

ARTICLE 13

CHAMPIONSHIPS

13.1 Guiding Principles. The determination of League champions is one of the most significant purposes of the Patriot League. Participation in a League championship is the culmination of the competitive season for most student-athletes and represents the ultimate competition among peers. Championships shall be operated in a manner that promotes the highest ethical conduct and ensures the optimum student-athlete experience. In concordance with our Patriot League values, student-athletes and programs will be recognized for both their academic and athletic achievements from the season. As a result of the student-athlete's time, dedication and sacrifice, they are rewarded by participating in a championship that is run with class, spirit and integrity.

- a. The host institution, in coordination with the League staff, will ensure a safe, fair and sportsmanlike atmosphere for the tournament.
- b. League championships will be conducted using NCAA championship guidelines in order to better prepare teams for play in the NCAA championship.
- c. Championships will be designed to ensure that parameters for NCAA Automatic Qualification are met.
- d. As a reward for sports with non-full field championships, the regular-season champion becomes the number one (1) seed and host for that year's tournament, unless otherwise specified. Full-field championships sites will be selected via a rotation of the institutions and contingent on the adequacy and availability of the facility.
- e. Hosting a League championship requires a serious commitment on the part of the host institution to assure that top quality conditions are in place so that each participating student-athlete is able to perform at the peak of their ability. Full cooperation in achieving this goal is expected.
- f. Host facility(s) will be available for play from the beginning of practice, through the conclusion of the championship and meet the League's minimum standards. If an event arises that does not permit practices on the competition venue and the host institution has exhausted all options to accommodate practices on the competition surface, an alternative site may be determined for practices. All teams must practice at the same alternative site. Championship practice and competition takes priority over regular-season contests and the League staff will work with the host institution to alleviate conflicts. *[CAA, September 2019]*
- g. In order to minimize missed class time, practice at the host site will generally be limited to the day prior to the start of the championship for full-field sports and the day prior to the semifinal contests and any day in between any rounds for the non-full-field championships. *[CAA, November 2024]*
- h. Championship budgets must be managed efficiently. So as not to create ever-increasing standards for future hosts, no host enhancements will be permitted (e.g., gifts, banquets, speakers).

ARTICLE 13: CHAMPIONSHIPS

- i. Broadcast partners and sponsors should be incorporated into League championships in a manner that ensures the quality and integrity of the championship.

13.2 General Administration. All Patriot League championships shall be conducted under the direct supervision of that championship's manager and the Patriot League representative for the championship. The championship manager and the Patriot League representative shall be the final authority regarding all championship matters on-site as some adjustments should be expected in the best interest of the championship. All League Championships are subject to such requirements, standards and conditions as may be prescribed by the League's Constitution and Bylaws.

Specific information regarding administration, facility and championship management, game and practice procedures and sport-specific championship information for all Patriot League Championships can be found in the Patriot League Championship Manuals.

- a. **Championship Manager.** The Championship Manager shall be designated by the Director of Athletics at the host institution.
- b. **Games Committee.** The official Games Committee will consist of the Patriot League Representative(s), the Championship Manager, the head official and the coaches' group chair (if present; if not, the host coach), unless noted differently in the sport-specific League Championship Manual. In case of a crisis situation or major emergency, the Games Committee will work in conjunction with the Patriot League Commissioner and the administrative committee (with its representation described in 13.2.i). Please see the Patriot League Championship Manuals for sport-specific Games Committee information. *[Staff editorial revision, July 2017; revised, CAA, February 2018; revised, CAA, November 2024]*
- c. **Dates and Site.** The exact dates and site of the tournament will be listed and distributed to each institution by the League office.
- d. **Host Institution Site.**
 1. Unless the championship is designated as home of the highest seed, the site is selected on a rotating basis, subject to the agreement of the host institution.
 2. If a member institution chooses not to host a League championship, the League office must be notified a minimum of one year in advance. A replacement site would be determined by soliciting the membership and presenting the alternative site(s) to the Sport Management Committee for selection and final approval. In the selection process, consideration will be given to other championships hosted in a given year, fiscal impact, as well as past and future championship host rotation. A host institution must have a facility that meets the minimum standards for hosting the particular championship. *[Revised, CAA, February 2017]*
 3. If the championship is designated as home of the highest seed and if the highest seed cannot, or chooses not to host the championship, then the option moves in descending order to the second-highest seed, etc.

ARTICLE 13: CHAMPIONSHIPS

- 4. Minimum Standards for all Championships. [Revised, CAA, November 2021; revised, CAA, February 2022]** The following requirements are paramount to hosting a League championship:
- a.** Playing area that meets NCAA guidelines or is approved by Committee on Athletic Administration.
 - b.** Locker rooms or team area must be provided and should be in reasonable proximity to the competition area.
 - c.** Spectator seating area to accommodate the majority of anticipated spectators.
 - d.** Parking area in close proximity to the competitive site to accommodate teams and spectators.
 - e.** Scoring table and press area (preferably protected from inclement weather) to accommodate the needs of the championship.
 - f.** As appropriate for the specific championship event or venue, a concession stand (either permanent or portable) should be provided on-site. If concessions are provided, the permanent or portable concession stand should be equipped to service those attending the championship.
 - g.** Institutional staffing assigned and available to assist Patriot League staff with the conduct and management of the championship beginning the day before competition through the completion of play and tear down.
 - 1.** Championship Manager (pre-planning, on-site supervision, evaluation/wrap-up).
 - 2.** Media Relations staffing (scoring, timing, PA, stats and reporting, credentialing).
 - 3.** Facility/Operations staff (for set-up, tear down and on-going maintenance).
 - 4.** Merchandise personnel (to staff program and merchandise sales area, if applicable).
 - 5.** Ticket personnel (if applicable).
 - 6.** Concessions personnel.
 - 7.** Security personnel (secure competitive area from spectators, etc.).
 - h.** To facilitate hosting a successful Patriot League Championship all requests from the League office must be implemented to meet minimum standards (additional seating, concessions, etc.).
 - i.** Photographer.
 - 1.** Field of 4/6 Team Championships. If the Patriot League requests a photographer at the competition, they will notify the host athletics communications contact. The League asks that the host school capture photos of any major award presentations and a team photo following the conclusion of the championship. *[Revised, CAA, November 2024]*

ARTICLE 13: CHAMPIONSHIPS

2. Full-Field Championships. The host athletics communications contact is responsible for securing a photographer for the designated day(s) of the full-field Patriot League championships, as well as provide the host championship manager with the cost estimate and final invoice in a timely manner.

In addition, each school's sport-specific athletics communications contact should provide a reasonable shot list (and head and shoulder photo) for the photographer at least 48 hours prior to the championship. This information should be sent to the host athletics communications contact. Finally, the host athletics communications contact should explain the access areas for the photographer and provide the necessary credential.

The photographer should arrive 15 to 30 minutes prior to the start of the full day of competition and remain until the completion of all award ceremonies. The host/League athletics communications contact should forward any important information (ex. heat sheets, tee times, etc.) at least one day prior to the competition.

e. Eligibility.

1. All League teams and individuals who have met League championship requirements may qualify to participate in the League championship. For additional information, please see Section 6.5.
2. All participating team members must abide by eligibility rules, as listed in the sport's NCAA Championship Handbook, and those of the Patriot League.

f. Squad Size. [December 2013; revised, CAA, November 2017; revised, CAA, November 2021; revised, CAA, February 2022; revised, CAA, November 2024]

1. Championship. The championship squad size refers to the number of eligible players on all teams participating in the Patriot League Championships that may dress and participate in game day activities (e.g. pre-game warm-ups, etc.). The championship squad sizes are in effect for all days/games/matches of the championship.

| Sport | Championship Squad Size |
|---------------------------|-------------------------|
| Cross Country (M/W) | 12 |
| Golf (M/W) | 7 |
| Rowing (W) | 25 |
| Swimming and Diving (M/W) | 36# (18 each) |
| Tennis (M/W) | 9 |
| Track/Field, Indoor (M/W) | 64 (32 each) |
| Track/Field Outdoor (M/W) | 70 (35 each) |

The swimming squad size is 18 participants, as calculated per NCAA rules. [May 2009]

g. Patriot League Tiebreaking Procedure/Selection Seeding. [February 2007] Non-League contests completed by the deadlines in Article 12.4.b (Deadline for Competition) will be included in the tiebreaker formula, if necessary. Any non-League contest played subsequent to the deadlines outlined in Article 12.4.b will not be included in the tiebreaker formula. [CAA, September 2019]

ARTICLE 13: CHAMPIONSHIPS

1. **Two-way ties.** In the case of a two-way between teams in the final standings for regular season League play, the following process will be used until all ties are broken and the seeding process is completed (ties will be broken in rank order beginning with the highest seed):
 - a. Head-to-head competition: The higher seed will go to the team that has won the most League contests played against the other team involved in the tie. *[June 2005]*
 - b. If a tie still exists, a comparison of records will be made between the tied institutions starting at the highest possible seed and continuing through the lowest seed, if necessary.
 - c. Sport-specific tiebreaking procedure, if any (see sport-specific regulations listed in championships manuals).
 - d. Comparison of records versus out-of-League common opponents. (In the sports of baseball and softball: Comparison of records versus out-of-League common opponents [only applicable if the same number of games is played against a common opponent]). *[February 2010]*
 - e. Coin flip for sports other than baseball and softball. In the sports of baseball and softball: RPI comparison based on data available the week after the end of the original Patriot League regular season schedule. *[February 2010]*
2. **Multiple Ties.** In the case of multiple ties (more than two teams tied for the same spot), the following process will be used:
 - a. Records between the tied teams will be evaluated to determine if one team won more contests against the other tied institutions. *[June 2005]*
 - b. If a tie still exists, a comparison of records will be conducted for each team starting with the highest seed not involved in the tie and continuing through the lowest seed, if necessary.
 - c. Sport-specific tie-breaking procedure, if any (see sport-specific regulations).
 - d. Comparison of records versus out-of-League common opponents. (In the sports of baseball and softball: Comparison of records versus out-of-League common opponents [only applicable if the same number of games is played against a common opponent]). *[February 2010]*
 - e. Coin flip (two teams) or draw (multiple teams) for sports other than baseball and softball. In the sports of baseball and softball: RPI comparison based on data available the week after the end of the original Patriot League regular season schedule. *[February 2010]*

The Patriot League will revert to the two-way tie formula as soon as a multiple-team tie formula has been reduced to two teams. [CAA, February 2024]

All current sport-specific tiebreaking procedures may be found by clicking [here](#).

- h. NCAA Championship Qualification.** *[Revised, CAA, November 2017]* Each game in a League Championship will be treated as a separate game when considering weather and/or field conditions. In the event that a Patriot League championship cannot be completed (e.g., due to inclement weather), an administrative committee comprised of the Sport Group’s athletics director liaison (if applicable), host institution athletics director, Sport Management Committee liaison to the Sport Group, and a League office liaison will recommend to the Commissioner the cancellation of the championship and the automatic qualifier. The committee will utilize the following in determining the automatic qualifier: the highest remaining seed at the time of cancellation shall receive the League’s bid to the NCAA Championship, where applicable. If post-season play does not commence, the regular-season League champion shall receive the League’s bid to the NCAA Championship. If there is a tie in the regular-season standings, the above tie-breaker will be used to determine the champion. Please see Section 15 for sport-specific policies to determine the NCAA automatic qualifier.
- i. Pre-Championship Meetings.** *[February 2007; staff editorial revision, July 2017; revised, CAA, November 2024]* During the week before the championship, the League office will conduct a mandatory pre-championship meeting (in-person or via conference call) with the following participants: Championship Manager, the Sport Group involved head coaches, a League representative(s) and other institutional staff members concerning the schedule of events, awards, practice times, etc. The League office will provide an agenda for the call, set the time of the call, and provide the necessary conference call information to each participating institution. The Commissioner shall inform the Director of Athletics in writing when institutional representatives do not participate on the conference call.
- j. Officials.** Participating coaches will be provided with the names of the officials working their specific championship game/match the night before the competition begins. *[February 2007; staff editorial revision, September 2022]*
- k. Lodging.** *[February 2007]*

 - 1. For non-full field championships and the basketball championship, visiting teams can opt-in (by one (1) month from the start of the championship) to stay at the designated host hotel(s), which will be reserved at competitive room rates by the League office. Information regarding host hotel(s) and reservation instructions will be distributed by the League office. Institutions that opt-in but do not stay at the designated host hotel(s) will be assessed a \$500 penalty per team. *[Revised, CAA, November 2019]*
 - 2. For full-field championships, participating institutions are encouraged to work with the Patriot League booking representative for housing needs. *[CAA, November 2024]*
 - 3. Each participating institution is responsible for the cost of its lodging.
 - 4. When necessary, lodging arrangements for the officials will be separate from the participating institutions.

ARTICLE 13: CHAMPIONSHIPS

- l. Transportation and Meals.** All transportation and meals shall be arranged by and at the expense of each participating institution.
- m. Participant Gifts.** The League office will provide championship participants with complimentary Patriot League championship participant gifts. Additional gifts may be purchased through the League office.
- n. Practice Times.** *[February 2007]* If the facility is available and if practice time is requested by the traveling teams, practice is permitted the day before championship competition but shall not begin before noon, unless noted differently in the sport-specific championship manual. The League office (working with the host administration) will establish the practice schedule and may determine that the facility is not suitable for practice due to poor weather conditions. For highest seed championships, each participating institution has the right to privacy during the team's entire practice unless otherwise agreed upon by all involved coaches. *[Revised, CAA, November 2019; revised, CAA, May 2022; revised, CAA, February 2024]*
- o. Medical Services.** *[June 2005; revised, CAA, May 2024]* In accordance with NCAA legislation, each member school has a legislative responsibility to provide medical care and coverage for its own student-athletes who are participating in sanctioned athletic activities, regardless of whether the events are occurring on campus or at another location. Refer to Article 12.19-(c) for guidance for reciprocal coverage.
- p. Lightning Policy.** See Section 12.20. *[staff editorial revision, July 2017]*
- q. Athletic Training Services.** *[Revised, CAA, May 2024]* The host institution will coordinate access to athletic training room facilities and must provide at the site of the competition. Details regarding such services are included in each sport's championship manual.
- r. Emergency Action Plans/Ambulance/Emergency Medical Services.** *[CAA, May 2024]* See also Article 12.19-(a). Championship hosts are responsible for providing such plans for inclusion in sport-specific championship manuals.

 1. A physician must be present or available for all Patriot League Men's and Women's Basketball Tournament games.
- s. Cheerleaders.** *[September 2006; staff editorial revision, September 2022]* All cheerleading squads must conform to the guidelines set by [USA Cheer](#) at Patriot League Championship events. Neither the Patriot League nor the host institution shall be responsible for supervising or monitoring routines performed by cheerleaders at championship events. Except as noted in this section, supervision of cheerleading squads, their activities, yells and stunts is solely the participating institution's responsibility. The participating institutions shall ensure that the squad has sufficient training, supervision and equipment for any and all routines its squad may choose to perform. Championship managers must inform participating institutions if the host facility has more stringent requirements. If so, the director of athletics at each institution must apprise their cheerleading squad of such requirements and ensure compliance.

ARTICLE 13: CHAMPIONSHIPS

t. Tickets. [CAA, November 2024]

- a.** Patriot League member institutions may establish the price of admission for all League championships hosted by the institution, except for the men's and women's basketball tournaments.
- b.** The following policies pertain to complimentary tickets:
 - 1. The awarding of complimentary tickets must conform to NCAA rules and regulations.
 - 2. Two (2) complimentary tickets and one (1) parking pass for each contest are to be provided by the host institution to each participating official.
 - 3. No complimentary are to be issued to participating teams for League championship play. Member institutions will be responsible for tickets that they wish to purchase, including team pass lists. Please reference the "Complimentary Pass List Numbers" in Article 12.13.

13.3 Cost-Sharing Policies. [June 1998]

a. Basketball Championship. [Revised, CAA, November 2021]

1. Tournament Games (Including Championship Game).

- a. Host Team.** The host institution shall submit to the Patriot League office a financial statement, and appropriate documentation, to include all revenues and approved expenses for tickets, facility, personnel, officials and miscellaneous items. Once all income and expenses are received these dollars are included in the cost-share reconciliation. *[Note: No checks for revenue ticket sales should be sent to the League office until the cost share reconciliation is complete and institutions are notified.]*

2. Financial Reporting

- a. Deadline.** Host institution financial reporting forms are to be submitted to the League office by the date designated in the Basketball Tournament Manual(s) (usually late March). The Commissioner reserves the right to impose a financial penalty for late submission of reports. *[CAA, November 2024]*
- b. Settlement.** After all tournament and championship games income and expenses (for both the League office and host institutions) are calculated, institutions will be reimbursed or invoiced for their applicable basketball tournament participation.

[Note: For more specific detail and deadlines, refer to the Patriot League Basketball Tournament Manual(s).]

- b. Full-Field Championships.** Expenses for the following full-field Patriot League Championships will be subject to the cost-sharing plan: cross country, golf, indoor track and

ARTICLE 13: CHAMPIONSHIPS

field, rowing, swimming and diving, tennis, and outdoor track and field. *[February 2006; revised, CAA, June 2020]*

1. Host Teams. At the conclusion of each championship, the host institution will submit an expense report to the League office. This report will divide expenses into specific categories. They include: facility and personnel; officials; hospitality and food; medical services, and miscellaneous. All expenses must be reviewed and approved in advance by the Patriot League office. For each permissible category, the amount reported will be the actual documented expense. These amounts will be totaled as the gross expense for the event.

The host institution retains 50 percent of all revenue from ticket sales. The remaining revenue will be deducted from the gross expense report; this will result in the reimbursable expense amount.

2. Settlement. The reimbursable host expense amounts will be submitted no later than 30 days from the conclusion of each championship. This will yield total championship expenses. At the conclusion of each year, institutions will be reimbursed or invoiced for their applicable full-field championship participation.

c. Non-Full Field Championships. Expenses for non-full field championships will be subject to the following cost-sharing plan:

1. Traveling Teams. Each institution is responsible for its own travel, lodging and per diem expenses.

2. Host Teams. Host institutions are responsible for paying the officials' fees and expenses and covering all facility and staffing expenses.

Note: No financial reporting needs to be submitted to the League office at the conclusion of each non-full field Championship.

d. Other Championships. Cost-sharing policies for any other topics of championships will be determined by the League office.

13.4 Use of Patriot League Name. The label of "Patriot League Championship" or "Patriot League Champion(s)" is to be used only in conjunction with sports identified as official sports sponsored and supported by the Patriot League on behalf of the membership. *[June 2002]*

13.5 National Anthem. In all sports, the national anthem will be played prior to competition. *[CAA, February 2023]*