 2019 | Erskine College                           |
| 2020 | No championship held                      |
| 2021 | Mid-America Christian University          |
| 2022 | Southwestern Assemblies of God University |
| 2023 | Concordia University Ann Arbor            |
| 2024 | Concordia University Ann Arbor            |
| 2025 | Jessup University                         |
| 2026 | University of Northwestern                |

**BASEBALL**

|      |                               |
|------|-------------------------------|
| 1985 | Alabama Christian College     |
| 1986 | Bethel College                |
| 1987 | King College                  |
| 1988 | King College                  |
| 1989 | Mount Vernon Nazarene College |
| 1990 | Bethel College                |
| 1991 | Anderson University           |
| 1992 | Spring Arbor College          |
| 1993 | Spring Arbor College          |
| 1994 | Anderson College (SC)         |
| 1995 | Mt. Vernon Nazarene College   |
| 1996 | Mt. Vernon Nazarene College   |
| 1997 | Mt. Vernon Nazarene College   |
| 1998 | Spring Arbor College          |
| 1999 | Mt. Vernon Nazarene College   |
| 2000 | Olivet Nazarene University    |
| 2001 | Faulkner University           |
| 2002 | Bethel College                |

**BASEBALL** (cont.)

|                                                     |                                             |
|-----------------------------------------------------|---------------------------------------------|
| 2003                                                | Dallas Baptist University                   |
| 2004                                                | Dallas Baptist University                   |
| 2005                                                | <b>DI</b> Crichton College                  |
|                                                     | <b>DII</b> Southeastern College*            |
| 2006                                                | <b>DI</b> Malone College                    |
|                                                     | <b>DII</b> Southeastern College*            |
| 2007                                                | <b>DI</b> Southern Wesleyan University      |
|                                                     | <b>DII</b> Southeastern University          |
| 2008                                                | <b>DI</b> Mt. Vernon Nazarene University    |
|                                                     | <b>DII</b> Southeastern University          |
| 2009                                                | <b>DI</b> Bluefield College                 |
|                                                     | <b>DII</b> Toccoa Falls College             |
| 2010                                                | <b>DI</b> North Greenville University       |
|                                                     | <b>DII</b> Atlanta Christian College        |
| 2011                                                | <b>DI</b> Oklahoma Wesleyan University      |
|                                                     | <b>DII</b> Toccoa Falls College             |
| 2012                                                | <b>DI</b> California Baptist University     |
|                                                     | <b>DII</b> Toccoa Falls College             |
| 2013                                                | <b>DI</b> California Baptist University     |
|                                                     | <b>DII</b> Toccoa Falls College             |
| <i>Division II Baseball discontinued after 2013</i> |                                             |
| 2014                                                | Fresno Pacific University                   |
| 2015                                                | Fresno Pacific University                   |
| 2016                                                | Oklahoma Baptist University                 |
| 2017                                                | Oklahoma Baptist University                 |
| 2018                                                | Campbellsville University                   |
| 2019                                                | Concordia University Ann Arbor              |
| 2020                                                | No championship held                        |
| 2021                                                | Columbia International University           |
| 2022                                                | Concordia University Ann Arbor              |
| 2023                                                | Mid-America Christian University            |
| 2024                                                | Southwestern Christian University           |
| 2025                                                | <b>DI</b> Jessup University                 |
|                                                     | <b>DII</b> Arlington Baptist University*    |
| 2026                                                | <b>DI</b> Southwestern Christian University |
|                                                     | <b>DII</b> Arlington Baptist University*    |

**WRESTLING**

|      |                                 |
|------|---------------------------------|
| 1975 | Messiah College                 |
| 1976 | Messiah College                 |
| 1977 | Liberty Baptist College         |
| 1978 | Liberty Baptist College         |
| 1979 | Liberty Baptist College         |
| 1980 | Liberty Baptist College         |
| 1981 | Liberty Baptist College         |
| 1982 | Carson-Newman College           |
| 1983 | Carson-Newman College           |
| 1984 | Carson-Newman College           |
| 1985 | Biola University                |
| 1986 | Maranatha Baptist Bible College |
| 1987 | Olivet Nazarene University      |
| 1988 | Olivet Nazarene University      |
| 1989 | Olivet Nazarene University      |
| 1990 | Olivet Nazarene University      |
| 1991 | Maranatha Baptist Bible College |
| 1992 | Northwestern College            |
| 1993 | Olivet Nazarene University      |
| 1994 | Pensacola Christian College     |
| 1995 | Pensacola Christian College     |



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**WRESTLING** (cont.)

1996      Pensacola Christian College

1997      Cumberland College

1998      Pensacola Christian College

*Wrestling discontinued after 1998*



## **Forms & Procedures**

## Forms\* & Procedures Table of Contents

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| 2                    | <a href="#"><u>Application for New Membership*</u></a>                           |
| 3                    | <a href="#"><u>Participation Questionnaire*</u></a>                              |
| 4                    | <a href="#"><u>New Member Site Visit Outline</u></a>                             |
| 5                    | <a href="#"><u>Membership Directory &amp; Dues Form*</u></a>                     |
| 6                    | <a href="#"><u>Associate Member Purpose and Process</u></a>                      |
| 7                    | <a href="#"><u>Statement of Faith*</u></a>                                       |
| 8                    | <a href="#"><u>Provisional Status</u></a>                                        |
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| 10                   | <a href="#"><u>#KingChasing Commitment*</u></a>                                  |
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| 12                   | <a href="#"><u>Division I Financial Aid Compliance Verification Form*</u></a>    |
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| 32                   | <a href="#"><u>Regional Sports Chair Job Profile</u></a>                         |
| 33                   | <a href="#"><u>Procedures for NCCAA Conference Calls</u></a>                     |
| 34                   | <a href="#"><u>Full Member Proxy Ballot Authorization Form*</u></a>              |
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*\*Form is available for online completion.*

## ITEM 1. NATIONAL CHRISTIAN COLLEGE ATHLETIC ASSOCIATION NEW MEMBER PROCESS

1. An accredited four-year degree granting institution that desires to become a member of the NCCAA should contact the NCCAA National Office to initiate the membership process. The institution must be accredited by one of the six recognized accrediting bodies in the U.S. (see Sports Policies and Procedures section II.B.4), Universities Canada, ABHE, or TRACS.
2. Application materials shall be completed and returned to the National Office. Included with the completed application forms shall be the following items: a school catalog, athletic handbook, accreditation documentation, and a student handbook. The institution shall complete and return the following materials for consideration of membership: Application, Statement of Faith, **Three-Year Commitment**, Questionnaire, and the non-refundable application fee of \$4,000.
3. Work with the Director of Membership to set a date for an on-site visit. The Regional Coordinator or their designate and an NCCAA representative shall conduct the on-site visitation of the prospective member's campus. A written report of the visit, along with a recommendation to extend or not to extend membership, shall be submitted to the regional members.
4. The Athletics Director at each member institution in the region to which the applicant is assigned shall indicate his/her vote and return the ballot to the Director of Membership.
5. The Director of Membership shall send regional voting results to the Administration Committee of the Board of Directors. The Administration Committee shall make a recommendation to the Board of Directors for Board approval.
6. The NCCAA Board of Directors shall ratify the recommendation of the Administration Committee or shall send it back to the region for additional consideration.
7. Email high-resolution institution and athletics logo to [jcampbell@thenccaa.org](mailto:jcampbell@thenccaa.org) upon acceptance as members. The following formats are required: .eps and .png. Optional additional formats: .jpg, .gif and .pdf.

### DEADLINES AND STATUS

**Prospective** member applications must be received by **January 31 to complete the application process and** confirm new members **by May 15**. The Administration Committee shall consider exceptional cases.

A prospective institution first becomes what is termed “candidate status.” This stage begins at the date the application is received and accepted at the National Office and ends when the institution is approved by the Board of Directors. If the institution meets all criteria, then full membership shall begin July 1. If all criteria are not met, institutions could be **denied membership or** placed on Provisional Status (see Item 8).

### ELIGIBILITY

Institutions contemplating membership are expected to make an earnest and sincere effort to come into compliance with all NCCAA Eligibility Rules the year before membership is granted. It is imperative that institutions obtain, review, and understand the NCCAA Eligibility Rules before they seriously consider membership.

NOTE: All eligibility questions should be addressed to the Eligibility Coordinator.

### EXPECTATIONS

- A. New members must send either the Athletics Director or Vice-President over Athletics to the NCCAA Annual Convention the first two years of membership. For the third year of membership, NCCAA member institutions shall follow NCCAA Bylaw Article VI. Section 6.08.
- B. All NCCAA institutions should be in compliance with federal Title IX expectations regarding sport offerings and proportionality. **For institutions placed on provisional status, in order to move from provisional to full membership status, the member institution must meet all expectations as listed by the NCCAA Administration Committee of the Board of Directors. Failing to meet expectations may result in termination of membership.**

### MEMBERSHIP DUES

Annual membership dues are **\$5,500** in addition to **\$275** per NCCAA sponsored varsity sport. Dues are calculated based on the number of NCCAA sanctioned varsity sports (championships and invitationals) offered by your institution regardless of Declaration of Intent. The deadline for reporting NCCAA sponsored sports is the same as the dues deadline. Any sport added once dues have been paid shall be ineligible for Member Services (e.g., statistics, awards, postseason, etc.). Any sport dropped after the deadline is not eligible for refund. All membership dues are payable August 1 and shall be considered delinquent the Friday following Labor Day.

**ITEM 2. NCCAA APPLICATION FOR NEW MEMBERSHIP**  
**(DEADLINE JANUARY 31)**

Please type or print and complete ALL information.

Name of Institution \_\_\_\_\_

Mailing Address \_\_\_\_\_

Physical Address \_\_\_\_\_

Institution Phone \_\_\_\_\_ Athletics Phone \_\_\_\_\_

Institution Website \_\_\_\_\_ Athletics Website \_\_\_\_\_

Year Established \_\_\_\_\_ Calendar System: ☐ Semester ☐ Trimester ☐ Quarter

What year did your institution begin sponsoring varsity intercollegiate athletics for four-year, degree-seeking undergraduates? \_\_\_\_\_

Has your institution continued to sponsor varsity athletics for four-year undergraduates since? ☐ Yes ☐ No

Under what other circumstances (e.g., two-year college) has your institution conducted athletics (include dates)? \_\_\_\_\_

**We desire membership in the following (check only one)\*:**

| <b><u>Division I</u></b>            |                                           | <b><u>Division II</u></b>            |                                        | <b><u>Associate</u></b>      |
|-------------------------------------|-------------------------------------------|--------------------------------------|----------------------------------------|------------------------------|
| <input type="checkbox"/> DI Central | <input type="checkbox"/> DI Mideast       | <input type="checkbox"/> DII Central | <input type="checkbox"/> DII Mideast   | <input type="checkbox"/> DI  |
| <input type="checkbox"/> DI Midwest | <input type="checkbox"/> DI North Central | <input type="checkbox"/> DII Midwest | <input type="checkbox"/> DII North     | <input type="checkbox"/> DII |
| <input type="checkbox"/> DI South   | <input type="checkbox"/> DI West          | <input type="checkbox"/> DII South   | <input type="checkbox"/> DII Southwest |                              |

*\*Division I allows financial aid based on athletic participation. Division II does not.*

Please indicate title of each name listed on form (Dr., Rev., Mr., Mrs., Miss) along with both first and last names:

President \_\_\_\_\_ Athletics Director \_\_\_\_\_

Senior Woman Leader \_\_\_\_\_ Associate/Asst. AD \_\_\_\_\_

Sports Info. Director \_\_\_\_\_ Athletics Admin. Asst. \_\_\_\_\_

Compliance/FAR \_\_\_\_\_ Athletics Trainer \_\_\_\_\_

To whom does the athletics department report? \_\_\_\_\_

**Must include this information; registrar to sign below:**

Last Year's Fall Full-Time Equivalency \_\_\_\_\_ [Number Male \_\_\_\_\_ Number Female \_\_\_\_\_]

Nickname/Mascot \_\_\_\_\_ Denomination \_\_\_\_\_

Accreditation Association: ☐ ABHE ☐ TRACS ☐ Universities Canada

☐ HLC ☐ MSCHE ☐ NECHE ☐ NWCCU ☐ SACSCOC ☐ WSCUC

Current Accreditation Status \_\_\_\_\_ Expiration Date of Current Accreditation \_\_\_\_\_

Athletic Affiliation (if applicable): ☐ NAIA ☐ NCAA II ☐ NCAA III ☐ CCAA ☐ Other (\_\_\_\_\_)

Athletic Conference (if applicable) \_\_\_\_\_

Does your institution sponsor a cooperative exchange program? ☐ Yes ☐ No

If yes, indicate the name of the cooperating institution. \_\_\_\_\_

**Signed**

Signature of President \_\_\_\_\_ Date \_\_\_\_\_

Signature of Athletics Director \_\_\_\_\_ Date \_\_\_\_\_

Signature of Registrar \_\_\_\_\_ Date \_\_\_\_\_

Athletics Director Email Address \_\_\_\_\_

Send this completed application form and a non-refundable \$4,000.00 payable to:  
NCCAA | 302 W Washington St | Greenville, SC 29601 | 864-250-1199 | [bgilmore@thenccaa.org](mailto:bgilmore@thenccaa.org)  
continued

## ITEM 2. NCCAA APPLICATION FOR NEW MEMBERSHIP, Page Two

Please check each box and answer for which your institution will sponsor a varsity sport for the upcoming academic year.

| <b><u>NCCAA Sanctioned Sports</u></b>              | <b><u># of Yrs at Varsity Level</u></b> | <b><u># of Athletes</u></b> | <b><u>Head Coach</u></b> | <b><u>Type</u></b><br>(full- or part-time) |
|----------------------------------------------------|-----------------------------------------|-----------------------------|--------------------------|--------------------------------------------|
| <input type="checkbox"/> Baseball                  |                                         |                             |                          |                                            |
| <input type="checkbox"/> Basketball (M)            |                                         |                             |                          |                                            |
| <input type="checkbox"/> Basketball (W)            |                                         |                             |                          |                                            |
| <input type="checkbox"/> Cross Country (M)         |                                         |                             |                          |                                            |
| <input type="checkbox"/> Cross Country (W)         |                                         |                             |                          |                                            |
| <input type="checkbox"/> Golf (M)                  |                                         |                             |                          |                                            |
| <input type="checkbox"/> Golf (W)                  |                                         |                             |                          |                                            |
| <input type="checkbox"/> Indoor Track & Field (M)  |                                         |                             |                          |                                            |
| <input type="checkbox"/> Indoor Track & Field (W)  |                                         |                             |                          |                                            |
| <input type="checkbox"/> Soccer (M)                |                                         |                             |                          |                                            |
| <input type="checkbox"/> Soccer (W)                |                                         |                             |                          |                                            |
| <input type="checkbox"/> Softball                  |                                         |                             |                          |                                            |
| <input type="checkbox"/> Outdoor Track & Field (M) |                                         |                             |                          |                                            |
| <input type="checkbox"/> Outdoor Track & Field (W) |                                         |                             |                          |                                            |
| <input type="checkbox"/> Volleyball (M)            |                                         |                             |                          |                                            |
| <input type="checkbox"/> Volleyball (W)            |                                         |                             |                          |                                            |

### **OTHER SPORTS: For Purposes of Tracking Emerging Sports in NCCAA**

Football (m) – ☐ Yes ☐ No

Lacrosse (w) – ☐ Yes ☐ No

Wrestling (m) – ☐ Yes ☐ No

Flag Football (w) – ☐ Yes ☐ No

Tennis (m) – ☐ Yes ☐ No

Wrestling (w) – ☐ Yes ☐ No

Lacrosse (m) – ☐ Yes ☐ No

Tennis (w) – ☐ Yes ☐ No

**Please include other sports offered by your institution not indicated above here:**

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Please list the locations and conditions (including age) of all practice and game facilities. If facilities are located off-campus, describe the location (e.g., high school, private club, etc.) and distance from campus.

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For each additional sport projected for sponsorship in the future, list the sport (men's & women's separately) and describe planned dates for initial sponsorship, number of student-athletes projected to participate, facilities to be used, and coaching staff.

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Please describe any new campus facilities currently under construction or planned (if any).

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### ITEM 3. NCCAA PARTICIPATION QUESTIONNAIRE

INSTITUTION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

#### Questions for the President

1. What is the mission statement of your institution? How does athletics fit into the mission of your institution?
2. How long has your institution been in existence? Please share a brief history.
3. What are the spiritual requirements for membership of your faculty and staff? Are they required to sign a statement of faith, or similar document, or a personal interview related to their faith? Is there a faith requirement?
4. Presidents and Athletics Directors are required to sign our Statement of Faith annually. In reference to the Genesis 1:27 section in the Statement of Faith, what is the institution's position on sexuality and gender? (Specifically in relation to transgenderism and upholding the Biblical construct of marriage being limited to one man and one woman.)

#### Questions for the Athletics Director or Vice President over Athletics

1. Why are you considering membership with the NCCAA?
2. How do you feel the NCCAA can contribute to your overall athletic program?
3. How do you see your program contributing to the NCCAA?
4. What is your policy on the recruitment of Christian and non-Christian athletes? Are they required to sign a statement of faith or similar document?

*continued*

### ITEM 3. NCCAA PARTICIPATION QUESTIONNAIRE, Page Two

5. What are the spiritual considerations involved in hiring the athletic staff? Are there expectations of spiritual integration from your coaching staff?
6. What expectations does the athletic department have for student-athletes in regard to code of conduct and behavior?
7. Describe how the athletic department is intentionally Christ-centered in policy and practice.

The NCCAA Constitution, Article VII: Christian Code states:

Section I. The Scriptures establish a framework of values which shall guide character, behavior, and thought. It shall be a participating institution's responsibility to apply and enforce the highest principles of Christian conduct, character, values, and courtesy from this Biblical framework.

Section II. Representatives of participating institutions, including coaches and student-athletes are expected to abide by their respective institutional code of conduct which shall be developed from the Biblical framework. Failure to refrain may result in penalties.

We have reviewed and understand the NCCAA Prospective Member Information document.

President

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(phone)

Vice President for Student Development or Student Services

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(phone)

Athletics Director

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(phone)



#### ITEM 4. NCCAA NEW MEMBER SITE VISIT OUTLINE

To assist in planning for the site visit, NCCAA representative(s) shall meet with the following individuals and/or groups during the campus visit. A normal day shall begin at 8:00-9:00 a.m. and end at approximately 4:00-4:30 p.m. Each session shall last approximately 15-45 minutes. Coaches' and/or Student-Athletes' meetings may be held over lunch. Some of these individuals and groups may be combined for your convenience. This shall be a two-way learning environment: NCCAA representatives need to learn about the applying institution and vice versa.

**Please schedule meetings with the following institutional representatives:**

- **Athletics Director**
  - General questions about the institution
  - Current status of the athletic programs and future projections
  - Facility (current and future)
  - Dual affiliations (NAIA, NCAA II, NCAA III, USCAA, CCAA)
  - Game management
- **Institution President and Administrator Who Oversees Athletics**
  - President's model for athletics
  - Goals for the institution
  - The institution's mission and purpose
  - Accreditation status
- **Vice President for Academics and Registrar/Faculty Athletic Representative or Compliance Officer**
  - Eligibility questions and issues/dual affiliation eligibility
  - Degree programs (Coop, Adult Education)
- **Vice President for Student Development or Student Life and Campus Pastor/Chaplain**
  - Campus and spiritual life on campus
  - Expectations of the students and faculty relative to spiritual life and growth
- **Sports Information Director and staff**
  - Statistics reporting, Student-Athlete of the Week, and other nominations
  - Game statistics (Using NCCAA approved game stat program and video stream)
- **Coaching Staff**
  - Review mission of the NCCAA and discuss sport specific issues
  - Review of opportunities within NCCAA/regional and national playoffs
  - Discuss balancing dual affiliation conflicts (NAIA, NCAA II, NCAA III, USCAA, CCAA)
  - Eligibility questions and issues
- **Student-Athletes (captains, team representatives, Student Athletic Council members)**
  - Question & Answer session
  - Summary of NCCAA mission
  - Review of opportunities within NCCAA
- **Other items that could be included in visit:**
  - Campus tour/Tour of Athletic Facilities
  - Attend a chapel program or convocation (if applicable or possible)
  - Attend a home game or contest (if possible)

**ITEM 5. 2026-2027 NCCAA MEMBERSHIP DIRECTORY & DUES FORM**

Form shall be delinquent after **August 1** and subject to penalty.\*

(Please Type or Print Clearly)

Institution \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State/Prov \_\_\_\_\_ Postal Code \_\_\_\_\_

Shipping Address \_\_\_\_\_  
(if different)

City \_\_\_\_\_ State/Prov \_\_\_\_\_ Postal Code \_\_\_\_\_

Institution Phone \_\_\_\_\_ Athletics Phone \_\_\_\_\_

Athletics Website \_\_\_\_\_ Mascot \_\_\_\_\_

**DIVISION:**

\_\_\_ Division I \_\_\_ Division II

**REGION:**

\_\_\_ Central \_\_\_ Midwest  
\_\_\_ Southwest \_\_\_ North  
\_\_\_ North Central \_\_\_ South  
\_\_\_ West

**ASSOCIATE:** \_\_\_ Yes

**Complete ALL information below, including appropriate title (Dr., Rev., Mr., Mrs., Miss) along with both first and last names.**

| <b><u>Position</u></b> | <b><u>Name</u></b> | <b><u>Phone</u></b> | <b><u>Email Address</u></b> |
|------------------------|--------------------|---------------------|-----------------------------|
| President              | _____              | _____               | _____                       |
| Athletics Director     | _____              | _____               | _____                       |
| Senior Woman Leader    | _____              | _____               | _____                       |
| Associate/Asst. AD     | _____              | _____               | _____                       |
| Associate/Asst. AD     | _____              | _____               | _____                       |
| Sports Info. Director  | _____              | _____               | _____                       |
| Athletics Admin. Asst. | _____              | _____               | _____                       |
| Compliance Rep./FAR    | _____              | _____               | _____                       |
| Athletics Training     | _____              | _____               | _____                       |
| CFO                    | _____              | _____               | _____                       |
| VP (over athletics)    | _____              | _____               | _____                       |
| Physical Plant Dir.    | _____              | _____               | _____                       |
| Financial Aid Director | _____              | _____               | _____                       |
| Admissions Director    | _____              | _____               | _____                       |
| Marketing Director     | _____              | _____               | _____                       |
| Registrar              | _____              | _____               | _____                       |

**REQUIRED REGISTRAR INFORMATION:** Prior Year FTE \_\_\_\_\_ Number Male \_\_\_\_\_ Number Female \_\_\_\_\_

Denomination Affiliation \_\_\_\_\_

Athletics Conference Membership \_\_\_\_\_

Accreditation Association \_\_\_\_\_

Statistical Program (check all that apply)

Regional \_\_\_ TRACS \_\_\_ ABHE \_\_\_

DakStats \_\_\_ Genius Sports \_\_\_ PrestoSports \_\_\_

StatCrew \_\_\_ StatInput \_\_\_

**\*Penalties for delinquent forms shall be a \$100 fine for 1-7 days late; a \$250 fine for 8-14 days late, and restrictive probation for 15+ days late. Dues are payable August 1 and shall be delinquent the Friday following Labor Day.**

Dual Affiliation of your Institution (if applicable:

NAIA \_\_\_ NCAA II \_\_\_ NCAA III \_\_\_ CCAA \_\_\_

I confirm eligibility is being filed for all sports in compliance with the indicated dual affiliation above.

**NCCAA-ONLY:**

Cooperative Exchange Program: ☐ Yes ☐ No

continued

## ITEM 5. 2026-2027 NCCAA MEMBERSHIP DIRECTORY & DUES FORM, Page Two

Dues are calculated based on the number of NCCAA sanctioned varsity sports offered by your institution regardless of Declaration of Intent. Any sport added once dues have been paid shall be ineligible for Member Services (e.g., stats, awards, postseason, etc.).

### NCCAA SANCTIONED VARSITY SPORTS

| <u>Sport</u>      | <u>Estimated<br/># Athletes</u> | <u>Name of Coach<br/>(list TBA for open positions)</u> | <u>Mobile</u> | <u>Email Address</u> |
|-------------------|---------------------------------|--------------------------------------------------------|---------------|----------------------|
| Baseball          |                                 |                                                        |               |                      |
| Basketball (m)    |                                 |                                                        |               |                      |
| Basketball (w)    |                                 |                                                        |               |                      |
| Cross Country (m) |                                 |                                                        |               |                      |
| Cross Country (w) |                                 |                                                        |               |                      |
| Golf (m)          |                                 |                                                        |               |                      |
| Golf (w)          |                                 |                                                        |               |                      |
| Indoor T&F (m)    |                                 |                                                        |               |                      |
| Indoor T&F (w)    |                                 |                                                        |               |                      |
| Soccer (m)        |                                 |                                                        |               |                      |
| Soccer (w)        |                                 |                                                        |               |                      |
| Softball          |                                 |                                                        |               |                      |
| Track & Field (m) |                                 |                                                        |               |                      |
| Track & Field (w) |                                 |                                                        |               |                      |
| Volleyball (m)    |                                 |                                                        |               |                      |
| Volleyball (w)    |                                 |                                                        |               |                      |

OTHER SPORTS: (e.g., Football, Lacrosse, Tennis, Wrestling, etc.) - *For purposes of tracking emerging sports in the NCCAA*

Football (m) – ☐ Yes ☐ No  
 Flag Football (w) – ☐ Yes ☐ No  
 Lacrosse (m) – ☐ Yes ☐ No  
 Lacrosse (w) – ☐ Yes ☐ No

Tennis (m) – ☐ Yes ☐ No  
 Tennis (w) – ☐ Yes ☐ No  
 Wrestling (m) – ☐ Yes ☐ No  
 Wrestling (w) – ☐ Yes ☐ No

Please include other sports offered by your institution not indicated above here:

|  |  |  |
|--|--|--|
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

I agree with the information as submitted on this form and understand that our dues will be calculated based on what is submitted, regardless of Declaration of Intent. I also understand that no refunds will be issued if sports are discontinued by my institution.

\_\_\_\_\_  
 President

\_\_\_\_\_  
 Date

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

\_\_\_\_\_  
 Date

## ITEM 6. NATIONAL CHRISTIAN COLLEGE ATHLETIC ASSOCIATION ASSOCIATE MEMBER PURPOSE AND PROCESS

1. An accredited institution that desires to become an associate member of the NCCAA should contact the NCCAA National Office to initiate the membership process. The institution must be accredited by one of the six recognized accrediting bodies in the U.S. (see Sports Policies and Procedures section II.B.4), Universities Canada, ABHE, or TRACS.
2. Application materials shall be completed and returned to the National Office. Included with the completed application forms shall be the following items: a school catalog, athletic handbook, accreditation documentation, and a student handbook. The institution shall complete and return the following materials for consideration of membership: Application, Statement of Faith, **Three-Year Commitment**, Questionnaire, and the non-refundable application fee of \$4,000.
3. The Regional Coordinator or their designate and an NCCAA representative shall conduct an on-site visitation of the prospective member's campus. A written report of the visit, along with a recommendation to extend or not to extend membership, shall be submitted to the regional members.
4. The Athletics Director at each member institution in the assigned region shall indicate his/her vote and return the ballot to the Director of Membership.
5. The Director of Membership shall send region voting results and ballots to the Administration Committee of the Board of Directors. The Administration Committee shall make a recommendation to the Board of Directors, based on the results of the region, for Board approval.
6. The NCCAA Board of Directors shall ratify the recommendation of the Administration Committee or shall send it back to the region for additional consideration.
7. Email a high-resolution institution logo to [jcampbell@thenccaa.org](mailto:jcampbell@thenccaa.org) upon acceptance as members. The following formats are required: .eps and .png. Optional additional formats: .jpg, .gif, and .pdf.

### MAJOR PURPOSE

The major purpose of NCCAA associate membership for Christian institutions is to provide NCCAA affiliation for those institutions who do not wish to compete in NCCAA regional and/or national competition.

### ELIGIBILITY

Associate member institutions are to adhere to eligibility guidelines and requirements and submit the appropriate eligibility forms to the NCCAA, **CCAA**, NCAA, or NAIA. (Institutions should always adhere to the most stringent eligibility guidelines and requirements according to institutional membership(s).)

### SERVICES PROVIDED

Associate membership shall provide the following services:

1. The NCCAA *Pursuit* shall be mailed to each President and Athletics Director, and a link emailed to each coach.
2. The NCCAA Membership Directory shall be made available to each Athletics Director.
3. An NCCAA Membership Card shall be sent to each President, Athletics Director, and coach.
4. The Athletics Director and coaches shall be invited to attend both the regional meeting and the NCCAA Annual Convention.
5. The job placement service shall be available to all Athletics Directors and coaches.
6. Any missions outreach opportunities through the NCCAA shall be available to student-athletes, coaches, and Athletics Directors through the Sport Ministry Funds.

### RIGHTS AND PRIVILEGES

Associate members:

1. Shall be eligible for general services from the National Office.
2. Shall not be eligible to compete in postseason competition, to serve on national committees, or to vote on national issues. However, representatives of associate member institutions are encouraged to attend the Annual Convention.
3. Shall not be eligible to participate in the national awards program, except for the NCCAA Scholar-Athlete Program and the NCCAA Scholar Team Award.

### ASSOCIATE MEMBERSHIP DUES

The associate membership dues are \$2,000 annually. All associate membership dues are payable after August 1 and are considered delinquent the Friday following Labor Day.

**ITEM 7. NATIONAL CHRISTIAN COLLEGE ATHLETIC ASSOCIATION  
STATEMENT OF FAITH**

As a service association, the National Christian College Athletic Association (NCCAA) is committed to developing a caring and loving relationship with all student-athletes, coaches, and administrators entrusted to us via our membership. Knowing that cultural trends will ebb and flow and that our membership's student-athletes will have to navigate such cultural trends, we commit to the following beliefs:

We believe that the Bible alone and the Bible in its entirety is the Word of God (2 Timothy 3:16-17).

We believe in salvation by grace through faith (Ephesians 2:8-9).

We believe there is one God, the creator and preserver of all things. Through Him, male and female were created, and all human life is sacred and cared for from conception (Genesis 1:27). Relative to male and female being the two created and assigned sexes, we offer sanctioned sports according to that construct.

We believe in the deity of Jesus Christ, the only begotten Son of God, our Savior (John 1:1). In Him divine and human natures were united in one person, and He alone is our sole Redeemer. Through no other source can we receive redemption.

We believe that at the end of the age the bodies of the dead shall be raised. The righteous shall enter into the eternal presence of God, and those who rejected His Son shall be condemned (Revelation 20 & 21).

We believe in the Holy Spirit, who is the third person of the true God. He applies to man the work of Christ in salvation (John 14:15-16).

We believe in righteous living and good works as evidence of salvation (James 2:17).

We agree to support the Statement of Faith of the NCCAA and shall submit ourselves in principle and practice to these documents in the administration of our athletic program.

NAME OF INSTITUTION: \_\_\_\_\_ DATE: \_\_\_\_\_

PRESIDENT or EXECUTIVE DIRECTOR:

\_\_\_\_\_  
(print name)

\_\_\_\_\_  
(signature)

ATHLETICS DIRECTOR:

\_\_\_\_\_  
(print name)

\_\_\_\_\_  
(signature)

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## ITEM 8. NATIONAL CHRISTIAN COLLEGE ATHLETIC ASSOCIATION PROVISIONAL STATUS

Provisional status is a possible designation for any prospective institution that seeks full membership. Prospective institutions who are starting new athletic programs, have gender inequity within their programs, have questions about their accreditation, or other concerns designated by the National Office and/or site visit team could be denied membership or placed on Provisional status.

Provisional status means that an institution shall be granted all rights and privileges of full membership except for the following:

1. Voting at the regional and national level.
2. Regional and national awards/honors.
3. Regional and national postseason.
4. Rankings and ratings.

The institution must meet all eligibility requirements, pay full membership dues, and comply with all NCCAA bylaws and conditions of an NCCAA member. To move from provisional to full membership status, a member institution must meet all expectations as listed by the NCCAA Administration Committee of the Board of Directors. Failing to meet expectations may result in termination of membership.

**ITEM 9. NCCAA #KINGCHASING ADMINISTRATORS' AND COACHES' CODE OF ETHICS**  
**(Must be submitted by September 30 of each academic year)**

The NCCAA's #KingChasing program uses the four values of the Game Plan 4 LIFE – Love, Integrity, Faith, and Excellence - to keep Christ at the center of the student-athlete experience.

I commit to represent and uphold the four values of the Game Plan 4 LIFE in the #KingChasing program.  
I shall strive to meet the following standards:

|                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p style="text-align: center;"><b>LOVE (Romans 12:10)</b></p> <p><b><u>Respect Everyone</u></b><br/>Treat others how you want to be treated.</p> <p><b><u>Encourage Others</u></b><br/>Applaud &amp; inspire through words &amp; actions.</p> <p><b><u>Show Sportsmanship</u></b><br/>Be gracious in victory &amp; defeat.</p> | <p style="text-align: center;"><b>INTEGRITY (Proverbs 10:9)</b></p> <p><b><u>Be Honest</u></b><br/>Speak truthfully &amp; be trustworthy.</p> <p><b><u>Be Sincere</u></b><br/>Be genuine &amp; without deceit.</p> <p><b><u>Have Self-Control</u></b><br/>Remain disciplined at all times.</p> |
| <p style="text-align: center;"><b>FAITH (Hebrews 11:1)</b></p> <p><b><u>Grow in Christ</u></b><br/>Seek Him &amp; know Him at a deeper level.</p> <p><b><u>Worship</u></b><br/>Offer your efforts in sport as an act of worship.</p> <p><b><u>Share</u></b><br/>Proclaim your faith &amp; testimony.</p>                       | <p style="text-align: center;"><b>EXCELLENCE (Colossians 3:23)</b></p> <p><b><u>Be Committed</u></b><br/>Finish what you start &amp; give it your all.</p> <p><b><u>Aspire</u></b><br/>Pursue greatness in all you do.</p> <p><b><u>#PlayForHim</u></b><br/>Compete for God's glory.</p>       |

I shall also strive to:

Instill the above values and standards within our athletic department, holding athletic staff and student-athletes accountable to them.

Carry out all aspects of our athletic program in a Godly manner, in concert with the mission of the institution and the goal of the student-athletes' education.

Put the needs, well-being, and educational goals of the student-athletes above winning.

Follow playing rules and all NCCAA regional and national policies/guidelines in both letter and spirit and place myself, my student-athletes, and my institution in compliance with the association. Evasion of playing rules to gain an advantage should never be permitted.

Ensure honesty and integrity when working with the campus personnel to recruit and retain student-athletes.

Exhibit professionalism in all words and actions.

Treat all student-athletes equally and celebrate their diversity, regardless of gender, ethnicity, or cultural background.

Instill in my student-athletes Godly character by demonstrating high standards of honesty and personal integrity while expecting the same from them. I shall encourage spiritual growth in their walk with the Lord or attempt to lead them to a saving knowledge of Christ.

*Continued*

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**ITEM 9. NCCAA #KINGCHASING ADMINISTRATORS' AND COACHES' CODE OF ETHICS, Page Two**

Develop independence in my student-athletes. Student-athletes must be encouraged and guided to accept responsibility for their behavior and performance in training and competition, as well as all aspects of their lives.

Set and monitor appropriate boundaries between a working relationship and friendship with my student-athletes. I shall not engage in behavior that is harassing or demeaning to any student-athlete.

Ensure that I am not attempting to exert undue influence over my student-athletes in order to obtain personal gain.

Respect the rights and privacy of my student-athletes by not sharing information that should remain confidential.

Demonstrate high personal standards and a Christ-like image to the student-athletes, parents, fans, officials, coaches, and media.

Recognize the authority of game officials and give them full support to fulfill their job. Coaches, student-athletes, or spectators should not be permitted to make critical remarks to or about an official during a contest.

Continue to maintain competence in my sport and ensure a safe environment. I shall use careful judgement in protecting the welfare of all student-athletes. This includes the reporting of any conduct related to sexual abuse, trafficking, or student-athlete safety (in compliance with the Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act of 2017).

Maintain a positive relationship with the media and general public, providing accurate and reliable information at all times.

Uphold professional standards of conduct and accept responsibility for my behavior. I shall comply with standards and this code of conduct and ask my colleagues to hold me accountable.

---

**I attest that all athletic personnel/staff have reviewed and committed to uphold the above Code of Ethics.**

\_\_\_\_\_  
Institution

\_\_\_\_\_  
Athletic Director's Signature

\_\_\_\_\_  
Date



**ITEM 10. #KINGCHASING COMMITMENT**  
**(Must be submitted by September 30 of each academic year)**

In athletics, the term #RingChasing is used by athletes to describe their goal of winning a championship. The NCCAA's #KingChasing program uses the four values of the Game Plan 4 LIFE – Love, Integrity, Faith, and Excellence - to keep Christ at the center of the student-athlete experience.

I commit to represent and uphold the four values of the Game Plan 4 LIFE in the #KingChasing program.  
I shall strive to meet the following standards:

| LOVE (Romans 12:10)                                                          |
|------------------------------------------------------------------------------|
| <b><u>Respect Everyone</u></b><br>Treat others how you want to be treated.   |
| <b><u>Encourage Others</u></b><br>Applaud & inspire through words & actions. |
| <b><u>Show Sportsmanship</u></b><br>Be gracious in victory & defeat.         |

| INTEGRITY (Proverbs 10:9)                                           |
|---------------------------------------------------------------------|
| <b><u>Be Honest</u></b><br>Speak truthfully & be trustworthy.       |
| <b><u>Be Sincere</u></b><br>Be genuine & without deceit.            |
| <b><u>Have Self-Control</u></b><br>Remain disciplined at all times. |

| FAITH (Hebrews 11:1)                                                       |
|----------------------------------------------------------------------------|
| <b><u>Grow in Christ</u></b><br>Seek Him & know Him at a deeper level.     |
| <b><u>Worship</u></b><br>Offer your efforts in sport as an act of worship. |
| <b><u>Share</u></b><br>Proclaim your faith & testimony.                    |

| EXCELLENCE (Colossians 3:23)                                            |
|-------------------------------------------------------------------------|
| <b><u>Be Committed</u></b><br>Finish what you start & give it your all. |
| <b><u>Aspire</u></b><br>Pursue greatness in all you do.                 |
| <b><u>#PlayForHim</u></b><br>Compete for God's glory.                   |

I shall also strive to:

Follow all guidelines of the National Christian College Athletic Association (NCCAA) in letter and spirit and place myself in compliance with the association.

Provide student records as well as accurate and complete information concerning all aspects of my playing to the NCCAA and other public forums.

Treat coaches, administrators, and officials with respect as the authority figures placed over me as I represent my institution and the NCCAA.

Treat fellow student-athletes with respect and celebrate their diversity regardless of gender, ethnicity, or cultural background.

Instill godly character in my teammates by demonstrating high standards of personal honesty and integrity.

Accept responsibility for my behavior and performance in the academic arena as well as the athletic arena.

I attest that all student-athletes have reviewed and committed to uphold the above #KingChasing Commitment.

\_\_\_\_\_  
Institution

\_\_\_\_\_  
Athletic Director's Signature

\_\_\_\_\_  
Date

## ITEM 11. Declaration of Intent to Participate

To be returned to the National Office by **August 15** after consultation with each varsity sport staff at your institution. Amendments must be submitted by the Wednesday three weeks prior to the Regional Completion Deadline, the Wednesday three weeks prior to the championship meet, or the established deadline of the invitational event. Golf has no amendment opportunity after August 15.

Institution \_\_\_\_\_ Region \_\_\_\_\_ Division \_\_\_\_\_

Our institution declares our intent to participate in the indicated NCCAA Regional/National Championships below. By declaring to participate, we commit ourselves to represent our region should we win the Regional Championships or become the Regional Qualifier. In golf, by declaring to participate, we commit ourselves to send an individual should he/she win Medalist Honors or have the lowest adjusted scoring average.

| Fall              |                         | Winter                  |                       | Spring |  |
|-------------------|-------------------------|-------------------------|-----------------------|--------|--|
| ____ Men's Golf   | ____ Men's Soccer       | ____ Men's Basketball   | ____ Men's Baseball   |        |  |
| ____ Women's Golf | ____ Women's Soccer     | ____ Women's Basketball | ____ Women's Softball |        |  |
|                   | ____ Women's Volleyball |                         | ____ Men's Volleyball |        |  |

### PARTICIPATION CONDITIONS/REQUIREMENTS

- \_\_\_\_ Programs have no institutional conditions/requirements to participate in regionals/nationals.
- \_\_\_\_ Programs have the following conditions/requirements to participate in regionals/nationals (mark all that apply):
  - \_\_\_\_ GOLF ONLY: Minimum adjusted scoring average (ASA) as determined by the last regular season event prior to regionals. (Mark required ASA): \_\_\_\_ 300 \_\_\_\_ 310 \_\_\_\_ 320 \_\_\_\_ Other (list ASA \_\_\_\_).
  - \_\_\_\_ Minimum winning % as determined by the last regular season game prior to regionals. (Mark required %): \_\_\_\_ .400 \_\_\_\_ .500 \_\_\_\_ .501 \_\_\_\_ .600 \_\_\_\_ Other (list % \_\_\_\_).
  - \_\_\_\_ AD/Administration approval needed (approval/denial required to be confirmed by amendment deadline stated above\*).
  - \_\_\_\_ Other (must attach separate document).

### REGIONAL REPRESENTATIVE PARTICIPATION (must meet national sport handbook requirement to accept this bid)

When no other NCCAA member institutions are available to participate in the regional or regional qualifier process:

- \_\_\_\_ Programs will accept Regional Representative bid.
- \_\_\_\_ Programs will not accept Regional Representative bid.

### AT-LARGE PARTICIPATION

- \_\_\_\_ Programs have no institutional conditions/requirements to accept at-large bids.
- \_\_\_\_ Programs have the following conditions/requirements to accept at-large bids (mark all that apply):
  - \_\_\_\_ (Golf) Minimum ASA as determined by the last regular season event prior to regionals. If different than above (list ASA \_\_\_\_).
  - \_\_\_\_ Minimum winning % as determined by the last regular season game prior to regionals. If different than above (list % \_\_\_\_).
  - \_\_\_\_ AD/Administration approval needed (approval/denial required to be confirmed by amendment deadline stated above\*).
  - \_\_\_\_ Other (must attach separate document).
- \_\_\_\_ Programs will not accept at-large bids to NCCAA National Championships.

\*Any approval for golf is considered confirmed with the submission of this document as of August 15.

### NAIA DUALY AFFILIATED INSTITUTION PARTICIPATION (If not in NAIA, select 3.)

NAIA Institutions that advance to first/second round campus sites in NAIA National Championship competition, may have the opportunity to be considered for an at-large bid to NCCAA National Championships, if timing allows within the sport(s) selection process. If in NAIA, select 1. or 2.:

- \_\_\_\_ Programs will accept at-large bids in this scenario.
- \_\_\_\_ Programs will not accept at-large bids in this scenario.
- \_\_\_\_ N/A

Our institution declares our intent to participate in the indicated NCCAA National Championships below. By declaring to participate, we commit our individual/team qualifiers to participate should our athletes meet the National Standards. There is no regional qualification process.

| Fall                       |                                   | Winter                             |  | Spring |  |
|----------------------------|-----------------------------------|------------------------------------|--|--------|--|
| ____ Men's Cross Country   | ____ Men's Indoor Track & Field   | ____ Men's Outdoor Track & Field   |  |        |  |
| ____ Women's Cross Country | ____ Women's Indoor Track & Field | ____ Women's Outdoor Track & Field |  |        |  |

### PARTICIPATION CONDITIONS/REQUIREMENTS

- \_\_\_\_ Programs have no institutional conditions/requirements to participate in nationals.
- \_\_\_\_ Programs have the following institutional conditions/requirements to participate in nationals (mark all that apply):
  - \_\_\_\_ AD/Administration approval needed (approval/denial required to be confirmed by amendment deadline stated above).
  - \_\_\_\_ Other (must attach separate document).

### REQUIRED SIGNATURES:

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

\_\_\_\_\_  
FAR or Compliance Officer

\_\_\_\_\_  
President or Executive Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

### SANCTIONS FOR FAILURE TO COMPLY

If an institution fails to comply with its Declaration of Intent in any sport, all sports at that institution shall be placed on NCCAA Restrictive Probation for the following academic year (NCCAA Bylaws, Article VII, Section 7.10.a.2).

## ITEM 12. DIVISION I FINANCIAL AID COMPLIANCE VERIFICATION FORM

(Must have all original signatures prior to submission)

This form must be completed by all institutional personnel listed and sent to the NCCAA Office by August 15 of each year. Failure to do so shall result in the loss of postseason play and recognition for your intercollegiate programs.

By signing this document, your institution, and the personnel directly responsible for the oversight of both the intercollegiate athletic department and the Financial Aid department, are confirming full compliance with the following guidelines relating to NCCAA Division I financial aid limitations:

### FINANCIAL AID CONSIDERATIONS

(See *DI Eligibility & Casebook* section **P**)

#### SECTION A. DEFINITIONS

1. SCHOLARSHIP – Awarding of money to a student based on performance (e.g., academic, music, athletics, etc.).
2. GRANT – Money (e.g., government, institutional, corporate) given to a student based on need, to enable a student to follow or continue a course of study.
3. FINANCIAL AID – An all-inclusive term which includes loans, grants, scholarships, and federal work-study.
4. COUNTABLE AID – Any and all financial assistance to student-athletes that is funded, controlled, or allocated by the institution, regardless of category, title, or original source. Countable aid includes athletic grants or scholarships, academic scholarships, leadership and/or performance scholarships, outside scholarships administered by the institution, tuition waivers, benefits, room credits, meal credits, institutional loans, and work study, as defined in financial aid packages and that is funded by the institution or government.
5. NON-COUNTABLE AID – Aid that is not funded, controlled, or allocated in any significant way by the institution: Pell, SEO, federal and state grants, benefits, and/or scholarships; loans not controlled by institutions; state-mandated tuition waivers, and institutionally funded tuition waivers for employee dependents attending the institution of the employee.

#### SECTION B. LIMITS

1. The financial aid policy, including the aid limits, shall apply to varsity participants only. Financial aid to junior varsity-only participants shall not count against the institution's allowable limits and shall not be reported.
2. No limit shall be placed on the number of student-athletes on any varsity roster or on the combined total number of all varsity and junior varsity athletes. A varsity-roster athlete shall be defined as any athlete who participates for any length of time as a designated varsity participant.
3. Upper limits for Institutional Aid – number listed is the maximum number of full scholarship aid allowed to be offered (for non-sanctioned sports, the NAIA limits shall be followed and enforced):

|               |    |          |    |
|---------------|----|----------|----|
| Basketball    | 8  | Baseball | 12 |
| Volleyball    | 8  | Softball | 10 |
| Track & Field | 12 | Golf     | 5  |
| Cross Country | 5  | Soccer   | 12 |
4. A member institution shall award no more financial aid to a student-athlete than the actual cost of:
  - a. Tuition;
  - b. Mandatory fees, books, and supplies required for courses in which the student-athlete is enrolled; and
  - c. Board and room for the student-athlete only, based on the official board and room allowance listed in the official institutional publication.

ACADEMIC EXEMPTIONS: Academically gifted students will be exempt from the aid counted using the following criteria:

- a. Aid to continuing students with a 3.60 GPA will not count against the limits.
  - b. Only one half of the aid to continuing students with a 3.30-3.59 GPA will count against the limits.
5. Further financial assistance to a student-athlete by a member institution, other than listed above, is prohibited.

*continued*

**ITEM 12. DIVISION I FINANCIAL AID COMPLIANCE VERIFICATION FORM, Page Two**

*(Must have all original signatures prior to submission)*

**SECTION C. INTENT AND INDUCEMENTS**

1. The primary financial aid issue is intent.
2. To protect the integrity of member institutions, all financial aid should be awarded by the institution's financial aid office and monitored by the same. It is further advised that each institution establish an institutional financial aid committee that is chaired by the Financial Aid Officer.
3. No monies, special benefits or properties may be used to induce a recruit (student-athlete) to enroll at an institution unless it is common practice for the entire institution for all prospective students (e.g., shoes, sweatshirts, housing privileges, etc.).

Institutions not in compliance with the financial aid policy shall be subject to sanctions by the Administration Committee of the Board of Directors.

By signing below the institution administration affirms the adherence to the financial aid policies.

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

**Print name**

**Signature**

**Date**

**President**

**Vice-President for Finances (or Vice-President giving oversight to Intercollegiate Athletics)**

**Financial Aid Director**

**Compliance Officer**

**Athletics Director**

**Send to:** NCCAA, ATTN: Brandon Gilmore, 302 West Washington Street, Greenville, SC 29601  
[bgilmore@thenccaa.org](mailto:bgilmore@thenccaa.org)

***For NCCAA office use only:***

**Date Received (must be received at the NCCAA Office by August 15 of each year)**

\_\_\_\_\_  
Date

\_\_\_\_\_  
NCCAA Staff signature

## ITEM 13. DIVISION II FINANCIAL AID COMPLIANCE VERIFICATION FORM

*(Must have all original signatures prior to submission)*

This form must be completed by all institutional personnel listed and sent to the NCCAA Office by August 15 of each year. Failure to do so shall result in the loss of postseason play and recognition for your intercollegiate programs.

By signing this document, your institution, and the personnel directly responsible for the oversight of both the intercollegiate athletic department and the Financial Aid department, are confirming full compliance with the following guidelines relating to NCCAA Division II financial aid limitations:

### ARTICLE IV: FINANCIAL AID CONSIDERATIONS

**INTRODUCTION:** Bylaws Statement (Section 7.02. Divisions)

Division II institutions shall grant no athletic scholarship to any student-athletes and shall not grant any special financial aid or scholarships to student-athletes unless offered equally to other members of the student body.

#### SECTION A. DEFINITIONS

1. SCHOLARSHIP – Awarding of money to a student based on performance (e.g., academic, music, athletics, etc.).
2. GRANT – Money (e.g., government, institutional, corporate) given to a student based on need, to enable a student to follow or continue a course of study.
3. FINANCIAL AID – An all-inclusive term which includes loans, grants, scholarships, and federal work-study.  
NOTE: The distribution of monies should be awarded by a committee of the institution to ensure accountability. The committee, for its own clarification, should have a copy of financial aid guidelines via the President of the institution. No athletic staff member may serve on an institution's Financial Aid Committee, nor may athletic staff influence the aid package for any student.
4. WORK-STUDY – A work-study job cannot be held to induce, recruit or retain a student-athlete at an institution. A student-athlete can be awarded work-study, but the position cannot be held for the purpose of awarding it to the student-athlete because of his/her participation in athletics.
5. An institution or the National Office may provide actual and necessary expenses associated with attendance at a student-athlete advisory committee or student-athlete leadership meeting or activity, so long as the meeting or activity is sponsored by the institution or National Office. Such costs may be paid directly to the service provider or as reimbursement to the student-athlete, and allowable expenses may include, but are not limited to, cost of travel, meals, lodging, awards, and personal gifts or apparel.

#### SECTION B. INTENT AND INDUCEMENTS

1. The primary financial aid issue is intent. If financial aid is offered to induce or influence a student-athlete so they will participate in athletics, then the intent is wrong and contrary to the Division II Guidelines.
2. To protect the integrity of member institutions, all financial aid should be awarded by the institution's financial aid office and monitored by the same. It is further advised that each institution establish an institutional financial aid committee that is chaired by the Financial Aid Officer.
3. No monies, special benefits or properties may be used to induce a recruit (student-athlete) to enroll at an institution unless it is common practice for the entire institution for all prospective students (i.e. shoes, sweatshirts, housing privileges, etc.).
4. The practice of removing or wiping out debt to an institution for a student-athlete's educational cost is the same as athletic aid unless it is a common practice of the institution for all students.

*(Signatures required on reverse side)*

*continued*

**ITEM 13. DIVISION II FINANCIAL AID COMPLIANCE VERIFICATION FORM, Page Two**

*(Must have all original signatures prior to submission)*

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

**Print name**

**Signature**

**Date**

\_\_\_\_\_  
**President**

\_\_\_\_\_  
**Vice-President for Finances (or VP giving oversight to Intercollegiate Athletics)**

\_\_\_\_\_  
**Financial Aid Director**

\_\_\_\_\_  
**Compliance Officer**

\_\_\_\_\_  
**Athletics Director**

**Send to:** NCCAA, ATTN: Brandon Gilmore, 302 West Washington Street, Greenville, SC 29601  
[bgilmore@thenccaa.org](mailto:bgilmore@thenccaa.org)

***For NCCAA office use only:***

**Date Received (must be received at the NCCAA Office by August 15 of each year)**

\_\_\_\_\_  
Date

\_\_\_\_\_  
NCCAA Staff signature

## ITEM 14. NCCAA NATIONAL CHAMPIONSHIP OFFICIAL BID

Please complete this bid form as an official application to host the National Christian College Athletic Association (NCCAA) \_\_\_\_\_ National Championship and return to the NCCAA National Office within 30 days.

If you have any questions related to the completion of this bid or about the NCCAA National Championship in general, please contact:

Director of Championships, NCCAA National Office, 302 W Washington St, Greenville, SC 29601, (864) 250-1199.

### I. DESIGNATION OF BID

This official bid is submitted by \_\_\_\_\_ to host the NCCAA \_\_\_\_\_ National Championship(s) in the years checked below:

\_\_\_ 2026      \_\_\_ 2027      \_\_\_ 2028      \_\_\_ 2029      \_\_\_ 2030      \_\_\_ 2031

### II. STATEMENT/ACKNOWLEDGMENT OF EVENT POLICY

The official name of the event shall be the NCCAA (sport) \_\_\_\_\_ National Championship and must be conducted under the direct control and supervision of the NCCAA. The NCCAA shall approve the designation of the host site event chairperson and committees, who shall work with the NCCAA Director of Championships in organizing and conducting the championship.

In submitting this bid, the prospective host site agrees to the following NCCAA policies by initialing on the line provided in front of each section:

- \_\_\_\_\_ A. To indemnify fully and save harmless the NCCAA, its officers, agents and employees of and from any and all claims, demands and causes of action, including cost of attorney's fees arising out of anything done or purported to have been done by the host or any of its agents. This includes compliance with and pre-event training relative to the 2017 Sexual Abuse and Safe Sport Protection Act. All staff and volunteers should be alert to acts of sexual abuse, trafficking, or student-athlete or spectator safety and instructed on how to react and report such acts.
- \_\_\_\_\_ B. Corporations with business interests beyond the local area of the championship site shall not be solicited for financial support without the prior approval of the NCCAA Executive Director. Further, businesses or corporations shall not be identified or receive recognition as a "title" sponsor of the championship without prior approval of the NCCAA Executive Director.
- \_\_\_\_\_ C. Alcoholic beverages and tobacco products of any form shall not be consumed, advertised, sold, disbursed, or brought into the site of the championship event.
- \_\_\_\_\_ D. The NCCAA shall be responsible for any and all negotiations for radio and television rights in consultation with the host, and such rights shall be designated as NCCAA income.
- \_\_\_\_\_ E. The sale of promotional items denoting "NCCAA" or approved complimentary items given to officials and volunteers (i.e. t-shirts, caps, etc.) shall be marked, sold and/or purchased only by or through an authorized licensee of the NCCAA and under separate agreement from this event contract. The host shall prohibit all souvenir and promotional sales at event headquarters and/or the event site that have not been approved by the NCCAA.
- \_\_\_\_\_ F. NCCAA Championship web streaming shall be provided by the NCCAA. The host site shall work with NCCAA Network staff to provide adequate space, power supply, and internet capabilities for the production kit and needs for all broadcasts. The host is responsible for providing NCCAA Network staff with housing at host hotel (see. E. COURTESY HOUSING; including arrival on the day before and departure on the day after conclusion), access to hospitality/VIP rooms, and event all-access passes.

Web streaming shall be through the NCCAA Network only via Hudl. No other streaming platforms, including social media platforms, may be used simultaneously or after the event concludes without the written consent of the NCCAA. All games/matches shall be pay-per-view at rates set by the National Office.

*continued*

### III. CHAMPIONSHIP INCOME

Championship income shall be defined as all income derived by the host from ticket sales, program advertising, program sales, concession stand sales/commission, honorary coach fees, public sale of banquet tickets, parking revenues and approved sponsorships/donations. No income is funded from the NCCAA National Office to host.

### IV. CHAMPIONSHIP EXPENSES

Championship expenses authorized by the NCCAA to be charged to the championship budget include any items listed in Section V, Declaration of Authorized Expenses, except those marked complimentary, NCCAA or participant. Any other expenses must receive written approval by the NCCAA in order to be charged as authorized expenses to the event budget.

### V. DECLARATION OF AUTHORIZED EXPENSES

#### Expectations That Shall Be Provided Complimentary (By Host):

- \_\_\_\_\_ A. **ADMINISTRATION** – Items related directly to the planning and administration of the event, including, but not limited to, printing, postage, telephone, office supplies, clerical assistance, and copiers.
- \_\_\_\_\_ B. **ATHLETIC TRAINERS** – An appropriate number of athletic trainers selected and assigned by the Host. Onsite or local athletic trainers may be recommended by host or athletic trainers traveling for other NCCAA institutions or other athletic training organizations can be recommended. Travel, lodging, and meals (\$35 per diem) if an athletic trainer travels to site. \*Please provide pictures of the athletic training facilities.
- \_\_\_\_\_ C. **BANQUET/WORSHIP/AWARDS** – Opening banquet/worship/awards program for all players, coaches and championship officials before the championship begins. Tickets for the official party of competing teams and championship officials shall be guaranteed. Additional tickets may be sold to the public.  
Please list the venue to be used for the banquet: \_\_\_\_\_  
\*Please provide pictures of the venue via email as supporting documents to Official Bid.
- \_\_\_\_\_ D. **CHRISTIAN SERVICE PROJECTS (CSP)** – A CSP involving all coaches & student-athletes is required in addition to the host providing a Coordinator to work with the National Sport Chair and CSP Host Site Director to organize the outreach opportunities for the championship participants. CSP Coordinator shall be responsible to take/secure high-resolution photos and send them to the Director of Communications in the National Office immediately following the championship. National Office approval is required.  
Please identify proposed CSP: \_\_\_\_\_
- \_\_\_\_\_ E. **COURTESY HOUSING** – Complimentary rooms for NCCAA staff (average 8-10 rooms for National Office staff, commentators, production, Event Chaplain, National Sport Chair or his/her designate, and leadership) and complimentary rooms for officials, as needed. Indicate the projected rate and whether the rooms are complimentary or to be charged to the championship budget.
- \_\_\_\_\_ F. **CREDENTIALS** – Order/produce credentials of various categories. The National Office reserves the right to edit & approve final design.
- \_\_\_\_\_ G. **FACILITY** – Provide facilities that meet the standards and approval of the NCCAA, meeting NCAA guidelines, adequate spectator viewing, media area, concession stands, restrooms, signage, water coolers, locker rooms, etc. \*Please provide pictures and/or a detailed description (including locker rooms, practice gym, and estimated distance from hotels) of the facilities to be used as supporting documents to the Official Bid.
- \_\_\_\_\_ H. **FACILITY PERSONNEL** – Provide all on-site personnel/staff necessary to conduct the championship including, but not limited to, ticket sellers, concession vendors, adequate security, and a facility liaison (see attached). Please identify proposed staff for championship: \_\_\_\_\_

*continued*



#### ITEM 14. NCCAA NATIONAL CHAMPIONSHIP OFFICIAL BID, Page Three

- \_\_\_\_\_ I. **HEADQUARTERS** – Provide space onsite or nearby the facility for use as Championship Headquarters with administrative assistance, computers, copier, Wi-Fi access, and a VIP hospitality room.
- \_\_\_\_\_ J. **INSURANCE AND MEDICAL COVERAGE**– General liability coverage at a minimum of \$1,000,000, ambulance service and physician onsite or immediately on call throughout the championship. Certificate required 60 days in advance.
- \_\_\_\_\_ K. **NCCAA LOGOS** – The official NCCAA and event logo (to be obtained from the National Office) shall be used in all print media, including, but not limited to, clothing, media guides, banners, etc., associated with the event and shall not be altered or skewed in any manner.
- \_\_\_\_\_ L. **NCCAA STAFF** – Lodging and meals (meals provided at hospitality room for the duration of the event or \$35 per diem) for NCCAA staff members (one National Office staff, commentators, production, Event Chaplain and the National Sport Chair or his/her designate). Travel for NCCAA staff shall be covered by the NCCAA.
- \_\_\_\_\_ M. **OFFICIALS/UMPIRES** – Select and assign NCAA/NAIA Officials/Umpires by the Tournament Director in cooperation with the appropriate national officials' association. Game fees and travel expenses as determined by the local official's association. National Office approval is required. Please list which official's association will be used: \_\_\_\_\_  
Please provide the pay rate for officials to be used by host: \_\_\_\_\_
- \_\_\_\_\_ N. **PHOTOGRAPHY** – Photography personnel assigned to the event for coverage of the banquet, opening ceremonies, championship games, CSP, and the awards presentations. NOTE: Sale of photos to participating teams may be offered at rates approved by the Host. Complimentary high-resolution photos must be sent electronically to the National Office as follows: CSP photos – sent immediately following the CSP; Action photos – sent periodically throughout each day of the event; Championship team with banner photos – sent immediately following the championship; All event photos – the National Office holds the right to access and use any photo taken at the event for social media, website, marketing, online galleries, etc. The photographer shall be given photo credit if desired.
- \_\_\_\_\_ O. **PRACTICE SITES** – Provide practice time on the facilities the day before the event and, potentially, during the event. \*Please provide pictures of the practice facilities.
- \_\_\_\_\_ P. **PRESS PERSONNEL** – Provide media personnel necessary for the administration of the event, including public address announcers. Public Address announcer(s) must be neutral and host school cannot utilize personal introduction format (lights, music, etc.). The host must utilize the NCCAA Music Policy and applicable Public Service Announcements. The host must provide results for all contests and report results to all competing SID's and the National Office.
- \_\_\_\_\_ Q. **PROGRAM** – Production of the championship souvenir program, including printing costs and advertising commissions (printed quantity and QR code for digital copy to be decided with National Office). The championship logo shall be developed by the National Office. (See item K. NCCAA LOGOS) The National Office will provide certain required items to be included in the program. National Office approval is required.
- \_\_\_\_\_ R. **PUBLICITY & PROMOTION** – Advance publicity and promotion related to the event to include paid advertising, posters, flyers and related expenses. Reference the NCCAA Branding Guide and National Office approval required.
- \_\_\_\_\_ S. **QUALIFIER PACKET** – In conjunction with the NCCAA National Office, provide the necessary information in an expedient manner to complete the packet by the established dates.
- \_\_\_\_\_ T. **SECURITY** – Host must provide sufficient security on-site to aid in game management. Describe security coverage plan: \_\_\_\_\_
- \_\_\_\_\_ U. **STATISTICS** – Host must provide live stats for all contests and report XML and PDF results to all SID's, Coaches, and National Office Communications Staff immediately following each contest. Live stats for each contest must be recorded by trained personnel through PrestoSports or Genius Sports software and connect to the NCCAA live stats link provided through SIDEARM Sports.
- \_\_\_\_\_ V. **TICKETS** – All costs related to championship tickets, including printing and sales expenses. To honor NCCAA membership cards, passes and credentials for admittance to the event.

*continued*

**ITEM 14. NCCAA NATIONAL CHAMPIONSHIP OFFICIAL BID, Page Four**

- \_\_\_\_\_ W. **TOURNAMENT DIRECTOR** – The Athletics Director shall serve as the Tournament Director of the National Championship unless otherwise designated. It shall be clearly defined and communicated who serves in that capacity.  
Please specify who shall function as the Tournament Director: \_\_\_\_\_  
Mobile # \_\_\_\_\_ Email \_\_\_\_\_ Office # \_\_\_\_\_

**Championship Service Provided By The NCCAA:**

- \_\_\_\_\_ A. **AWARDS** – The order, shipping, and payment of all approved championship awards for the event. No additional trophies or awards shall be added to the approved awards. All awards shall be ordered through the official NCCAA award supplier.
- \_\_\_\_\_ B. **CHAMPIONSHIP APPAREL** – All Championship apparel shall be provided by Fine Designs, the official provider for NCCAA Championship product. The host site shall work with Fine Designs staff to provide adequate space and power supply throughout the event.
- \_\_\_\_\_ C. **EVENT CHAPLAIN** – Each National Championship host shall have a Chaplain, arranged by the NCCAA National Office, who shall be available to the teams that participate. (Lodging and meals provided by the host.)

**Participant Arrangements Provided by the Host:**

- \_\_\_\_\_ A. **TEAM HOUSING** – Negotiate the best possible hotel rates for team housing to include a block of not less than 4-6 rooms per team. It is best if one host hotel can be secured. National Office approval is required. Please provide a list of possible hotels, estimated rates, and estimated time of travel to host facilities.
- \_\_\_\_\_ B. **VENDORS/SPONSORS** – Negotiate best possible rates for area vendors/sponsors, including, but not limited to, restaurants, entertainment options, laundry services, etc. Please provide a listing of vendors/sponsors for each area listed above.

**VII. FINANCIAL OBLIGATIONS**

Prospective host sites commit to the following financial responsibilities in bidding for the National Championship.

***Please attach a projected budget summary.***

\_\_\_\_\_ The host guarantees all authorized expenses. Host will submit a \$2,500 hosting fee (no hosting fee is required for member institutions which host). If the event's income exceeds expenses, the net income shall be divided among the host and the NCCAA National Office at a 60/40 ratio.

\_\_\_\_\_ Should a host exit from an accepted bid (after signed and approved by the NCCAA National Office), a \$5,000 forfeiture fee must be paid by the host entity within 30 days of notification.

\_\_\_\_\_  
*Athletics Director's Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*President's Signature (if applicable)*

\_\_\_\_\_  
*AD/Host Mobile Number*

\_\_\_\_\_  
*Institution/Affiliation*

\_\_\_\_\_  
*AD/Host Office Number*

**FOR OFFICE USE ONLY**

\_\_\_\_\_ Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ NCCAA Subsidy (if applicable)  
NCCAA Executive Director \_\_\_\_\_ Date \_\_\_\_\_

*Date Revised 07/09/2025*

## ITEM 15. SUGGESTED CHAMPIONSHIP EVENT TIMELINE

- A. Nine Months to a Year Prior
  - 1. Ball Shipment  
Work with appropriate vendor/sponsor ensuring correct numbers are ordered and sent to host site on time.
  - 2. Banners  
Distribute championship banners, branding banners, and corporate banners to host.
  - 3. Facility  
Secure competition site and all equipment necessary to conduct the event. This is a must in order to bid.
  - 4. Housing  
Secure championship headquarters hotel, negotiating comp rooms and meeting rooms.
  - 5. Insurance  
Secure spectator liability insurance.
  - 6. Transportation  
Negotiate and coordinate the best rates for team rentals. Participants must lodge in the HOST hotel, if possible.
  - 7. Sponsors  
Solicit and secure local site sponsors for financial or in-kind support. Submit list of sponsors to the National Office to ensure no conflicts exist with national sponsors.
  - 8. Practice Sites  
Secure local facilities for teams to use for practice throughout the event.
  - 9. Publicity and Promotion  
Develop posters, flyers, advertisements, and related expenses to promote the event.
- B. Six Months to Nine Months Prior
  - 1. Budget  
Develop estimated event budget.
  - 2. Trainers  
Identify training needs and secure staff.
  - 3. Tickets  
Create artwork, approve ticket design, and place disclaimer on the back of the ticket to be approved by the National Sport Chair and the Director of Membership.
  - 4. Staff Shirts  
Determine the number and order staff and event personnel shirts. Shirts must be purchased through Fine Designs.
- C. Three Months to Six Months Prior
  - 1. Awards  
National Office shall place the order with Cowart Awards in Greenville, SC and ship to host.
  - 2. Banquet Organization  
Determine/develop ticket prices, location, menu, seating, program, etc.
  - 3. Budget  
Develop budget and submit to the National Office
  - 4. Event/Bench Personnel  
Secure scoring, press box/sideline, and other personnel as needed.
  - 5. Facility Management  
Secure concessions, security, ticket sellers/takers, etc.
  - 6. Officials  
Notify all officials about championship information, contract, per diem, game fees, medical information, etc.
  - 7. Program  
Secure printer, create design, and develop the event program. The NCCAA shall provide the host with the cover artwork, all applicable ads from sponsors, general NCCAA information, a photo and welcome letter from the Executive Director, and the chaplain bio and photo.
  - 8. Game Activities  
Develop special events, Christian Service Project (CSP), half-time activities, special presentations, and secure national anthem presenters, etc.
  - 9. Honorary Coaches  
Secure community/businesspeople interested in being a liaison to a participating team if possible.
  - 10. Photographer  
Secure services for championship events. Email/mail high resolution .jpg or .gif photos of the championship, especially winning team with the banner, immediately following the event to [jcampbell@thenccaa.org](mailto:jcampbell@thenccaa.org).

*continued*

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## ITEM 15. SUGGESTED CHAMPIONSHIP EVENT TIMELINE, Page Two

### 11. Radio, Webcasting, Television

Coordinate all broadcasts with the Director of Communications. Assist with ethernet connections.

### D. Within the Last Three Months

#### 1. Awards Ceremony

Script the order of presentation with assistance from Championship Committee.

#### 2. Awards

Verify arrival of awards with the host and send copy of the order to the host for inventory check.

#### 3. Ball Shipment

Verify the receipt of ball shipment with the host.

#### 4. Program

Institutions shall send their team information for the program directly to the Tournament Director of the National Championship.

#### 5. Bracketing

Pairings and seedings are completed by the selection committee.

#### 6. Championship Instructions

Prepare packets for coaches, officials, and championship committee. Host to include local information.

#### 7. Credentials

Order credentials and lanyards, categories, number, and colors. Samples shall be sent to the host upon request.

#### 8. Housing

Determine housing assignments of championship personnel, meeting room locations, etc.

#### 9. Public Address Announcements

Develop list of announcements to be read throughout the event.

#### 10. Media Coordinator

Assign someone to work with teams and media during the event for statistics and press releases.

#### 11. Merchandise

Finalize design. Must work with Fine Designs, the official NCCAA t-shirt vendor.

#### 12. Travel

Arrange for NCCAA staff, championship committee, media, etc.

## ITEM 16. NCCAA NATIONAL CHAMPIONSHIP COMMITTEE RESPONSIBILITIES

### I. PURPOSE

The National Championship Committee shall oversee the National Championship to ensure that it is administered according to NCCAA policies and procedures.

### II. MEMBERS

The three-person committee shall consist of the NCCAA National Office representative or their designate, Tournament Director of the National Championship or an individual appointed by the Tournament Director of the National Championship, and the National Sport Chair.

### III. RESPONSIBILITIES

The Championship Committee shall:

- A. Have at least one committee member on site for each contest.
- B. Handle any protests/disputes over rules or procedures during the tournament. The committee shall have the final say on any protest(s). All three committee members shall be involved in any decisions regarding protests.
- C. Be responsible to keep the championship games on schedule.
- D. Oversee the behavior of players, coaches, and spectators.
  1. Committee members have the obligation to immediately approach any spectator who is:
    - a. Constantly yelling at officials
    - b. Using vulgar language
    - c. Making threats
    - d. Causing an unusual disturbance.The spectator shall be warned and told that, if these actions continue, they shall be asked to leave.
  2. Committee members have the same obligation to approach a coach concerning the same type of disturbance from team personnel. Committee members have the right to approach and to remove such personnel from the contest and, pending a committee meeting, from the remainder of the championship.
  3. Should an incident occur in which spectators or team personnel are removed, the committee shall write an incident report and forward it to the National Office. A decision shall be made of further actions against an offending institution.
- E. Express in writing any problems which occurred during the National Championship and submit report to the National Office within seven days following the championship. This report shall be presented to the Administration Committee of the Board of Directors.

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## ITEM 17. NCCAA CHAMPIONSHIP MUSIC POLICY

It is the goal of the NCCAA to glorify God in the music that is played at all regional and national events. Each host institution of an NCCAA postseason contest is required to ensure that all music played during the event complies with the following guidelines:

1. It is encouraged that Christian music be integrated within the pre-game and in-game play list so that God may be specifically recognized and praised through the music that is played.
2. Music produced by Christian artists and bands who also perform neutral/crossover music is allowed.
3. Potentially questionable music that has not been previously approved must be submitted to the Tournament Director of the National Championship or their designate for approval at least 24 hours in advance of the event where the music is to be played.
4. The NCCAA does not allow the playing of secular music that includes lyrics. Selected music from the secular genre without lyrics may be allowed and shall be determined on a case-by-case basis.
5. If a song without lyrics is presented for approval, the original lyrics of that song must be submitted for review. If those lyrics are deemed to be non-offensive and consistent with the values of the NCCAA and its membership, then such music may be approved.

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## ITEM 18. NCCAA PUBLIC ADDRESS ANNOUNCEMENTS

### About the NCCAA

The NCCAA sponsors 23 National Championships and one National Invitational across two divisions each year. The NCCAA uses intercollegiate athletics to further The Great Commission and is committed to equipping student-athletes and coaches to make a positive impact for Christ. For more information, visit [www.thenccaa.org](http://www.thenccaa.org).

### Mission Statement

To keep Christ at the center of intercollegiate athletics.

### #KingChasing Program

The NCCAA's #KingChasing program uses the four Biblical characteristics of the Game Plan 4 LIFE – Love, Integrity, Faith, and Excellence – to enhance the purpose of collegiate athletics to be more than winning championships. Its mission is to keep Christ at the center of the student-athlete experience.

### Christian Service Projects

Student-athletes and coaches participate in Christian Service Projects at each NCCAA National Championship. Through sports clinics, hunger relief efforts, clean-up events, and donations, the NCCAA and its member institutions work to leave a lasting impact for Christ locally, nationally, and internationally.

### Game Conduct

The NCCAA is committed to the true spirit of competition and upholding the four core values of the Game Plan 4 LIFE: Love, Integrity, Faith, and Excellence. We ask that each participant, official, and spectator join us in exhibiting these Christ-like characteristics and help create a positive environment in which to enjoy [today's/tonight's] competition.

### National Anthem and Invocation

At this time, we ask all those who can to please stand and remove your hats for an invocation to be given by \_\_\_\_\_.

**\*\*Pray\*\***

#### *Anthem Recorded [If applicable]*

Please remain standing in a spirit of respect for the presentation of our National Anthem.

#### *Anthem Performed Live [If applicable]*

Please remain standing in a spirit of respect for the presentation of our National Anthem, sung by \_\_\_\_\_.

#### *Color Guard Organization [If applicable]*

[Today/Tonight] the colors are presented by local representatives of the \_\_\_\_\_ (Color Guard Organization).

**ITEM 19. PARADE OF CHAMPIONS FORMAT**  
**(Sample Script)**

- Ladies and gentlemen, please direct your attention to the \_\_\_\_\_ as we honor this year's participating teams during the Parade of Champions.
- Leading our processional this evening are our officials, all of whom are members of the (officials association). Presenting the flag is \_\_\_\_\_, from \_\_\_\_\_. Thank you to the men and women of \_\_\_\_\_ for their service to all of the participating teams!
- Next, we have our volunteers for this year's championship. These individuals shall give over \_\_\_\_ (number) hours of service to this event over the next \_\_\_\_ (number) days and without them, such an event would not be feasible. Thanks to all of these service-oriented folks for their time and effort!
- And now for the \_\_\_\_ (number) participating teams in this week's competition. Each team is accompanied by local youth from the \_\_\_\_\_.

(This suggested format can be used for Basketball, Soccer, Baseball, Softball, and Volleyball. Introduce teams according to order of seed. Example: From city, state, representing the name of specific region, with a record of wins/losses, the mascot name of college/university. The mascot name are coached by name and assisted by name. Welcome the mascot name of college/university.)

#1 Seed: From \_\_\_\_\_, representing the \_\_\_\_\_ with a record of \_\_\_\_\_ the \_\_\_\_\_ of \_\_\_\_\_ . The \_\_\_\_\_ are coached by \_\_\_\_\_ and assisted by \_\_\_\_\_ .  
Welcome the \_\_\_\_\_ of \_\_\_\_\_ .

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#2 Seed: From \_\_\_\_\_, representing the \_\_\_\_\_ with a record of \_\_\_\_\_ the \_\_\_\_\_ of \_\_\_\_\_ . The \_\_\_\_\_ are coached by \_\_\_\_\_ and assisted by \_\_\_\_\_ .  
Welcome the \_\_\_\_\_ of \_\_\_\_\_ .

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#3 Seed: From \_\_\_\_\_, representing the \_\_\_\_\_ with a record of \_\_\_\_\_ the \_\_\_\_\_ of \_\_\_\_\_ . The \_\_\_\_\_ are coached by \_\_\_\_\_ and assisted by \_\_\_\_\_ .  
Welcome the \_\_\_\_\_ of \_\_\_\_\_ .

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#4 Seed: From \_\_\_\_\_, representing the \_\_\_\_\_ with a record of \_\_\_\_\_ the \_\_\_\_\_ of \_\_\_\_\_ . The \_\_\_\_\_ are coached by \_\_\_\_\_ and assisted by \_\_\_\_\_ .  
Welcome the \_\_\_\_\_ of \_\_\_\_\_ .

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#5 Seed: From \_\_\_\_\_, representing the \_\_\_\_\_ with a record of \_\_\_\_\_ the \_\_\_\_\_ of \_\_\_\_\_ . The \_\_\_\_\_ are coached by \_\_\_\_\_ and assisted by \_\_\_\_\_ .  
Welcome the \_\_\_\_\_ of \_\_\_\_\_ .

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#6 Seed: From \_\_\_\_\_, representing the \_\_\_\_\_ with a record of \_\_\_\_\_ the \_\_\_\_\_ of \_\_\_\_\_ . The \_\_\_\_\_ are coached by \_\_\_\_\_ and assisted by \_\_\_\_\_ .  
Welcome the \_\_\_\_\_ of \_\_\_\_\_ .

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#7 Seed: From \_\_\_\_\_, representing the \_\_\_\_\_ with a record of \_\_\_\_\_ the \_\_\_\_\_ of \_\_\_\_\_ . The \_\_\_\_\_ are coached by \_\_\_\_\_ and assisted by \_\_\_\_\_ .  
Welcome the \_\_\_\_\_ of \_\_\_\_\_ .

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*continued*



## ITEM 19. PARADE OF CHAMPIONS FORMAT, Page Two

#8 Seed: From \_\_\_\_\_, representing the \_\_\_\_\_ with a record of \_\_\_\_\_ the \_\_\_\_\_ of \_\_\_\_\_ . The \_\_\_\_\_ are coached by \_\_\_\_\_ and assisted by \_\_\_\_\_ .  
Welcome the \_\_\_\_\_ of \_\_\_\_\_ .

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#9 Seed: From \_\_\_\_\_, representing the \_\_\_\_\_ with a record of \_\_\_\_\_ the \_\_\_\_\_ of \_\_\_\_\_ . The \_\_\_\_\_ are coached by \_\_\_\_\_ and assisted by \_\_\_\_\_ .  
Welcome the \_\_\_\_\_ of \_\_\_\_\_ .

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#10 Seed: From \_\_\_\_\_, representing the \_\_\_\_\_ with a record of \_\_\_\_\_ the \_\_\_\_\_ of \_\_\_\_\_ . The \_\_\_\_\_ are coached by \_\_\_\_\_ and assisted by \_\_\_\_\_ .  
Welcome the \_\_\_\_\_ of \_\_\_\_\_ .

---

#11 Seed: From \_\_\_\_\_, representing the \_\_\_\_\_ with a record of \_\_\_\_\_ the \_\_\_\_\_ of \_\_\_\_\_ . The \_\_\_\_\_ are coached by \_\_\_\_\_ and assisted by \_\_\_\_\_ .  
Welcome the \_\_\_\_\_ of \_\_\_\_\_ .

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#12 Seed: From \_\_\_\_\_, representing the \_\_\_\_\_ with a record of \_\_\_\_\_ the \_\_\_\_\_ of \_\_\_\_\_ . The \_\_\_\_\_ are coached by \_\_\_\_\_ and assisted by \_\_\_\_\_ .  
Welcome the \_\_\_\_\_ of \_\_\_\_\_ .

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- Recognize any other local representatives &/or dignitaries, special guests, etc.
- The NCCAA is very thankful for the over 90 intentionally Christ-centered institutions that call themselves members of the NCCAA. Today, more than ever, intercollegiate athletics are being used to serve the Great Commission of Jesus Christ. These \_\_\_\_\_ student-athletes join over 13,000 of their peers in honoring our Lord through their efforts in this great game. Our culture is crying out for young people such as the ones before you and only eternity will display the results of their combined service in the years to come.
- This year, NCCAA student-athletes shall provide over 4,500 hours of Christian service while at NCCAA events. \_\_\_\_\_ (CSP recipient) was the beneficiary of the service by the teams here tonight. We thank those Championship participants who assisted in this effort and would ask you to recognize them with your applause.
- At this time, we ask all those who can to please stand and remove your hats for an Invocation to be given by \_\_\_\_\_. (Prayer)
- Let's have one more round of applause for all these teams and the institutions they represent.
- Announce start time for the game.

## ITEM 20. NCCAA AWARDS PRESENTATION PROCEDURES

**NOTE:** Adapt the following information to sport specific

- #1 Presentation of 4<sup>th</sup> place plaque \_\_\_\_\_
- #2 Presentation of 3<sup>rd</sup> place plaque \_\_\_\_\_
- #3 Presentation of 2<sup>nd</sup> place plaque \_\_\_\_\_
- #4 Presentation of 1<sup>st</sup> place banner \_\_\_\_\_
- #5 Presentation of the All-Tournament Team (name and institution, announce the Tournament Most Outstanding Player last)
- #6 Presentation of Championship Team awards: Read the names of the team from the Championship Program.

**NAME OF PLAYER/INSTITUTION:**

- |          |           |
|----------|-----------|
| 1. _____ | 6. _____  |
| 2. _____ | 7. _____  |
| 3. _____ | 8. _____  |
| 4. _____ | 9. _____  |
| 5. _____ | 10. _____ |

- #7 Presentation of All-American Awards (name and institution of player), 2<sup>nd</sup> team, and, lastly, the 1<sup>st</sup> Team

**NAME OF PLAYER/INSTITUTION:**

- |          |           |
|----------|-----------|
| 1. _____ | 6. _____  |
| 2. _____ | 7. _____  |
| 3. _____ | 8. _____  |
| 4. _____ | 9. _____  |
| 5. _____ | 10. _____ |

- #8 Presentation of Scholar-Athletes who have received this honor (read name and institution of those participating in the Championship)

**NAME OF PLAYER/INSTITUTION:**

- |          |           |
|----------|-----------|
| 1. _____ | 6. _____  |
| 2. _____ | 7. _____  |
| 3. _____ | 8. _____  |
| 4. _____ | 9. _____  |
| 5. _____ | 10. _____ |

*continued*

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**ITEM 20. AWARDS PRESENTATION PROCEDURES, Page Two**

- #9 Presentation of Player of the Year (read comments presented to announcer by the National Sport Chair). Gather information from specific coach or player

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- #10 Announce any record that was broken during the tournament (player/team recognition)

| PLAYER | TEAM  | RECORD |
|--------|-------|--------|
| <hr/>  | <hr/> | <hr/>  |
| <hr/>  | <hr/> | <hr/>  |

- #11 All teams (and any special groups/individuals/parents) circle up on the floor for the closing prayer and any remarks.

## ITEM 21. FINANCIAL STATEMENT OF NCCAA NATIONAL CHAMPIONSHIP

(SPORT)

DATES

SITE/HOST

### **INCOME**

|                                              |           |  |
|----------------------------------------------|-----------|--|
| Gate Receipts/Ticket Sales                   | \$        |  |
| Souvenirs (t-shirts, hats, etc.)             |           |  |
| Concessions                                  |           |  |
| Program Sales/Advertisements                 |           |  |
| Sponsor Donations (itemize on sponsor sheet) |           |  |
| Entry/Sport Fees (where applicable)          |           |  |
| Miscellaneous                                |           |  |
| <b>TOTAL INCOME</b>                          | <b>\$</b> |  |

### **EXPENSES FOR CHAMPIONSHIP OPERATIONS**

|                                                               |    |  |
|---------------------------------------------------------------|----|--|
| Awards/Plaques (see Awards section)                           | \$ |  |
| Banquet                                                       |    |  |
| Special Equipment (attach list)                               |    |  |
| Officials                                                     |    |  |
| Souvenirs (t-shirts, hats, etc.)                              |    |  |
| Programs/Printing/Posters                                     |    |  |
| Postage                                                       |    |  |
| Telephone                                                     |    |  |
| Housing (for National Sport Chair, Officials, Speakers, etc.) |    |  |
| Mileage (for National Sport Chair, Officials, Speakers, etc.) |    |  |
| Workers (attach list and list titles)                         |    |  |
| Miscellaneous                                                 |    |  |
| Team Reimbursements (attach itemized sheet)                   |    |  |

*continued*

**ITEM 21. NCCAA CHAMPIONSHIP FINANCIAL STATEMENT, Page Two**

**CHAMPIONSHIP REIMBURSEMENT** (attach itemized sheet)

Meals

Banquet \$ \_\_\_\_\_

Other \_\_\_\_\_

Lodging (Teams) \_\_\_\_\_

Travel (Teams) \_\_\_\_\_

**TOTAL EXPENSE** \$ \_\_\_\_\_

**BALANCE (use + or -)** \$ \_\_\_\_\_

**AMOUNT ASSUMED BY HOST** \$ \_\_\_\_\_

**ENDING BALANCE (use + or -)** \$ \_\_\_\_\_

## ITEM 22. NCCAA NATIONAL CHAMPIONSHIP REPORTING FORM

Sport \_\_\_\_\_

National Sport Chair \_\_\_\_\_

Vice-Chair \_\_\_\_\_

Host Site \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Dates of Championship \_\_\_\_\_

The National Sport Chair Report for the Administration Committee and the Annual Convention shall be completed and emailed to the Director of Championships at the National Office. (Please write your personal opinion and evaluation of the sport.)

**On a separate piece of paper please complete the following questions:**

1. What are the recommended changes in your sport for the coming year?
2. In a few paragraphs, please write a State of the Sport Report, from your point of view.
3. Include the Financial Statements for the National Championship and send them to the National Office.
4. Send the Minutes of your National Coaches' Business Meeting; **highlight all action items for the NCCAA Administration Committee.**
5. Please indicate any and all of the changes to your sport for the Official Handbook.  
Suggestion: Highlight the Roman numeral, letter, number, or number of the page with the word, phrase, sentence, or paragraph, then **BOLD** the requested change.

### ITEM 23. NCCAA INCIDENT AND/OR EJECTION REPORTING FORM

This form is to be completed by 1) the NCCAA game official(s)/umpire(s) ejecting a student-athlete or coach, and 2) the Athletics Director of the ejected student-athlete or coach. The form must be submitted to the NCCAA within 48 hours after the completion of the contest. You shall receive a copy of the report via email after you submit the form. If submitting via Teamworks, you shall receive a copy of the report via email after you submit the form.

#### Submitter Information

Submitted By \_\_\_\_\_ Submitter's Role ☐ Athletics Director ☐ Official  
Institution (if applicable) \_\_\_\_\_ Phone \_\_\_\_\_  
Email Address \_\_\_\_\_

#### Contest Information

Sport \_\_\_\_\_ Final Score \_\_\_\_\_  
Date of Contest \_\_\_\_\_ Level of Contest ☐ Varsity ☐ JV  
Location of Contest (city/state) \_\_\_\_\_  
Home Team \_\_\_\_\_ Away Team \_\_\_\_\_  
Game Officials \_\_\_\_\_

#### Incident/Ejection Information

Ejected Individual's Name \_\_\_\_\_  
Ejected Individual's Institution \_\_\_\_\_  
Ejected Individual's Role \_\_\_\_\_ Jersey Number (if applicable) \_\_\_\_\_  
Ejection Reason \_\_\_\_\_  
Ejection Details: \_\_\_\_\_

Is there video of the incident? ☐ Yes ☐ No

Are there witness statements? ☐ Yes ☐ No

***I understand that any coach or student-athlete ejected while representing an NCCAA member institution in competition shall be automatically subject to suspension(s) per sport rules and the Infractions & Penalties section of the NCCAA Handbook (IV.A. & IV.B.).***

Submitter's Signature \_\_\_\_\_ Date \_\_\_\_\_

*Please email the completed form to your Regional Coordinator and to  
Brandon Gilmore, Director of Membership at [bgilmore@thenccaa.org](mailto:bgilmore@thenccaa.org).*

## ITEM 24. NCCAA SEXUAL ABUSE & MOLESTATION PREVENTION POLICY

NCCAA prohibits and does not tolerate sexual abuse or misconduct in the workplace or during any organization-related activity. NCCAA provides procedures for employees, volunteers, board members, or any other victims of sexual abuse or misconduct to report such acts. Those reasonably suspected or believed to have committed sexual abuse or misconduct shall be appropriately disciplined (applicable to their relationship to the NCCAA), up to and including termination of employment, removal from any event or volunteer position, and/or referred to the authorities. No employee, volunteer, board member, or other person, regardless of his or her title or position has the authority to commit or allow sexual abuse or misconduct.

### Definitions and Examples

The following definitions or examples of sexual abuse, misconduct, or harassment may apply to any and/or all of the following persons – employees, volunteers, or other third-parties.

Sexual abuse or misconduct may include, but is not limited to:

- Child sexual abuse: any sexual activity, involvement, or attempt of sexual contact by an adult with a person who is a minor (under 18 years old) where consent is not or cannot be given.
- Sexual activity with another who is legally incompetent or otherwise unable to give consent.
- Physical assaults or violence, such as rape, sexual battery, abuse, molestation, or any attempt to commit such acts.
- Unwanted and intentional physical conduct that is sexual in nature, such as touching, pinching, patting, brushing, massaging someone's neck or shoulders, and/or pulling against another's body or clothes.
- Unwelcome and inappropriate sexual activities, advances, comments, innuendoes, bullying, jokes, gestures, electronic communications, or messages (e.g., email, text, social media, voicemail), exploitation, exposure, leering, stalking, or invasion of sexual privacy.
- A sexually hostile environment characterized as comments or conduct that unreasonably interferes with one's work performance or ability to do the job or creates an intimidating, hostile, or offensive environment.
- Direct or implied threats that submission to sexual advances shall be a condition of employment or affiliation with the organization.

### Reporting Procedure

NCCAA National Office staff and event leadership staff shall immediately report suspected sexual abuse or misconduct to NCCAA National Office staff or local authorities (when NCCAA staff may be source of abuse). It is not required to directly confront the person who is the source of the report, question, or complaint before notifying any of the individuals listed. NCCAA shall take every reasonable measure to ensure that those named in the complaint of misconduct or are not too closely associated with those involved in the complaint shall not be part of the investigative team.

### Anti-retaliation and False Allegations

NCCAA prohibits retaliation made against any employee, volunteer, board member, coach, student-athlete, or other person who lodges a good faith complaint of sexual abuse or misconduct or who participates in any related investigation. Knowingly making false or malicious accusations of sexual abuse or misconduct can have serious consequences for those who are wrongly accused. NCCAA prohibits making false or malicious sexual misconduct allegations as well as deliberately providing false information during an investigation. Anyone who violates this rule is subject to disciplinary action, up to and including termination of employment or membership and criminal prosecution.

### Investigation and Follow-up

NCCAA shall take all allegations of sexual abuse or misconduct seriously and shall promptly, thoroughly, and equitably investigate whether misconduct has taken place. The organization may utilize an outside third-party to conduct an investigation of misconduct. NCCAA shall cooperate fully with any investigation conducted by law enforcement or other regulatory/protective services agencies. NCCAA shall make every reasonable effort to keep the matters involved in the allegation as confidential as possible while still allowing for a prompt and thorough investigation.

### Reporting to Law Enforcement or Appropriate Child or Adult Protective Services

NCCAA is committed to following the state and federal legal requirements for reporting allegations or incidents of sexual abuse or misconduct to appropriate law enforcement and child or adult protective services organizations. The conducting of an internal investigation and review is independent and secondary to cooperation with law enforcement authorities.

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## ITEM 24. NCCAA SEXUAL ABUSE & MOLESTATION PREVENTION POLICY, Page Two

### Employee and Worker Screening and Selection

As part of its sexual abuse and misconduct prevention program, NCCAA is committed to maintaining a diligent screening program for prospective and existing employees, volunteers, and others who may interact with those employed by, associating with, or serviced by NCCAA. The organization may utilize a variety of methods of screening and selection, including but not limited to applications, personal interviews, criminal background checks and personal and professional references.

### Supervision of Youth

The intent is to avoid one-on-one interactions between adults and minors who are not easily observable by others. If individual meetings with a minor must be held in an office or isolated area, keep the door open. Only conduct closed door meetings when another adult is put on notice of the meeting and the door remains unlocked.

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## NCCAA ACKNOWLEDGEMENT FORM: SEXUAL ABUSE & MOLESTATION PREVENTION POLICY

(Required for all staff and event management)

I acknowledge that I received and read the Sexual Abuse and Misconduct Prevention Policy and/or had it explained to me. I understand that it is my responsibility to abide by all rules contained in the policy. I also understand how to report incidents of sexual abuse or misconduct as set forth in the policy, including retaliation against any employee or volunteer exercising his or her rights under the policy.

I acknowledge that I will be alerted when changes and updates are made to the Sexual Abuse and Misconduct Policy and will be responsible for reading and complying with these updates.

\_\_\_\_\_  
Employee/Volunteer's Printed Name

\_\_\_\_\_  
Employee/Volunteer's Signature

\_\_\_\_\_  
Witness' Signature

\_\_\_\_\_  
Date

## ITEM 25. NCCAA STUDENT-ATHLETE OF THE WEEK PROCEDURES

### I. PROCEDURES

- A. The NCCAA Student-Athlete of the Week award shall be given during regular season play to one student-athlete in each active male and female sport in both Division I and Division II, chosen from the list of nominees submitted by all recognized sports each week. Some sports such as Soccer, Baseball, Softball, Indoor/Outdoor Track and Field, and Women's Volleyball have two awards due to the nature of the sport. The recognized sports are: Baseball, Men's and Women's Basketball, Men's and Women's Cross Country, Men's & Women's Golf, Men's and Women's Indoor Track and Field, Men's and Women's Soccer, Softball, Men's and Women's Outdoor Track and Field, and Men's and Women's Volleyball.
- B. Only one student-athlete per school can be nominated for each sport, except for the sports that have two awards (Baseball M/W Soccer, Softball, M/W Indoor & Outdoor Track & Field, M/W Volleyball). Two award sports may have one student-athlete per school for each award within the sport, with the same athlete eligible to be nominated for both awards.
- C. The official nomination form shall be used. The student-athlete shall be nominated by his/her respective coach, Sports Information Director, or Athletics Director and shall exemplify the Christian ideals held by the NCCAA.
- D. List accomplishments for the preceding week (Monday through Sunday). Accomplishments during scrimmages/exhibitions are not to be submitted.
- E. Submit the form through Teamworks ([www.teamworksapp.com](http://www.teamworksapp.com)). Nominations are due on Mondays by 1:00 p.m. (ET). Nominations submitted outside of Teamworks shall not be accepted. Nominations submitted after the deadline shall not be included for consideration.
- F. A high-resolution headshot and action shot photo of your nominee must be included within the nomination form. Without one or both photos, nominees may be excluded from consideration.
- G. The Director of Communications shall review all nominations and select the award recipient(s) for each sport.
- H. Each school is responsible to provide a press release to its local media.
- I. An award shall be provided for the student-athlete. The recipients shall be posted on the NCCAA website.
- J. Instructions on submitting a Student-Athlete of the Week nomination form can be found on the NCCAA website in the Help Center section.

**ITEM 26. COACH OF THE YEAR NOMINATION FORM**

Region \_\_\_\_\_ Chair \_\_\_\_\_

Coach's Name \_\_\_\_\_ Sport \_\_\_\_\_

Institution \_\_\_\_\_

Address \_\_\_\_\_ Telephone (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

20\_\_\_\_ to 20\_\_\_\_ Season Record: Won \_\_\_\_\_ Loss \_\_\_\_\_

**Comments on the following areas:**

Coaching aptitude for the 20\_\_\_\_ to 20\_\_\_\_ Season \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Christian Character \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Leadership Qualities \_\_\_\_\_

Players \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Coaches \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Contribution to the National Christian College Athletic Association \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## ITEM 27. NCCAA MISSIONS FUNDING APPLICATION

The National Christian College Athletic Association (NCCAA) is pleased to provide special funding for assisting both student-athletes and coaches as they are involved in sport missions trips and other sport ministry endeavors. Student-athletes and coaches are eligible for missions funding after being identified with a member institution for at least one semester through the term (spring, summer, fall) immediately following identification with, or graduation from, a member institution. *Monies are awarded in the order in which applications are received and as funding is available.* Any monies awarded shall be sent directly to the sending agency or sponsoring organization. The Executive Director shall review all application requests for funding. The maximum support is \$1,000 (for teams of 4 or more) and 10% of the total cost for individuals, up to \$300 maximum.

Approved applicants **shall be required** to provide a post-trip summary (including any photos or videos if available). The summary must be sent to the NCCAA National Office (may be emailed to [ezeigler@thenccaa.org](mailto:ezeigler@thenccaa.org)). Other information, including prayer requests during the trip, may also be sent to the National Office.

*Please type or print **all** information requested below:*

☐ Individual Applicant

☐ Team Applicant (Coach as Applicant)

Applicant Name \_\_\_\_\_ Phone \_\_\_\_\_

Applicant Email \_\_\_\_\_ Sport \_\_\_\_\_

Institution \_\_\_\_\_ Number Going on Trip \_\_\_\_\_

Trip Destination \_\_\_\_\_ Dates of Trip \_\_\_\_\_

Sponsoring Organization of Mission Trip \_\_\_\_\_

Organization Contact \_\_\_\_\_ Phone \_\_\_\_\_

Total Trip Cost \$ \_\_\_\_\_ Amount Already Raised \$ \_\_\_\_\_ Amount Requesting from NCCAA \$ \_\_\_\_\_

Funding Due Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Check Payable to \_\_\_\_\_

Address for Check \_\_\_\_\_

**On separate sheets of paper, please enclose the following:**

- Applicant's personal testimony
- Comments regarding the nature of this trip, the type of ministry, and the people who will be served
- Letter of recommendation from supervisor (if a coach) or from coach (if a student-athlete)

The above and enclosed information are accurate to the best of my knowledge. (Both signatures are required.)

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_

**Return this form and accompanying paperwork to:**

**NCCAA Mission Funding**

**ATTN: Erica Zeigler**

**302 W Washington St**

**Greenville, SC 29601**

**Phone: (864) 250-1199**

## ITEM 28. NCCAA NATIONAL SPORT CHAIR JOB PROFILE

### I. FUNCTION

Responsible for directing NCCAA National Championship/Invitational Competition in the sport.

### II. SELECTION

- A. The National Sport Chair for each NCCAA sport shall be nominated by a majority of the sport coaches with an email ballot to all coaches in that sport.
- B. Each nominee shall be confirmed by vote of the NCCAA Board of Directors.
- C. The term of service is three years.
- D. Re-elections are permitted. There is no limit to the number of terms one can serve.
- E. The National Sport Chair may not also serve as Regional Sport Chair.

### III. DUTIES

The National Sport Chair shall:

- A. Prepare for and be on site (throughout the event, including practices, banquet, coaches/ meeting, contests, etc.) to conduct and administer, in concert with the Tournament Director of the National Championship/Invitational and/or the Vice-Chair of the sport, the NCCAA National Championship/Invitational in that sport.
- B. Recommend a host site (two years in advance) and date for their respective National Championship/Invitational to the Director of Championships.
- C. Conduct all coaches' meetings in addition to the National Championship/Invitational seeding conference call (see Item 33).
- D. Be responsible for the adherence to the sport Handbook by all participating institutions.
- E. Communicate with all Regional Sports Chairs and make sure they are fulfilling their duties.
- F. Submit National Championship/Invitational Reporting Form to the National Office within five days of the event.
- G. Submit approved policy changes, procedures, and recommendations (for the Handbook) from the coaches' meetings to the Director of Membership by the deadlines listed in the National Handbook Proposal Process.
- H. Not enter into to any vendor contractual agreement on behalf of the NCCAA.
- I. National Rankings: Conduct the bi-weekly coaches' poll and submit it to the National Office.
- J. Conduct the All-American meeting to select All-Americans, Player of the Year, and Coach of the Year.

### IV. EXPENSE REIMBURSEMENT

- A. The National Sport Chair shall be entitled to reimbursement by the NCCAA National Office for reasonable expenses, including travel and meals incurred by attending the National Championship. Lodging is provided by championship hosts as indicated in championship bids (night maximums for National Championships vary by sport). When the National Sport Chair's team participates in the National Championship, the chair is not eligible for reimbursement or the provided lodging. Reimbursements must be requested within 60 days of the National Championship requested and include the reimbursement form and all receipts.
- B. Reimbursement Policies
  - 1. Maximum reimbursement dollar amounts are intended to provide appropriate support and should not be abused. National Chairs should compare all cost options to ensure good stewardship of these funds.

---

## 2. Meals

### a. On arrival and departure travel days, meal reimbursements are as follows:

- 1.) Breakfast: up to \$15
- 2.) Lunch: up to \$20
- 3.) Dinner: up to \$25
- 4.) Any single travel day has a maximum of two meals.

### b. Once on site, meals shall be provided via free breakfast at the hotel, hospitality room, and/or other on-site methods to provide meals. For meals not provided, chairs are entitled to reimbursement for the same dollar amounts listed above for breakfast, lunch, and dinner. When a meal is provided, that meal is not eligible for reimbursement should the chair choose to eat elsewhere.

## 3. Flights

### a. Flights shall only be reimbursed for the price of a ticket purchased 21 days in advance.

### b. Various airports and airlines should be reviewed for pricing options.

### c. Approval from the Director of Championships is required before booking flights.

## 4. Rental Car

### a. Rental cars shall only be reimbursed for sedan categories of intermediate, mid-size, or standard.

### b. Various rental companies should be reviewed for pricing options.

### c. Approval from the Director of Championships is required before booking rental car.

## 5. Other expenses eligible for reimbursement include fuel, rideshares to and from airport, rideshares to and from hotel/venue, tolls, and mileage if using personal car.

## 6. The maximum total reimbursement shall be \$1,000.

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## ITEM 29. NCCAA NATIONAL SPORT VICE-CHAIR JOB PROFILE

### I. FUNCTION

The National Sport Vice-Chair shall be responsible for assisting the National Sport Chair and after a three-year term shall take over as the Chair. They shall assume the Chair position if the Chair leaves at any time before the three- year term expires.

### II. SELECTION

The National Sport Vice-Chair for each NCCAA sport shall be nominated by a majority of the sport coaches with an email ballot to all coaches in that sport. If a vacancy occurs at any other time, then the position shall be filled by an email ballot. The National Sport Vice-Chair may also serve as a Regional Sport Chair.

### III. DUTIES

The National Sport Vice-Chair shall:

- A. Assist the National Sport Chair in his/her duties.
- B. Perform all duties of the Chair in his/her absence as well as any duties prescribed by the Chair.
- C. Not enter into any vendor contractual agreement on behalf of the NCCAA.

### IV. EXPENSE REIMBURSEMENT

If the National Vice-Chair is attending the National Championship in place of the National Chair, then the reimbursement policy shall be the same as for the National Chair.

## ITEM 30. NCCAA REGIONAL COORDINATOR JOB PROFILE

### I. FUNCTION

The Regional Coordinator shall direct and administer all NCCAA sports competition in their respective regions with the assistance of each Regional Sport Chair.

### II. SELECTION

- A. The Regional Coordinator shall be nominated by a majority vote of the participating members within the respective region.
- B. The nominee shall be confirmed by a vote of the Board of Directors.
- C. The term shall be for a three-year period.

### III. DUTIES

The Regional Coordinator shall:

- A. Direct and administer NCCAA sports within the region.
- B. Set Regional Meeting dates and chair those meetings. Shall keep Regional Meeting minutes and send a copy to the Director of Membership and each member institution in the region.
- C. In concert with the Director of Membership, screen applicants from prospective Regional institutions for NCCAA membership.
- D. Serve on the National Administrative Council for the purpose of evaluating the policies, procedures, and programs of the association and to make recommendations for improvements.
- E. Develop unity among member institutions within the region.
- F. Select (in coordination with the National Sport Chair) and work with Regional Sports Chairs regarding regional **postseason and awards**.
- G. Complete a year-end report that includes results from regional championships, All-Regional Teams, Regional Coach of the Year, and other special awards for the region.
- H. Update the Regional Handbook each year and send a copy to the Director of Membership and each member institution in the region by August 1.
- I. Maintain and update the history of the region, including awards and championship information and results.
- J. Represent the region at the NCCAA Annual Convention.
- K. Not enter into any vendor contractual agreements on behalf of the NCCAA.

### IV. EXPENSE REIMBURSEMENT

- A. The NCCAA National Office shall reimburse the Regional Coordinator for lodging expenses (three night maximum) incurred at the Annual Convention. When on-campus or negotiated lodging is available, the reimbursement rate shall be that of the on-campus or negotiated lodging option. The maximum reimbursement shall be \$750. To be eligible for reimbursement, attendance is required at the State of the Association, Regional Meetings, and Divisional Breakouts.
- B. Each region shall cover travel and administrative expenses incurred for NCCAA business including transportation expenses to the NCCAA Annual Convention, pending the region's financial structure. Flights shall only be reimbursed for the price of a ticket purchased 21 days or more in advance. Reimbursements must be requested within 60 days of the event requested.
- C. Individuals are required to register for the Annual Convention, and registration fees are not reimbursable.



## **ITEM 31. NCCAA ASSISTANT REGIONAL COORDINATOR JOB PROFILE**

### **I. FUNCTION**

The Assistant Regional Coordinator shall be responsible for assisting the Regional Coordinator and, after a three-year term, shall take over as the Regional Coordinator. He/She shall assume the Regional Coordinator position if the Regional Coordinator leaves at any time before the three-year term expires.

### **II. SELECTION**

The Assistant Regional Coordinator for each NCCAA region shall be nominated by a majority of the region athletic directors with an email ballot to all institutions in the region. If a vacancy occurs at any other time, then the position shall be filled by an email ballot. The Assistant Regional Coordinator may also serve as a Region Sport Chair.

### **III. DUTIES**

The Assistant Regional Coordinator shall:

- A. Assist the Regional Coordinator in his/her duties.
- B. Perform all duties of the Regional Coordinator in his/her absence as well as any duties prescribed by the Regional Coordinator.
- C. Not enter into any vendor contractual agreement on behalf of the NCCAA.

### **IV. EXPENSE REIMBURSEMENT**

If the Assistant Regional Coordinator attends the Annual Convention in place of the Regional Coordinator, then the reimbursement policy shall be the same as for the Regional Coordinator.

## ITEM 32. NCCAA REGIONAL SPORTS CHAIR JOB PROFILE

### I. FUNCTION

The Regional Sports Chairs shall direct and administer their sport competition in their respective regions with the assistance of each Regional Coordinator and their National Sport Chair.

### II. SELECTION

- A. The Regional Sports Chair shall be nominated by a majority vote of the participating sport members within the respective region and confirmed with a vote by the region coaches. Nominations can come from the National Sport Chair as well.
- B. The nominee shall be confirmed by a vote of the Region Athletic Directors.
- C. The term shall be for a three-year period.

### III. DUTIES

The Regional Sports Chair shall:

- A. Direct and administer their NCCAA sport within the region and be responsible to the Regional Coordinator and their National Sport Chair.
- B. Develop unity among their sport coaches within the region.
- C. Select site and dates regarding their sport's regional playoffs in conjunction with all their sport coaches in their region and the Regional Coordinator. Dates and sites shall be confirmed by the Region Athletics Directors.
- D. Serve as the weekly National Rankings rater and voter for their sport (if applicable).
- E. Be responsible for selecting the All-Regional Team and Regional Coach of the Year, according to their National Sport Handbook requirements, and submit this according to the Handbook.
- F. Complete a season-end report that includes results from the Regional Championship, All-Regional Teams, Regional Coach of the Year, and other special awards for the region. This report shall be sent to the National Sport Chair and Regional Coordinator.
- G. Update the Regional Handbook sports section each year and send that update to the Regional Coordinator.
- H. Maintain and update the history of the region for their sport (for the Region Handbook), including awards and championship information and results.
- I. Represent the region sport at the NCCAA Annual Convention when possible.
- J. Not enter into any vendor contractual agreements on behalf of the NCCAA.

## ITEM 33. PROCEDURES FOR NCCAA CONFERENCE CALLS

Sports that use a conference call for the selection and/or seeding of National Championships (men's and women's volleyball, men's and women's soccer, men's and women's basketball, baseball, and softball) shall follow these guidelines.

### I. INDIVIDUALS INCLUDED ON THE CALL

The following individuals may be included on the conference call:

1. Regional Sports Chairs for the sport, or his/her designate
2. National Sport Chair (chairs the call)
3. Tournament Director of the National Championship
4. Director of Communications
5. Director of Championships

NOTE: If a Regional Sports Chair is the coach of a participating team, the Sport Vice-Chair, or the Chair's designate, shall be on the conference call to speak for that region.

### II. NATIONAL SPORT CHAIR RESPONSIBILITIES

In advance of the call, the National Sport Chair shall be prepared to replace any Regional Sport Chairs unable to participate due to being a potential at-large selection with another coach from within the same region. The National Sport Chair shall lead the call and serve as a tie breaker voter when needed unless he/she is a potential at-large selection. The National Vice-Chair shall assume these responsibilities when the National Sport Chair is unable. If both the National Sport Chair and the National Vice-Chair are unable, the National Sport Chair's designee shall assume these responsibilities. The National Sport Chair shall also send the following information to all members of the call:

1. The correct phone number or video link and code for the call.
2. The correct time and time zone for the call.
3. The proper documentation for making decisions relating to selection and/or seeding of the National Championship (procedures, head-to-head, common opponents, etc.).

### ITEM 34. FULL MEMBER PROXY BALLOT AUTHORIZATION FORM

*(This document must be received at the National Office by May 1.)*

Annual Convention expectations:

1. The proxy must be given for the Annual Business Meeting and the Region Meetings.
2. The requesting institution and the proxy institution must be from the same region.
3. Proxies must be communicated to the National Office by May 1 annually.
4. Delegate attendance requirement: must check-in and attend their respective Region Meeting and the Annual Business Meeting.

Due to our inability to have an institutional representative at the NCCAA Annual Meeting, we the Requesting Institution below, have given our proxy for any and all voting issues to the Proxy Institution listed below. We have discussed our institution's support or lack of support for each voting issue and have full confidence that our decisions shall be brought forward by our selected designate.

Requesting Institution

Proxy Institution

Print Name

Print Name

Title

Title

Signature

Signature

Date

Date

Email Address

Email Address

**For NCCAA Office use only**

Received by May 1: ☐ YES ☐ NO

Attended 2 previous Annual Meetings: ☐ YES ☐ NO

Proxy approved: ☐ YES ☐ NO

NCCAA Signature: \_\_\_\_\_

### NCCAA Bylaws, SECTION 6.08. ANNUAL MEETING

The Annual Business Meeting of participating institutions shall be held once a year, in conjunction with the Annual Convention. Each institution shall be required to have a voting delegate at the Annual Convention including the entirety of the State of the Association, Hall of Fame Event, Regional Meetings, and the Annual Business Meeting. Failure to have a delegate in attendance shall result in suspension of all sports for the upcoming academic year. A member institution may utilize the Proxy Ballot once every three years when attendance is not possible by any institutional representative. When a proxy ballot is used, attendance becomes required for the next two years. New members must send either the Athletics Director or Vice-President over Athletics to the NCCAA Annual Convention the first two years of membership.

#### Directions

The member institution wishing to utilize a proxy shall contact another member institution to discuss its voting stance prior to submitting a form.

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### ITEM 35. NCCAA AWARD RECIPIENT REIMBURSEMENT POLICY

- A. Award Recipients shall be entitled to reimbursement by the NCCAA National Office for reasonable expenses, including travel, meals, and lodging (2 night maximum), incurred by attending the NCCAA Annual Convention. Flights shall only be reimbursed for the price of a ticket purchased 21 days in advance. When on-campus or negotiated lodging is available, the reimbursement rate shall be that of the on-campus or negotiated lodging option. A maximum reimbursement total of \$250 shall apply.
- B. The Award Recipients reimbursement policy applies to the following awards: Hall of Fame, GP4L Character Student-Athlete Award, GP4L Staff Paul & Carolyn Berry Award, and Heart of Courage Award.
- C. Award Recipients shall also receive four (4) complimentary tickets to the Hall of Fame Banquet as part of the NCCAA Annual Convention.
- D. Reimbursement forms are available by emailing Erica Zeigler at [ezeigler@thenccaa.org](mailto:ezeigler@thenccaa.org).





**Regional and National  
Championship Brackets**

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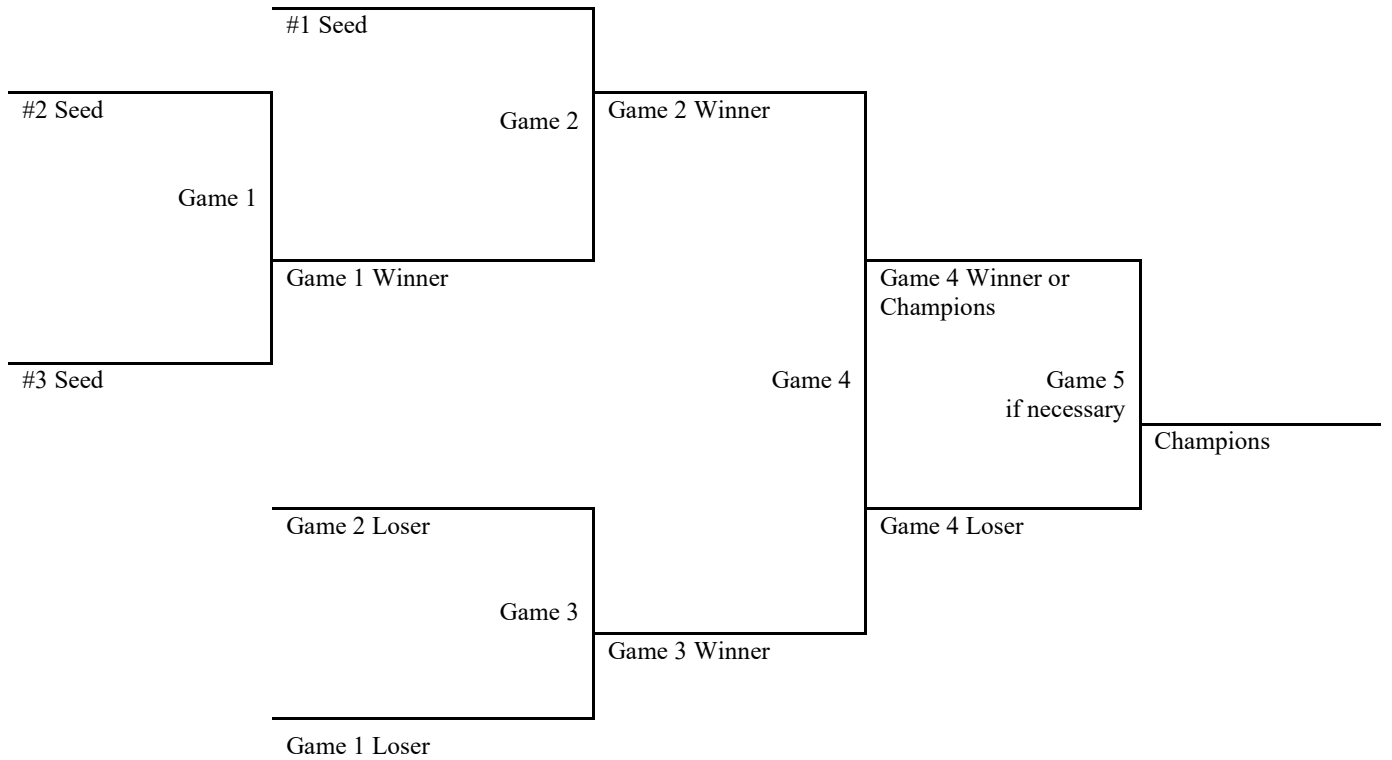
## Regional and National Championship Brackets

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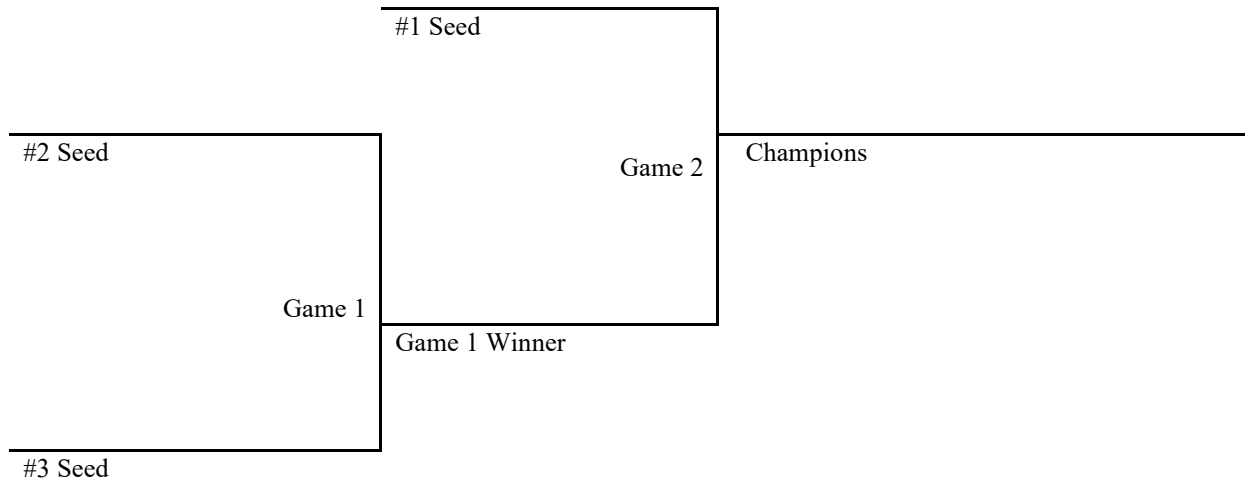


## Three Team Double Elimination Brackets



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### Three Team Single Elimination Brackets



### Three Team Round Robin

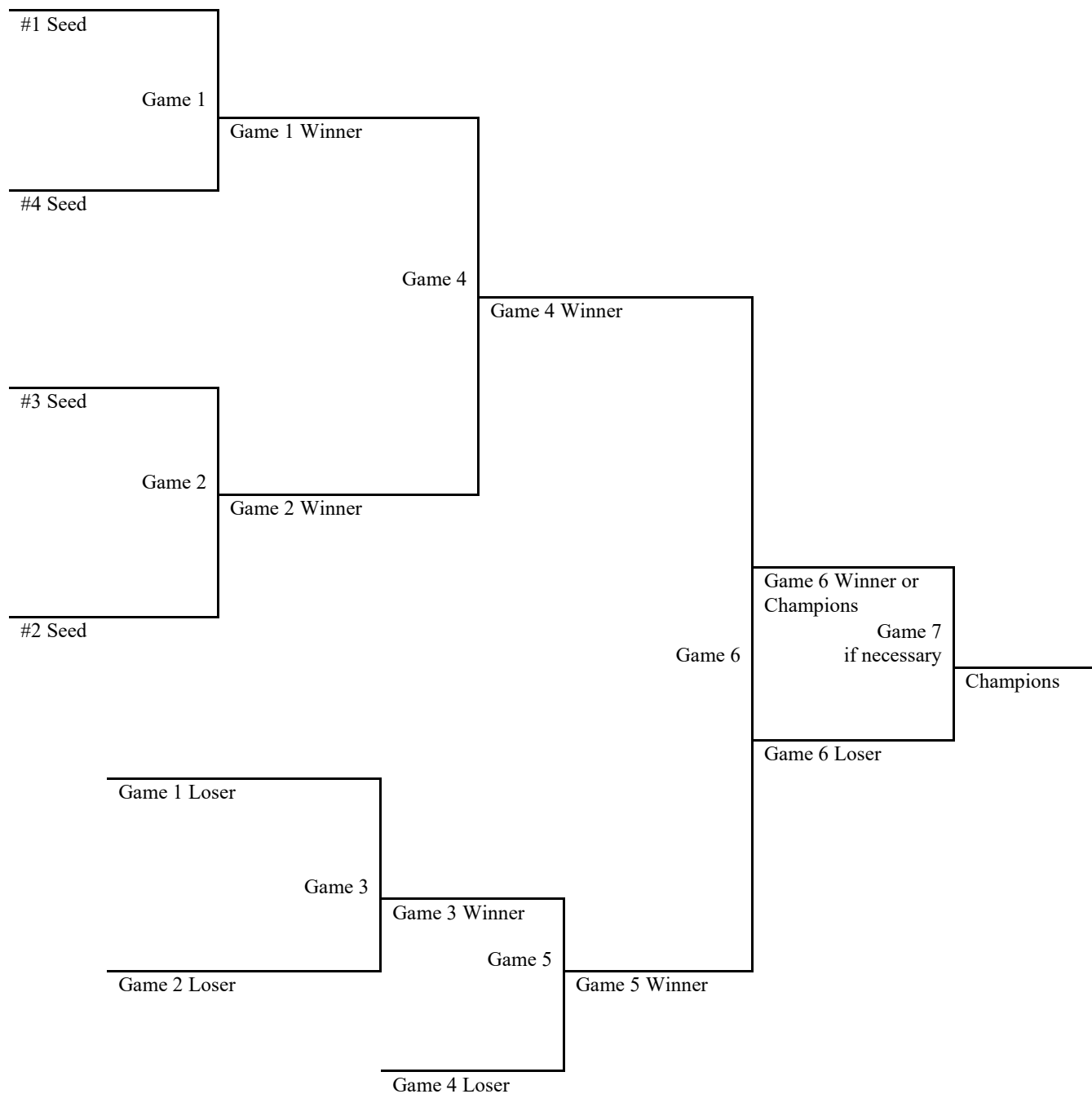
| ROUND   | BRACKETS                                      |
|---------|-----------------------------------------------|
| Round 1 | #1 Seed vs. #3 Seed<br>#2 Seed ( <i>Bye</i> ) |
| Round 2 | #2 Seed vs. #3 Seed<br>#1 Seed ( <i>Bye</i> ) |
| Round 3 | #1 Seed vs. #2 Seed<br>#3 Seed ( <i>Bye</i> ) |

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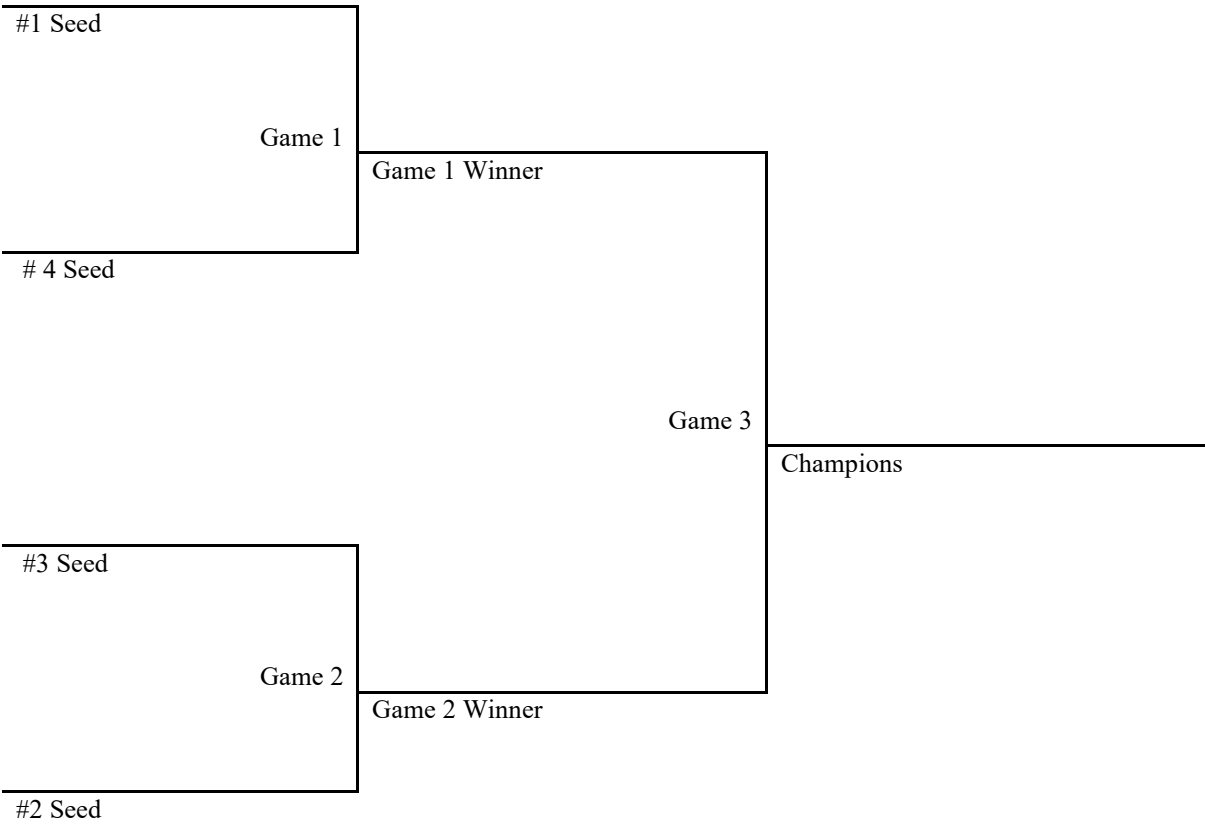
### Three Team Round Robin with Final

| ROUND   | BRACKETS                                      |
|---------|-----------------------------------------------|
| Round 1 | #1 Seed vs. #3 Seed<br>#2 Seed ( <i>Bye</i> ) |
| Round 2 | #2 Seed vs. #3 Seed<br>#1 Seed ( <i>Bye</i> ) |
| Round 3 | #1 Seed vs. #2 Seed<br>#3 Seed ( <i>Bye</i> ) |
| Final   | Round Robin Winner vs. Round Robin Runner-Up  |

## Four Team Double Elimination Brackets



Four Team Single Elimination Brackets



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## Four Team Round Robin

| ROUND   | BRACKETS                                   |
|---------|--------------------------------------------|
| Round 1 | #2 Seed vs. #3 Seed<br>#1 Seed vs. #4 Seed |
| Round 2 | #1 Seed vs. #3 Seed<br>#2 Seed vs. #4 Seed |
| Round 3 | #1 Seed vs. #2 Seed<br>#3 Seed vs. #4 Seed |

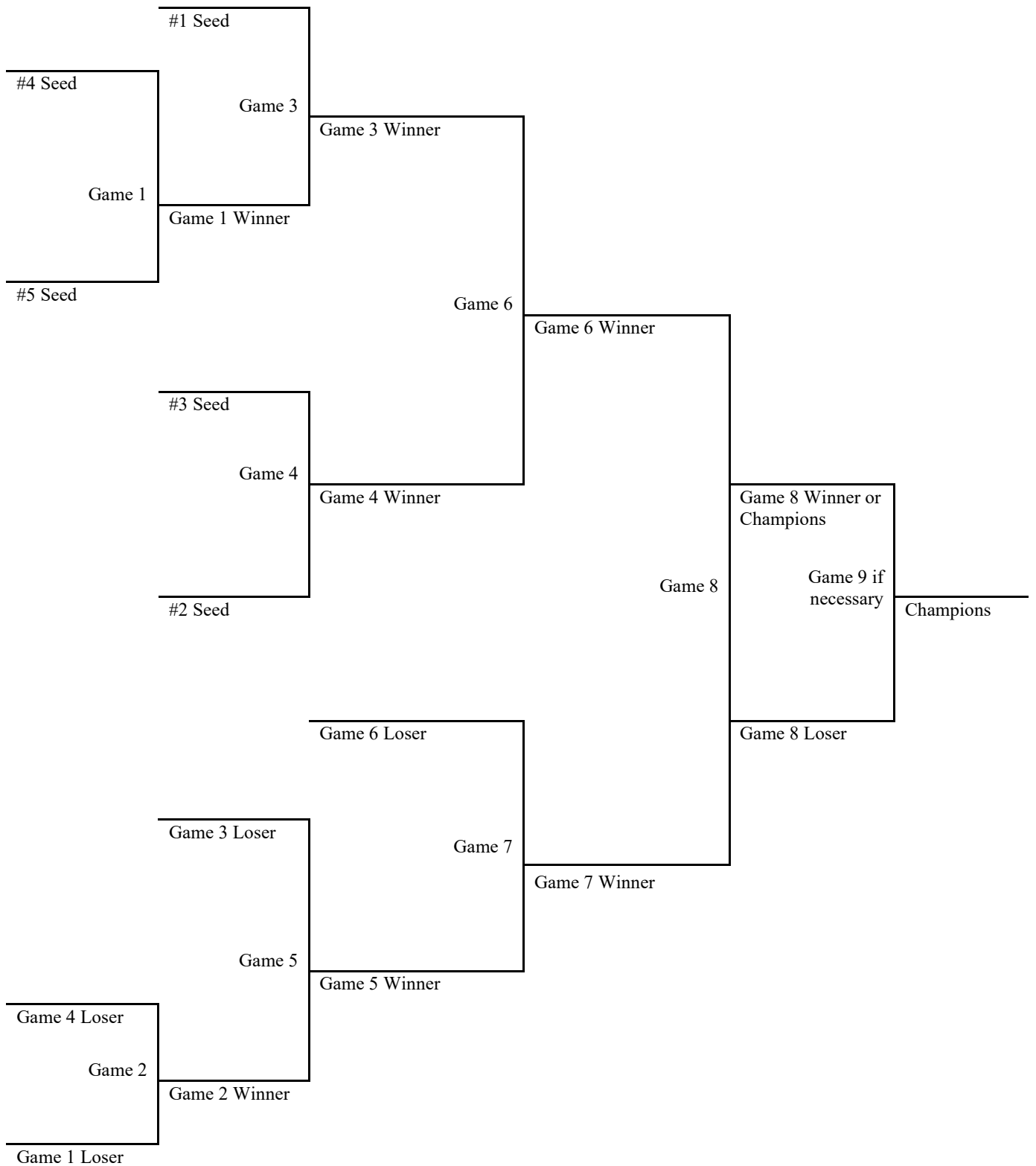
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## Four Team Round Robin with Final

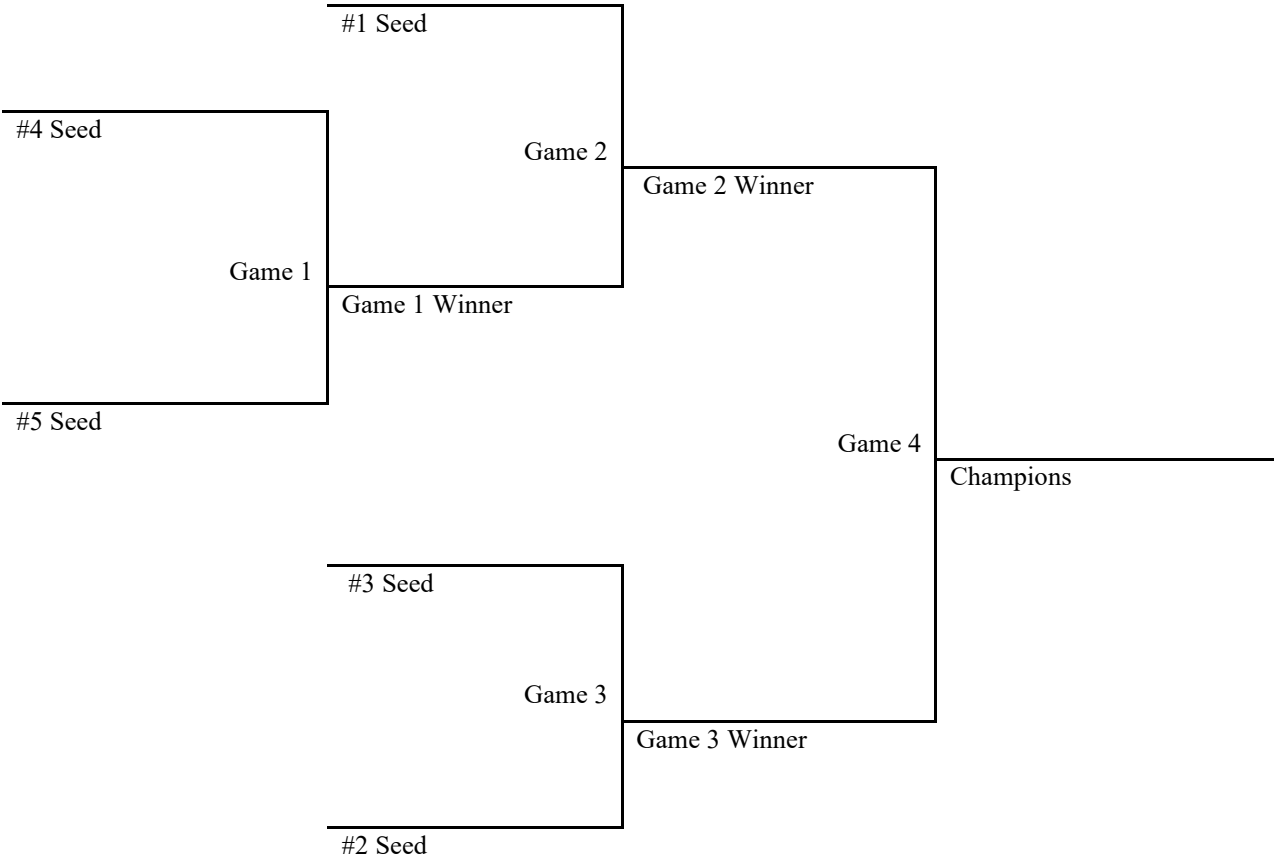
| ROUND   | BRACKETS                                     |
|---------|----------------------------------------------|
| Round 1 | #2 Seed vs. #3 Seed<br>#1 Seed vs. #4 Seed   |
| Round 2 | #1 Seed vs. #3 Seed<br>#2 Seed vs. #4 Seed   |
| Round 3 | #1 Seed vs. #2 Seed<br>#3 Seed vs. #4 Seed   |
| Final   | Round Robin Winner vs. Round Robin Runner-Up |



## Five Team Double Elimination Brackets



**Five Team Single Elimination Brackets**



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## Five Team Round Robin

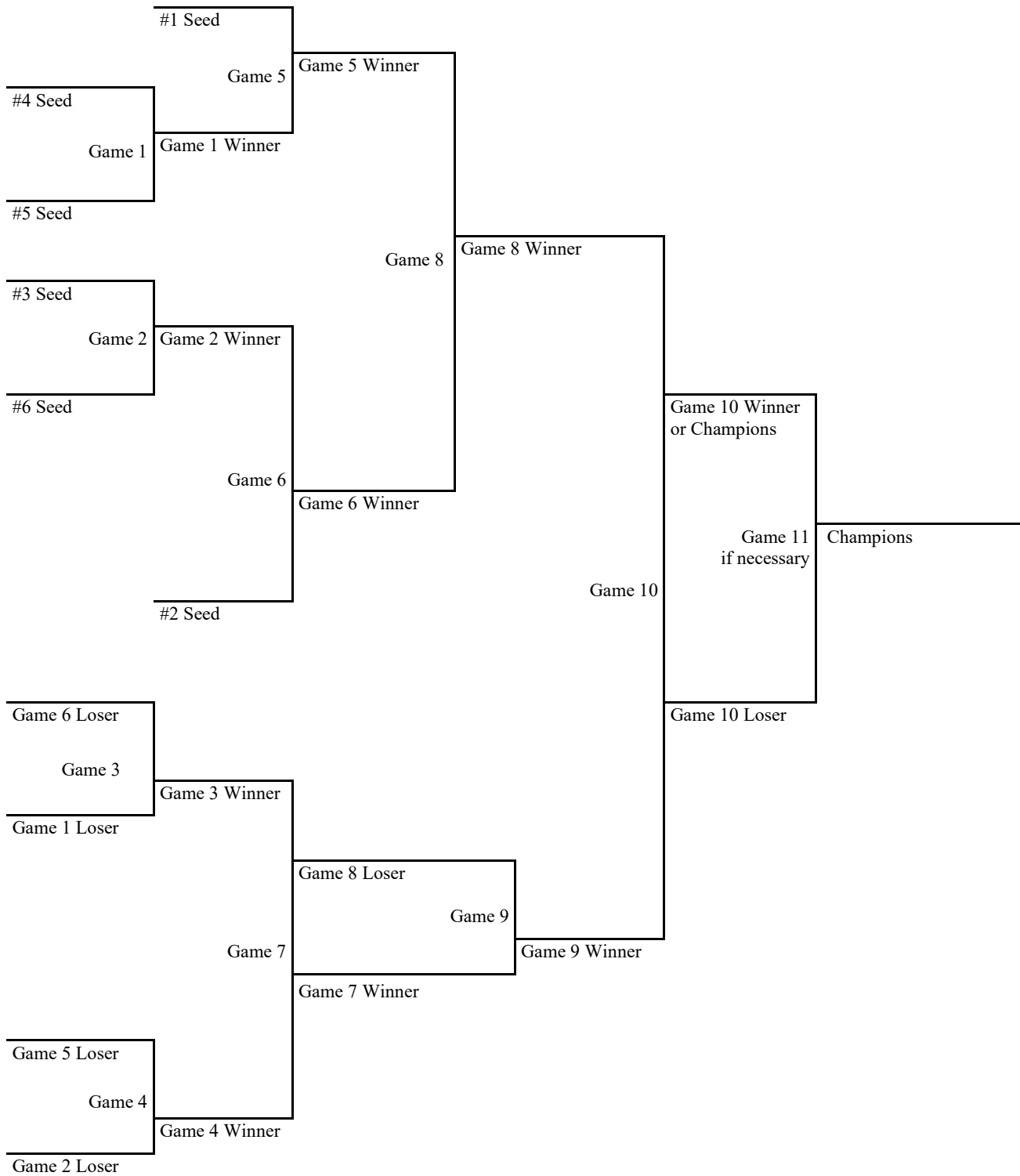
| ROUND   | BRACKETS                                                    |
|---------|-------------------------------------------------------------|
| Round 1 | #1 Seed vs. #5 Seed<br>#2 Seed vs. #4 Seed<br>#3 Seed (Bye) |
| Round 2 | #2 Seed vs. #5 Seed<br>#3 Seed vs. #4 Seed<br>#1 Seed (Bye) |
| Round 3 | #1 Seed vs. #4 Seed<br>#2 Seed vs. #3 Seed<br>#5 Seed (Bye) |
| Round 4 | #1 Seed vs. #3 Seed<br>#4 Seed vs. #5 Seed<br>#2 Seed (Bye) |
| Round 5 | #1 Seed vs. #2 Seed<br>#3 Seed vs. #5 Seed<br>#4 Seed (Bye) |

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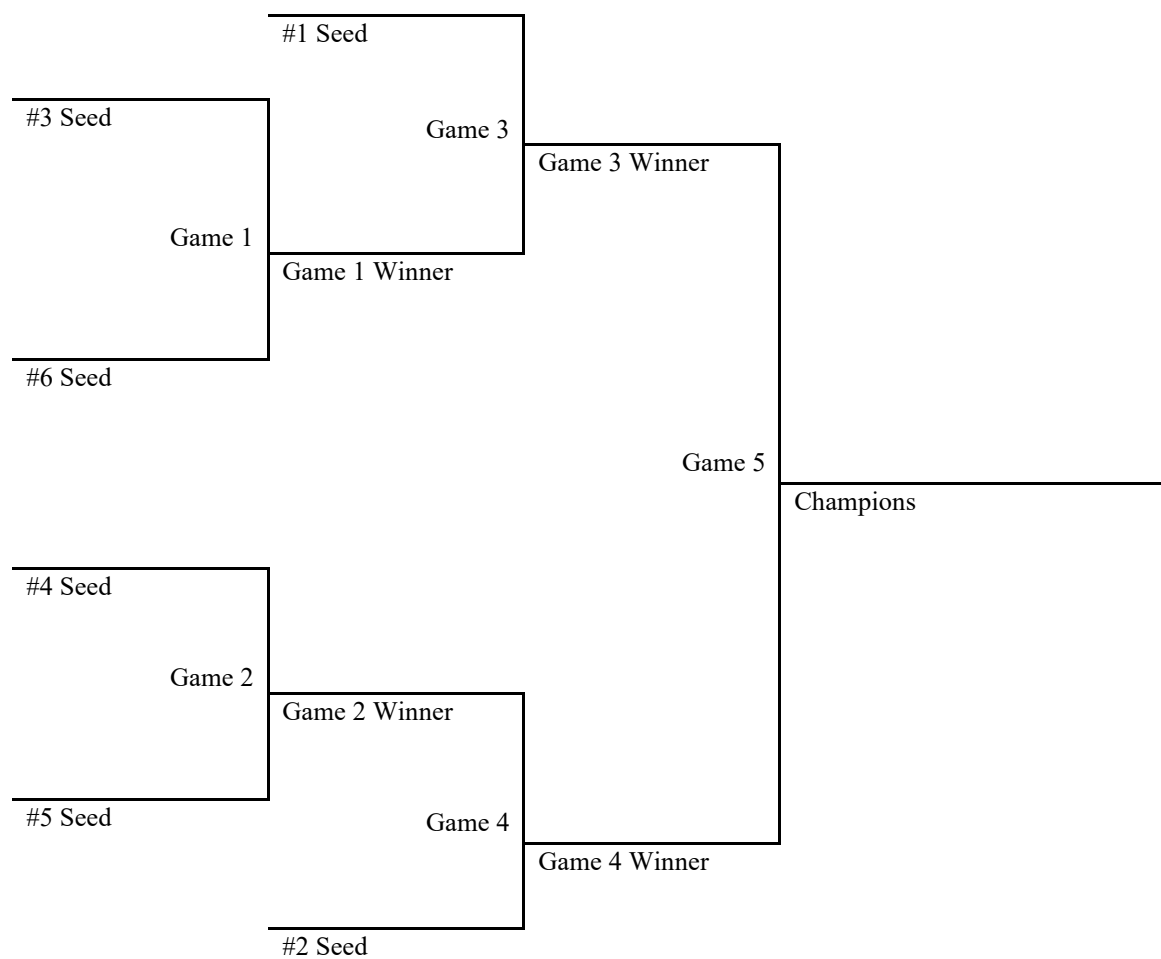
## Five Team Round Robin with Final

| ROUND   | BRACKETS                                                    |
|---------|-------------------------------------------------------------|
| Round 1 | #1 Seed vs. #5 Seed<br>#2 Seed vs. #4 Seed<br>#3 Seed (Bye) |
| Round 2 | #2 Seed vs. #5 Seed<br>#3 Seed vs. #4 Seed<br>#1 Seed (Bye) |
| Round 3 | #1 Seed vs. #4 Seed<br>#2 Seed vs. #3 Seed<br>#5 Seed (Bye) |
| Round 4 | #1 Seed vs. #3 Seed<br>#4 Seed vs. #5 Seed<br>#2 Seed (Bye) |
| Round 5 | #1 Seed vs. #2 Seed<br>#3 Seed vs. #5 Seed<br>#4 Seed (Bye) |
| Final   | Round Robin Winner vs. Round Robin Runner-Up                |

## Six Team Double Elimination Brackets



## Six Team Single Elimination Brackets



Six Team Pool Play

Pool A

| SCHOOL | POOL PLAY RECORD |
|--------|------------------|
| #1     |                  |
| #4     |                  |
| #5     |                  |

Pool B

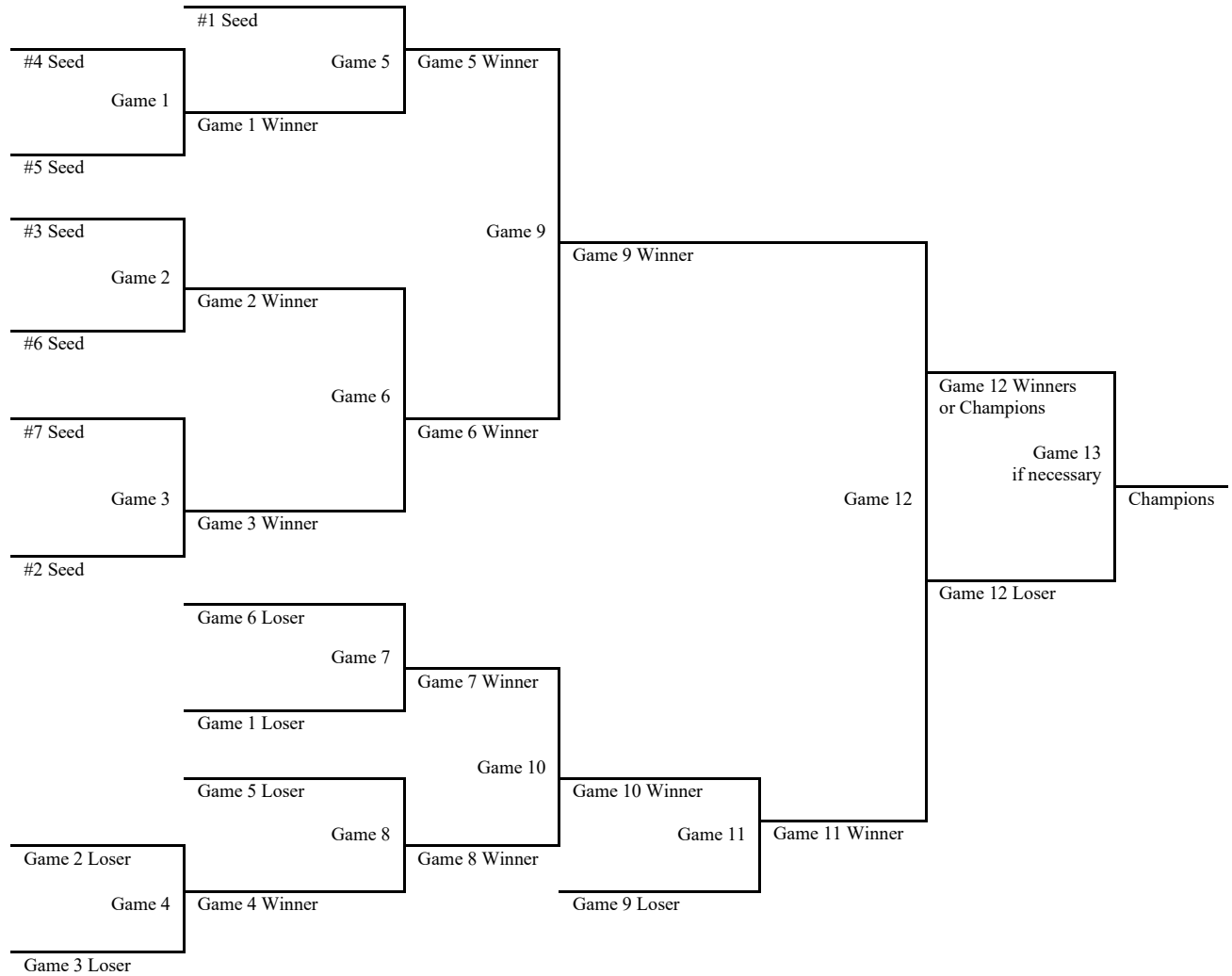
| SCHOOL | POOL PLAY RECORD |
|--------|------------------|
| #2     |                  |
| #3     |                  |
| #6     |                  |

Schedule

| Day 1    | Day 2    | Day 3    |
|----------|----------|----------|
| #1 vs #5 | #4 vs #5 | #1 vs #4 |
| #2 vs #6 | #3vs #6  | #2 vs #3 |

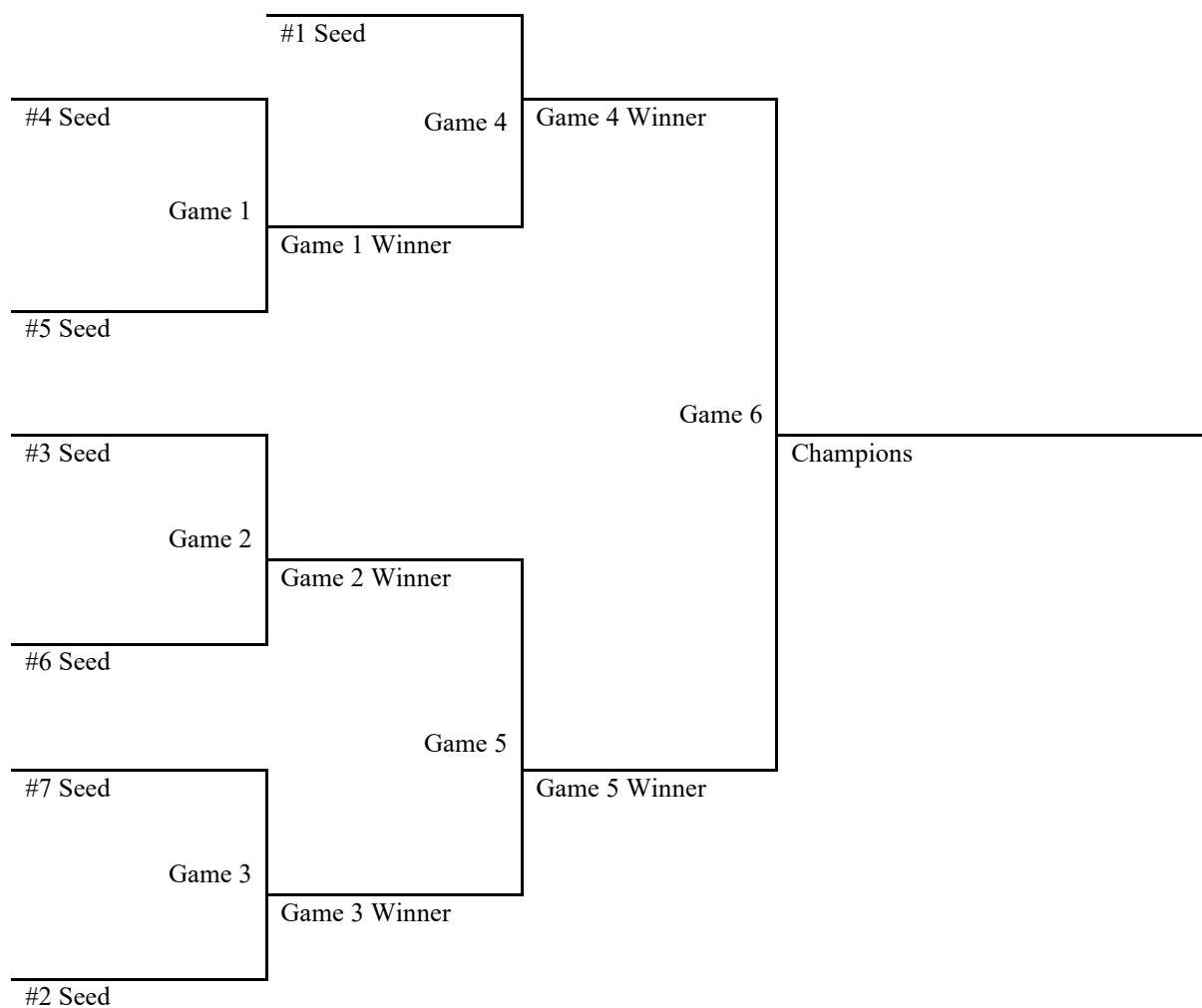
Championship Pool A Winner vs Pool B Winner

## Seven Team Double Elimination Brackets





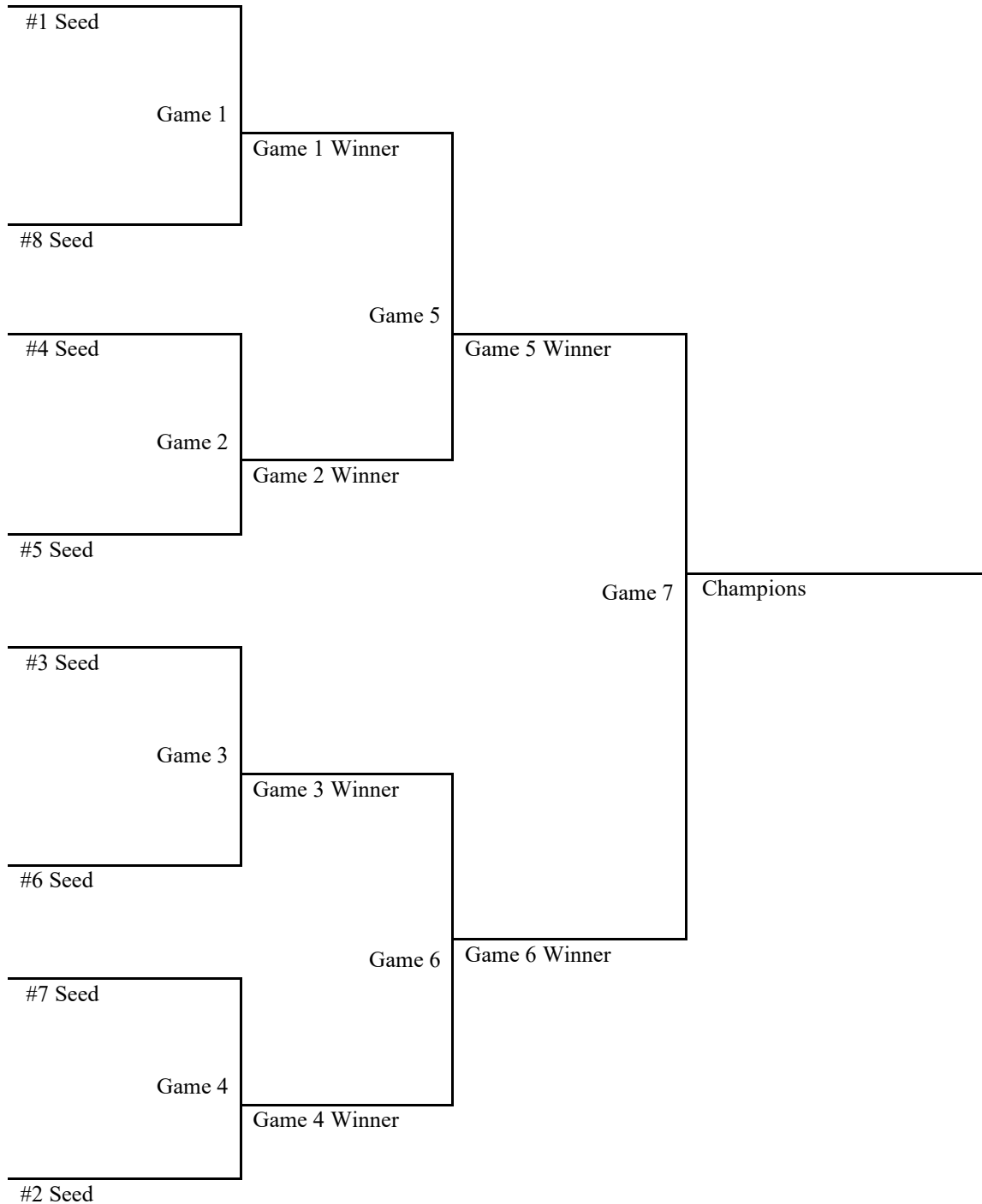
## Seven Team Single Elimination Brackets



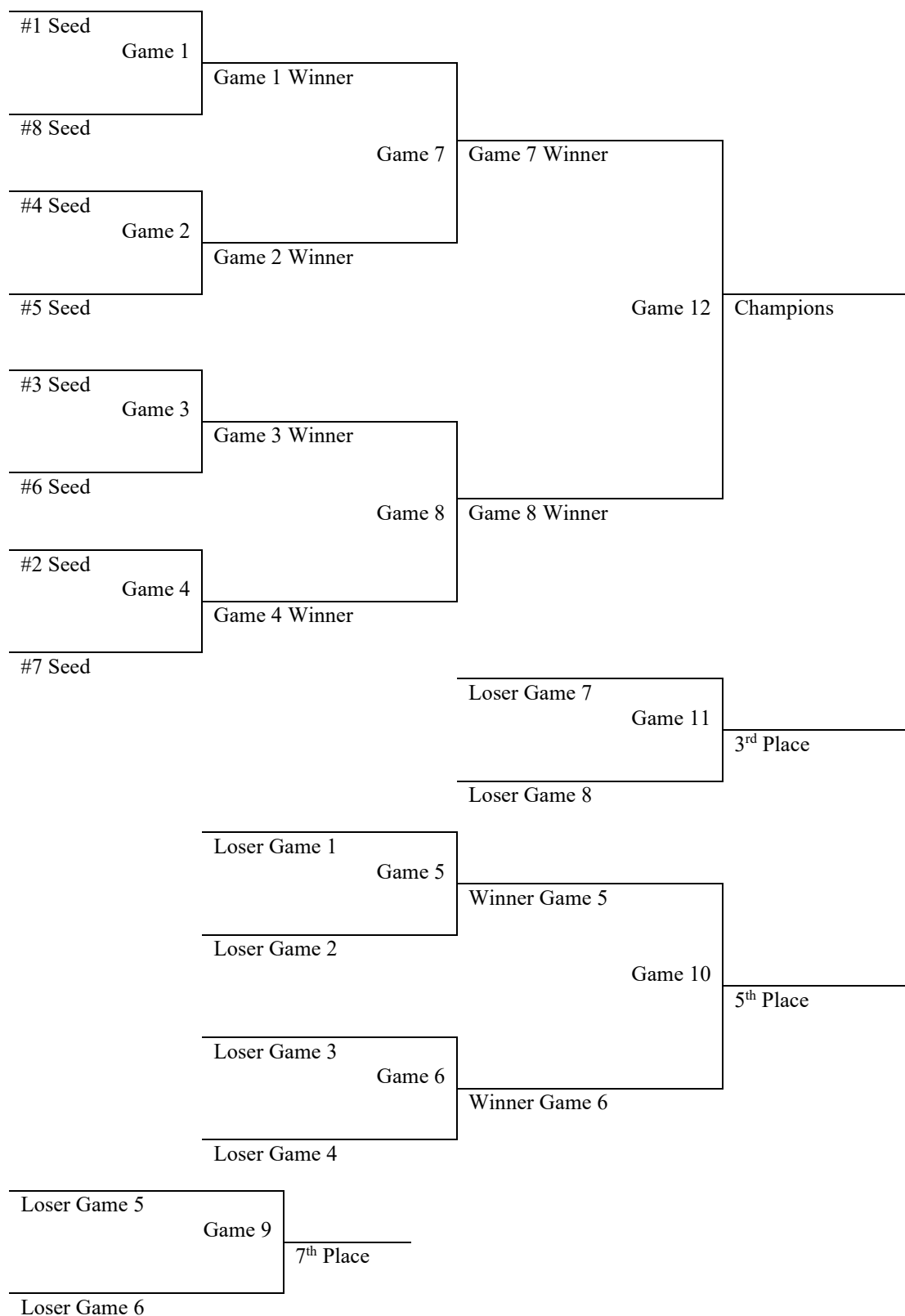
## Eight Team Double Elimination Brackets



## Eight Team Single Elimination Brackets



## Eight Team Single Elimination with Consolation



## Eight Team Pool Play

### Pool A

| SCHOOL | POOL PLAY RECORD |
|--------|------------------|
| #1     |                  |
| #4     |                  |
| #5     |                  |
| #8     |                  |

### Pool B

| SCHOOL | POOL PLAY RECORD |
|--------|------------------|
| #2     |                  |
| #3     |                  |
| #6     |                  |
| #7     |                  |

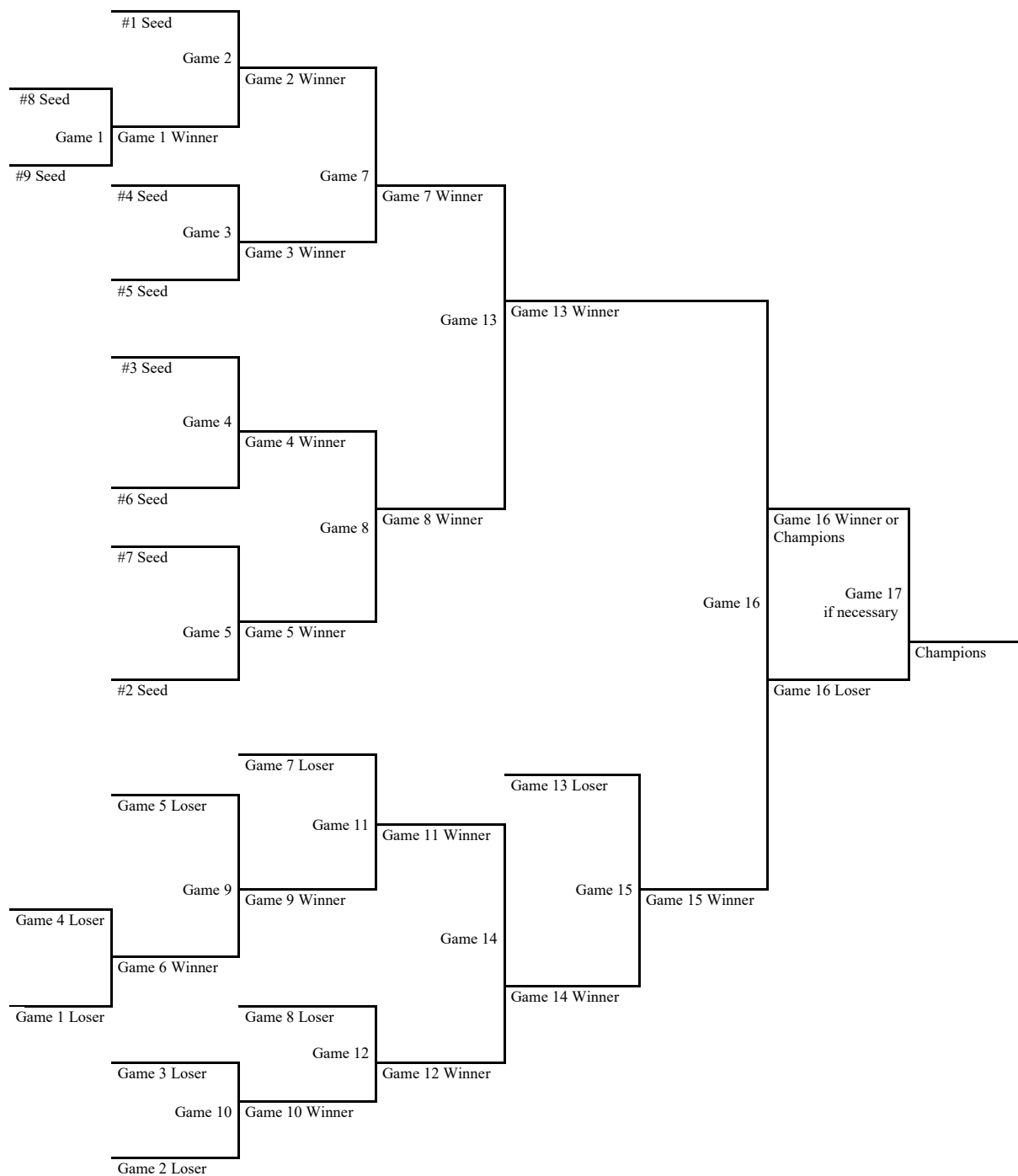
### Schedule

| <u>Day 1</u> | <u>Day 2</u> | <u>Day 3</u> |
|--------------|--------------|--------------|
| #1 vs #8     | #1 vs #5     | #1 vs #4     |
| #2 vs #7     | #2 vs #6     | #5 vs #8     |
| #4 vs #5     | #4 vs #8     | #2 vs #3     |
| #3 vs #6     | #3 vs #7     | #6 vs #7     |

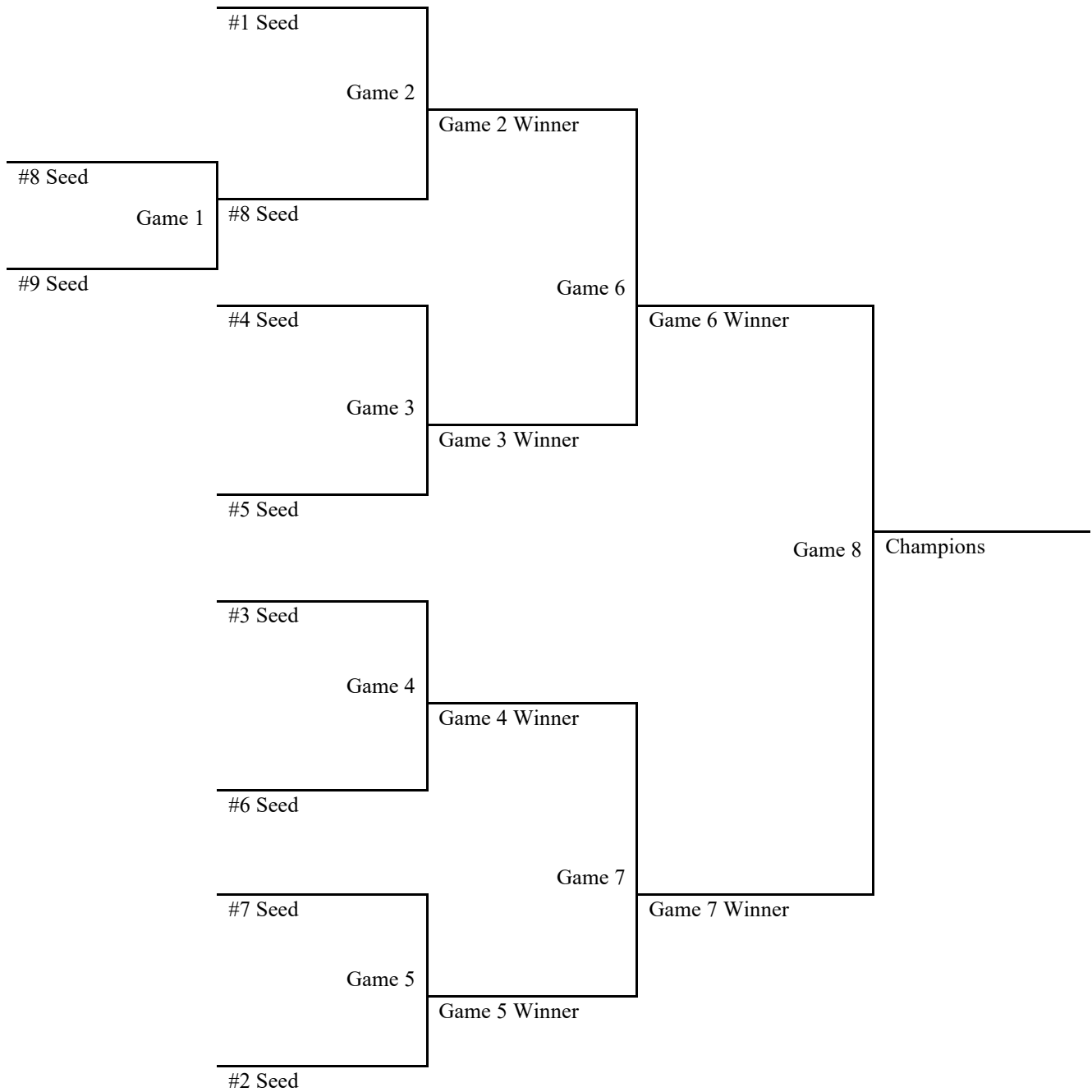
### Championship

Pool A Winner vs. Pool B Winner

## Nine Team Double Elimination Brackets



## Nine Team Single Elimination Brackets



## Nine Team Pool Play

### Pool A

| SCHOOL | POOL PLAY RECORD |
|--------|------------------|
| #1     |                  |
| #6     |                  |
| #9     |                  |

### Pool B

| SCHOOL | POOL PLAY RECORD |
|--------|------------------|
| #2     |                  |
| #5     |                  |
| #8     |                  |

### Pool C

| SCHOOL | POOL PLAY RECORD |
|--------|------------------|
| #3     |                  |
| #4     |                  |
| #7     |                  |

### Schedule

| <u>Day 1</u> | <u>Day 2</u> | <u>Day 3</u> |
|--------------|--------------|--------------|
| #1 vs #9     | #6 vs #9     | #1 vs #6     |
| #2 vs #8     | #5 vs #8     | #2 vs #5     |
| #3 vs #7     | #4 vs #7     | #3 vs #4     |

**The first-place teams in each pool will play in a semifinal, plus one wildcard team**

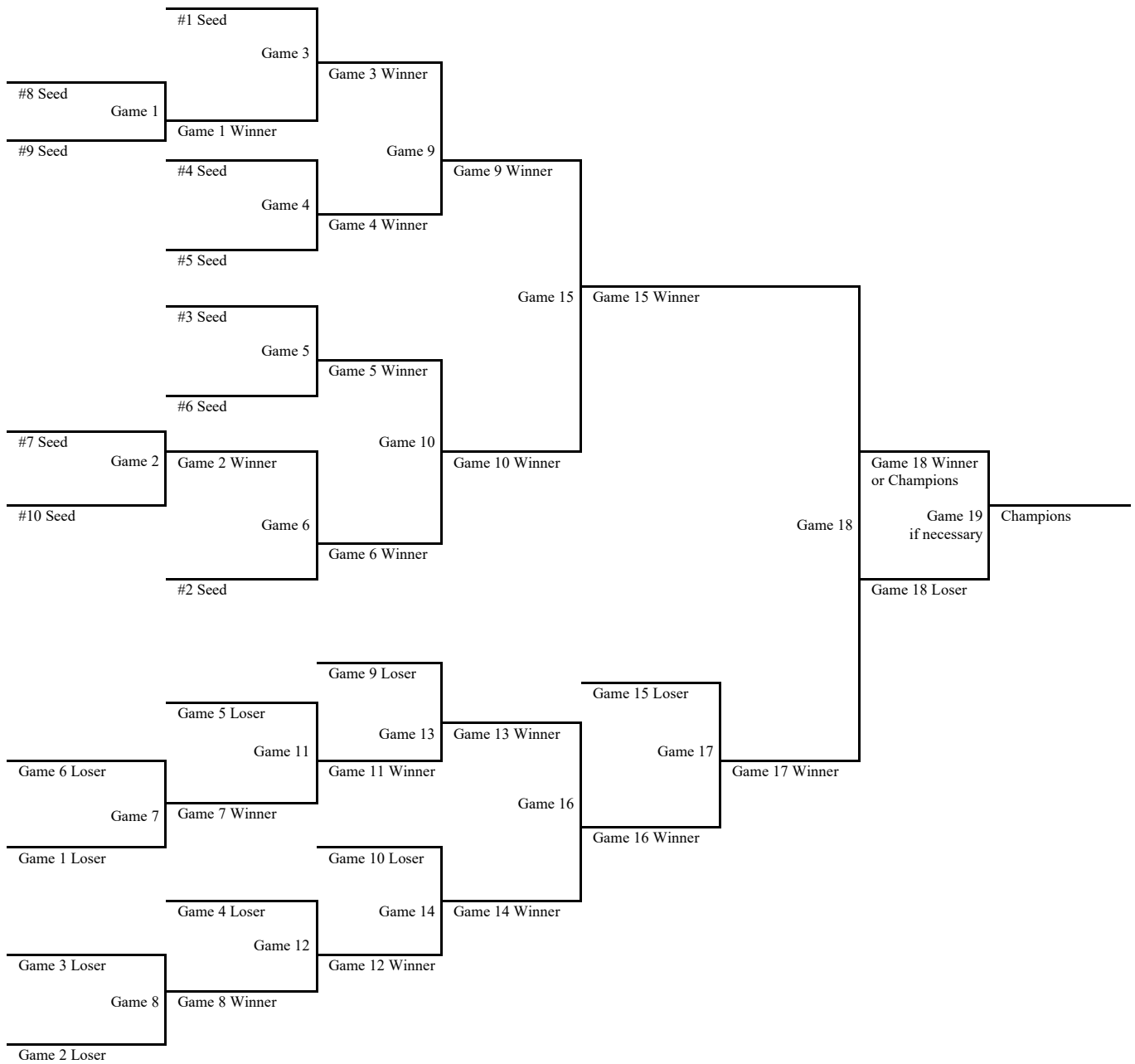
**Semifinal 1 (Teams Reseeded)** #1 vs. #4

**Semifinal 2 (Teams Reseeded)** #2 vs. #3

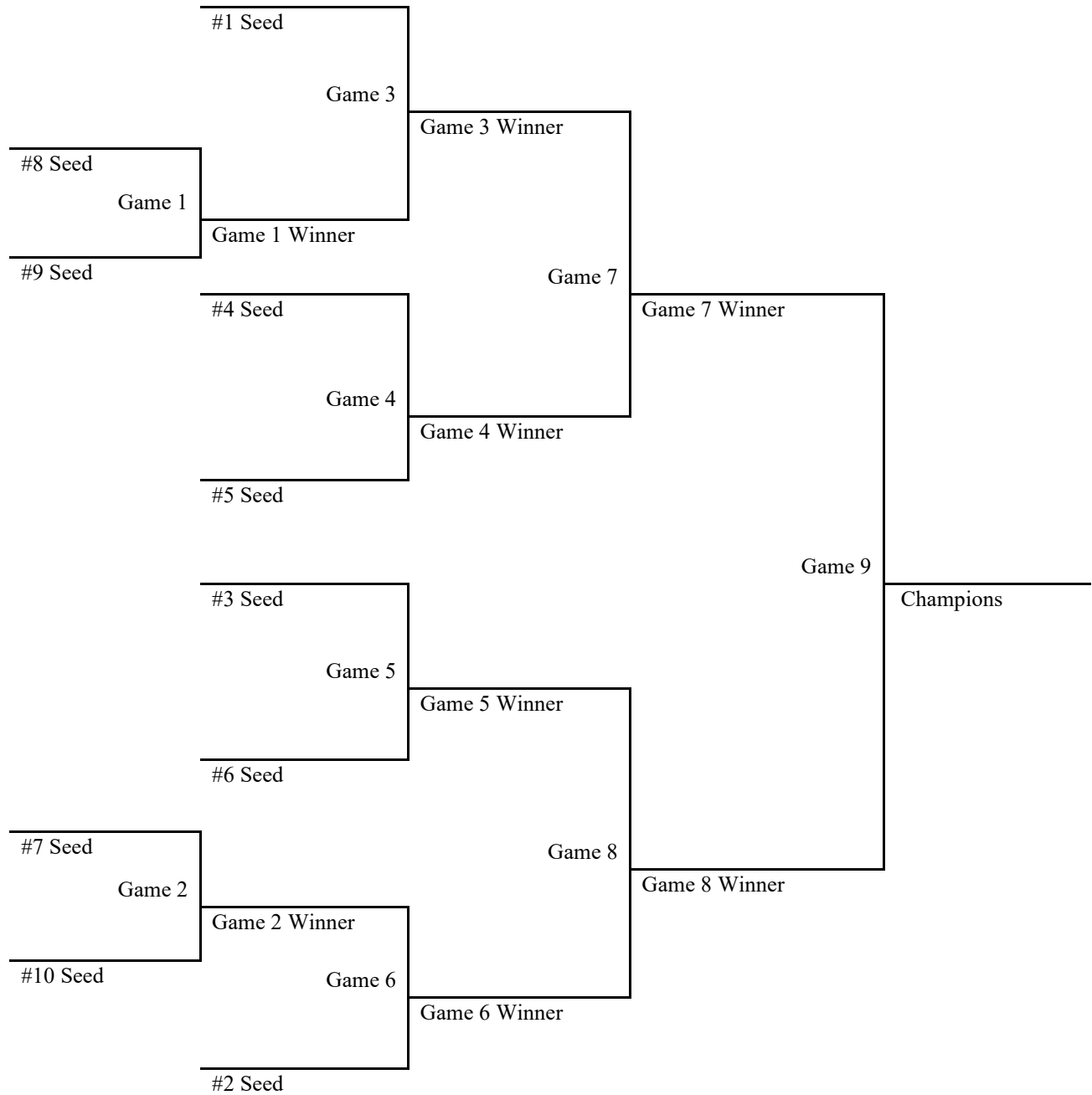
**Championship** Winner Semi 1 vs. Winner Semi 2



## Ten Team Double Elimination Brackets



## Ten Team Single Elimination Brackets



## Ten Team Single Elimination with Consolation

