



2007 DIVISION I WOMEN'S SOCCER CHAMPIONSHIP HANDBOOK

Updated 9/10/2007



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Introduction

During the 2007-08 academic year, the Association will sponsor 88 national championships, of which 41 are for men, 44 are for women, and three are for both men and women. Among the men's championships, five are National Collegiate Championships, 13 are Division I championships, 12 are Division II championships and 13 are Division III championships. Among the women's championships, four are National Collegiate Championships, 13 are Division I championships, 13 are Division II championships and 14 are Division III championships. The combined men's and women's championships are National Collegiate Championships.

A championships handbook is produced for each NCAA championship and posted on the NCAA Online Web site (www.ncaa.org).

How to Use This Publication. The handbook is divided into four sections: (1) General Administration; (2) Determination of Competing Institutions; (3) Instructions to Participants; and (4) General Championship Information. The first three sections pertain only to the respective sport, while the fourth deals with NCAA policies applicable to all 88 championships. [Note: Some policies listed in the general section have been revised by individual sports committees. The revision(s) will appear in the sport-specific section of the handbook.]

Each topic included in the handbook is referenced to other applicable areas in the handbook or in the NCAA Manuals, where appropriate. For example, if you wish to know about regional advisory committees, the basic information for that particular sport would be included in the Appendix. However, as referenced under the heading "Regional Advisory Committees," more information concerning general NCAA policy governing regional advisory committees can be found later in the handbook and in the NCAA Manuals.



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Division I Women's Soccer Championship Information

Important Dates

- Monday, August 20*—Score-reporting form sent to member institutions and available at ncaa.org.
- Friday, August 31*—First score-reporting form with complete schedule to be filled out online. Each Monday from September 4–November 5 Score-reporting forms to be updated in the online reporting system.
- Monday, September 24*—Proposed budget and facility evaluation forms available to teams at ncaa.org.
- Friday, October 12*—Deadline for facility evaluation form and proposed budget to be returned to the NCAA national office.
- Monday, November 12*—Selection announcement.
- Friday, November 16*—First-round games.
- Sunday, November 18*—Second-round games.
- Sunday, November 25*—Deadline for completion of third-round games.
- Sunday, December 2*—Deadline for completion of quarterfinal games.
- Friday and Sunday, December 7 and 9*—Semifinals and final. (Note: If an institution that has a policy against competing on Sunday or another religious day advances to the semifinals, pending the outcome of the semi-final games, the championship game may be contested on Saturday, December 8.)

General Administration

Dates and Sites

[Reference: Bylaw 31.1.3 in the NCAA Division I Manual.]

General Requirements. All games will be played at sites and times determined by the NCAA Division I Women's Soccer Committee. The actual playing times of preliminary-round games of the championships shall be determined by the women's soccer committee. All rounds of the championship (except the semifinals and final) will be conducted on the campus of one of the participating institutions.

To assist the committees in selecting sites, an evaluation will be made of institutional facilities to determine if they are acceptable for championship play.

A facility-evaluation form is available on the NCAA Web site at www.ncaa.org/sports/champadmin.

In addition to the quality and availability of facilities, the Division I Women's Soccer Committee applies the selection criteria to assist in determining the host sites. Institutions who desire to host one or more rounds of the championship (except semifinals and final) must complete the budget packet (online) by October 12.

Neutral sites (i.e., off-campus sites or facilities not used during the regular season) are not permitted unless approved in advance by the Women's Soccer Committee.

The Division I Women's Soccer Committee prefers for games to be played on grass fields 70 yards x 115 yards and larger, but will not preclude artificial turf (if approved by FIFA) in the event of inclement weather.

Dates

Final Regular Season—Results received after 6 p.m. (Eastern time) Sunday, November 11 may not be considered in the selection process.

First Round—Must be played Friday, November 16.

Second Round—Must be played Sunday, November 18.

Third Round—Must be played Friday night, Saturday or Sunday, November 23, 24 or 25.

Quarterfinals—Must be played Friday night, Saturday or Sunday, November 30, December 1, or 2.

Semifinals and Final—Friday and Sunday, December 7 and 9, Aggie Soccer Complex, College Station, Texas, Texas A&M University, host.

(Note: If an institution that has a policy against competing on Sunday or another religious day advances to the semifinals, pending the outcome of the semifinal games, the championship game may be contested on Saturday, December 8.)

Future Site. 2008 Semifinals and Final - Friday and Sunday December 5 and 7, SAS Stadium, Cary, North Carolina; Capital Area Soccer League, Town of Cary and North Carolina State University, co-hosts. 2009 Semifinals and Final—Friday and Sunday, December and 4 and 6, Aggie Soccer Complex, College Station, Texas; Texas A&M University, host

Sports Committees

[Reference: Administration and Management in the Division I General Section, and

Bylaws 31.1.1 and 31.1.2 in the NCAA Division I Manual.]

The NCAA Division I Women's Soccer Championship is under the control, direction and supervision of the NCAA Division I Women's Soccer Committee. Current members of the committee are:

Paul Bradshaw, Baylor University
Barry Clements, University of South Florida
Melissa Conti, Colonial Athletic Association
Robert Klatte, Purdue University
Rena Richardson, University of Tulsa
Paul Schlickmann, State University of New York at Stony Brook
Buzz Stroud, University of Portland
Diane Turnham, Middle Tennessee State University, chair
Tanya Vogel, George Washington University
Marianne Vydra, Oregon State University

For additional information about the NCAA women's soccer championship, contact:

Kristin W. Fasbender Assistant Director of Championships NCAA P.O. Box 6222 Indianapolis, Indiana 46206-6222 Phone: 317/917-6222 Fax: 317/917-6210 E-mail: kfasbender@ncaa.org	Diane Turnham Associate Director of Athletics/SWA Middle Tennessee State University 1500 Greenland Drive Murfreesboro, Tennessee 37132 Phone: 615/898-2938 Fax: 615/898-2777 E-mail: dturnham@mtsu.edu
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Annual Forms

[Reference: Official Traveling Party, Transportation, Expense Forms and Per Diem in the Division I General Section, and Bylaw 31.4.6 in the NCAA Division I Manual.]

Expense Reimbursement. Expense reimbursement forms with instructions will be available on the NCAA Online Web site in the championships administration section (www.ncaa.org/champadmin). Once the championship is completed, participating institutions should submit forms to NCAA travel department (travel@ncaa.org) at the NCAA national office within 30 days of the championship.

Proposed Budget Form/Financial Report. The NCAA has implemented an online proposed budget and financial report process. We request that prospective hosts no longer complete hard copies of the proposed budget for this championship. The online version of the proposed budget and financial report form may be accessed on the NCAA website at http://www.ncaa.org/champadmin/champ_budget/. Please note that the online form is password protected. Your institutions's director of athletics should have the necessary membership database username and password on file. Written instructions on how to complete the automated forms are located at the site referenced above and on each sport specific website in the Documents and Forms section. If you have any questions regarding the new process, please contact Kristin W. Fasbender.

Determination of Competing Institutions

Championship Structure

The Division I women's championship provides for a 64-team, single-elimination tournament. Thirty conferences will receive automatic qualification for the 2007 championship. The remaining teams will be selected on an at-large basis. A championship bracket can be found in Appendix A. A link to the sports sponsorship list is contained in Appendix B.

Preliminary-round competition will be held on the campus of one of the participants. The four final teams will compete for the championship December 7 and 9 in College Station, Texas.

Automatic Qualifiers

[Reference: Bylaws 31.3.4 and 31.3.5 in the NCAA Division I Manual.]

Conferences granted automatic qualification for the 2007 championship are:

America East Conference	Mountain West Conference
Atlantic Coast Conference	Northeast Conference
Atlantic 10 Conference	Ohio Valley Conference
Atlantic Sun Conference	Pacific-10 Conference
Big East Conference	Southeastern Conference
Big Sky Conference	Southern Conference
Big South Conference	Southwestern Athletic Conference
Big Ten Conference	Southland Conference
Big 12 Conference	Sun Belt Conference
Big West Conference	The Patriot League
Colonial Athletic Association	The Summit League
Conference USA	West Coast Conference
Horizon League	Western Athletic Conference
Ivy Group	
Metro Atlantic Athletic Conference	
Mid-American Conference	
Missouri Valley Conference	

Championship Selection

[Reference: Bylaws 31.01.2, 31.01.3 and 31.3 in the NCAA Division I Manual.]

The Division I Women's Soccer Committee will select teams for the championship. The committee will announce the teams selected, first-round pairings and game sites Monday, November 12, on an ESPN Network. The selection announcement time will be provided at a later date. Teams will be notified of their selection as soon as possible thereafter.

Selection Requirements.

To be considered during the at-large selection process, a team must have an overall won-lost-record of .500 or better

Countable Competition.

For NCAA team-championship selection purposes, competition is countable only when the teams played are varsity intercollegiate teams of four-year, degree-granting institutions that conduct a majority of their competition in that team sport against varsity intercollegiate teams (see Constitution 3.2.4.5) of United States four-year, degree-granting institution. Competition against service teams, professional teams, semiprofessional teams, amateur teams, two-year colleges and club teams shall be excluded. Regular-season games decided by the penalty-kick tiebreaker procedure shall be considered as ties for selection purposes. The scheduling of additional games not listed on the institution's published schedule as an aid for selection shall not be considered.

Selection Criteria

The following criteria shall be employed by a governing sports committee in selecting participants for NCAA championships competition [Bylaw 31.3.3; Criteria for Selection of Participants]:

- Won-lost record;
- Strength of schedule; and
- Eligibility and availability of student-athletes for NCAA championships;

In addition to Bylaw 31.3.3, the women's soccer committee has received approval from the Division I Championships/Competition Cabinet to consider the following criteria in the selection of at-large teams for the soccer championship (not necessarily in priority order):

Primary Criteria

- Adjusted Rating Percentage Index (RPI), which includes:
 1. Won-lost Record (25 percent)
 2. Strength of Schedule (50 percent)
 3. Opponent's strength of schedule (25 percent)
 4. Bonus/penalty system
 (Committee use of the RPI is provided in Appendix I)
- Head-to-head competition.
- Results versus common opponents.

Secondary Criteria

If the evaluation of the primary criteria does not result in a decision, the secondary criteria will be reviewed. All the criteria listed will be evaluated.

- Results versus teams already selected to participate in the field (including automatic qualifiers with and RPI of 1-75)
- Late season performance - defined as the last 8 games including conference tournaments (strength and results).

Recommendations are provided by regional advisory committees for consideration by the women's soccer committee. Coaches' polls and/or any other outside polls or rankings are not used as a selection criterion by the women's soccer committee for

selection purposes.

Score Reporting Form. So that all members of the regional advisory committees will have complete information on each team in their region, it is imperative that each institution interested in postseason competition inform the appropriate regional advisory committee of the results of each regular-season game. For this purpose, the NCAA Women's Soccer Score Reporting Form is now available through an online reporting system on the NCAA web site (www.ncaa.org/champsadmin). The computer program must be updated each Monday beginning September 3 in order to be considered for selection to the championship.

RPI Information will be released on the NCAA website on the following dates: October 8 and 22 and November 5. In addition, the RPI will be released after the conclusion of the championships.

Certification of Eligibility/Availability

[Reference: Certification of Eligibility/Availability in the Division I General Section and Bylaws 3.2.4, 12, 13, 14, 15 and 16 in the NCAA Division I Manual.]

Only student-athletes eligible under Bylaws 12, 13, 14, 15 and 16 may compete in NCAA championships. In accordance with Bylaw 3.2.4, member institutions are required to certify the eligibility of their student-athletes before the beginning of each academic year and to with-hold ineligible student-athletes from all intercollegiate competition.

Member institutions are reminded to notify the NCAA national office before the selection date for each championship of any student-athlete who may have participated in regular-season competition but subsequently is determined to be ineligible or unavailable for NCAA championship competition.

The championship liaison must be notified before November 11.

Pairings

[Reference: Bylaw 31.1.3 in the NCAA Division I Manual.]

The top 16 teams identified by the committee will be seeded in the bracket. The seeded teams will all be a separate first and second round sites. The committee has been given approval by the Championships Competition Cabinet to place the top 16 seeds in pods of four. There will be four number ones, four number twos, four number threes, and four number fours. The remaining 48 teams will be paired geographically. First-round conference matchups will be avoided. The committee will use www.mappoint.msn.com when establishing the mileage for travel. Teams withing 350 miles of each other will be required to drive.

Instructions to Participants

All-Tournament Team

The all-tournament selection committee shall be composed of a panel of selected media. Before the first semifinal game, the committee will ask the four participating coaches to identify not more than six players from their respective teams who they believe should be considered. From these suggestions, a ballot will be developed for the semifinal games. After the semifinals, the all-tournament selection committee will turn its ballots in to the NCAA media coordinator. The ballots may include write-in nominations. A second ballot will be distributed for the championship game. The all-tournament team will consist of 11 players (regardless of position), including the most outstanding offensive and defensive players.

Attendance

Please note that in determining the attendance figures to announce for each session of the championship, this number should be derived based on paid attendance. The paid attendance figures are also what should be listed on the online proposed budget and the online final financial report. If no paid attendance is collected, the host institution/conference should provide an estimated attendance figure. The host institution/conference has the option to provide a “turnstile” count [e.g., 34,575 paid attendance (12,456 turnstile attendance)].

Audio Coverage (Radio and Internet)

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at www.ncaasports.com/broadcast.

Awards

[Reference: Awards in the Division I General Section and Bylaw 31.1.12 in the NCAA Division I Manual.]

Official NCAA awards will be presented to the official traveling party for the championship. Trophies will be presented to the teams that participate at the Women’s College Cup site, and members of those teams will receive individual awards. Participation awards will be presented to a maximum of 22 student-athletes competing or in uniform at the championship. These awards will be awarded at the competition site to those teams not advancing. The following will be presented at the National Championship site: four trophies; 22 watches to the championship team (the additional six watches will be sent after the championship); and 28 individual plaques to the runner-up and semifinalists. Please refer to the Division I General Section for information regarding purchasing additional awards.

Ball

The Brine Triumph 20 soccer ball will be used in all NCAA tournament games. These balls will be sent by the manufacturer to the tournament manager at the host institution

for each round of competition. The host institution is responsible for “breaking in” the game balls before each tournament game. The game balls may be distributed after the games by giving them to the participating schools or by donating them to a local youth group.

Ball Persons and Rotation

The host institution must arrange for a minimum of six experienced ball persons. These ball persons must be at least 10 years of age.

Banquet

A championship banquet will be arranged by the host institution for the night before the semifinals. Proper attire is required. For the 2006 championship there will be a 25th anniversary celebration in association with the banquet.

Cheerleaders, Mascots, Bands and Banners

Cheerleaders and/or spirit team members, not to exceed 12 in number plus the mascot, shall be admitted, if in uniform, via the gate list furnished to the host institution by the competing institution’s director of athletics; all other institutional representatives will be admitted only upon presentation of a ticket.

A maximum of 12 cheerleaders and/or spirit team members shall be allowed on the field during the progress of the game. The cheerleaders shall be seated on the apron of the playing area designated by the tournament manager.

Band members, not to exceed 25 in number, who are in uniform and performing at the championship, will not be charged admission to the competition. Bands, or any component thereof, are allowed to play during timeouts, between games, and before and after the competition.

All cheerleading squads must conform to the guidelines set by the American Association of Cheerleading Coaches and Advisors (AACCA). Neither the NCAA 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 institution shall ensure that the squad has sufficient training, supervision and equipment for any and all routines its squad may choose to perform. Tournament managers must inform participating institutions if the host facility has more stringent requirements. If so, the director of athletics at each institution must apprise his or her cheerleading squad of such requirements and ensure compliance. The cheerleading squad is allowed to carry an institutional flag, but it may only be displayed during the respective teams’ timeout or between games. It cannot be used to taunt competitors or block spectator’s view.

The use of trampolines, stunts more than two persons high, “basket tosses” and cheerleader flips is not permitted. Tournament managers must inform participants if the host facility has more stringent restrictions, which shall be applied. If necessary, the director of athletics at each institution shall be asked to apprise the appropriate individuals of this policy and ensure their cooperation.

The display of banners is subject to the approval of the games committee.

Conference Call

A conference call will be conducted with the participating teams at 2 p.m. (Eastern time) Monday, December 3 to review the administration of the semifinals and final.

Drug Testing

[Reference: Drug Testing in the Division I General Section, and Bylaws 18.4.1.5 and 31.2.3 in the NCAA Division I Manual.]

Student-athletes who compete in this championship may be subjected to drug tests in accordance with NCAA Bylaws 18.4.1.5 and 31.2.3, and may be determined to be ineligible as a result thereof. Only student-athletes who have consented in writing to such testing are initially eligible for this championship; and thereafter, student-athletes who are tested shall remain eligible only if they test negative.

Lodging

The host institution shall arrange for 22 nonsmoking double/double rooms for each traveling team in all rounds of competition and advise them of the arrangements. Each competing institution is obligated to confirm or cancel the accommodations. The selection of a host institution may be dependent on availability and quality of rooms for participating institutions.

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

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

Media Arrangements

[Reference: Publicity and Program Material in the Division I General Section.]

Media Credentials. The NCAA shall control the issuance of media credentials for each of its championships. Subject to limitations of space, media credentials shall be assigned in accordance with the following priorities: (1) campus media certified by the director of athletics and/or sports information director of each participating and host institution, (2) certified media from the immediate locale of the championship or the immediate locale of the competing teams, and (3) other certified media.

Credentials will not be issued to representatives of any organization that regularly publishes, broadcasts or otherwise promotes the advertising of "tout sheets" or "tip sheets" or other advertising designed to encourage gambling on college sports events.

In addition, credentials will not be issued to representatives of telephone reporting services and professional sports organizations.

Other conditions for obtaining media credentials may be implemented, based on the circumstances at the championship site. These conditions must be approved before the competition by the respective national office staff liaison.

Microphones. The placement of microphones on a team coach or in team huddles and bench areas is prohibited at all NCAA championships.

Postcompetition Interviews. Immediately after a 10-minute cooling-off period (e.g., 10 minutes after a competing team enters its dressing room), an interview area will open to all certified members of the news media; any coach and student-athletes requested by the media will be available for interviews. The losing team shall precede the winning team in the postcompetition interviews. The only exception is the first semifinal game when the winning team shall precede the losing team. If a team or individual is participating in an awards ceremony, the cooling-off period will begin immediately after the presentation.

Regardless of any regular-season radio or television contract(s), the coach is obligated to the entire covering media during the championship and must report to the interview room immediately after the 10-minute cooling-off period. The coach cannot delay a postcompetition interview with the entire covering media to conduct a program for a single newspaper, radio or television reporter unless requested to remain for a short interview (not to exceed four minutes) by the television entity that has been granted television rights by the NCAA.

Coaches cannot make themselves available to selected media representatives before the conclusion of the 10-minute cooling-off period. They may, however, open their dressing rooms and/or report to the interview area before the cooling-off period ends, and make themselves available to all media representatives staffing the championship. Should a coach permit one media agency to enter the dressing room before the 10-minute cooling-off period has ended, the dressing room shall be opened to all other media representatives desiring access to the area. The NCAA championships have an "open locker room policy," which is administered by the media coordinator on site.

Meetings

[Reference: Misconduct in the Division I General Section, and Bylaws 31.2.3 and 31.1.10 in the NCAA Division I Manual.]

A mandatory meeting of the head coaches of the competing teams, officials and games committee shall be held before each tournament session to review playing rules, pregame meeting agenda and any other administrative matters that may be necessary. The NCAA site representative shall conduct a pregame meeting to acquaint the head coaches of the competing teams with the provisions of Bylaw 31.1.8, which prescribes conditions under which a student-athlete or representative of an institution may be disqualified from further participation in the competition for reasons of misconduct. At the semifinals and final, attendance by the head coach and an institution's designated administrative representative at the coaches meeting is mandatory, subject to the assessment of a financial penalty and/or other sanctions as defined under NCAA misconduct provisions.

A representative of the host institution (other than a competing coach) must be present at all meetings (including those at preliminary-round games); in the absence of a member or representative of the women's soccer committees, the NCAA site representative shall conduct the meetings. The host institution shall advise competing teams of the time and site for each meeting in its advance mailings or by e-mail correspondence.

Merchandise

Teams selected to participate in NCAA championships will be given the opportunity to preorder preliminary round event merchandise online through the official NCAA souvenir merchandiser, Event 1, Inc. Upon selection, teams will be given the information to place orders. These team orders will be shipped directly to the institution the week after preliminary round competition. Questions regarding the online team ordering process may be directed to Gina Taylor at Event 1 at 888/745-3058.

National Anthem

The national anthem shall be played before each tournament session.

News, Media, Press Conferences and Satellite Feeds

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at www.ncaasports.com/broadcast.

Official Traveling Party

[Reference: Per Diem and Transportation in the Division I General Section.]

Please refer to the NCAA Travel and policies for all information regarding transportation and per diem expenses. Travel policies can be found online at www.ncaa.org/financial/travelforms.html. The official traveling party is 28.

Officials

Selection of Officials. Officials for preliminary-round games shall be appointed by the regional advisory committee chair and the National Intercollegiate Soccer Officials Association (NISOA) regional assigners, for the area in which the game is conducted. Officials for preliminary rounds must be within driving distance of the host site. Officials for all semifinal and championship final games shall be appointed by the women's soccer committee. An official is required to work a minimum of four NCAA Division I women's regular-season games in order to be eligible to work any round(s) of the championship.

Alternate Official. For preliminary-round games, the regional advisory committee chairs, in conjunction with regional assigners, shall be responsible for obtaining an alternate official from the local area to assist at the scorer's table, facilitate player substitution and, at the discretion of the referee (in accordance with NCAA Men's and Women's Soccer Rules), replace a field official in the event of injury. This official shall receive \$80 per session and ground transportation expenses of 36 cents per mile round trip.

System. The diagonal system of control (three officials) will be used to officiate all tournament games. Officials are to dress alike and should wear shirts of which the color is in contrast to the colors worn by the competing teams.

Uniform Patch. Game officials shall wear an NCAA patch on their uniforms or jackets while officiating in NCAA tournament play. No other patches will be permitted.

Dressing Room. Only the game officials assigned to a tournament contest, designated representatives of the soccer committee and the tournament director will be permitted in the officials' dressing room before, during or after a game.

Fees. Fees shall be as follows per game: referee—\$180; assistant referees—\$ 135; alternate officials—\$80; flat fee for officials assigned to the Women's College Cup—\$450.

Expense Reimbursement. All three officials in first-, second- third-round and quarterfinal games shall receive ground transportation expenses based on 43 cents per mile. Officials for the semifinals and championship final games only may be reimbursed for air travel, not to exceed jet coach air fare. If an official must fly, travel arrangements must be made through the NCAA travel service at Short's Travel Management, 800/866/655-9215 or 800/243-1723. Hotel expenses (excluding incidentals) for officials required to stay overnight at the championship site shall be paid by the host institution and later reimbursed by the NCAA. Officials will receive \$45 per diem for meals and incidentals on each day of the championship, beginning with the day of arrival and ending with the day of departure. Officials not required to remain overnight at the site also shall receive \$45 per diem. Alternate officials receive \$45 per diem, but no game fee unless that official substitutes for one of the game officials. Then, the alternate receives the fee of the replaced official.

Policies. A sports committee or games committee may not require membership in any specific officials' association as a prerequisite for selection to officiate in an NCAA meet or tournament. Officials shall be selected and assigned by the sports committee or games committee, which shall ensure that officials adhere to the Association's policies relating to gambling activities and drug and alcohol use. Furthermore, officials must conduct themselves in a manner befitting intercollegiate athletics. Failure to do so may result in termination of the officiating assignment. An official assessor is permitted in the locker room (after the game only).

Backup Referee. The Division I Women's Soccer Committee will predetermine the backup referee should the referee be injured or not able to continue on the field.

Player Introductions

It is required that the following format be used in NCAA tournament games:

Teams and officials line up on the touch line and walk out together to midfield (all in a single row). As persons are introduced, they take one step forward and acknowledge the crowd. At the Women's College Cup, all student-athletes within the bench limitation of 22 individuals shall be announced. For all preliminary-round games, just the starters shall be announced.

Practice

The opposing teams shall be allowed at least one hour of closed practice on the day before the game on the field on which their game will be played (weather permitting). The NCAA site representative shall confirm practice schedules and resolve any disputes. If the field is not available for both teams, neither team shall practice on the game field.

Pregame Schedule

Host institutions should follow the pregame schedules listed in Appendix E.

Pregame Warm-up

Teams shall warm up with a maximum of 22 players. Nonparticipating players (those above the maximum) shall not participate in the pregame warm-up.

Programs

[Reference: Advertising in the Division I General Section and Bylaw 31.1.14.1 in the NCAA Manual.]

Host Communications, Inc. will be responsible for all program production including layout and design, advertising, printing, vending and distribution to the championship sites. No competing publications, whether sold or free of charge, are permitted at NCAA events without prior permission of the NCAA and Host Communications. The championship host should not include expenses or revenues for programs in the championship budget and/or financial report. All program contents are subject to NCAA approval.

Advertising

Each program will include NCAA corporate champion and partner advertising. Additionally, programs may include non-competing national ads as well as local ads. All ads must follow NCAA advertising guidelines and are subject to NCAA approval. If your school would like to sell advertising into the official program or you know of an individual who would like to serve as a local advertising representative, please contact Doug Iler (502/459-4346; doug.iler@hostcommunications.com) for information regarding rates, availability and deadlines.

Editorial

If you are interested in the specific content of the program you will receive, please contact Marianne Stoess (859/226-4549; marianne.stoess@hostcommunications.com).

Generally, programs include the following:

1. Participant information - Host Communications will request information, including rosters, schedule/results, photos, school quick facts and logos. If your team is Eligible for postseason selection, please send all materials that are requested by the date requested. Programs print on the day selections for the championship are announced. If materials are not on file, your school's information will not be included. HOST will attempt to provide proofs for SID approval when time permits. If you are not sure what/when materials are needed, please contact Ms. Stoess at Host Communications.

2. Programs for predetermined sites will include information on the host institution, host city and/or host facility. In addition, some programs provide complimentary advertising space. Host Communications will contact via e-mail the tournament manager and sports information contacts, as listed on the key contact sheets submitted to the NCAA, with the specifics of what items are needed and when those items are due. Host institution pages are subject to NCAA approval.
3. Event-specific historical information, including past champions, records, all-tournament teams and/or the previous year's recap.
4. Information on the NCAA, including the sport committee.
5. Feature stories - Not all programs include event/sport-specific features. However, if you have an idea for a feature story, please submit it to Ms. Stoess at Host Communications.

Program Supplements and Update Sheets

Host institutions for single-day/session championship rounds may choose to supplement the program with additional information (e.g., updated statistics or updated game notes) pertaining to the event at its site that day. The cost of producing these supplements will be covered by the host institution and will not be expensed to the NCAA or Host Communications, the content must be approved by Host Communications prior to the event and the supplements must be distributed inside and as a part of the program. The cost of the program cannot be raised as a result of the supplement. Once all programs have been sold, these supplements may be given away or sold at the discretion of the host institution, with all potential revenue for such remaining with the host institution. No advertising of any kind may be sold or placed on the supplements. If supplements are distributed, following the conclusion of the championship event please mail two samples of each supplement to Marianne Stoess (Host Communications, 904 North Broadway, Lexington, KY 40505, ATTN: Marianne Stoess).

For championships that have multiple sessions, matches, events or days, host institutions may choose or be required by the NCAA to produce update sheets (e.g., heat sheets, lane assignments, pairings). Host Communications will contact hosts of those championships in advance of their events to discuss projected quantities and the paper on which update sheets should be printed. The cost of producing the update sheets will be covered by the host institution and not be expensed to the NCAA or Host Communications. The first update sheet of the event should be distributed inside and as a part of the program. Subsequent update sheets complement the program and are to be redeemed only with a coupon from the program. The cost of the program cannot be raised as a result of the update sheet. Once all programs have been sold, update sheets may be given away or sold at the discretion of the host institution, with all potential revenue for such remaining with the host institution. No advertising of any kind may be sold or placed on the update sheets. If update sheets are distributed, following the conclusion of the championship event please mail two samples of each update sheet to Ms. Stoess (Host Communications, 904 North Broadway, Lexington, KY 40505, ATTN: Marianne Stoess).

If a host institution would like to supplement the program with additional information, or has a question about the update sheets, please contact Matt Briggs at Host Communications (859/226-4556; matthew.briggs@hostcommunications.com).

Program Sales

1. Predetermined sites: Will be contacted at least two weeks prior to the event. If you have not been contacted within two weeks of your championship, please contact Matt Briggs (859/226-4556; matthew.briggs@hostcommunications.com). You will receive your vending agreement (contract) and settlement statement prior to the championship.
2. Non-predetermined sites: Once sites are announced, Host Communications determines how many programs will be sent to each site and will contact the site. Your vending agreement (contract) and settlement statement will be e-mailed within one day of your site being selected.
3. Distribution of programs: Programs will be shipped to the host institution at least one day prior to the event when possible. If your shipping information is different than that on the contract please contact Mr. Briggs at Host Communications immediately.
4. Display of programs: Any posters/banners included with the programs should be hung in a visible location to promote awareness for the programs without obstructing other championship signage.
5. Collections
 - a. Contracts
 - i. Upon site selections, all contracts are e-mailed to each site representative
 - ii. A dedicated fax number will be assigned for receiving all signed contracts back to Host Communications (859/226-4575)
 - iii. A Host Communications representative will track the return of all signed vending contracts to Host Communications
 - b. Settlement Reports
 - i. Three days after the conclusion of the event, all settlement reports must be faxed to Host Communications (859/226-4575)
 - ii. The vendor will have two weeks to submit payment to Host Communications
 - iii. A Host Communications representative will be assigned to track the receipt of all vending settlement reports and payments
 - iv. If payment and/or settlement have not been received within the two-week period, Host Communications will include the site/ championship on its "No Pay" list sent to the NCAA
 - v. Do not combine settlement statements for separate rounds/events or combine program settlements with Event 1 merchandise
 - vi. Please include the event number on the check that is sent

Please contact Matt Briggs (859/226-4556; matthew.briggs@hostcommunications.com) at Host Communications with any vending-related questions.

Radio

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at www.ncaasports.com/broadcast.

Rules

[Reference: Bylaw 31.1.6 in the NCAA Division I Manual.]

The NCAA Men's and Women's Soccer Rules shall be followed to the letter.

Squad Size and Team Benches

[Reference: Bylaw 31.1.5 in the NCAA Division I Manual.]

Each team is limited to a maximum of 22 players in uniform and a maximum of 30 persons in the bench area.

Starting Lineups

Starting lineups shall be presented to the scorer's table 30 minutes before game time.

Starting Times

For the preliminary rounds, first-round games shall be played on Friday, November 16; second-round games shall be played Sunday, November 18; and third-round and quarterfinal game times may be scheduled from 6 p.m. Friday through the weekend with a completion time of not later than 4 p.m. Sunday. The game time shall be established by the host institution. At the discretion of the games committee, there will be a maximum 30-minute break between games of a doubleheader. Institutions without lighted facilities are required to schedule the start time to allow a four-hour window for a daylight opportunity to play the game.

Suspended Games

In the case of inclement weather or other factors leading the referee to suspend a game, the officials, games committee and coaches shall refer to NCAA Men's and Women's Soccer Rules. If a game is suspended, it will be the decision of the games committee and the referee to determine if the game can be continued that day. If conditions dictate that the game cannot be completed, the NCAA representative and tournament manager shall contact Kristin Fasbender (office: 317/917-6520) or chair Paul Schlickmann (office: 631/632-7122). Please leave a message if those persons are not available. Only after contacting Ms. Fasbender, may a game be suspended until the following day.

Television

[Reference: Advertising in the Division I General Section.]

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at www.ncaasports.com/broadcast.

Tickets

[Reference: Tickets in the Division I General Section and Bylaw 31.1.13 in the NCAA Division I Manual.]

Prices should be equal to or greater than regular-season ticket prices. However, the minimum ticket prices are: Preliminary-round games—\$7 for general public, \$3 for seniors and for students with identification from one of the participating institutions, and \$1 for children ages 5 and under. For the semifinals and final, 100 all-session tickets will be reserved for each participating team. Any unsold tickets shall be returned to the host institution before noon local time the day before the semifinals, or the school shall

be invoiced accordingly. Children two years old and younger may be admitted free of charge (if facility policy allows), if accompanied by a ticketed adult.

Uniforms

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

Competing teams shall have both light- and dark-colored jerseys, and light- and dark-colored stockings available. In preliminary-round competition, the home team must wear a uniform in clear contrast with the visiting team. In case of conflict, the home team must wear white-or light-colored uniforms. For the semifinals and final, the games committee will determine the home teams. Student-athletes competing in the championship shall wear the official uniform of their institution in competition and related ceremonies. This applies to warm-ups and competitive uniforms.

Logos. An institution's official uniform and all other items of apparel (e.g., socks, headbands, T-shirts, wristbands, visors or hats, and towels) that are worn by student-athletes in competition may bear a single manufacturer's or distributor's normal trademark, not to exceed 2¼ square inches, including any additional material (e.g., patch) surrounding the normal trademark or logo. The logo or trademark must be contained within a four-sided geometrical figure (i.e., rectangle, square or parallelogram). In addition, an institution's official uniform cannot bear a design element similar to the manufacturer's that is in addition to another logo or that is contrary to the size restriction. A student-athlete representing an institution in intercollegiate competition is limited to wearing apparel items that include only the logo (not to exceed 2¼ square inches) of an apparel manufacturer or distributor. The student-athlete may not wear any apparel that identifies another entity other than the student-athlete's institution. These restrictions apply to all apparel worn by student-athletes during the conduct of competition, which includes any pregame or postgame activities.

This bylaw will be strictly enforced at all NCAA championships and the names of individuals and institutions that are not in compliance with this bylaw shall be forwarded to the NCAA enforcement staff.

Additional requirements. The logo restriction on student-athletes' apparel set forth in 12.5.4 shall apply during NCAA championships to all personnel (e.g., coaches, trainers, managers) who are on the team bench or competition area for practices and games or who participate in news conferences. Please note that those contracts between institutions and apparel manufacturers or distributors that include logo specifications may be honored, provided such contracts were in effect before August 11, 1998. Also, the logo restriction on student-athletes' apparel as set forth in 12.5.4 shall apply to commercial logos on uniforms worn by band members, cheerleaders, dance team members and the institution's mascot during NCAA championship events.

Videotapes, Films and Still Photographs

[Reference: Bylaw 31.6.4.3 in the NCAA Division I Manual.]

The videotaping or filming of an opponent's game is not permitted. If in-person scouting occurs, the individual(s) shall pay the regular admission price. Institutions are permitted to videotape championship competition by their teams or their individual student-athletes for archival, coaching or instructional purposes. Each institution is

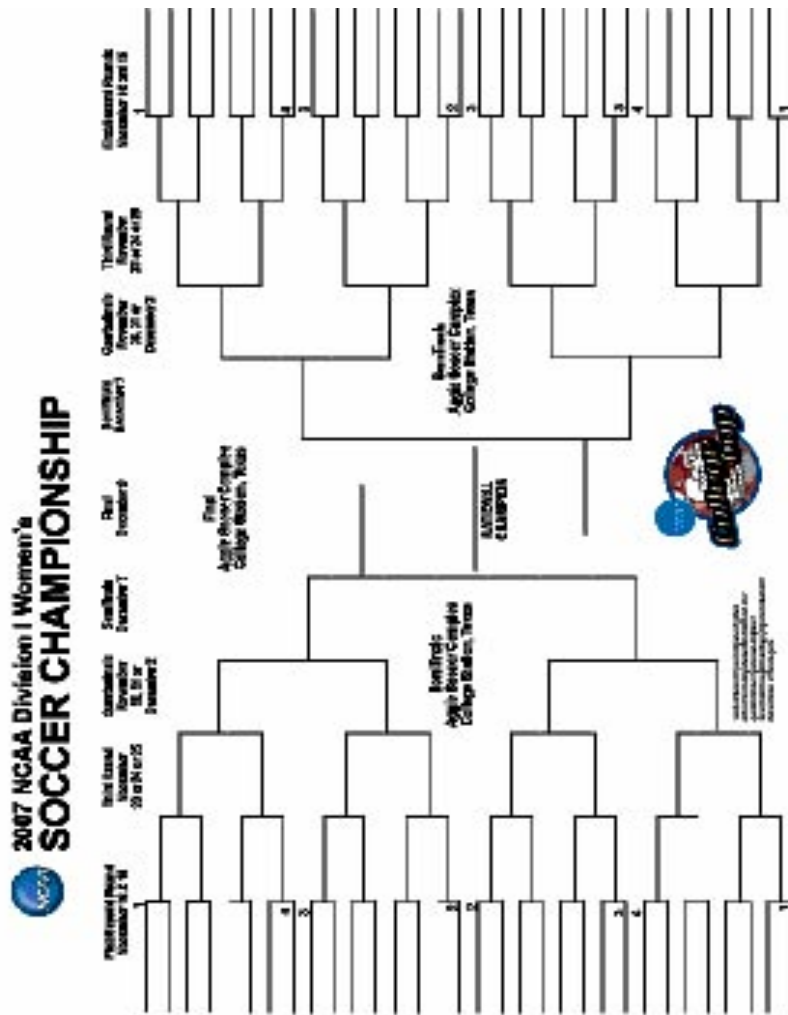
permitted to use one camera and may videotape only that portion of the competition in which it participates. The videotapes may not be used for any commercial purposes. An institutional representative shall contact the event coordinator at the host site to arrange for camera space at that site. The host institution shall provide a comparable location for both competing teams.

Web site

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at www.ncaasports.com/broadcast.

Appendix A

Division I Women's Bracket



Appendix B

Division I Women's Soccer Sport Sponsorship

A complete 2007-08 Division I women's soccer sponsorship list is located at:

<http://web1.ncaa.org/onlineDir/exec/sponsorship?sortOrder=0&division=1&sport=WSO>

Appendix C

Conference Call Checklist

This is a checklist for the precompetition conference call between the competing teams' directors of athletics (or designee), coaches and sports information directors, and the NCAA Women's Soccer Committee or NCAA national office representatives to review the following:

1. Welcome.
2. Purpose of call.
3. Institutional introductions.
4. Establish games committee.
5. Dates and times.
6. Official traveling party.
7. Lodging.
8. Transportation plans.
9. Local transportation.
10. Expense forms (per diem and transportation).
11. Practice schedules.
12. Special activities for teams (banquet format, hospitality).
13. Site, day and time of prechampionship meeting (team rosters).
14. Locker rooms.
15. Uniforms (squad size—22).
16. Dimensions of field.
17. Filming/videotaping.
18. Scouting.
19. Bands.
20. Press box and local media.
21. Medical services.
22. Ticket policies (travel party).
23. VIPs.
24. Band/cheerleaders.
25. Radio/Television.

Appendix D

Pregame Meeting Agenda

The pregame meeting shall be conducted by the NCAA site representative and include the respective head coaches (mandatory), athletics directors or designees (mandatory), lead official (mandatory) and sports information directors (recommended).

1. Introductions.
2. Identification of games committee (site representative, host administrator [1], table official, plus others as designated by the NCAA site representative).
3. Exchange signed game roster forms, including correct jersey numbers. Bench personnel must be indicated in accordance with NCAA Men's and Women's Soccer Rule 3-2-a. Roster forms shall be distributed as follows:
 - a. NCAA site representative.
 - b. Officials.
 - c. Opposing team.
 - d. Official Scorer.
 - e. Drug-testing crew chief, if applicable.
4. Logo policy.
 - a. Bench personnel.
 - b. Interview area.
5. Jewelry.
6. Bench/Warm-up areas.
 - a. Designate team bench and warm-up areas.
 - b. The squad size shall be 22 players in uniform; bench limit of 30.
 - c. Extra players not in uniform shall not be permitted on the bench unless they are counted in the team bench limit.
 - d. The game doctor, as assigned by the host, shall not be included in the team bench personnel list.
 - e. Teams may take the field 60 minutes before game time. Only those 22 players, as designated by the head coach, may warm up on the field.
7. Confirm home and visiting team uniform colors. Refer to the NCAA team uniform policy in this handbook.
8. Official ball and ball persons.
 - a. Preliminary rounds. Brine has shipped 15 balls (5 per game) to each preliminary-round site.
 - b. Semifinals and final. Brine balls will be used during the pregame warm-up sessions and during each contest. No other balls may be used on the game field.
 - c. Six ball persons, at least 10 years old, shall be provided by the host institution.
9. Review NCAA misconduct policy (see Division I General Section).
10. Drug testing.
11. Review suspended game policies (reference this handbook).
12. Television. Review appropriate procedures (e.g., timeouts).
13. Scorers and timers.
 - a. One scorer from each team may be at the timer's table during the game.

- b. Starting lineups are to be given to press box personnel and the announcer as early as possible, but no later than 30 minutes before the game.
 - c. Scorers are to keep a record of the number of players who participate in the game (22 maximum from each team).
 - d. Official NCAA box score forms and roster forms will be used.
 - e. The bench official shall use an air horn to signal substitutions.
14. Host institution. The following items should be reviewed by the host institution personnel:
- a. Schedule of events:
 - i. Player introductions and national anthem. Distribute pregame timing schedule.
 - ii. Halftime. Determine the length of halftime as per Rule 7-2 (NCAA Men's and Women's Soccer Rules), and the location both teams will use. Each team will receive a three-minute warning; at 0:00 on the clock, teams must be ready to play.
 - iii. Postgame interviews. Remind coaches that NCAA policies require that locker rooms must be open 10 minutes after the team returns upon completion of the game and that the head coach and at least two starters are required to attend the news conference. After the semifinals the winning team will go first; after the championship game the losing team will go first.
 - iv. Awards (semifinals and final). Review of procedures by NCAA.
 - b. Facilities layout, including locker room and interview room locations.
 - c. Credentials and parking.
 - d. Medical procedures.
 - e. Security personnel. The host shall provide security for the bench areas before, during and after the game. In addition, the security staff shall prevent the consumption of alcohol at the stadium.
 - f. Videotaping.
 - g. Cheerleaders, bands and mascots.
15. Game officials assignments. The following items should be reviewed by the referee or site representative:
- a. Inspection of field, goal areas, nets, coaching and team areas.
 - b. Determine official timer (scoreboard or referee).
 - c. Countdown of last 10 seconds of each half.
 - d. Halftime notification (three-minute notification).
 - e. Overtimes.
 - f. Penalty kicks.
 - g. Fourth official's duties.
 - h. Bench management.
 - 1. Players may sit or stand as long as they are in the bench area.
 - 2. Substitution procedures (no warm-up behind goal lines).
 - i. Ball system. Five balls shall be used.
 - j. Injuries. Only the trainer(s), team doctor and/or coach of an injured player may enter the field of play, when summoned by the referee. There shall be no coaching by the coach while he or she is on the field. An injured player shall be removed from the field safely, but as quickly as possible (see NCAA Men's and Women's Soccer Rule 3-5-b).

- k. NCAA patches on officials' uniforms.
 - l. Rules interpretation requested by coaches.
16. Advancing teams (preliminary rounds). Remind each team of the next week's schedule and any other information pertaining to the next round of competition.

Appendix E

Pregame Schedule for Non-Televised Championships

The following schedule should be used for all sessions during the Division I Women's Soccer Championship.

Game Clock	Time of Day	
60:00	_____	Teams may begin warm-up.
20:00	_____	Captains and officials meet.
15:00	_____	Game rosters submitted and exchanged.
10:00	_____	Teams clear field. Public address welcome. Introduction of officials and players. 1. Officials. 2. "Visiting team" nonstarters followed by starters and head coach (all to midfield in front of bench). 3. "Home team" nonstarters followed by starters and head coach (all to midfield in front of bench). National anthem.
0:00	_____	Game begins
		Second Game of Session (if applicable)
		Teams for second game may begin warm-up. If first game goes into overtime, teams will be guaranteed a 30-minute warm-up on the game field.
20:00	_____	Captains and officials meet.
8:00	_____	Teams clear field.
7:00	_____	Introduction of officials and players. 1. Officials. 2. "Visiting team" nonstarters followed by starters and head coach (all to midfield in front of bench). 3. "Home team" nonstarters followed by starters and head coach (all to midfield in front of bench).
0:00	_____	Game begins.

Appendix F

Halftime Countdown

The following schedule should be used for all halftime sessions during the Division I Women's Soccer Championship.

Game Clock	
15:00	Start clock immediately as teams exit field.
3:00	Advise teams in locker rooms.
0:00	Both teams ready to start second half.

Appendix G

Future Championship Dates

	Selections	First Round	Second Round	*Third Round	*Quarterfinals Round	Semifinals (Friday)	Final (Sunday)
2008	Nov. 10	Nov. 14	Nov. 16	Nov. 23	Nov. 30	Dec. 5	Dec. 7
2009	Nov. 9	Nov. 13	Nov. 15	Nov. 22	Nov. 29	Dec. 4	Dec. 6

*Games are to be completed by the dates indicated.

Appendix H

Regional Advisory Committees

[References: Regional Advisory Committees in the Division I General Section and Bylaws 21.4.1.5 and 21.6.1.1 in the NCAA Division I Manual.]

Sports committees shall appoint an advisory committee in each of their respective regions to assist in the evaluation of teams throughout the season. Members of the 2007 regional advisory committees are:

Central

Paul Bradshaw, Baylor University, chair
 Dan Abdalla, Texas Christian University
 Jimmy Mitchell, Northwestern State University
 Gordon Henderson, University of Arkansas, Fayetteville
 John Hedlund, North Texas
 Rena Richardson, University of Tulsa
 Todd Yelton, Samford University
 TBD

Great Lakes

Robert Klatte, Purdue University, chair
 Meridy Glenn, University of Cincinnati
 Rob Marinaro, Kent State University
 Quinn Ross, University of Wisconsin, Green Bay
 Warren Lipka, University of Kentucky
 Chris Pfau, University of Evansville
 Chris Johnson,

Mid-Atlantic

Tanya Vogel, George Washington University, chair
 Krissy Turner, Monmouth University
 Nikki Izzo-Brown, West Virginia University
 Melissa Conti, Colonial Athletic Association
 John Daly, College of William and Mary
 Peter Albright, University of Richmond
 Ben Landis, Bucknell University

Northeast

Paul Schlickmann, Stony Brook University, chair
 Mick D'Arcy, Central Connecticut State
 Ryan Bamford, Yale University
 Jeff Schulman, University of Vermont
 Zac Shaw, University of Rhode Island
 Elisabeth Roper, Marist College
 Patrick Farmer, Syracuse University

Southeast

Amanda Cromwell, University of Central Florida
 Barry Clements, University of South Florida
 Michelle Raynar, High Point University
 Julie Orlowski, Stetson University
 Angela Kelly, University of Tennessee, Knoxville
 John Fagg, North Carolina State
 Diane Turnham, Middle Tennessee State University, chair
 Kevin Dempsey, College of Charleston

West

Ada Greenwood, University of San Diego
 Buzz Stroud, University of Portland, chair
 Mauricio Ingrassia, Long Beach State University
 Heather Cairns, Utah State University
 Tara Erickson, University of Oregon
 Tim Bennett, Portland State University
 Rich Manning, University of Utah
 Marianne Vydra, Oregon State University

Appendix I

RPI Information

The RPI shall be used as a selection tool. When breaking down the RPI the committee can consider comparing data of individual teams, including but not limited to, overall record, Division I record, overall RPI rank, nonconference record and RPI rank, conference regular season record and conference tournament results. Below is the Bonus /Penalty structure for the RPI:

Result	Location	Opponents' RPI Rank	Penalty Value	Bonus/Scale
Win	Away	1-40	Bonus	(Highest point value awarded)
Win	Neutral	1-40	Bonus	
Win	Home	1-40	Bonus	
Win	Away	41-80	Bonus	
Win	Neutral	41-80	Bonus	
Win	Home	41-80	Bonus	
Tie	Away	1-40	Bonus	
Tie	Neutral	1-40	Bonus	
Tie	Home	1-40	Bonus	
Tie	Away	41-80	Bonus	
Tie	Neutral	41-80	Bonus	
Tie	Home	41-80	Bonus	(Lowest point value awarded)
Tie	Away	135-205	Penalty	(Lowest penalty imposed)
Tie	Neutral	135-205	Penalty	
Tie	Home	135-205	Penalty	
Tie	Away	206-301	Penalty	
Tie	Neutral	206-301	Penalty	
Tie	Home	206-301	Penalty	
Loss	Away	135-205	Penalty	
Loss	Neutral	135-205	Penalty	
Loss	Home	135-205	Penalty	
Loss	Away	206-301	Penalty	
Loss	Neutral	206-301	Penalty	
Loss	Home	206-301	Penalty	(Greatest penalty imposed)