

**FIELD HOCKEY POLICIES – UPDATED 08/22/16**

**A. GENERAL ADMINISTRATION**

1. **Competition Rules.** Conference competition (regular season and Conference championships) shall be governed by International Field Hockey (FIH) rules as modified annually by the NCAA Field Hockey Committee.
2. **Competition Site.** All Conference games are to be played on the field of the scheduled home team, except by mutual agreement of the Athletic Directors of the competing teams. When, because of extenuating circumstances, a substitute home field is required, an athletics administrator of the home team is required to notify the affected team in advance of the scheduled game.
3. **Complimentary Tickets.** If an institution charges admission to regular season home contests, it must provide 20 complimentary tickets to each visiting Conference opponent. *(Revised February 2000)*
4. **Conference Schedule.**
  - a. The Conference field hockey schedule shall feature intra-division, double round-robin play. Each member institution shall play two regular season games, one home and one away, against each divisional opponent. East Division teams will play eight (8) conference games and West Division teams will play six (6) conference games. The Conference office shall be responsible for preparing the annual Conference schedule for the East Division programs. Conference contests will be scheduled on Friday during the regular season. Institutions may alter the schedule only with prior approval from the Conference office. No Conference games may be scheduled after the Sunday preceding the annual championship. *(Revised August 2015)*
  - b. All America East Conference field hockey games must be played prior to the end of the regular season. In the event an America East Conference game must be postponed from its original starting time, all attempts should be made to have both teams remain at the competition site to determine if the game should be delayed until a later time that day. If the game site is deemed unplayable for the entire day, the contest must be made up on the first mutually agreed upon date available for both institutions, as determined by athletic administrators, and must be made up prior to the end of the regular season. If necessary, teams shall pre-empt a non-Conference game in order to obtain an open date for the Conference game. *(Revised February 2003)*
5. **Event Management Policies.**
  - a. **Ball Persons**
    - i. A minimum of four ball persons shall be provided by the host institution for each game on a grass field. The ball persons shall be given instructions as to their responsibilities.

- ii. A minimum of six ball persons shall be provided by the host institution for each game on a turf field. The ball persons shall be given instructions as to their responsibilities.
- b. Game Ball. The field hockey ball to be used for Conference play shall be the Kookaburra Dimple ball for playing surfaces that are watered completely. If the turf is not completely watered (i.e., when either only the circles or from the 25-yard line down are watered, smooth balls (white Penn Monto Elite Turf Balls) must be used. *(Revised February 2009)*
- c. Locker Rooms. The host institution shall make every effort to provide two separate and secure locker room areas for competing teams during the regular season. *(Revised August 2006)*
- d. Practice Balls. The home team in all Conference games shall provide 60 balls (either Kookaburra Dimple or Penn Monto Elite Turf Balls, dependent upon surface) of the color and quality that will be used in the game to the visiting team for its practice and pre-game warm up. *(Revised February 2009)*
- e. Visible Game Clock/Pre-Game Protocol. A visible game clock shall be used whenever possible. The pre-game protocol shall be used during the regular season and Conference championship. The time on the clock shall count down to zero. The half or period shall end on the umpire's whistle. There will be no stick check before the game. A stick will only be checked when a coach questions the legality of the stick in question.
  - The following protocol will be followed for all games assigned by the Coordinator of Officials of the America East Conference.

**Officials will arrive one hour prior to scheduled game time.**

Real Time	Game Clock
50 minutes prior to scheduled game time	
Stick check, <i>if necessary</i>	45:00
10 minutes prior to scheduled game time	
Umpires meet with Captains	05:00
5 minutes prior to scheduled game time	00:00
Players clear field	
<ul style="list-style-type: none"><li>○ Umpires check cages, nets, and field markings</li><li>○ Visiting team introductions</li><li>○ Home team introductions</li><li>○ National Anthem</li></ul>	
Actual game time	35:00

- ii. If there are no introductions or National Anthem, the above item is set with only two minutes difference between warm-up clock and real time. The game will begin at the scheduled time.
- iii. It shall be the responsibility of the home team to notify any non-Conference visiting teams or teams playing neutral games on America East fields and assigned by the America East Coordinator of Officials. *(Revised July 2007, 2015)*

**6. Field Requirements.** The following are recommended minimum field requirements for field hockey fields at Conference institutions.

- a. Artificial Turf Surfaces
  - i. The turf should be swept or vacuumed the day before a Conference game is played, if necessary.
  - ii. The 25-yard line must be clearly marked according to current NCAA Field Hockey Rules modifications.

**7. Game Times.** All Conference game times shall be the decision of the host institution.

**8. Home Game Administrator.** A game management representative from the host institution must be designated for each contest. The representative shall be identified to all game officials and the visiting team's coaching staff prior to the contest and shall be located at the scorer's table or in another central and visible location for the duration of the contest. In addition, this individual shall be versed in the operation of all equipment and/or shall be equipped with a means of communication to contact necessary personnel in the event that problems arise. *(Revised March 2010)*

**9. Non-Conference Scheduling.** Each Conference team must play its entire schedule against teams holding NCAA Division I Field Hockey status.

**10. Practice Times.** Institutions are advised to make every effort to provide a visiting Conference team with a practice time on the day preceding a Conference contest if there are no facility conflicts. Visiting institutions shall request practice time no later than September 1<sup>st</sup> to receive best consideration for practice opportunities. Practice playing surface (e.g., watered or non-watered) should mirror game condition. *(Revised July 2009)*

**11. Scouting Policy.** There shall be no verbal or visual (including videos, photographs or films) exchanges of scouting reports on any Conference team given to non-Conference opponents.

**12. Sporting Conduct.** Please refer to the America East Administrative Policy Manual.

**13. Umpires.** Each member institution shall use umpires as assigned by the America East Conference Coordinator of Field Hockey Officials for all home games, including exhibition games. Host institutions shall be responsible for the prompt payment of officials. The game fee for a fall scrimmage shall be a flat rate equal to one-half the regular season fee and will not include a per diem or mileage. All regular season games

shall have two umpires. Umpires may not be publicly criticized by Conference member institution's personnel; including comments to media outlets (*see administrative policy manual*). (*Revised August 2005*)

14. **Uniforms.** Participants in the regular season and Conference championship play shall wear exclusively the official uniform of their institution in competition and during related ceremonies. All NCAA restrictions applying to apparel worn by student-athletes shall be strictly enforced.
15. **Video Exchange Program.** The Conference will adhere to the NFHCA Video Exchange policy requiring open video exchange of all games without limitation via TeamXStream. Refer to the general guidelines of the NFHCA agreement for requirements. (*Revised August 2015*)

## B. CONFERENCE CHAMPIONSHIP

1. **Championship Eligibility.** An institution shall be prohibited in both team and individual sports from competing in Conference championship postseason play if a team falls below the 930 APR benchmark. (*Revised July 2012*)
2. **Championship Format:** The annual championship shall consist of an eight-team single elimination format. All four West Division teams and the top four East Division teams shall participate and be seeded based on regular season play. The championship site will be played at predetermined campus site each year. The playing surface for the championship must be a "non-filled" watered artificial surface which meets Level 1 FIH performance requirements for synthetic pitches. However, if the site chosen for the championship does not water the field during the regular season, the field will not be watered for championship play. If a field is watered for the game, it should be watered for all practices (weather permitting). (*Revised August 2015*)
  - **Tie-Break Criteria:** Ties shall be broken from the top of the standings down. In the event of a tie between two or more teams, the tie shall be broken using the following criteria in order:
    - i. Winning percentage in conference games versus the other teams with which it is tied (i.e. head-to-head competition).
    - ii. Winning percentage in conference games versus the other conference opponents in descending rank order. In the event of arriving at another group of tied teams when comparing records, each team's record (winning percentage) versus the combined tied teams is used rather than the performance versus the individual tied teams.
    - iii. Each tied team's total goal differential (maximum of four-goal differential in each game) in conference games. The team with the highest total goal differential gains the advantage.
    - iv. Each tied team's total goals (maximum of four goals in each game) in conference games. The team with the most total goals gains the advantage.

- v. Each tied team's total goals allowed (maximum of four goals in each game) in conference games. The team with the fewest total goals allowed gains the advantage.
- vi. Draw conducted by the Commissioner or his/her designee.

Once a tie is broken among three or more teams, immediately return to (1) to break the tie between the remaining teams.

3. **Competition Surface.** If the surface is watered, each team is allowed in the bench area while the field is being watered and 45 minutes will be placed on the clock following the field being watered. If the field is a non-watered surface, 60 minutes will be placed on the clock following the teams clearing the field after the first semifinal game. *(Revised July 2007)*
4. **Dates.** The America East Conference Field Hockey Championship shall take place on the **Thursday through Sunday** of the weekend immediately preceding the NCAA Division I Field Hockey Championship. *(Revised August 2015)*
5. **Event Management.** The host institution shall be responsible for providing:
  - Playing field that meets NCAA regulations
  - Covered press structure with PA system
  - Internet Access
  - Public address announcer
  - Scoreboard operator, official scorekeeper/statistician
  - Visible scoreboard and spectator stands
  - Separate medical area for trainers and doctors
  - Restroom facilities
  - Grounds crew, ticket sellers, ticket takers, ushers and other security personnel
  - A minimum of six ball retrievers for each game
6. **Game Ball.** The championship ball shall be the Kookaburra Dimple ball on playing surfaces that are completely watered. The Penn Monto Elite Turf (white) field hockey ball shall be used if the field is not completely watered (i.e., when either only the circles or from the 25-yard line down are watered). The host institution shall receive 18 balls for use at the tournament. The orange edition of the ball shall be used in adverse weather or at the discretion of the games committee. At least 60 practice balls must be provided by the host institution for use by competing teams. *(Revised January 2009)*
7. **Locker Rooms.** The host institution shall make every effort to provide two separate and secure locker room areas for competing teams during the championship. *(Revised August 2006)*
8. **Pre-Championship Call.** A pre-championship conference call of head coaches, tournament administration, and game officials shall be held to discuss details of the tournament.

9. **Pre-Game Schedule.** All teams are guaranteed a minimum of 45 minutes of warm-up on the game field.
10. **Pre-Game Award Recognition.** All-Conference award winners will be acknowledged prior to the start of each Conference championship contest in which they are participating. The Conference shall provide the public address announcer with a script that must be read for all Conference championship contests. *(Revised July 2009)*
11. **Rescheduling Policy.** In the event of adverse weather, the games committee shall decide if the field is playable prior to a game. Once play commences, the decision to play is that of the Umpire-in-Chief. Every effort shall be made to complete championship, including holding competition on a subsequent day.
12. **Abbreviated or Canceled Championship.** Should it become impossible to complete the championship, the highest remaining seed shall be designated as the Conference's automatic qualifier for the NCAA Division I Field Hockey Championship. If there are two highest seeds remaining (e.g., both No. 1 seeds remaining, the team with the highest RPI preceding the start of the championship shall be designated as the Conference's automatic qualifier for the NCAA Division I Field Hockey Championship. *(Revised September 2015)*
13. **Site.** The championship will be hosted at a predetermined campus site that meets Level I FIH requirements each year. *(Revised August 2015)*
14. **Squad Size.** Players in uniform shall be restricted to the NCAA limit of eligible players and shall be designated on the official roster form that shall be due preceding the championship. Only those players listed on the official roster shall be eligible to play in the championship. Once tournament play has begun, no changes may be made on the official team roster for any reason. *(Revised October 2010)*
15. **Team Benches.** Benches shall be set for the NCAA limit of people (per team) in the championship. The tournament manager may provide additional chairs for the tournament doctor and a security representative.
16. **Umpires.** Two umpires shall be assigned for all games; in addition, a table umpire shall be assigned to each game and shall have supervision over the timer's and scorer's table and ball persons. The Conference office shall secure umpires for the championship. The tournament manager shall appoint the official scorer for each game, and his or her duties shall be as outlined in NCAA Field Hockey Rules. The Conference office, upon conclusion of the championship, shall complete payment of championship officials.
17. **Uniforms.** Participants in the championship shall wear exclusively the official uniform of their institution in competition and during related ceremonies. All NCAA policies and restrictions applying to apparel worn by student-athletes shall be strictly enforced. Uniform colors shall be determined on the pre-championship call.
18. **Filming.** The host institution is responsible for filming each game and providing each competing institution with a copy of the recorded game film. In addition, both teams

advancing to the America East Field Hockey Championship final shall receive copies of the game film from both semifinal games. All film copies shall be of high quality (not compressed) and be provided to the appropriate team(s) once the semifinals have concluded (same day). *(Revised July 2012)*

## C. AWARDS

1. **Weekly Regular Season Awards.** The Conference office shall name a Player, Defensive Player and Rookie of the Week each week during the season of competition. It is the responsibility of each institution to nominate players for these awards. *(Revised July 2012)*
2. **All-Conference Teams.**
  - a. The All-Conference team shall consist of one (1) 11-member team from the East Division and one (1) 11-member team from the West Division consisting of 10 field players, regardless of position, and one (1) goalkeeper. Coaches can only vote on nominees from their own divisions. *(Revised January 2016)*
  - b. The All-Conference team shall be recognized in a Conference media release and shall receive certificates from the Conference office. The award winners will be announced on the day before the championship. *(Revised January 2001)*
3. **All-Rookie Team.**
  - a. The All-Rookie team shall consist of one (1) 12-member team made up of six (6) athletes from the East Division and six (6) from the West Division. There will be no position restrictions for the All-Rookie Team. There is no restriction on the number of rookies a coach can nominate to the team, provided that they are a starter or significant contributor. Coaches can only vote on nominees from their own divisions. *(Revised January 2016)*
  - b. The All-Rookie team shall be recognized in a Conference media release and shall receive certificates from the Conference office. The award winners will be announced on the day before the Championship.
4. **Individual Awards.**
  - a. Individual awards from the Conference office shall be provided to the Offensive Player and Defensive Player of the Year, Rookie of the Year, the Coaching Staff of the Year, Midfielder of the Year and Goalkeeper of the Year. These awards are open to individuals from both divisions. Each head coach shall vote on each individual award *(Revised January 2016)*
  - b. A player can be nominated for only one major award amongst Offensive Player of the Year, Midfielder of the Year and Defensive Player of the Year. *(Revised January 2016).*

5. **Regular Season Champion.** A team trophy shall be awarded to the regular season champion in each division. *(Revised August 2015)*
6. **All Championship Team.** An All-Championship team shall be selected by the participating coaches. One player shall be selected from each of the teams losing in the quarterfinal round, two players from each of the teams losing in the semifinal round, three players from the runner-up team and four players shall be chosen from both the championship team. The Most Outstanding Player shall be one of the four selected from the winning team and shall receive an additional individual award. Members of the All-Championship team shall receive plaque. *(Revised August 2015)*
7. **Championship Team Awards.** A team trophy shall be awarded to both the championship team and the runner-up. Additionally, members of the championship team shall receive champion gifts.
8. **Fan Choice Player of the Year.** America East Fans, through on-line voting, will select an America East Fan Choice Player of the Year. *(Revised August 2015)*