2016-17 NORTHWEST ATHLETIC CONFERENCE CODEBOOK AND SPORT SOPs



CHARACTER

COMPETITION

COMMUNITY

www.nwacsports.org

Men's Baseball

Men's Basketball

Women's Basketball

Men's Cross Country

Women's Cross Country

Men's Golf

Women's Golf

Men's Soccer

Women's Soccer

Women's Softball

Men's Tennis

Women's Tennis

Men's Track & Field

Women's Track & Field

Women's Volleyball

NWAC MEMBER SCHOOLS

Bellevue College

Bellevue, Washington

Big Bend Community College

Moses Lake, Washington

Blue Mountain Community College

Pendleton, Oregon

Centralia College

Centralia, Washington

Chemeketa Community College

Salem, Oregon

Clackamas Community College

Oregon City, Oregon

Clark College

Vancouver Washington

Columbia Basin College

Pasco, Washington

Douglas College

New Westminster, B.C.

Edmonds Community College

Lynnwood, Washington

Everett Community College

Everett, Washington

Grays Harbor College

Aberdeen, Washington

Green River College

Auburn, Washington

Highline College

Des Moines, Washington

Lane Community College

Eugene, Oregon

Linn-Benton Community College

Albany, Oregon

Lower Columbia College

Longview, Washington

Mt. Hood Community College

Gresham, Oregon

North Idaho College

Coeur d'Alene, Idaho

Olympic College

Bremerton, Washington

Peninsula College

Port Angeles, Washington

Pierce College

Lakewood, Washington

Portland Community College

Portland, Oregon

Rogue Community College

Grants Pass, Oregon

Shoreline Community College

Shoreline, Washington

Skagit Valley Community College

Mt. Vernon, Washington

South Puget Sound Community College

Olympia, Washington



Southwestern Oregon Community College

Coos Bay, Oregon

Community Colleges of Spokane

Spokane, Washington

Tacoma Community College

Tacoma, Washington

Treasure Valley Community College

Ontario, Oregon

Umpqua Community College

Roseburg, Oregon

Walla Walla Community College

Walla Walla, Washington

Wenatchee Valley College

Wenatchee, Washington

Whatcom Community College

Bellingham, Washington

Yakima Valley College

Yakima, Washington

NWAC OFFICE

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MEMBER SCHOOLS

	1411		110020
Member College	Athletic Director	Phone	Address
Bellevue College	Bill O'Connor	(425) 564-2454	3000 Landerholm Circle SE, Bellevue, WA 98007
Big Bend CC	Preston Wilks	(509) 793-2227	7662 Chanute Street, Moses Lake, WA 98837-3299
Blue Mountain CC	Brett Bryan	(541) 278-5900	2411 NW Carden, Pendleton, OR 97801
Centralia College	Bob Peters	(360) 736-9391	600 Centralia College Blvd., Centralia, WA 98531
Chemeketa CC	Cassie Belmodis	(503) 399-5159	4000 Lancaster Dr. NE, Salem, OR 97309-7070
Clackamas CC	Jim Martineau	(503) 657-6958	19600 Molalla Ave., Oregon City, OR 97045
Clark College	Ann Walker	(360) 992-2268	1800 E McLoughlin Blvd., Vancouver, WA 98663
Columbia Basin College	Scott Rogers	(509) 547-0511	2600 N 20th, Pasco, WA 99301
Douglas College	Brian McLennon	(604) 527-5043	700 Royal Ave., New Westminster, B. C. V3L 5B2
Edmonds CC	Jorge de la Torre	(425) 640-1391	20000 - 68th Ave. W, Lynnwood, WA 98036
Everett CC	Larry Walker	(425) 388-9328	2000 Tower St., Everett, WA 98201-1352
Grays Harbor College	Tom Sutera (Int)	(360) 538-4207	1620 Edward Smith Dr., Aberdeen, WA 98520
Green River College	Bob Kickner	(253) 833-9111	12401 SE 320th St., Auburn, WA 98092-3699
Highline College	John Dunn	(206) 878-3710	2400 S 240th St., Des Moines, WA 98198-9800
Lane CC	Greg Sheley	(541) 463-5548	4000 E 30th Ave., Eugene, OR 97405
Linn-Benton CC	Randy Falk	(541) 917-4547	6500 Pacific Blvd. SW, Albany, OR 97321
Lower Columbia College	Kirc Roland	(360) 422-2471	1600 Maple, Longview, WA 98632
Mt. Hood CC	Kim Hyatt	(503) 491-7460	26000 SE Stark St., Gresham, OR 97030
North Idaho College	Al Williams	(208) 769-3348	1000 West Garden Ave., Coeur d'Alene, ID 83814
Olympic College	Barry Janusch	(360) 475-7458	1600 Chester Ave., Bremerton, WA 98337-1699
Peninsula College	Rick Ross	(360) 417-6533	1502 E Lauridsen Blvd., Port Angeles, WA 98362
Pierce College	Duncan Stevenson	(253) 964-6612	9401 Farwest Dr. SW, Lakewood, WA 98498
Portland CC	Dick Magruder	(503) 978-5513	705 N Killingsworth, Portland, OR 97217
Rogue CC	Kori Ebenhack	(541) 245-7770	3345 Redwood Hwy, Grants Pass, OR 97527
Shoreline CC	Steve Eskridge	(206) 546-4553	16101 Greenwood Ave. N., Shoreline, WA 98133
Skagit Valley College	Steve Epperson	(360) 416-7771	2405 College Way, Mount Vernon, WA 98273
So Puget Sound CC	Nicholas Schmidt	(360) 596-5419	2011 Mottman Rd. SW, Olympia, WA 98512
Southwestern Oregon CC	Mike Herbert	(541) 888-7208	1988 Newmark Ave., Coos Bay, OR 97420-2912
Spokane, CC of	Ken Burrus	(509) 533-7220	1810 N. Greene St., Spokane, WA 99217-5399
Tacoma CC	Jason Prenovost	(253) 460-4462	6501 S 19th St., Tacoma, WA 98466
Treasure Valley CC	Ed Aronson	(541) 881-8822	650 College Blvd., Ontario, OR 97914
Umpqua CC	Craig Jackson	(541) 440-7729	1140 College Rd., Roseburg, OR 97470
Walla Walla CC	Jeff Reinland	(509) 527-4312	500 Tausick Way, Walla Walla, WA 99362
Wenatchee Valley College	Greg Franz	(509) 682-6886	1300 Fifth St., Wenatchee, WA 98801
Whatcom CC	Greg Spurgetis	(360) 383-3112	237 W Kellogg Rd., Bellingham, WA 98226
Yakima Valley College	Ray Funk	(509) 574-4722	16th & W Nob Hill Blvd., Yakima, WA 98902
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2016-17 NWAC CODE BOOK

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NORTHWEST ATHLETIC CONFERENCE Rules and Regulations Governing Athletics

PREAMBLE

The official Athletic Code shall consist of the Constitution, Bylaws, and the Sports Rules. The basic purpose of this organization will be to govern the athletic programs of member schools for all student participation in intercollegiate competition. The authority for such action will be derived from its rules as a commission of Washington Community and Technical Colleges (WACTC).

CONSTITUTION

ARTICLE I - NAME

- **Section 1.** The name of this organization shall be the Northwest Athletic Conference (NWAC).
- **Section 2.** The name Athletic Commission and the abbreviated NWAC as used in the Code are synonymous.

ARTICLE II- MISSION AND GOAL STATEMENT

It is the mission of the Northwest Athletic Conference(NWAC) to foster athletic participation in an environment that supports equitable opportunities for students consistent with the educational objectives of member colleges.

To this end, the NWAC will promote the importance of character, ethics and sportsmanship by:

- Teaching how to achieve individual success while contributing to the objective of a group.
- Providing the opportunity for competition with honor.
- Supporting academic and athletic growth.
- Instilling a respect for diversity within the development of team.
- Promoting positive relations between the colleges and their communities.
- Teaching the importance of preparation and the balancing of an active schedule.

ARTICLE III - PURPOSE

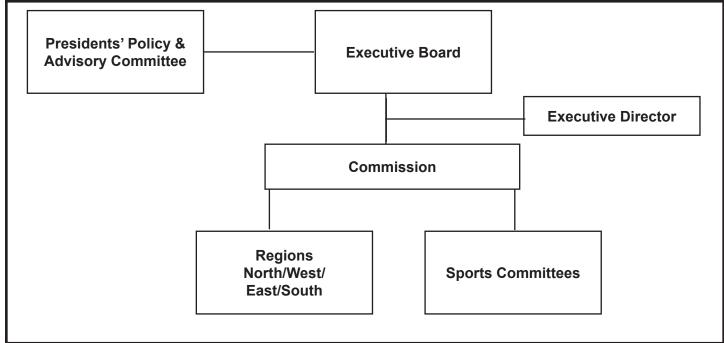
- **Section 1.** To govern all branches of athletic competition in which a student represents a member of this association in competition with any other institution.
- **Section 2.** To establish and maintain high standards of scholarship and sportsmanship in the institutions which are members of this association; to promote intercollegiate athletics; to maintain such regulations and supervision of athletic competition governed by the Code in such a manner that athletic activities will be part of, and not the principle feature of, community college life.

ARTICLE IV - MEMBERSHIP

- **Section 1.** To be eligible for membership in the NWAC, the institution must:
 - A. Submit formal application;
 - B. This application must be approved by 2/3 of the existing membership of the NWAC; and
 - C. All NWAC rules for athletic participants who transfer between member colleges will become effective upon receipt of an institution's application for membership.
- **Section 2.** Full membership shall be limited to two-year colleges in the states of Washington, Oregon, Idaho and the Province of British Columbia.
- **Section 3.** Withdrawal or suspension of an institution from the NWAC, either by action of the NWAC or by voluntary withdrawal, will forfeit the institution's membership rights.
- **Section 4.** Continuing participation as a member of the NWAC is contingent upon meeting all requirements of this Code.
- **Section 5.** No member institution of the NWAC shall, without the approval of the NWAC, participate in or join any league, conference, association or organization formed primarily for the purpose of athletic competition among its members. NOTE: Applies to all NWAC sanctioned intercollegiate teams, which use college equipment, funds, or college personnel. This does not apply to club activities.
- **Section 6.** Member schools are not permitted to engage in any athletic competition in which institutions that have been suspended from the NWAC are participants.

ARTICLE V - ADMINISTRATION

- **Section 1.** Administration of the Code shall be vested in the Athletic Commission.
- **Section 2.** The Athletic Commission shall be made up of two representatives from each member college. The membership shall be equally distributed among male and female members a male and female representative from each college.
- **Section 3.** The Athletic Commissioner shall:
 - A. Establish and review policy governing athletic participation among member colleges;
 - B. Adopt all revisions to constitution, bylaws and sport rules;
 - C. Approve an annual budget;
 - D. Establish fees and dues; and
 - E. Adopt any resolutions necessary to carry out purposes of the association.
- **Section 4.** The Athletic Commission shall organize itself in a manner necessary for the efficient conduct of its business in matters pertaining to athletic competition.
 - A. Each member college commissioner in attendance shall have one vote.
 - B. All questions and decisions shall be decided by simple majority.
 - C. A voting quorum shall consist of representatives of three-fourths (3/4) to the nearest whole number of the member institutions.



NOTE: The chart above illustrates the organizational structure of the association.

ARTICLE VI - EXECUTIVE BOARD

- The Executive Board shall be comprised of two athletic commissioners from each region and two presidents, one president from Washington and one president from Oregon, and two student services representatives appointed by the Washington State Student Services Commission and the Oregon Student Services Commission. Of the regional representatives, one member shall be a female and one shall be a male representing two separate schools. Executive Board members shall hold office for three years with a maximum of two consecutive terms. Male and female commissioners within each region shall be replaced on alternate years. Members retiring from the Executive Board shall be eligible for reelection after a lapse of one term.
- **Section 2.** The chair of the Executive Board shall be elected each year in June by the Executive Board from its current membership. The chair of the Executive Board shall serve as chair of the Athletic Commission when it convenes in June.
- **Section 3.** The Executive Board shall be responsible for the administration of the policies and procedures of the NWAC.
- Section 4. Site selection, control, management and sponsorship of all NWAC tournaments and playoffs for entry into NWAC tournaments shall be vested in the Executive Board by the NWAC. Site selection will be based upon the review of submitted proposals from individual member colleges and recommendations

from various sports committees. The Executive Board shall have the authority to evaluate tournament bids which extend multiple years and result in a selection which varies from a specific sport rotation. This rule shall supersede any conflicting languages in the Bylaws under specific sports.

- **Section 5.** The Executive Board will be responsible, either directly or through its elected and/or appointed officers, for:
 - A. Maintaining current Code Books;
 - B. Maintaining accurate financial records;
 - C. Maintaining eligibility records;
 - D. Maintaining the Letters of Intent
 - E. Establishing criteria for all contracted appointments;
 - F. Establishing an appropriate statistics program which will insure dissemination of data to all colleges in the NWAC; and
 - G. Any specific functions deemed necessary by the Executive Board to carry out its assigned functions and responsibilities.
- **Section 6.** The Executive Board shall designate the meeting place and date of the Athletic Commission meeting.
 - A. Special meetings of the Athletic Commission may be called by a majority vote of the Executive Board.
 - B. The Executive Board shall meet quarterly unless otherwise scheduled by the chair.
 - C. A special meeting of the NWAC Athletic Commission shall be called upon receiving a two-thirds (2/3) majority vote of the existing membership.

ARTICLE VII - EXECUTIVE DIRECTOR

- **Section 1.** The Executive Director is the Chief Officer of the NWAC reporting to the NWAC Executive Board.
- **Section 2.** The Executive Director shall have the overall responsibilities of the operation of the NWAC office, its programs, budget, planning, marketing, public relations and financial development.
- **Section 3.** He/She is responsible for the NWAC athletic programs, enforcing the athletic code, policies and procedures of the association.
- **Section 4.** The Executive Director shall be responsible for ensuring that all NWAC championships take place according to NWAC Code.
- **Section 5.** The Executive Director shall provide leadership and vision to ensure the NWAC is meeting the changing needs of the colleges that participate.
- **Section 6.** He/She has ex-officio membership in all region meetings.
- **Section 7.** The responsibility of working with the President's Policy and Advisory Committee to increase the quality of athletic events and activities is also the Director's responsibility.
- **Section 8.** The Executive Director shall develop and negotiate partnerships with corporations, businesses, community agencies and educational institutions.
- **Section 9.** He/She is responsible for raising necessary funds and providing sound fiscal management to ensure that the NWAC operates at a high but practical level.

ARTICLE VIII - PRESIDENTS' POLICY AND ADVISORY COMMITTEE

- **Section 1.** The Presidents' Policy and Advisory Committee shall be comprised of Presidents from the states of Oregon and Washington, a Vice President of Student Affairs from both states and the Chairperson of the Executive Board or their representative.
- **Section 2.** The Chair of the Presidents' Policy and Advisory Committee will be elected at the last meeting prior to the Commissioners' Meeting. The Chair will serve for one year and can be re-elected.
- **Section 3.** The Presidents' Policy and Advisory Committee will provide input regarding policy to the Executive Board. An additional primary function will be promoting the NWAC and assisting in securing funding for the NWAC.
- **Section 4.** The Presidents' Policy and Advisory Committee will establish a calendar of meeting dates for the year at the first meeting, which will occur prior to November 15.

ARTICLE IX - SPORT COMMITTEES

Section 1. Membership:

- A. Each sanctioned and provisional sport will have a sports committee. Each region that participates in that sport shall be represented on the committee by at least one athletic commissioner and one coach.
- B. The region shall submit recommendations for Sport Committees prior to the year end meeting. The Executive Board shall consider these recommendations when appointing the Sport Committees. The Executive Board will announce the respective sports committees at the end of the year commission meeting.
- C. When possible, both men and women shall be represented on each committee.
- D. The committee Chair shall be a commissioner appointed by the Executive Board. This appointment will be announced at the end of the year commission meeting.
- E. Vacancies shall be filled by recommendations submitted by the region and/or appointed by the Executive Board.

Section 2. Responsibilities:

- A. Shall recommend the revision of sport rules and tournament regulations to the Executive Board.
- B. Shall serve as resource persons for their region coaches and commissioners for that sport.
- C. Review with the coaches and commissioners rules that were changed by the National governing body of that sport.
- D. When sport alignment is not by region, recommend to the regions and/or Executive Board recommendations for league balance within the sport.
- E. Help insure that the sport is being conducted in the manner proper for that sport and in the best academic interest of the NWAC conference student athlete.

Section 3. Sports Chair Responsibilities:

- A. Call for and conduct necessary meetings. One official meeting must be scheduled each year.
- B. Record and distribute minutes of the meeting(s) specifying those attending to committee members, all commissioners and the NWAC office.
- C. It is the responsibility of the Sports Committee Chair to ensure that only official sports committee members vote on official sports committee business.
- D. When sport alignment is not by region, be responsible for establishing a schedule for that sport in a timely manner.
- E. Conduct an annual review of the Code for possible code change proposals.
- F. Submit any code change proposals to the NWAC office by the April 15 deadline.
- G. Assist the tournament director, as necessary, in coordinating the annual tournament for that sport.
- H. Advise in the all-star selection process and help with the all-star game if requested by the host.
- I. Be responsible for writing and reviewing the test questions for the NWAC coaching test.
- J. Listen to concerns during the year and bring these to the committee in a timely manner.
- K. Seek out the appropriate format for tie-breakers and have available to coaches and committee members.
- L. Assist with the development of game management guidelines accepted by the coaches for that season of play (These pertain to items such as game time, time between games, etc.). Provide the NWAC office with a copy of these game management guidelines.
- M. Provide summary report at Annual Commissioners' Meeting.
- Proposed changes to the operating procedures of a sport must be sent to the NWAC office by the winter conference, reviewed, and supported by the respective sports committee. The decision to implement the proposed change to the operating procedures of a sport rests with the NWAC Executive Board. Proposed changes to the operating procedures of a sport that specifically affects eligibility and/or finances, must be sent to the NWAC office by the winter conference, reviewed, and supported by the respective sports committee. The decision to implement the proposed change rests with the NWAC commission. Final decisions will be handed down at the end-of-the year NWAC Commission meeting. *Passed 6/5/15; Effective 7/1/15*
- **Section 5.** A list of current sanctioned sports will be prepared and included as an index to sports committees.
- **Section 6.** The men and women's basketball committee co-chair will be appointed for a period of three years.

ARTICLE X – REGIONS

- **Section 1.** The NWAC shall be divided into geographic regions to facilitate administration.
- **Section 2.** Each region shall be comprised of a commission composed of the commissioners from each member institution within the geographic region.

- **Section 3.** It shall be the responsibility of the regional organization to:
 - A. Establish an officials assignment program for all appropriate sports;
 - B. Establish schedules, dates, locations, times and game requirements;
 - C. Designate playoff sites, as appropriate;
 - D. Establish a game management procedure that will assure optimum service and minimum chance of game or pre-game difficulty; and
 - E. Recommend Code revisions to the Athletic Commission.
- **Section 4.** If adequate funds are available, each region shall receive a budget allocation to defray expenses incurred in meeting regional responsibilities. The Executive Board shall determine regional allocations.

ARTICLE XI - ATHLETIC COMMISSIONERS

- **Section 1.** The selection and right of appointment shall be determined by the college president acting on behalf of the individual member institution except that no commissioner shall be a college president. A commissioner must be an employee of the institution.
- **Section 2.** Commissioners shall serve as representatives to the Athletic Commission, its boards, committees and regional commission.
- **Section 3.** Athletic Commissioners shall be responsible for enforcing the athletic code, policies and procedures of the association within the member institutions.
- **Section 4.** Athletic Commissioners shall be responsible for consulting with administrators and coaches to clarify the code, policies and procedures of the NWAC.
- **Section 5.** The Athletic Commissioner shall be responsible for enforcing, interpreting and clarifying to student athletes, any NWAC rule or regulation affecting their participation in intercollegiate athletics.
- **Section 6.** There will be one athletic commission meeting during the year. It will be held no later than June 10, with the meeting place designated by the Executive Board.

ARTICLE XII - SPORT ADDITION/SPORT WITHDRAWAL

- **Section 1.** If it is the intent of a member institution to add or withdraw from a conference sport, it is mandatory that written notice be sent to the Executive Board.
- **Section 2.** A list of sports and the addition and withdrawal times necessary to maintain the integrity of that year's schedule are included below:
 - A. Fall and winter sports written notice shall be given to the Executive Board by January 1 of the previous academic year.
 - B. Spring sports written notice shall be given to the Executive Board by May 1 of the prior academic year.

ARTICLE XIII - REGIONAL TRANSFER

It shall be the responsibility of the Executive Board to insure that sports participation by regions is equitable and balanced. In order to insure that sports' schedules can be constructed, the Executive Board will review each sport by region no later than February 1 of each year. Placement into regions will be made by the Executive Board based upon recommendations from regions, sports committees and/or ad hoc committees appointed to review region alignment.

ARTICLE XIV - AMENDMENTS

- Sports committees and regions must submit code revisions to the Executive Director for inclusion in the Commission-as-a-Whole Agenda. Such proposed code revisions shall be adopted by a simple majority vote of either group to allow consideration by the Athletic Commission.
- **Section 2.** The Constitution, Bylaws, Sports Rules and Regulations may be amended as follows.
 - A. Commission Meeting -- By a two-thirds majority of those voting (excluding abstentions) from the total Athletic Commission, provided that each commissioner shall receive a copy of the proposed amendment postmarked thirty (30) days prior to any commission meeting.
 - B. Mail Ballot By a two-thirds majority of those voting (excluding abstentions) from the total Athletic Commission, provided that each commissioner shall receive a copy of the proposed amendment postmarked fifteen (15) days prior to the ballot due date.
 - C. All proposed amendments shall be submitted to, and released through, the NWAC Office.

- **Section 3.** The wording of a proposed code revision may be amended by a two-thirds (2/3) majority of the members present at a NWAC meeting, provided such an amendment does not alter the intent of the proposed code revision.
- **Section 4.** A code revision shall become effective on a date specified by a vote of the Athletic Commission.

ARTICLE XV - SCHEDULES

- Section 1. It shall be the responsibility of the regions to develop all sports' schedules in those sports in which all or the majority of regional colleges participate. In those sports where there is multiple regional participation due to limited numbers of participants in a particular region, the sports committees will recommend league/division alignments to the regions involved. If agreement cannot be reached between the sports committee and the regions, the Executive Board will determine the alignment of teams and placement into leagues/divisions.
- A conference tournament master schedule will be developed by the Executive Board no later than December 1st of each year so that regions/sports committees can develop schedules for the following year to coincide with it. The Executive Board will seek input on tournament sites and dates from the sports committees.
- **Section 3.** Procedures and guidelines for determining entry into conference tournaments shall be recommended for each sport by the Sports Committee and adopted by the NWAC. These guidelines shall be included in the Code Rules and Regulations for that sport.

ARTICLE XVI - RULES OF ORDER

Unless otherwise specified by the Constitution, Bylaws, Rules and Regulations, all business of the Athletic Commission and/or Executive Board shall be conducted in accordance with Roberts Rules of Order.

BYLAWS

ARTICLE I - ANNUAL MEMBERSHIP FEES

Section 1. The annual membership fees of the NWAC shall be based on the previous fall quarter FTEs using the State of Oregon Department of Education Enrollment Report (convert to annual FTEs) and the Washington State Board for Community and Technical Colleges - MIS-2 Enrollment Report. Fees will be based on the following formula:

2013-2014		2014-2015		
Under 2500	\$4,500	Under 2500	\$4,500	
2500- 2999	\$4,750	2500-2999	\$4,750	
3000- 3499	\$5,000	3000-3499	\$5,000	
3500- 3999	\$5,500	3500-3999	\$5,500	
4000- 4999	\$6,000	4000- 4999	\$6,000	
5000- 5999	\$6,500	5000- 5999	\$6,500	
6000- 6999	\$7,000	6000- 6999	\$7,000	
Over 7000	\$7,500	Over 7000	\$7,500	

*In 2013 the commission voted to increase their membership fees a additional \$250 per sport. When calculating annual membership fees, schools will need to include the \$250 per sport to their membership fees as prescribed by the above formula.

Statement of dues shall be mailed from the NWAC office by July 1 or earlier of each year. All annual dues must be paid by October 15th. Failure to do so will result in automatic suspension until all dues are paid in full. In the case of new members, the Executive Board shall decide the date membership fees shall be due.

ARTICLE II - FISCAL MANAGEMENT

- **Section 1.** The NWAC fiscal year will begin on July 1st and close on June 30th.
- **Section 2.** The NWAC Executive Director shall prepare an annual operating budget approved by the Executive Board to be presented to the Athletic Commission at the annual meeting for final approval.
- **Section 3.** The NWAC Executive Director shall disburse the funds of the NWAC and shall submit an interim report at the annual meeting through the Executive Board to the Athletic Commission. An annual report shall be mailed to each commissioner at the end of the fiscal year.
- **Section 4.** The NWAC Executive Director's annual budget report is subject to audit.

ARTICLE III - STUDENT-ATHLETE ELIGIBILITY RULES, REGULATIONS AND PROCEDURES

- Section 1. It is the purpose of this Article to establish requirements and procedures affecting the eligibility of student-athletes to participate in intercollegiate athletics sanctioned by the NWAC in order to assure that all participants are bona fide students of member institutions; maintain the perspective of academic achievement and satisfactory educational progress for student-athletes; establish equity and fairness for all participating students and the several member colleges; establish minimum standards and uniform definitions for participating students and member colleges; provide uniform standards and conditions for participation by those transferring from one post-secondary school to another; and prevent abuses by institutional representatives in soliciting participation by potential students and those enrolled in other member colleges and post-secondary institutions.
- **Section 2. Eligibility Registration.** Any student who participates in NWAC sanctioned athletic programs must apply to the designated athletic commissioners of their member institution prior to the first contest scheduled for that sport. The athletic commissioners shall apply the rules and requirements described in this article in determining the eligibility of the student. The athletic commissioners shall have original jurisdiction in all eligibility decisions and are responsible on behalf of the college for the application, maintenance, and enforcement of all provisions affecting eligibility rules, requirements and procedures.
 - A. Should the athletic commissioners deny eligibility based on provisions of the Article, the affected student may appeal to the Executive Director for a hearing on such denial and, further, to the Executive Board in a manner, time, and place set forth in procedures approved by the Executive Board.

- B. Should the athletic commissioners be unable to determine clearly the eligibility status of a student on the basis of the provisions of this Article, they may refer the application to the Executive Director for an advisory opinion prior to entering it on the eligibility form.
- C. Should the athletic commissioners suspend eligibility of a previously approved student-athlete for cause, according to the provisions of the Article or other applicable provisions of the NWAC Code, then these causes shall be set forth in writing to the affected student and the designated office of the NWAC provided that such actions shall be subject to the same appeal procedures as outlined in Article III.2.A.
- D. Should the Executive Director deny or suspend the eligibility of a student-athlete for cause and the member college chooses to appeal the ruling to the Executive Board, the following procedures shall apply:
 - 1. Written notice of the appeal shall be submitted to the NWAC office.
 - 2. The appeal will be heard at the next regularly scheduled meeting of the NWAC Executive Board.
 - If the college submitting the appeal requests a special meeting of the NWAC Executive Board, all
 costs related to the special Executive Board meeting will be borne by the college submitting the
 appeal.
 - 4. Appeals of eligibility must be submitted ten days prior to the start of the conference tournament in order to be heard by the Executive Board prior to the conference tournament. An NWAC eligibility form, signed by an athletic commissioner of the institution, and the registrar, must be mailed to the NWAC office prior to the first contest scheduled for any sport. In addition, an updated eligibility roster must be submitted when administratively possible, but no later than the 10th day of the quarter or the following quarter for sports which overlap quarters. Copies of the eligibility forms and all supporting documents shall be retained on file by the institution until audited by the NWAC Executive Director's office.
- E An updated eligibility form will be submitted to the nwac office one week prior to any championship event.
- **Section 3. Basic Eligibility Criteria.** A student-athlete shall be granted eligibility to represent a member college in an NWAC sanctioned athletic contest provided they meet the provisions outlined below.
 - A. All NWAC coaches are not allowed to participate in any sport as a player.
 - B. The student-athlete shall be a high school graduate, or the class year of which they were a member shall have graduated.
 - C. The student-athlete shall be enrolled in an NWAC member college within twenty (20) calendar school days from the beginning of the quarter to participate during that quarter. This provision shall apply for all terms fall, winter, spring, and summer. Should the term involve a split session, this provision shall apply from the first day of class of the first session.
 - D. The student-athlete shall not have participated in any one sport for more than two (2) seasons at any post-secondary educational institution. After a student-athlete completes two (2) seasons of participation at a NWAC member institution and transfers and competes in another intercollegiate program, he or she may not compete further at any NWAC institution in that sport.
 - E. The student-athlete shall be officially enrolled in a minimum of twelve (12) quarter credit hours or the equivalent of classes as defined in the curriculum of the member college during the sport season in which they participate. Such enrollment shall be required for non-conference and post-season participation. Under specifically scrutinized situations, involving both the institution and the NWAC office, where a dual enrollment can exist, a student-athlete may be able to utilize credits from both institutions to satisfy the twelve (12) credit requirement assuming the student-athlete has completed their A.A. Degree, has an exceptional GPA, has amassed an extreme number of credits or has been accepted into a specific four-year program as part of a dual enrollment. All dual enrollments must be approved by the NWAC office through the normal petition process when the student athlete provides the NWAC office with a schedule of classes taken at both the 4-year institution and the community college. The majority of the student-athlete's credits must be transcripted by the community college. Passed 5/30/14; Effective 7/1/14

F. Previous Quarter Credit Rule

- 1. The student-athlete who has begun participation in collegiate athletics shall have passed a minimum of 10 quarter credit hours the previous term.
 - Passed 6/5/15; Effective 7/1/15
- 2. For any student-athlete, who has never participated in collegiate athletics and used college eligibility in a sport, there will be no credit requirement from the previous quarter/semester. Any student-athlete at any member institution or transferring into any member institution who has

played a year in a sport, will be required to have passed ten (10) or more credits the previous term prior to being eligible their second season of participation in that sport or their first season of a different sport.

Note: The ten (10) credit previous term rule would not apply to any student-athlete who participated outside of the NWAC in one sport but transfers to a NWAC institution to participate in another sport where Article III, section F. 1 would apply.

Example: A student-athlete enrolls in 12 credits for fall term eligibility in basketball. They only need to pass 10 credits from fall term in order to maintain eligibility.

Passed 5/31/13 Effective 7/1/13

- G. **Second Year Participation Defined**. To qualify for eligibility to participate in a second (2nd) season of any sport, a student-athlete must have:
 - Earned a minimum of thirty-six (36) quarter credit hours or the equivalent, beginning with and including the first quarter (the quarter of the sport season's official start date) of the first season of participation. (NOTE: Credits from a course repeated to raise a grade of D or higher do not count toward the 36 credit requirement) OR have earned a minimum of:
 - 36 quarter credit hours before entering fall quarter of their second year for fall quarter eligibility.
 - 48 quarter credit hours before entering winter quarter of their second year for winter quarter eligibility.
 - 60 quarter credit hours before entering spring quarter for spring quarter eligibility.
 - a. For student-athletes who enroll full-time after fall quarter of their first year of eligibility, the total credit hours required for second year participation will be prorated based on the average of 12 credits per term. (e.g. basketball player who is a first-time college enrollee in winter quarter, not fall)
 - b. Credits from a course repeated to raise a grade of D or higher do not count toward the cumulative credit requirement.
 - **Exception**: prerequisite courses that require a higher grade for advancement in an academic subject (e.g. math, English) shall be included in the cumulative credit requirement.

Passed 6/5/15; Effective 7/1/15

2. Maintain a cumulative grade point average of 2.00 during any quarter of participation. The calculation of the 2.00 GPA must begin with the same initial quarter used for total credit calculation under 3.G.1. *Passed 6/3/16; Effective 7/1/16*

Example: A baseball player who is a 1st year participant in Winter 2012 would count credits earned in winter 2012, spring 2012, summer 2012, and Fall 2012 towards meeting his 36 credits. The same player would also include Summer and Fall 2011 when calculating his 2nd year GPA requirement.

Section 4. Summer School. By attendance at summer school, a student-athlete can regain qualification for meeting the provisions for the 10 credit previous quarter, the 36 credit - 2nd year participation and also the 2.00 GPA eligibility requirements. Any number of summer school credits can be earned at any accredited institution and can be added to complete the second year thirty-six (36) quarter credit rule or added to the previous quarter to fulfill the completion of the ten (10) quarter credit hour previous quarter rule.

Example: Students completing less than ten (10) credit hours their last **full-time** quarter of attendance may add completed summer credits to a preceding quarter of attendance may add completed summer credits to a preceding quarter to accumulate a minimum of ten (10) quarter credit hours and/or may use them toward their accumulation of their thirty-six (36) quarter credit hours for the second year of participation. Summer school credits can also be used to increase the GPA to a 2.00 accumulative. However, the grade point for all summer school quarter credit hours attempted must be calculated into the cumulative grade point average. **Passed 6/3/16; Effective 7/1/16**

Section 5. Attendance Defined. A student-athlete will establish attendance at a member institution by being enrolled in that institution within twenty (20) calendar school days and/or participation in an athletic contest or practice sponsored by that institution. In the event a student-athlete officially withdraws from a non-member collegiate institution within twenty (20) calendar school days and has not participated in an athletic contest, they shall not have established attendance at the institution for eligibility purposes. A student-athlete withdrawing from a member college within twenty (20) days and transferring to another

member college will be subject to NWAC transfer rules (see Sections 16, 17 and 18). The twenty (20) calendar school days shall be calculated from the first day of class attendance as published in the instructional calendar of that institution.

- **Attendance Established Fall & Winter Quarters.** A student-athlete not in attendance at a member institution the previous quarter establishes eligibility for Fall Sports, whose first contest is prior to the first day of fall quarter classes, when the member college submits its initial eligibility form for that sport. For winter sports (Basketball), eligibility commences on January 2nd.
- **Section 7.** Attendance Established Spring Quarter. A student-athlete not in attendance at a member college winter quarter establishes eligibility for spring sports on the first class day of spring quarter or April 1st whichever occurs first provided all other eligibility requirements have been met.
- **Section 8. Participation.** A student-athlete shall be considered a participant for eligibility purposes if they represent a member institution in any athletic contest. A student-athlete is considered committed to an institution provided they are a participant and/or sign a current year LOI.

 Passed 6/3/16; Effective 7/1/16
- **Section 9. Season of Participation.** Participation in any contest, other than an approved scrimmage, regardless of time, shall be counted as one season of competition in that sport and the participant will have used one year of collegiate eligibility.
- **Section 10. Grade Verification Between Quarter Participation.** The grades of student-athletes, both currently eligible and those seeking eligibility, must be verified simultaneously between academic quarters. Grade verification can take place at any time after official instructor grade sheets are on file with the registrar. Previous quarter grades must be verified no later than the day prior to the start of winter quarter and the fifth day of spring quarter.

An *intersession* is that period of time between academic terms. "Intersession" classes at most institutions begin after the end of one term and finish prior to the beginning of the next term. They are most often transcripted for the following term and, therefore, could neither be utilized to help a student-athlete obtain 10-credits from the previous quarter nor utilized to meet the 36-credit requirements for second season participation for that following term. Some intersession courses begin prior to the end of a term and are completed prior to the beginning of the next term. For these intersession classes, they may be used to meet either the 10-credits previous term or the 36-credits between seasons if, and only if, they are transcripted for the term in which they are begun. [NOTE: Any intersession credits must be over and above the 12 credits that a student-athlete is enrolled in at their home institution}. *Passed 5/31/13; Effective 7/1/13*

- **Section 11. Verification of Participation.** At the conclusion of each sport season, each school shall submit to the League Office a list of athletes who competed in the past season of competition and how many seasons the individual has competed.
- Section 12. Limited Team Membership. A student-athlete who has been granted eligibility to participate in a team sport sponsored by a member college shall be declared ineligible immediately if he/she participates in any contest in that sport sponsored by any other club, team, group, or organization at any time during that sport season. The current season shall commence the first day of practice and end as defined in the NWAC annual calendar. Withdrawal of eligibility under the provisions of Section 2 of this article, but shall be subject to appeal. In those sports where it is possible to compete on an individual basis (cross country, golf, tennis, track and field) an athlete may compete on an individual basis during the sports season but only if the competition does not interfere with team practices and contests, and provided he/she is not affiliated with any club, team, group or organization while competing.

EXCEPTION: One-time participation in a high school alumni game is allowable. **Example:** An NWAC student-athlete in softball agrees to play for a team in the local church league during their NWAC season. She becomes immediately ineligible to continue as a NWAC student-athlete in softball for that year.

- Section 13. Student-Athlete Limitation on Number of Games. Intercollegiate competition shall count as varsity competition in computing years of eligibility. Participation in any athletic contest shall constitute a game with the exception of one (1) pre-league home contest against their alumni, which will not count against their contest limitation, not count towards the official won-loss record, and no statistics will be used towards individual and team official stats. Passed 6/3/16; Effective 7/1/16
- **Section 14. Student-Athlete Limitation on Number of Sports per Season.** A student-athlete cannot participate in more than one sport for a member institution during any sport season.

- Section 15. Student-Athlete Limitation on Number of Colleges per Season. A student-athlete cannot participate in any scheduled contest for more than one college during a given sport season. Practice at a non-member institution shall not constitute participation in the application of this Section.

 Example: A student-athlete plays in a game at Institution A (nonmember) during fall quarter and then transfers to member Institution B winter quarter. He/she will not be eligible to participate. If, however, he/she took part in practice at Institution A but participated in no games, he/she will be eligible at member Institution B provided all other provisions of the Code are met.
- **Section 16. Scrimmage Definition.** A scrimmage shall follow the rules listed below.
 - A. A scrimmage when listed in the official schedule must be listed as a scrimmage by the intercollegiate athletic department.
 - B. Official game uniforms (home or away) are allowed. Passed 6/3/16; Effective 7/1/16
 - C. No awards of any kind may be given to the participants.
 - D. No championships of any kind.
 - E. Travel expense for one night overnight stay can be provided.
 - F. Teams may schedule one (1) pre-league home contest against their alumni, which will not count against their contest limitation or their scrimmage limitation. *Passed 6/3/16; Effective 7/1/16*
- **Section 17. Redshirt Definition.** "A red-shirt" is a student/athlete who practices but does not compete in a counting contest. Any grant in aid spent on a red-shirt must be accounted for in the NWAC financial aid audit and will count towards the institutional limits for that sport. *Passed 6/3/16; Effective 7/1/16*
- **Section 18.** Participant Transfers.

Transfer Between Member Institutions. Student-athletes who are a participant and/or signed to a current Letter of Intent (LOI) must sit out three (3) terms (exclusive of summer) after separation from the athletic program.

Exception: A student-athlete may petition for a transfer to another member institution (Institution B) between first and second seasons of participation to fulfill eligibility requirements if extenuating circumstances have occurred that create a need to break the commitment between student-athletes and institution. Signing of a Letter of Intent (LOI) is a commitment with the institution, and if a coach leaves the institution or the sport program (e.g., not retained, resigns), the provision of the LOI remains intact. *Passed 6/3/16; Effective 7/1/16*

Transfers from Non-member Colleges. Any student-athlete transferring from a non-member institution becomes eligible immediately provided he/she has NOT participated in any contests in the sport in question. If a second season transfer from a non-member institution, they must have passed 10 quarter credits in the last full-time term, accumulated at least 36 quarter credits between seasons of participation and have a cumulative GPA at or above 2.00 for all college coursework.

Transfer from Member to Non-member Back to Member Institution. Any student-athlete of a member institution who transfers to a nonmember institution must meet the requirements of a transfer between member colleges as stated above before becoming eligible at any other member institution.

Example: A student-athlete transfers from Institution A (a member of NWAC) to a four-year institution. Later he/she decides to re-enter an NWAC institution. He/she is eligible immediately at Institution A provided all other eligibility requirements are met. However, if he/she transfers to any other NWAC institution, he she must meet the requirements of a transfer between member colleges (as stated above), as if he/she transferred directly from one member institution to another.

Section 19. Non-participant Transfers.

Transfer between Member Colleges. Any student-athlete transferring from a member college becomes eligible immediately provided he/she has never signed a Letter of Intent and has never been placed on an eligibility statement.

Transfers from Nonmember Colleges. A student-athlete transferring from a non-member college becomes eligible immediately provided he/she has never signed a Letter of Intent or has never participated in a contest as shown on the NWAC eligibility statement. *Passed 5/31/13, Effective 7/1/13*

Section 20. Transfers-Transcript Requirement. A student-athlete who transfers to a member institution must request and have a copy of an official current transcript from all previous institutions on file with the registrar of the receiving institution prior to participating in an athletic contest for the receiving institution.

Note: If a student-athlete from any institution, member or nonmember, has remained in school beyond twenty (20) days and withdrawn from school with a W, he/she shall be considered to have been enrolled

and not to have completed the necessary hours to meet NWAC requirements (see Section 3).

- **Section 21. Professional Sports Commitments.** Student-athletes who have signed with and/or have received payment from professional sports organizations shall be ineligible in that sport. Student-athletes denied eligibility under the provisions of this Section may appeal the decision to the governing body.
- **Section 22. Amateur Standing.** No student may participate in an athletic contest sanctioned by the NWAC who has violated his/her amateur status in that sport (see Amateurism and Participation in appendix A-20).
- **Section 23. Penalties.** A student-athlete who is found to have participated in a NWAC sanctioned athletic contest in violation of the provisions of Article III shall be declared immediately ineligible and will remain ineligible during periods of appeal. Further, the member college for which the student-athlete participated shall forfeit the contest(s) in which the student-athlete participated, in addition to such other penalties that may be imposed under the provisions of Article VII (Violations) of the Bylaws.
 - A. A student-athlete shall be denied eligibility for competition at any time in all NWAC sanctioned sports if the student-athlete falsifies academic or athletic participation records.
 - B. A member college, which uses an ineligible athlete, whether knowingly or not, shall forfeit all contests in which such ineligible player participated.
 - C. Procedures when a participant is determined to be ineligible after the last game/event in regular season/regional competition.
 - If a student-athlete is determined to be ineligible after league/regional competition
 has been completed or during a conference championship event, the ineligible
 athlete shall be immediately disqualified from further participation but the team shall
 be allowed to complete post-season play.
 - 2. If a member college uses an ineligible student-athlete after the completion of league/ regional competition, whether knowingly or not, the member college may be denied the opportunity to enter conference championship competition in that sport during the ensuing year.

Section 24. Criteria for Requesting a Waiver of NWAC Eligibility Rules and Regulations.

- A. Requests will be directed to the Executive Director.
- B. Requests shall be initiated in writing and must include the following:
 - 1. The basis for initiating the action, includes facts and complete information relative to the request.
 - 2. Documentation from appropriate authorities substantiating hardship, illness, injury, or other extenuating circumstances.
 - 3. Transcripts from all post-high school institutions attended.
- C. The decision of the Executive Director in all cases of eligibility waiver requests will be in effect immediately.
- D. Decisions of the Executive Director may be appealed to the Executive Board under the following guidelines:
 - 1. No appeal will be accepted that has not first been ruled upon by the Executive Director.
 - 2. Appeals will be heard at the next regular meeting of the Executive Board after notification has been filed with the Chairman.
 - 3. A special meeting of the Executive Board to hear an appeal may be convened, however the party/parties requesting the appeal shall bear the full cost, as determined by the Executive Board.
- Section 25. Criteria Applied to Determine Veterans Eligibility. Student-athletes who are returning veterans will be eligible at any member institution immediately upon registration provided he/she satisfied the provisions of Section 9, and further provided that he/she has not enrolled in any intervening post-secondary institution following discharge or release from the Armed Services of the United States. Should the status of any returning veteran be in doubt, the Athletic Commissioner should refer the matter to the Executive Director, as provided in Section 2.B.

Example: A student-athlete enlists while attending Institution A. Upon his/her return, he/she enrolls at Institution B. The student is immediately eligible provided he/she was eligible when he/she enlisted. If a student-athlete was ineligible at Institution A when he/she left, he/she must complete a quarter of satisfactory work before he/she regains eligibility.

Criteria Applied to Active Duty Dependents' Eligibility. Dependents, both spouse or child, will be considered Northwest residents immediately upon a military move of permanent change of station into the NWAC recruiting area. This will allow these individuals to be provided with a letter of intent and athletically-related aid by NWAC institutions. *Passed 5/30/14; Effective 7/1/14*

- **Section 26. Medical Hardship Petitions.** A student-athlete may be granted an additional year of eligibility by the conference for reasons of hardship which is defined as that incapacity resulting from injury or illness under the following conditions:
 - A. Injury or illness occurs when he/she has not participated in more than 20% of games played. Passed 6/3/16; Effective 7/1/16
 - B. The injury or illness occurred in the first 50% of scheduled contests (preseason games through conclusion of regular season games, season not to include post-season contests).
 - C. The injury resulted in incapacity to compete for the remainder of the season. The resulting injury must be documented by a doctor at the time of injury or on the date that the doctor determines the athlete can no longer compete during the season.
 - D. The medical hardship requests will be accepted between the conclusion of the current sport season and the start of the following sport season.
 - E. Student-athlete must meet all academic requirements as set forth by the NWAC codebook.

Note: In applying the 20% limitation, any computation which results in a fractional portion of an event shall be rounded to the next whole quarter.

Section 27. Student-Athlete Questionnaire.

- A. All student-athletes must fill out an NWAC student-athlete questionnaire, which shall be kept on file at that institution.
- B. A student-athlete whose home residence is outside the contiguous Northwest states, transfers between member and non-member colleges, and student-athletes who have not been enrolled in a collegiate institution for a period of three or more years must complete and have on file with the NWAC, an NWAC student questionnaire.
- **Section 28. Tracer Report.** A completed NWAC tracer report shall be on file with the member college for all member and nonmember transfers prior to granting eligibility. However, this stipulation shall be waived when documented by the Athletic Director that the non-member institution in question does not and did not have an athletic program or, at least, the sport in question, when the student-athlete attended.

 Passed 5/30/14; Effective 7/1/14

Section 29 Transgender Student-Athletes.

- A. A transgender male (female to male) student-athlete who has received a medical exception for treatment with testosterone for gender transition may compete on a men's team but is no longer eligible to compete on a women's team.
- B. A transgender female (male to female) student-athlete being treated with testosterone suppression medication for gender transition may continue to compete on a men's team but may not compete on a women' team until completing one calendar year of documented testosterone-suppression treatment.

The Student's Responsibilities

- A. In order to avoid challenges to a transgender student's participation during a sport season, a student-athlete who has completed, plans to initiate, or is in the process of taking hormones as part of a gender transition should submit the request to participate on a sports team in writing to the director of athletics upon matriculation or when the decision to undergo hormonal treatment is made.
- B. The request should include a letter from the student's physician documenting the student-athlete's intention to transition or the student's transition status if the process has already been initiated. This letter should identify the prescribed hormonal treatment for the student's gender transition, date of when treatment began, and documentation of the student's testosterone levels, if relevant.
- C. The student must provide appropriate documentation (home state requirements) indicating that the sex of an individual has legally been changed.

The School's Responsibilities

- A. The director of athletics should meet with the student to review eligibility requirements and procedure for approval of transgender participation.
- B. If hormone treatment is involved in the student-athlete's transition, the director of athletics should notify the NWAC of the student's request to participate with a medical exception request.
- C. To assist and collaborate with members of the institution to provide support, services and opportunities, for transgender student-athletes to gain a quality academic and athletic experience.
- D. All discussions among involved parties and required written supporting documentation should be kept confidential, unless the student-athlete makes a specific request otherwise. All information about an individual student's transgender identity and medical information, including physician's information provided pursuant to this policy, shall be maintained confidentially.

Passed 6/5/15; Effective 7/1/15

ARTICLE IV - ATHLETIC GRANT-IN-AID

Section 1. The athletic grant-in-aid available to any student-athlete enrolled at an NWAC member college will be limited to the following.

A. Grant-in-Aid.

- 1. Oregon colleges may fund tuition grant-in-aid up to their individual colleges' in state dollar amounts per quarter.
- 2. Washington colleges may fund tuition Grants-in-Aid through scholarship up to 40% of state tuition per quarter plus an additional 25% tuition waiver per quarter. Total Grant-in-Aid will not exceed 65% of the official base tuition and fees amount as established by the State Board for 15 credits per quarter. Out of state students from contiguous states, who are given an out of state wavier, may be awarded additional scholarship money equal to the difference between out of state tuition and in state tuition.

Example: if tuition for an in-state student taking 15 credits is \$1000, then that student may receive \$400 scholarship (40%) plus \$250 waiver (25%). If tuition for an out-of-state student from a contiguous state taking 15 credits is \$1100, then that student may receive \$500 scholarship plus \$250 waiver.

Washington colleges may award students from British Columbia the same amount of scholarship money as is awarded to students from other contiguous states.

Passed 6/5/15; Effective 7/1/15

- 3. Multi-Sport Participation Any student athlete participating in the NWAC shall not receive any athletic aid greater than allowed in this article. Students who are allowed to participate in an athletic association outside of the NWAC (such as wrestling) are also limited to these guidelines. Any student in violation of this rule will be declared ineligible.
- 4. Athletically controlled institutional employment (work grant) A term job may be provided to an individual student-athlete with net earnings not to exceed \$2,000. The employment level will be determined by each college and the hourly pay will be commensurate with existing campus pay scales. The total amount of earnings available to a specific sport will not exceed the total dollar amount determined when factoring the number of grant in aid for that sport by \$1,000. Example: Volleyball 8 Grants-in-Aid x \$1,000 = \$8,000 Passed 5/31/13: Effective 7/1/13
- 5. Athletically-related aid, whether tuition waiver, scholarship or job, may be assigned and awarded for any academic quarter; Summer, Fall, Winter or Spring. The number of possible grants-in-aid offered for each sport does not change in number [EX: Volleyball = 8 grants in aid]. No individual student-athlete may receive athletic aid during more than three (3) of any four (4) terms in any one academic /financial aid year. Passed 5/30/14; Effective 7/1/14
- 6. No student-athlete may lose their scholarship from a letter of intent due to injury, illness or incapacitation of any kind once enrolled in that institution as a member of that sports program. Letters of intent will be honored for that academic year unless the student-athlete leaves the institution or chooses to no longer compete. Coaches may utilize these individuals in the capacity of managers, statisticians or other positions useful to the team which might require attendance at practices, games or other related activities for the duration of the season.

Passed 5/30/14; Effective 7/1/14

- B. Inducements beyond the athletic financial aid package for tuition and a \$2,000 job, for the purpose of recruitment, are considered a violation of the Code.
- C. Summer employment directly controlled by the Athletic Department may be granted to a student-athlete and placed on a letter of intent. Any job outside of the control of the Athletic Department must be an open market competing with all students for these jobs. Passed 5/30/14; Effective 7/1/14
- D. Prevailing campus wage rates should apply to all student-athlete employment.
- E. **Extra Benefits.** The phrase "extra benefits" refers to any special arrangement by an institutional employee or representative of the institution's athletic interests to provide a student-athlete or a student- athlete's relative or friend with a benefit such as free or reduced rate housing, free or reduced rate meals, or any financial aid in the form of loans or grants that are not available to any student, free or reduced rate for books and supplies, free or reduced rates for transportation, or the establishment of funds for athletes when it is not the policy of the college to give such services to all students, is illegal and a violation of the athletic code. The rate paid by student-athletes for room and board should be consistent with rates paid by students in general. (Note: Housing arrangements with coaches or college athletic staff members, other than on a temporary or

- emergency basis, are considered inappropriate and a violation of the code.)
- F. It is not permissible for a student-athlete to receive financial aid, directly or indirectly, from a source outside the institution (e.g. a foreign government, a sports association, a high school booster club) for expenses related to attendance at a member college, if the award of such financial aid is based in any degree upon the recipient's athletic ability. Receipt of financial aid from such a source renders the student-athlete ineligible for all intercollegiate participation unless all disbursements of financial aid are made through the appropriate campus office of the member college. Athletic financial aid is awarded exclusive of state and federal financial aid for which students may qualify on the basis of need. If a student has an institutionally established financial need, the total institutional award (i.e. state, federal and athletic aid) to that student may not exceed the established need. Students not qualifying for financial aid may receive athletic financial aid. Institutionally determined financial aid may be substituted for previously awarded financial aid. Athletic financial aid will be reported to the institution's financial aid department and will be included in the student's financial aid awards.
- Section 2. NWAC grants-in-aid may be offered or given only to athletes who shall be a high school graduate,or the class year of which they were a member shall have graduated in Washington, Oregon, Alaska, province of British Columbia, California, Idaho, Montana, Nevada, Hawaii, Utah and Wyoming or whomever an NWAC institution determines to be a resident. A NWAC grant-in-aid will not be offered to any student-athlete who is attending an institution on an International Student Visa, regardless of high school status (does not apply to those student-athletes from British Columbia).

 Passed 6/5/15; Effective 7/1/15.
- **Section 3.** The number of grants-in-aid to be offered per sport will be limited as listed below:

Baseball	11	Golf	*6/6 (M & W)	Tennis	6/6 (M & W)
Basketball	8/8 (M & W)	Soccer	11/11 (M & W)	Track	7/7 (M & W)
Cross Country	5/5 (M & W)	Softball	11	Volleyball	8

*Passed 5/30/14; Effective 7/1/14

Section 4. The payment of team meals or housing by any group for pre-school or vacation practice periods as well as regular school sessions shall not be permitted.

Note: This does not preclude travel expenditures, pre-game meals and team banquets in season.

- **Section 5. Booster Clubs.** To provide a complete picture of financial expenditures in NWAC athletic activities, all booster organizations will be considered a part of that institution. Such organizations should be accredited by the chief executive officer of that institution and meet these additional terms and conditions:
 - A. A staff member of the institution periodically shall inspect the financial records of the alumni organization interpreted to include booster clubs and similar organizations) and certify that the expenditures are in keeping with the NWAC regulations outlined for the control of NWAC financial aid.
 - B. A club official shall be designated by the chief executive officer as the institution's official agent in the administration of the club's funds and said club official shall file regular reports to the institution relating the manner in which the club funds have been spent in aiding the member institution's program.

Note: When a booster organization is certified by the chief executive officer as being part of the institution, said organization becomes subject to all the limitations placed upon the member institution by NWAC legislation and a violation of such legislation by any member of the booster organization automatically constitutes a violation by the member institution.

ARTICLE V - LETTERS OF INTENT

- Letters of Intent may be issued by member institutions indicating financial aid as determined by that member Institution. Such letters may be offered only in those instances in which financial aid has been determined and for which it is available should the student elect to enroll. In those cases where institutionally determined financial aid (federal or state) is indicated on the letter of intent for which the student qualifies; the institution is committed to meet this obligation from any or all resources available to it.
- **Section 2.** A deferred grants-in-aid audit shall be conducted by the Executive Board for all sports with the contingency that any violation may result in:
 - A. A reduction in the following year's allowable letter-of-intent numbers to compensate for the overage limited to sport involved.
 - B. The sport responsible for the overage at the offending school shall be placed on a one year's probation with no opportunity to participate in the conference championship that year in that sport.

C. The school will lose the privilege of a spring audit and will have substituted a running audit to assure that no more than the allotted letters of intent are awarded or in process at any one time.

Section 3. Procedures for Letter of Intent.

- A. All Letters of Intent issued by a member college are to be completed and sent to the student-athlete via the NWAC online process.
- B. Letter of intents will be sent to student athlete's email addresses for the following sports on or after: January 15 - Volleyball, Cross Country, Soccer, Golf, Baseball, Softball, Tennis, Track & Field April 1 - Men's and Women's Basketball.
- C. The student athlete has 21 days to accept and return to college issuing the LOI before it becomes invalid. The student may either mail, fax or email the signed Letter of Intent to the issuing college. The official release of acceptance by the conference office will occur immediately upon the college athletic office entering receipt of the signed Letter of Intent on the NWAC website.
- D. Infractions and requests to void a letter of intent will be the responsibility of the Executive Board.
- E. A student-athlete who signs a NWAC Letter of Intent is obligated to that institution for one academic year. If such a student athlete attends another member institution without voiding the original letter of intent through the NWAC Executive Board, the student athlete will be ineligible for athletic participation and/or receiving athletic aid for that academic year. If the original signed Letter of Intent is voided by the Executive Board, the student athlete will be eligible for competition at another NWAC member college as long as all NWAC eligibility rules are satisfied. However the student-athlete will not be eligible to receive any athletic aid from another member college in any sport during the first year of participation. The student athlete must comply with the transfer rules in order to compete the following year.
- F. If a student signs two or more Letters of Intent with NWAC schools during the same sport season, this shall be considered an infraction and the matter referred to the Executive Board.

 Example: A student-athlete may sign a letter of intent with an NWAC institution and also sign a letter of intent with an NAIA or NCAA four year program, or even with an NJCAA or CCCAA school and remain in good standing with the NWAC.
- G. All student-athletes must be made aware of institutional and athletic department codes of conduct. This precaution is necessary in the event that they may be dropped from a squad with the resultant loss of institutional aid as stipulated in the Letter of Intent. A student's choice to sit out, or otherwise not participate for the institution during a Letter of Intent year may forfeit some or all of the grant-in-aid agreed upon in the Letter of Intent. However, a decision by the coaching staff to sit out or cut a player from the team, for any reason other than disciplinary, does NOT negate the institutional obligation to that student-athlete regarding a grant-in-aid offered on a letter of intent.
- H. Only the NWAC Letter of Intent form will be used. College Letters of Intent will not be valid and may bring the school using them penalties as determined by the Executive Board. All Letters of Intent must show a minimum of at least \$100 total being given to the student-athlete.
 Section 3.H Passed 5/30/14; Effective 1/15/15

ARTICLE VI - ATHLETIC RECRUITING

- **Section 1. Definition:** Athletic recruiting will be defined as institutionally initiated personal contacts by letter, phone, or in person, between a member of the college athletic department or a representative thereof and a prospective student-athlete.
- NWAC Athletic recruiting will be confined to only the states of Washington, Oregon, Alaska, province of British Columbia, California, Idaho, Montana, Nevada, Hawaii, Utah and Wyoming. Recruited student athletes shall be a high school graduate, or the class year of which they were a member shall have graduated in Washington, Oregon, Alaska, province of British Columbia, California, Idaho, Montana, Nevada Hawaii, Utah and Wyoming. Student-athletes who graduated from a high school or whose graduating class was outside the aforementioned contiguous states must complete and submit an NWAC Athletic Recruiting Questionnaire form (Appendix A-54 to A-56) to the conference office.

 Passed 6/5/15: Effective 7/1/15
- Section 3. Visiting recruits may be eligible to receive meals and lodging not to exceed state per diem. Expenses shall be limited to the equivalent of only one day (24 hour period). Institutions shall not expend state funds to compensate visiting recruits for meals or lodging. Such expenses may legally be paid only from contributed funds, booster clubs, or gifts, that is, not state or public funds. Student recruits will pay their own transportation expenses.
- **Section 4.** It is the responsibility of the institution president or presidential designees to strictly adhere to the above recruiting guidelines.

Section 5. Any staff member of an NWAC member institution, or any other representative of the member institution's athletic interests, desiring to contact a prospective student-athlete **who is already committed to** another member college shall first contact that institution's athletic director in writing regarding the student-athlete. Contact may be made only when such permission is granted.

This rule applies to:

- Prospective student-athletes who are already enrolled at another member college.
- Prospective student-athletes who have already signed a Letter of Intent with another member college but have not yet attended classes.

ARTICLE VII - VIOLATIONS

- **Section 1.** The Executive Director or the Investigations Committee is responsible for administering policies and procedures of the NWAC pertaining to violations. The Executive Board is responsible for the final administration of appeals.
 - A. The Executive Director of NWAC or designee shall be responsible for receiving and considering complaints which are filed with the Association charging the failure of any member college to comply with athletic standards as required by the provisions of the NWAC Code, or the failure of any member to meet the conditions and obligations as outlined in the NWAC Code and Adopted Sport Rules and Regulations. Complaints or concerns to the Compliance Manager shall be in writing, clearly explaining the complaint and what NWAC Code or Adopted Sport Rules may be violated.
 - **Step 1** If there is a complaint charging the failure of any member college to comply with athletic standards as required by the provisions of the NWAC code, or the failure of any member to meet the conditions and obligations as outlined in the NWAC Code and Adopted Sports Rules and Regulations, the complainant must first contact the NWAC Compliance Manager in writing notifying the him/her of the issue. The Compliance Manager will then follow up with the school in question.
 - **Step 2** If the two sides cannot reach resolution on the matter, then a follow up letter shall be sent to the Executive Director of the NWAC noting that the issue has not been resolved and request for additional follow up by the NWAC office.
 - B. Upon receipt of an NWAC request for an investigation, the Executive Director or designee shall assess the nature and scope of the alleged violation. Depending on the severity of the violation, the Executive Director may either choose to investigate the violation independently or request the Chair of the Executive Board to appoint an Investigations Committee of three commissioners from neutral regions.
 - C. The task of the Executive Director or Investigations Committee shall be the following:
 - 1. To determine whether specific violations have taken place.
 - 2. To determine whether the violations were inadvertent or willful.
 - 3. To determine whether violations involved individuals who are either athletes or institutional staff members.
 - 4. To impose penalties and corrective action. (The Investigations Committee will confer with the Executive Director or designee in determining appropriate penalties. Self-disclosure and institutional action taken in connection with the rule infraction or punitive action taken by the member college consistent with NWAC Code and Regulations will be taken into account. The Executive Director or Investigations Committee may exercise the discretion to take no further action if they believe that appropriate institutional action has been self-imposed).
 - D. Upon completion of the investigation, a confidential report of the findings shall be submitted to the president of the member college under investigation from the Executive Director out lining whether any violations have been identified and what penalty has been imposed. All correspondence on rule violations will be addressed to the president of the college under investigation. All correspondence regarding rule violations addressed to the NWAC from a college under investigation will include the signature of the college president.
 - E. The Executive Director shall report back to the Executive Board in the form of any information item any requests for investigation and subsequent action taken by either the Executive Director or the Investigations Committee.
 - F. If the member college being investigated wishes to appeal the action taken by either the Executive Director or the Investigations Committee, they must submit in writing within thirty (30) days of receipt of the initial findings to the Executive Board of their request to appeal.

- G. The Executive Board will review the appeal at the next regularly scheduled meeting. The appeal will be submitted from the president of the college under investigation in the form of a document outlining the following:
 - 1. A statement of the origin of the case.
 - 2. Violations of the NWAC Code or regulations.
 - 3. Disciplinary or corrective actions taken by the member college.
 - 4. Related factors appropriate for consideration in judgment of the case.
- H. The Executive Board in the appeal process will provide an opportunity to the college to present student athletes or other witnesses to testify before the Executive Board. Decisions, however, regarding the appeal will be made in closed session. A written decision will be issued.
- I. In the event the institution of a member of the Executive Board is involved in an alleged violation, the member shall not be present during the closed session of the appeals hearing nor shall they have a vote in the final decision.
- J. The Executive Board maintains the authority to amend the initial penalty or uphold disciplinary action and/or fines imposed by the Executive Director or the Investigations Committee.
- K. All correspondence, testimony and discussions pertaining to an investigation will be held confidential. Once a member college has been given an opportunity for due process and a final decision has been made on disciplinary action and/or fines, the Executive Director will issue a public announcement. Once a public announcement has been issued, the investigation can be re-opened only if new information of substantive quality becomes available. In those instances when a new hearing is granted, it shall be treated as re-opening the entire case.
 Section 1 Passed 5/31/13; Effective 7/1/13

Section 2. Responsibility For Timely Reporting of Violations.

Should any athletic director, coach or institutional representative become aware of an institutional violation involving an athlete or institutional representative of any NWAC member institution, and/or failure of any member college to comply with athletic standards as required by the provisions of the NWAC code, or the failure of any member to meet the conditions and obligations as outlined in the NWAC Code and Adopted Sport Rules and Regulations, it shall be the responsibility of that individual to immediately notify his/her athletic commissioner in writing of the potential violation and/or concern. The athletic commissioner shall immediately notify, in writing, the NWAC Executive Director or his designee and the athletic commissioners at the institution in question. Failure by an NWAC staff member to immediately report a known violation may in itself be a violation. *Passed 5/31/13; Effective 7/1/13*

Section 3. Enforcement Procedures.

- A. The major types of rule violations have been separated into two categories. Some rule violations listed as Category I may be placed into Category II, if circumstances warrant a heavier penalty. The Executive Director or Investigations Committee will also have the authority to determine the category for placement of rule violations not currently identified.
- B. Suggested guidelines for determining the penalty for rule violations have also been established for both Category I and Category II.
- C. The Executive Director or Investigations Committee, using the suggested guidelines, will determine if no penalty is warranted or, if appropriate, determine what penalty or penalties will be imposed.
- D. All actions taken by the Executive Director or Investigations Committee will be reported to the Executive Board in the form of an information item.
- E. All decisions of the Executive Director or the Investigations Committee are subject to appeal process as outlined in Article VII Violations, Sections F through K.

CATEGORY I. Those violations that provide only a limited recruiting or competitive advantage, if any. Penalties for Category I violations will include one or more of the following:

- Require a report on corrective measures and, any punitive action taken by the member college. The report should show cause why a penalty or additional penalty should not be imposed. If the action taken is satisfactory, no further action may be imposed.
- A letter of reprimand, addressed to the president of the member institution, including
 a request for the member institution to submit a report outlining corrective action that
 will be taken to prevent a repeat violation. In instances where the violation was self-reported, the
 member institution will be commended for their efforts to abide by NWAC regulations.
- 3. A probationary period of not less than one year nor more than two years, including a written institutional report signed by the president, outlining corrective measures that have been taken to correct the cause of the violation.
- 4. A limited reduction in number of grant-in-aid awards that may be awarded during a special

- period in the sport involved.
- 5. Forfeiture of contests in which the student-athlete participated.
- 6. Institutional recertification, signed by the president, that the member institution will review its current athletic policies and practices to conform to all requirements of the NWAC.
- 7. An institutional fine for each violation. In addition to the fine, the violating school may be required to cover costs incurred by other member schools or the NWAC as a result of the violation.

CATEGORY II. Any violation that is determined not to be Category I, specifically to include those that might provide an extensive recruiting or competitive advantage. In addition, the second repeat of a Category I violation, within a five-year period, will be identified as a Category II violation, regardless of the sport involved. Penalties for Category II violations would include any of those penalties applicable to a Category I violation, but in addition would include any, or all, of the following:

- 1. Termination of recruitment of the prospective student athlete or declaration of student athlete ineligibility to represent the institution in intercollegiate competition.
- 2. Prohibit or limit the head coach or other staff members in the involved sport from participating in off-campus recruiting activities for one year.
- 3. Initiate disciplinary action against college staff members (other than coaches) determined to have knowingly engaged in, or condoned, a rule violation.
- 4. The member institution could be prohibited from participating in post-season competition in the sport involved.

REPEAT VIOLATIONS. An institution would be considered a "repeat" violator if any Category II violation is found within a five-year period from the starting date of the earlier penalty, regardless of the sport involved. A third violation of a Category I violation, within a five-year period, would also be considered a "repeat" violation, regardless of the sport involved. A repeat violation could include all of the penalties identified as Category I or Category II. However, in most cases, the penalty may be more severe.

MEMBER COLLEGE VIOLATIONS Constitution and Bylaws

CATEGORY I CONSTITUTION

- 1. Join another league, conference, or association without approval of the NWAC.
- Engage in athletic competition with institutions that have been suspended from the NWAC.
- 3. Violation of deadline for sport addition/sport withdrawal.
- 4. Failure of a qualifying team to participate in regional playoffs.

BYLAWS

- 1. Failure to submit NWAC eligibility form prior to the first contest scheduled for any sport.
- 2. Failure to complete the NWAC student questionnaire form as required.
- 3. Failure to have institutional representative accompany all teams or individuals competing in NWAC sanctioned events.
- 4. Forfeiture of contests or failure to field a team.
- 5. Use of non-certified officials in NWAC contests.
- 6. Violation of individual sports rules and regulations.
- 7. Misconduct coach, player or team (nature of misconduct could make this Category II).
- 8. An inadvertent clerical error and/or omission of a technical nature.

CATEGORY II BYLAWS

- 1. Use of ineligible athlete.
- 2. Violation of scrimmage rule.
- 3. Violation of financial aid and/or grants in aid.
- 4. Violations of Letters-of-Intent.
- 5. Payment of team meals or housing by any group for pre-school or vacation practice periods.
- 6. Recruiting violations.
- 7. Violations of maximum contest limitations.

- 8. Out-of-season competition.
- 9. Violation of maximum number of team members (traveling squad, tournaments, etc.).
- 10. Misconduct coach, player or team (nature of misconduct determined placement).
- **Section 1.** Fines. Failure to submit pre-season publicity information, statistics, photos and roster for tournament programs by the published due dates will result in an automatic \$50.00 fine. Failure to communicate scores of games, matches and meets to the league office on the same day of the contest or as prescribed by the league office will result in an automatic \$25.00 fine.

ARTICLE VIII - GENERAL RULES AND REGULATIONS

- **Section 1. Practice.** Practice is any activity or instruction, on or off campus having an athletic purpose, held during the established sport season for one or more student-athlete at the direction of, or supervised by, any member or members of an institution's coaching staff.

 Activities Allowed out of Season
 - A. Participation by student-athletes in regular physical education classes that are listed in the institution's catalog under the following conditions:
 - 1. Attendance or involvement by any student athlete is voluntary.
 - 2. The classes are open to any student of the institution.
 - 3. Class hours and programs have been publicized in appropriate college publications.
 - 4. Class sessions are limited to the number of hours as determined by college credit formula.
 - 5. Class or activity sessions are conducted only in areas in which normal physical education activities or student recreation courses are conducted.
 - 6. Summer physical education classes must meet the same criteria as listed in Items 1-5 above and may be taught at any time within the stated summer term guidelines of the institution provided the maximum contact hours per week does not exceed ten.
 - 7. The classes can be taught by coaches.
 - B. Participation by student athletes in weight training or conditioning programs under the guidance of athletic personnel for the purpose of training and injury prevention.
 - C. Use of an institution's athletic facilities (open gym/facilities or specialized sports equipment) by student-athletes, provided the activity is not required and the usage is consistent with that provided students in general. (See Appendix A-50, Open Facilities Policy)
 - D. Meetings or discussion between any student-athlete and one or more members of the institution's coaching staff regarding academic support services, drug education, physicals, training room procedures, team discipline, care and maintenance of equipment, general meeting schedules, information about housing and meals, or off-season conditioning activities.
 - E. Out of season, non-college sponsored activities that satisfy the intent of Article VIII, Section 10.C "Out of Season Competition". (page 20)
 - F. Small group workouts. Participation by student athletes in skill related instruction is permitted outside the declared regular season. *Skill related instruction is permissible in one of two formats. Format one limits the number of athletes to four (4)* from the same team are involved with their coach(es) at any one time in any one facility. Open gym/field and small groups cannot be going on simultaneously within viewing distance of each other. Format two allows an unlimited number of athletes, but limits the time for skill-related instruction to two (2) hours per week, per athlete. Individual programs will declare which format it will employ to the Athletic Director prior to the start of each academic year.
- **Section 2. Institutional Representatives.** All teams or individuals must be accompanied by an institutional representative when competing in any NWAC sanctioned events. Failure to accompany a team or individuals will result in a \$500 fine and a letter to the college president notifying the college of the violation.
- **Section 3.** It shall be a member institution's responsibility to apply and enforce the following principles:
 - A. Individuals employed by or associated with a member institution for the administration, the conduct or the coaching of intercollegiate athletics, and students competing in intercollegiate athletics, shall deport themselves with honesty and sportsmanship at all times, and they, as individuals, shall stand for the honor and dignity of fair play, and generally recognized high standards associated with wholesome competitive sports.
 - B. Since the control of intercollegiate athletics rests with member institutions, it shall be the responsibility of the Commissioners to report any incident that violates the principles of

ethical conduct. It shall be the duty and responsibility of each member institution involved to take such action as is necessary and report the action to the Conference office.

- **Flagrant Acts.** Should any student-athlete commit a flagrant disqualifying foul on the field of play or at the game or scrimmage site, or commit any other unsportsmanlike act, the athletic director of the offending member institution shall notify the conference office in writing immediately. Any student-athlete suspended from athletic activities for flagrant violations on field or court shall be penalized as follows:
 - A. **First Offense** automatic suspension from the next regularly scheduled season or tournament contest and a written reprimand to the athlete and coach by the athletic director with a copy to the Conference office.
 - B. **Second Offense** suspension for the remainder of the season. Suspension of participation shall be subject to appeal to the Conference office, but shall be in force during the period of appeal.
 - C. **Team Personnel Leaving Position** Team personnel leaving their position during a physical confrontation (fight) shall include players, coaches, trainers and managers. The position of various team members is determined by where the individual is located at the time a confrontational situation develops. (i.e. field of play, bench, etc.)
 - 1. **Penalty** All team personnel, including coaches, who leave their positions during a fight shall be ejected for the remainder of that contest. It is assumed that it is the duty and responsibility of each coach to prevent or stop all confrontational situations. Coaches acting in this capacity will not be subject to this rule.
 - D. This rule will prevail when there is no specific fighting or flagrant foul rule provided by individual sport rules (e.g. baseball fight rule). In the event that the individual sport rule is more lenient than the NWAC flagrant acts rule, the NWAC rule will prevail.

Note: Soccer shall be exempt from this rule and will follow the steps outlined in the Soccer Code, Rule 7. If necessary, the Executive Director shall conduct an investigation including a study of the game films, report of game officials, and any other available information. If, after reviewing the information available, the Executive Director determines the incident extremely flagrant; he may rule the player permanently ineligible, ineligible for a fixed period, or may privately warn the student-athlete, the coach, and the institution, that if such conduct is repeated, the student-athlete will be ruled permanently ineligible and impose the penalty publicly.

- Section 5. Unsportsmanlike Conduct. Any act by any student athlete or athletic personnel deemed to be inappropriate in representing their school or the NWAC before, during or after any athletic contest may result in the individual being suspended for the next game based upon review and sanctions by the league office. This rule is intended to cover situations that are not identified in specific sports rulebooks. The host Athletic Director, or their representative, shall send a report of such incident to the League office and the visiting team's Athletic Director within 48 hours of the incident.
- **Section 6. Total Contest Limitations.** All scheduled, non-scheduled contests or scrimmages will be calculated in determining the total number of games, meets or contests allowed for that sport. No college or team may play more than the total number allowed (see allowances for scrimmages in Sports Rules).
- **Section 7. Conference and Championship Meets.** All conference meets or championships are considered as official conference sponsored activities and not as home meets or games for the host college.
- **Section 8. Membership in Outside Organizations.** NWAC does not sanction or authorize participation in NJCAA athletic programs including regional or national competition or equivalent in NWAC sanctioned sports.
- **Section 9. Contest Forfeitures.** All forfeitures, other than those for use of an ineligible participant, shall be adjudicated under the provisions of Article VII (**Violations page 15-16**).
- Section 10. Out of Season Competition.
 - A. All post-season competition must be approved by the Executive Board.
 - B. No games may be played prior to the starting date for competition established for a given sport. The earliest date that competition may begin will be established for each sport and that sport season will end at the completion of the Conference Championships.
 - C. No college or district resources (i.e. funds, equipment, transportation, supplies, college names, etc.) may be used in supporting athletic teams which engage in competition that is out of season. College facilities may be scheduled and used according to each institution's facilities usage policy.

Note: This rule is not meant to infringe on any summer programs commencing after all spring conference championships are completed.

- **Section 11.** Officials. Duly registered or certified officials shall officiate in all NWAC athletic events.
- **Section 12. IRS Stipulations.** The NWAC is organized exclusively for educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code. Notwithstanding any other provision of these articles, the NWAC shall not carry on any other activities not permitted to be carried on by an organization exempt from Federal Income Tax Under 501(c) (3) of the Internal Revenue Code. Upon the winding up and dissolution of this association (NWAC), after paying or adequately providing for the debts and obligations of the organization, the remaining assets shall be distributed to a nonprofit fund, foundation, or corporation which has established its tax exempt status under Section 501(c)(3) of the Internal Revenue Code. This organization is not organized for profit, and no part of the net earnings shall inure to the benefit of any private shareholder.
- **Section 13. NWAC Pass Policy.** The NWAC Executive Board will annually review the process for distribution of passes to conference championship events. Procedures will be detailed in the tournament information distributed to each college. Member colleges have the authority to develop their own athletic pass policy for regular season sports events.
- **Section 14. Comments to Media.** Comments, criticisms and complaints about officials shall be directed privately through the athletic director of the complainant coach's institution to the Conference office. They shall never be made to the press or any public media.
- **Section 15.** Alcoholic Beverages. The use or possession of alcoholic beverages by any participant (student, coach, faculty, staff or official) during any NWAC or member college practice, game or athletic activity is prohibited and will result in the participant being removed from that activity.
- **Section 16. Tobacco Use.** The use or possession of any form of tobacco by any participant (student, coach, faculty, staff or official) during any NWAC or member college practice, game or athletic activity is prohibited and will result in the participant being removed from that activity.
- **Section 17. Drugs**. Any student-athlete convicted for the use or sale of legend drugs, including anabolic steroids, will be disqualified from participation in any member college sponsored athletic event or activity.
- **Section 18. Tiebreaker Formula.** In those sports requiring league playoffs where all tiebreaker procedures have been exhausted relative to determining a contest site, instead of using a coin toss, numbers will be drawn by each league/region to determine host site priority. Drawings will take place for each sport. The team with the lowest number will be the host team when ties occur. A college will retain this number in subsequent years and the numbers will rotate each year, according to the following sequence: 1-7-2-6-3-5-4.
- **Section 19. Athletic Injury Disaster Plan.** Each college will be responsible for establishing an athletic injury disaster plan for each sanctioned sport in which they participate
- **Section 20. Physical Examinations.** After July 1st and prior to the first practice of each year of participation in intercollegiate athletics at a member college, a student-athlete shall undergo a medical examination and be approved for intercollegiate athletic competition by a medical authority licensed to perform a physical examination by the laws applicable in the state where the exam is conducted.

The physical examination shall be valid for twenty-four (24) consecutive months to the date unless otherwise limited by the physician indicating the physical is only good for less than twenty-four (24) consecutive months.

Note: Those licensed to perform physical examinations in the State of Washington include M.D., Doctor of Osteopathy (D.O.), Certified Registered Nurse (C.R.N.), Naturopath (N.D.) and Physician's Assistant (P.A.).

ARTICLE IX - REGIONAL ALIGNMENT

- **Section 1.** The NWAC geographical area will be divided into Regions with margins for growth in each Region.
- **Section 2.** The Regions may be divided into leagues when suitable numbers of schools are involved. Each league shall be composed of a minimum of four (4) teams. If a Region has fewer than four schools

competing in a sport, it shall be the responsibility of the Executive Board to establish league alignments that will assure the minimum of four (4) teams in each league.

Section 3. The Regions have been established on the basis of future growth and geographic location. The Regions are as follows:

NORTHERN	EASTERN	WESTERN	SOUTHERN
Bellevue	Big Bend	Centralia	Chemeketa
Douglas	Blue Mountain	Grays Harbor	Clackamas
Edmonds	Columbia Basin	Green River	Clark
Everett	North Idaho	Highline	Lane
Olympic	CC of Spokane	Lower Columbia	Linn-Benton
Peninsula	Treasure Valley	Pierce	Mt. Hood
Shoreline	Walla Walla	South Puget Sound	Portland
Skagit Valley	Wenatchee Valley	Tacoma	Rogue
Whatcom	Yakima Valley		Southwestern Oregon
			Umpqua

ARTICLE X - ANNUAL SPORTS MANAGEMENT CALENDAR

The NWAC Executive Director will establish an annual sports management calendar for inclusion in the NWAC Official Codebook. See Appendix A-71.

ARTICLE XI - NWAC TROPHY POLICY

SPORT	MEN	WOMEN	CHAMPIONSHIP	INDIVIDUAL	REGION CHAMPS
Cross Country	Х	Х	1st - 3rd	1st - 10th	х
Cross Country Combined			1st		
Soccer MVP	X X	X	1st - 3rd	20	Х
Volleyball MVP		X	1st - 4th	12	Х
Basketball	Х	Х	1st - 8th	12	Х
MVP - Phil Pesco	Χ				
Insp - Art Fiero	Χ				
MVP		Х			
Inspirational		X			
Baseball	Χ		1st - 3rd	24	X
MVP - Harry Russell	Χ				
Golf	Χ	X	1st - 3rd	1st - 4th Medalists	X
Tennis	Χ	X	1st - 3rd	1st - 6th Singles 1st - 3rd Doubles	X
Track & Field	Х	Х		1st - 3rd Medals 4th - 6th Ribbons	
High Point Athlete	Χ	X			
Outstanding Track Performance	Χ	Х			
Outstanding Field Performance	Χ	X			
Softball MVP		X	1st -4th	18	Х
Art Feiro Scholarship	Х	Х	Awarded Annually		

Region/League Championships - Trophies will be supplied to the first place team in region/league regular season competition where four or more teams compete for a region/league championship.

NWAC SPORT POLICY & PROCEDURES

BASEBALL

NWAC Baseball Mission

To uphold the NWAC mission while offering healthy baseball competition based on sportsmanship, integrity and accountability. NWAC Baseball strives to develop players through education for future opportunities in college baseball, professional baseball and life in general.

100 GOVERNANCE

- Current NCAA rules along with special NWAC regulations as enumerated below shall govern NWAC Baseball competition. For NWAC Baseball contests that are scheduled for 7-innings, the 10-run rule comes into effect if one of the teams is ahead by more than 10 runs after 5-innings.
- **100.2** Bats used by NWAC baseball teams must either:
 - 1) solid wood, meeting NCAA specifications, OR
 - 2) wood composite bats with outer shell of barrel must be solid wood
 - 3) must have coded certification mark deeming it legal for NCAA (BBCOR stamp) (Baseball, General Regulations, Rule 3)

200 GENERAL ADMINISTRATION

- **200.1** Awards See Appendix A-19.
- Baden Player of the Year Award will be voting on by the coaches at their year-end meeting. The nominees are the four MVP's from the regions.
- **200.3** Rainouts. (Refer to region handbooks)
- **Protests.** Protests may only be made when an umpire's decision is in violation of the rules. No protest shall be permitted for judgment decisions. When a complaint is being filed, the following procedure will be used.
 - A. Protest must be entered with the Umpire-in-Chief by the offended team at the time of the play and before the next pitch after such play. Umpire-in-Chief will announce that the game is being played under protest and indicate in scorebook where the situation exists.
 - B. A statement of facts shall be written by an athletic commissioner and coach of the affected colleges and also by the game umpires.
 - C. The statement of facts shall specify the alleged rules misinterpretation, exactly what occurred, who was involved, and surrounding circumstances relative to the alleged infraction.
 - D. The written protest must be postmarked within seventy-two (72) hours of the completion of the game under protest, and filed with the NWAC Executive Director. A check for \$25.00 made out to the NWAC shall accompany the protest. If the protest is upheld, the check will be returned.
 - E. The NWAC Executive Director shall appoint two neutral commissioners with whom he shall review all submitted documents and make a ruling, including a statement of conclusions and appropriate corrective action. The committee's statement of conclusions and ruling shall be submitted to the affected schools and the Regional Commissions. (Baseball General Regulations, Rule 11)

200.5 Ethics.

- A. No NWAC Baseball head coach and/or assistant coach can work for or be affiliated with any professional major league team.
- B. The 24-player roster for travel and post-season play is for only those 24 players. This means infield workouts and batting practice before baseball games are limited to those 24 players officially on that roster.
- C. Summer baseball programs that are coached by head or assistant NWAC coaches can only have (4) four of their present school team players (first year eligibility just expired) participating on a summer team at one time. (Baseball, General Regulations, Rule 7)
- **200.6 Cancellations.** (Refer to region handbooks)
- **Game Ball**. The Executive Board may adopt an approved ball as the official conference baseball, in which case that ball shall be used in all league, playoff, and tournament games. (Currently Baden 3B-PPROF-11) (Baseball, General Regulations, Rule 10)

- The conference will be divided into four regions. Alignments will be established upon recommendation from the Sports Committee to the Executive Board. (Baseball, General Regulations, Rule 12)
- If any individual (player or coach) participates in a fight during or after a scheduled fall baseball scrimmage, they will be automatically suspended from the three scrimmage dates. If a fight occurs during or after the final scheduled fall scrimmage individuals involved will be suspended from the first spring contest for which they are eligible to participate. Any team participating in a fight (bench clearing as well as a multitude of fights) during a fall scrimmage will be penalized with a reduction three (3) scheduled fall scrimmage dates the following year. The coach of any member college having an individual (s) or team involved in a fight during or after a scheduled scrimmage will report the incident immediately to their Athletic Director or Athletic Commissioner (s). Athletic Directors will conduct a complete investigation and take actions as deemed necessary. (Baseball, General Regulations, Rule 4.C.4)
- Member institutions may not sponsor or support with money or equipment, any baseball programs or teams outside their institution. From the start of the school year unit the end of their sports season, NWAC Baseball Coaches may coach youth organized baseball programs outside the institution with enrollment and/or geographic based programs. Select All-Star teams are prohibited. From Memorial Day until the first day of official designated fall Baseball practice, NWAC Baseball Coaches can coach any age level amateur summer league baseball programs or teams outside the institution. (Baseball, General Regulations, Rule 4.D)

300 SPORT SEASON CALENDAR

- **Playing Season.** Each institution shall be allowed a total of 12 weeks for fall baseball and preseason practice, which may be utilized in between the dates of September 1 through November 15 and January 15 through February 28. Each institution would report to the NWAC office by August 30 the time periods in which the 12 weeks would be utilized. (Baseball, General Regulations, Rule 4.B)
- **Spring.** No games or scrimmages with other teams other than intra-squad will be played prior to March 1. (Baseball, General Regulations, Rule 4.A)

400 SCRIMMAGES

- The fall and spring baseball programs may include scrimmages with outside teams. A maximum of four (4) scrimmage dates may be split between the fall and spring programs, and must be played prior to at team's first contest in the spring. (Baseball, General Regulations, Rule 4.C.1
- Rules and regulations for fall competition with outside teams shall be those rules listed under the scrimmage definition, Article III, Section 16 of the By-Laws. (Baseball, General Regulations, Rule 4.C.2)

500 SCHEDULE

League schedules shall be set forth by the regional baseball committee. The varsity baseball schedule for each college shall be limited to twenty-five (25) playing dates exclusive of league playoffs, the conference tournament and any games beyond twenty-five (25) playing dates that result from the tournament formula.

A team may enter a maximum of two (2) double elimination or single elimination/ consolation round tournaments during the season. Each tournament shall count as two (2) dates toward the maximum allowed twenty-five (25) dates.

- A. Elimination/round robin tournaments-dates used will be length of tournament (example: two-day tournament is two (2) dates).
- B. League and Non-League schedule two games maximum per date. Double elimination tournament is two (2) dates. (Baseball, General Regulations, Rule 6. A. 1-2)
- It shall be the responsibility of each Regional Commission to set league schedules, rainout and other league rules and regulations, and league playoff procedures. League schedules are to be adopted by each Region Commission no later than the November meeting. (Baseball, General Regulations, Rule 6. C)
- Published season schedules shall indicate the number of games to be played on each date listed and shall reflect the total baseball schedule for that institution. (Baseball, General Regulations, Rule 6.E)

600 GAME MANAGEMENT

600.1 Staff

Game Reports. The home team is responsible for the official score of the game via Pointstreak. A copy is to be made available to the visiting team upon request. Reports of the game to NWAC, newspapers and other communication media should be made immediately following the game. (Baseball, General Regulations, Rule 7. H)

600.3 Film.

600.4 Pre-game.

- A. Home team has batting practice at the batting practice area first and must be off the field sixty (60) minutes prior to scheduled game time. Every effort should be made to use the game field for pregame batting practice when feasible.
- B. The visiting team may have batting practice on the same batting practice area until thirty (30) minutes prior to game time.
- C. The home team shall take infield practice first with each team being allowed ten (10) minutes.
- D. The grounds keeper shall have ten (10) minutes to prepare the field for play.
- E. Starting lineups are to be presented to the umpires five (5) minutes prior to game time at which time the ground rules are made familiar to the coaches.
- F. Games are to start promptly on time and it is the responsibility of the coaches to keep the game moving (refer to current guide book).
- G. Twenty (20) minutes will be allowed between first and second game of a doubleheader. (Baseball, General Regulations, Rule 7, A-G)

700 ROSTERS

800 PLAYER LIMITS

900 TRAVEL SQUAD

Traveling squads for NWAC league games shall not exceed twenty-four (24) players in uniform. There shall be no limit for the home team. The visiting team will provide a list of twenty-four (24) eligible players to the home team when line-ups are exchanged prior to the first contest of that trip. During each game, no one except eligible players in uniform, coaches, managers, athletic trainers, physicians, scorekeepers and bat persons shall occupy the dugout of either team. (Baseball, General Regulations, Rule 5)

1000 TOURNAMENTS

1100 UNIFORMS

NWAC baseball team uniforms must comply with the NCAA standard as set forth in the NCAA Baseball Handbook. The only exception to this is that teams may put one sponsor logo and/or NWAC logo (no bigger than 3" x 3") on the left/right chest, left/right sleeves, or on the back of the jersey just below the neck line. It is the coach's responsibility to be fully aware of the uniform policy. (Baseball, General Regulations, Rule 3). Passed 6/5/15; Effective 7/1/15

1200 UMPIRES

1200.1 Each region shall determine one umpires association whose umpires have passed the NCAA certification exam and are knowledgeable regarding NWAC and region-specific baseball rules to service its home games. (Baseball, General Regulations, Rule 6)

1300 PLAYOFFS

Cross-region playoffs will determine entries into the NWAC Baseball Championship. Four three- team bracket style tourneys will be hosted by each of the four regions' #2 teams based on regular season league finish. The #3 and #4 teams from two other regions will also get the opportunity to qualify. Pairings of regions' #3 and #4 teams travelling to another region's #2 site will be established by an annual rotation (e.g. NWAC soccer playoff format). The playoff tournament will last two days and will allow getaway travel on the second day. The regular season region champions will gain automatic entry to the NWAC Championship and will not participate in cross-region playoff (bye). Sample provided in appendix A-1. (Baseball, General Regulations, Rule 6 B)

1400 CHAMPIONSHIP EVENT

- **Type of tournament**. An eight (8) team, five (5) day full double elimination tournament with all games being nine (9) innings. (Baseball, Baseball Tournament Rules and Regulation, RULE 1)
- **Tournament Entries**. Each Region shall have two tournament entries. The Regional Commission shall determine the procedure for determining its league entries to the tournament. (Baseball, Baseball Tournament Rules and Regulations, Rule 2)
- **Tournament Site**. The tournament site shall be determined by the Executive Board. (Baseball, Baseball Tournament Regulations, and Rules, Rule 3)
- **Tournament Dates**. The baseball tournament will be scheduled to begin on the Thursday preceding Memorial Day. (Baseball, Baseball Tournament Regulations and Rules, Rule 4)
- **Tournament Rosters**. A signed official team roster of no more than twenty-four (24) players shall be turned in to the tournament director prior to the team's first tournament game. One additional player in uniform, but not on the official tournament roster, may be used to catch bullpens. Only players on this official roster shall be eligible for tournament play and changes may not be made. Violation of this rule shall result in forfeiture of any game in which an ineligible player participates. (Baseball, Baseball Tournament Rules and Regulations Rule 5)

1400.6 Umpires.

- A. Umpires shall be selected by the Conference office from League recommendations received through the baseball committee.
- B. Umpire assignments shall be made by the Conference office prior to the tournament. Necessary adjustments in assignments may be made by the tournament director in consultation with the tournament committee.
- C. Three umpires shall be used for each tournament game.
- D. The Conference office shall notify umpires of their selection and obtain signed contracts from each in advance, clearly stating fee, mileage and per diem rates. (Baseball, Baseball Tournament Rules and Regulations, Rule 6.A-D)
- **1400.7 Baseballs.** Shall be selected by the NWAC office from those approved for tournament play. (Baseball, Baseball Tournament Regulations and Rules, Rule 7)
- **1400.8 All-Stars**. All region, all conference, all tournament and showcase player selections.
 - A. The all-region team selections will be chosen at the post-region meetings and reported to the NWAC office no later than Monday, prior to the NWAC tournament.
 - B. All-conference player selections will be chosen at the baseball business meeting at the NWAC championship tournament.
 - C. The all-tournament team selections will be chosen after the completion of the NWAC baseball championship tournament. The Executive Director will appoint the selection members from the baseball sports committee and the tournament host personnel.
 - D. The showcase player selections will be chosen by each region during the post-region meetings and finalized during the fall to be forwarded timely to the host institution of the showcase games. (Baseball, Baseball Tournament Regulations and Rules, Rule 8)
 - E. See Baseball Section 1500 for all-star/conference/tournament selection format.

1400.9 Financial Arrangements.

- A. Applications to host the tournament shall include a tournament budget proposal following the guidelines provided by the Executive Board. The Executive Board will set the official tournament budget.
- B. Approved expenses of running the tournament will be paid by the NWAC upon presentation of bills or receipts.
- C. All ticket arrangements and admission prices shall be determined by the Executive Board. Income from admission and program sales shall go to the NWAC. Concession income shall remain with the tournament host.
- D. Each tournament entry is responsible for its own housing arrangements and team expenses. The tournament host should provide a list of available motels no later than May 1. (Baseball, Baseball Tournament Regulations and Rules Rule 9)
- **Tournament Schedule.** The tournament schedule will be as in the Appendix A-1. (Baseball, Baseball Tournament Regulations and Rules, Rule 10)
- **Seeding.** League entries will be seeded in opposite brackets with the host teams (league) in games 2 and 4.
 - A. If the host college is in the tournament, that team will play in game 4.

- B. If the host college is not in the tournament, the first place entry for the host league will play in game 4. (Baseball, Baseball Tournament Regulations and Rules, Rule 11)
- **Tournament Committee**. The NWAC Baseball Committee shall serve as the tournament committee. The NWAC Executive Director shall appoint an alternate league representative if a committee member is the coach of a tournament entry.
 - A. The responsibilities of the committee shall include the following.
 - 1. Be in attendance at all tournament games, to act as a protest board and rule immediately on protests.
 - 2. Assure that the tournament is conducted in accordance with the Code and assist the tournament director in ruling on situations or issues not addressed in the Code.
 - 3. Take appropriate action in cases of flagrant unsportsmanlike acts or misconduct by players or coaches, on or off the field.
 - 4. Assist the tournament director in selection of the all-tournament team and the awarding of trophies.
 - B. Expenses for members of the tournament committee shall be paid by the NWAC. (Baseball Tournament Regulations and Rules, Rule 12)
- **Rainouts.** In the event of a rainout, the games will follow the regular sequence of games as outlined in Rule 9. The first game played shall be game 1, regardless of which day the tournament begins; the rest of the games shall follow in their proper sequence, i.e., game 2 next, game 3 follows, etc.
 - A. If rainouts occur during a game and the game cannot continue, the game shall be postponed and completed prior to the next regularly scheduled contest. The tournament games sequence will be maintained.
 - B. It should not be construed in any way that the various Acts of God that may occur are the basis for playing a game out of sequence. Note: If rainouts prevent the tournament from finishing as scheduled, the tournament will be extended at the discretion of the Tournament Committee.

 (Baseball Tournament Regulations and Rules, Rule 13)

1400.14 Special Tournament Regulations.

- A. Games will start at a designated time if possible; otherwise 45 minutes after the end of the previous game.
- B. Batting practice shall not be permitted on the tournament field.
- C. Home team shall be determined by a coin flip before the teams enter the playing area.
- D. The home team will have the third base dugout and will take infield first; 30 minutes prior to game time.
- E. In case of questionable playing conditions, the tournament director shall determine if and when a game shall be started. The decision may be appealed to the tournament committee. (Baseball, Baseball Tournament Regulations and Rules 14)

1500 POST-SEASON HONORS

- **All-Star Selections.** There will be first and second team Conference selections including (1) catcher; (5) infielders; (4) outfielders; (1) relief pitcher; (1) utility player; (1) designated hitter. (1) MVP will be selected for the first team.
- **All-League Selections.** There will be first and second team Conference selections including (1) catcher; (5) infielders; (4) outfielders; (4) pitchers; (1) relief pitcher; (1) utility player; (1) designated hitter. (1) MVP will be selected for the first team.
- 1500.3 All-Star Games

The Sophomore Showcase event is held the final weekend of September. The showcase player selections will be chosen by each region during the post-region meetings and finalized during the fall to be forwarded timely to the host institution of the showcase games.

1500.4 National Awards

The Baseball Committee selects Gold Glove awards for the ABCA selections.

1600 DRESS DECORUM

For NWAC games, playoffs, and championships, all players and coaches must be in full uniform when on the field. All other team personnel shall be dressed professionally when on the field. Passed 6/5/15; Effective 7/1/15 (Baseball, General Regulations, Rule 2)

BASKETBALL

NWAC Basketball Mission:

NWAC men's and women's basketball will provide an outstanding collegiate experience for our student-athletes while enabling them to pursue excellence in the classroom, on the court, in the community and in their lives while competing at a high level.

100 GOVERNANCE

The NCAA rules and regulations shall govern play for the both men and women except as noted. (General Regulations Rule 1)

200 GENERAL ADMINISTRATION

- **200.1** Awards-See Appendix A-19 in NWAC Codebook
- All regional first and second teams shall be released prior to the men and women's basketball tournament. The Conference office shall make the results available for media publicity and tournament use. (Basketball, General Regulations, Rule 12)
- 200.3 Baden Player of the Year award will be voted on by the coaches at the conclusion of the season. Nominees will be the respective region MVP's.

300 SPORT SEASON CALENDAR

- 300.1 Practice-Each institution shall be allowed a total of 12 weeks of practice which may be utilized in between September 1 and the end of the academic/spring quarter. Time period between first allowable official contest and end of playing season shall not be considered in the calculation of the 12 weeks. Those who have not graduated from high school or whose high school class has not yet graduated (e.g.). Incoming recruits) cannot participate in practices for the current academic year. Passed: 6/5/15, Effective Date: 7/1/15 (Basketball, General Regulations, Rule 2)
- 300.2 Playing Season-The first contest shall not be played prior to the third Friday in November.
 No contest may be played after the last regular season scheduled playing date as established by region. (Basketball, General Regulations, Rule 3)

400 SCRIMMAGES

A maximum of three (3) scrimmages with other teams may be held prior to your first official game. All dates opponents and times must be registered with the Conference office. One (1) additional scrimmage to be allowed at the end of the season to prepare for the conference tournament. A scrimmage includes teams participating in a simulated match situation, teams participating in a "mutual practice" and teams participating in a clinic with another team; intrasquad play is allowed. (Basketball, General Regulations, Rule 14)

500 SCHEDULE

- The maximum number of games with outside competition during the regular season is twenty-six (26). *Passed 6/3/16; Effective 7/1/16*
- Teams may participate in two (2), double elimination tournaments and the required Cross-Over Tournament and each tournament will count the number of guaranteed games in each tournament towards their total of twenty-six (26). The required crossover tournament will count as two games regardless of four-team or eight team format. Passed 6/3/16; Effective 7/1/16

In any additional tournaments participated in, all games played must be counted toward the total of twenty-six (26). Game limits do not include regional tiebreakers, or regional minitournaments. *Passed 6/3/16; Effective 7/1/16*

600 GAME MANAGEMENT

- It is the responsibility of the home athletic director to guarantee that the following game management tasks are completely executed:
 - A. Statistics crew that can keep complete statistics for both teams and provide a completed copy of the official NWAC stats form to the visitors within fifteen (15) minutes of the end of the game. Such a crew must consist of at least two people and it is recommended that more be used.
 - B. A chalkboard, chalk, and an eraser for each team in each locker room.
 - C. Provide the visiting team with: a) bench towels, b) shower towels, c) game programs,d) starting line-ups, and e) locker or meeting room access any time it is needed within the limits noted in Rule 8.
 - D. E-mail or phone in game results to the NWAC office as soon as the game is completed.
 - E. E-mail NWAC team summary statistics to the NWAC office.
 - F. A qualified and experienced official timer and official scorer.
 - G. Video-taping is not to be used during game or half time for coaching purposes by the two competing teams. (Basketball, General Regulations, Rule 11)
- It shall be the responsibility of home basketball teams to compile game statistics in duplicate. The Conference office will compile and distribute appropriate statistics including individual leaders in specific categories. The statistics shall include, but not be limited to, individual and team rebounds, shots, free throws, assists, turnovers and fouls. (Basketball, General Regulations, Rule 13)
- It is suggested that the official scorekeeper and official timer wear shirts, vest, or jackets that are the same to designate their official capacity. (Basketball, General Regulations, Rule 7)
- Separate locker (dressing) facilities will be provided by the home team for each team and officials. In case of doubleheaders where facilities are limited, a separate room (classroom or other) must be provided in addition to the locker room to assure privacy in at least one of the areas thirty (30) minutes prior to game time and continuing at half time if appropriate.

 (Basketball, General Regulations, Rule 10)
- Video. Home teams must film any pre-season, non-league, league, and playoff games.

 Games must be uploaded and ready for viewing by 12pm the next day. Failure to provide the upload by the designated time will result in a \$50 fine. Each violation after will be fined an additional \$25. Host schools need to provide a hard copy of the game to the visiting team. Teams that are hosting pre-season tournaments are responsible to upload game films to the server. All games that are listed on your schedule must be filmed and uploaded to the server. This includes a scrimmage game if listed on your schedule. If you are playing a non-NWAC opponent at their gym or you are competing in a non-NWAC pre-season tournament you are responsible to get your game uploaded.

700 ROSTERS

700.1 For all basketball contests whether home or away, preseason, league or post season, players in uniform will be limited to those students who appear on the appropriate NWAC eligibility report not to exceed 15 players. Passed 6/3/16; Effective 7/1/16

800 PLAYER LIMITS

900 TRAVEL SQUAD

The traveling squad shall not exceed twelve (12) players in uniform for any contests for which results count in regional/league standings. (Basketball, General Regulations, Rule 8)

See procedure 700.1 900.1 removed - Passed 6/3/16; Effective 7/1/16

900.2 Travel squad will wear dark jerseys. (Basketball, General Regulations, Rule 7)

1000 TOURNAMENTS

1000.1 4-team Crossover Tournaments.

- A. The Executive Board will establish crossover tournament dates two (2) years in advance.
- B. Each region will host a men and women's crossover tournament and these sites will be determined by Nov. 1st each year.
- C. Each region will assign their region teams to the cross over sites. In the event mutual agreement cannot be reached within the region, the tiebreaker formula (Article VIII, Section 18, Page 20) will be utilized whereby a school with the lowest number will choose their site.
- D. It is recognized that certain tournament hosts will have to secure non-conference teams to complete the four (4) team field.
- E. The crossover tournaments will count as only two (2) games in schedule development. Each team is guaranteed 3 games.
- F. Tournament fees are standardized by the Executive Board. Fee is \$500 per team. Host will be responsible for expenses beyond entry fee revenue.

Passed 6/3/16; Effective 7/1/16

1100 UNIFORMS

NWAC basketball team uniforms must comply with the NCAA standard as set forth in the NCAA Basketball Handbook. The only exception to this is that teams may put one sponsor logo (no bigger than 3" x 3") on the left/right sleeves, or on the back of the jersey just below the neck line. It is the coach's responsibility to be fully aware of the uniform policy. Passed: 6/5/15; Effective Date: 7/1/15 (Basketball, General Regulations, Rule 6)

1200 OFFICIALS

Each region will assign certified officials for non-league, league, and playoff games. Regions should have signed contracts with NCAA certified assignors.

1300 PLAYOFFS

1400 CHAMPIONSHIP EVENT

- 1400.1 Control, management and sponsorship of the NWAC Basketball Tournament and playoff games for entry into the tournament shall be vested in the Executive Board by the NWAC. (Basketball, Conference Basketball Tournament Procedures, Rule 1)
- In all post-season playoff games (regional and conference), both the home and travelling
 teams will be limited to those student-athletes whose names appear on the Final/
 Championship Eligibility Report. (Basketball, Conference Basketball Tournament Procedures,
 Rule 2) See procedure 700.1 1400.2 removed Passed 6/3/16; Effective 7/1/16
- Tournament Organization: Sixteen (16) men's and sixteen (16) women's teams, four per region, qualify for the conference tournament. The tournament is a single elimination format. Sweet 16 and Elite 8 is played a week prior to the Final-4 and championship games. See

format on Appendix A2 & A3.

- 1400.4 The tournament director will be selected by the Executive Board. (Basketball, Conference Basketball, Tournament Procedures, Rule 4)
- **1400.5** Duties of the conference tournament director will be as follows:
 - A. Arrange for use of gymnasium.
 - B. Coordinate all publicity.
 - C. Arrange for ticket sellers, ticket takers, timer, scorer, and other necessary officials for proper conduct of game.
 - D. Arrange for towels for players and officials.
 - E. Arrange for overnight equipment storage for visiting team.
 - F. Notify team and officials of where to enter gymnasium on arrival and arrange for conducting them to their quarters.
 - G. Concession rights are to be arranged and retained by the host.
 - H. Procure necessary tickets and passes.
 - I. Turn in all gross receipts to NWAC.
 - J. All bills incurred in conducting the tournament shall be recorded and paid by the NWAC office. (Basketball, Conference Basketball Tournament Procedures, Rule 5)
- Failure to attend the basketball tournament press meeting and reception the night prior to the start of the tournament by the head coach or his designee will carry a fine of \$50. (Basketball, Conference Basketball Tournament Procedures, Rule 6)
- 1400.7 Broadcasting rights to be controlled by the Executive Board of the NWAC. (Basketball, Conference Basketball Tournament Procedures, Rule 7)
- The game ball will be furnished by the NWAC office and will be given to the winner of NWAC conference championship. (Basketball, Conference Basketball Tournament Procedures, Rule 8)
- 1400.9 Conference basketball tournament officials are to be selected from a list of nominations received from each Region by December 1. It is recommended these officials sign a contract for their services. For each game in the first two rounds, one official should be from the region of each team represented and the third official should be from another region. (Basketball, Conference Basketball Tournament Procedures, Rule 9)
- 1400.10 Mandatory video exchange will occur between first-round opponents in the NWAC Championship Tournament. Each team will be responsible to send video copies of their last two games to their first-round opponent as soon as pairs are determined. This is to occur no later than the next business day after their last game or the determination of opponents, whichever occurs later, and should be shipped next day air. Failure to comply with this requirement will result in a \$250.00 fine to be paid to the NWAC Office. (CBT Rule 10)

1500 POST-SEASON HONORS See Appendix A-19

1600 DRESS DECORUM

In games in which NWAC teams are a participant, anyone in the team travel party must be in team suits, school sponsored attire, or business casual attire (no denim, no t-shirts, no hats, no non-school sweatshirts) when at the athletic facility or any official game/tournament function.

Coaches must be in a minimum of business casual attire for their games. Definition of business casual attire:

- A. Business casual dress is a middle ground between formal wear and street wear.
- B. For men, a combination of collared shirt (a golf shirt or dress shirt), cotton trousers (such as khakis) and shoes (such as loafers) with socks are generally acceptable.
- C. For women, a combination of collared shirt (a golf shirt or blouse), cotton pants, slacks, and shoes (heels and loafers). Passed 6/5/15; Effective 7/1/15 (Basketball, General Regulations, Rule 5)

CROSS COUNTRY

NWAC Cross Country Mission:

NWAC Men's and Women's Cross Country provides training and competitive opportunities in distance running. Student-athletes develop discipline, leadership skills, dedication, and the ability to work toward individual as well as team goals, skills important not only to the sport of cross country but to every aspect of life.

100 GOVERNANCE

The NCAA rules and regulations shall be followed for both men and women except as noted. (General Regulations Rule 1)

200 GENERAL ADMINISTRATION

- 200.1 **Awards**
 - A NWAC Championships: The top three men's and women's teams at the NWAC Championship shall be awarded trophies. The top ten men's and women's individual finishers shall receive awards.
 - B Regional Championships: The top two men's and women's teams at regional championships shall be awarded trophies. Individual regions may provide awards for individual finishers at their discretion
 - C A men's and a women's cross country coach of the year shall be voted on by coaches at the NWAC Championship meet.
- 200.2 Forfeits
- 200.3 Protests
- 200.4 Ethics
- 200.5 Cancellations
- The maximum number of meets with outside competition during the regular season is eight (8). (General Regulations Rule 3)
- 200.7 Game Ball N/A
- 200.8 Participation of sports club teams and unattached participants in NWAC events (Cross Country, General Regulations, Rule 5)
 - A. All participants in a NWAC member school Cross Country league competition must meet the NWAC eligibility rules. (Cross Country General Regulations, Rule 5A)
 - B. Sports club teams and unattached participants may not in any way imply that they are connected with the athletic program of a member school. (Using the name of the school mascot is acceptable). (General Regulations Rule 5B)
 - C Athletic funds may not be used to support unattached participants. This includes, but is not limited to travel, meals, lodging and uniforms.
 - D All sports club team members and unattached participants must be informed that participation in any open event, hosted and sanctioned by a NWAC member school, may result in the loss of a year's eligibility when transferring to an NCAA or NAIA school. (General Regulations Rule 5D)
- Any college wishing to compete in Distance Track must declare to the NWAC Office that they are participating in Distance Track. Those colleges may only use cross country scholarships for Distance Track Athletes. No track scholarships will be offered to athletes attending a school

offering Distance Track. Thus, a school participating in Cross Country and Distance Track may offer five scholarships for men (15 quarters) and five scholarships (15 quarters) for women. (General Regulations Rule 6)

300 SPORT SEASON CALENDAR

300.1 Each institution shall be allowed a total of 12 weeks of practice which may be utilized in between August 1 and the end of the current academic year/spring quarter. Time period between first allowable official contest and end of playing season shall not be considered in the calculation of the 12 weeks. Those who have not graduated from high school or whose high school class has not yet graduated (e.g. incoming recruits) cannot participate in practices for the current academic year. (Cross Country, General Regulation, Rule 2)

for the current academic year. (Cross Country, General Regulation, Rule 2)

The conference championship meet will be held on the second Saturday in November.

Cross Country competition may begin on the Saturday, eleven (11) weeks prior to the Championship meet. (Conference Cross Country Tournament Procedures, Rule 1)

300.3 Out of season

300.2

300.4 See Appendix A-4 for Cross Country Yearly Calendar

400 SCRIMMAGES

500 SCHEDULE

500.1 Cross country schedules shall be developed by individual colleges and sent to the NWAC office, cross country committee chairperson, and all NWAC coaches by September 1.

600 GAME MANAGEMENT

600.1 Staff

600.2 Game Reports

600.3 Film

600.4 Pre-game

600.5 Protocol for hosts

700 ROSTERS

800 PLAYER LIMITS

900 TRAVEL SQUAD

1000 TOURNAMENTS

1100 UNIFORMS

1100.1 NWAC Cross Country team uniforms must comply with the NCAA standard as set forth in the NCAA Track and Field Handbook. It is the coach's responsibility to be fully aware of the uniform policy. (Cross Country, General Regulations, Rule 4) Passed 6/5/15; Effective 7/1/15

1200 OFFICIALS

1300 PLAYOFFS

1400 CHAMPIONSHIP EVENT

1400.1 The conference championship meet will be held on the second Saturday in November. (Conference Cross Country Tournament Procedures Rule 1)

- The conference championship site shall rotate from area to area on a yearly basis, alternating 1400.2 with track. (Conference Cross Country Tournament Procedures Rule 2) 1400.3. The site for the conference championship meet will be determined by the Executive Board. (Conference Cross Country Tournament Procedures Rule 3) 1400.4 The length of the cross country run at the NWAC championship meets shall be 5,000 meters for women and 8,000 meters for men. (Conference Cross Country Tournament Procedures Rule 4) 1400.5 The host college shall submit a course map prior to September 30 for the conference meet. The course shall be adequate for the number of participants and shall be in compliance with NCAA regulations. (Conference Cross Country Tournament Procedures Rule 5) The conference championship races shall be held at 11:00 a.m. and 12:00 p.m. (noon). The 1400.6 men shall race first in the even numbered years and the women shall race first in the odd numbered years. (Conference Cross Country Tournament Procedures Rule 6) 1400.7 Each team may enter ten (10) competitors. However, coaches must designate the eight (8) competitors who will actually participate in the championship race at least 30 minutes prior to the actual start time. (Conference Cross Country Tournament Procedures Rule 7) 1400.8 Ties in the NWAC Championship meet shall be broken by comparing the place finish of each team member 1-5 versus their respective competitor on the opposing team. (Team A's first finisher vs. Team B's first finisher, etc.) The team advantage goes to the team winning the
- 1500 POST-SEASON HONORS

Procedures Rule 8)

- 1500.1 All-Star Selections
- 1500.2 All-League Selections
- 1500.3 All-Star Games
- The top seven finishers, both men and women, at the NWAC Championship meet, shall be named as All-Americans.

majority (best of five) of the comparisons. (Conference Cross Country Tournament

GOLF

NWAC Golf Mission:

The mission of NWAC Golf is to provide student-athletes the opportunity to approach competition, academics, and life with respect, accountability, and integrity.

INTRODUCTION:

100 GOVERNANCE

100.1 USGA rules (where not superseded by local ground rules) govern all play. Interpretation of local rules and USGA rules shall be determined by the golf course professional and/or golf committee. (Rule 4)

200 GENERAL ADMINISTRATION

- Awards are given to 1st-3rd place finishers at conference championships along with 1st-4th Medalists (Article XI, NWAC Trophy Policy)
- All conference and non-conference events combined must be played within a limit of thirteen (13) playing dates; long invitational will be counted as one event. Invitational meets should be determined and announced the spring prior to the season in question so that the upcoming year's schedule can be established without numerous changes. (Golf, General Regulations, Rule 5)

300 SPORT SEASON CALENDAR

The NWAC Golf season will consist of a split season. The first fall competition date will be September 22. The fall schedule will be completed by October 31st. The first spring competition date will be March 15. The season will conclude by the third week of May (Golf Championships). The total maximum playing events for the fall and spring combined may not exceed thirteen (13), NWAC Championships are not included in the thirteen (13) total. (Golf, General Regulations, Rule 1). Passed 6/5/15; Effective 7/1/15

400 SCRIMMAGES/PRACTICES

- Each institution shall be allowed a total of twelve (12) weeks of practice which may be utilized in between August 1 and the end of the current academic year/spring quarter.
 - A. Time period between the first allowable official contest and end of playing season shall not be considered in the calculation of the twelve (12) weeks.
 - B. Those who have not graduated from high school or whose high school class has not yet graduated (e.g. incoming recruits) cannot participated in practices for the current academic year. (Golf, General Regulations, Rule 2). Passed 6/5/15; Effective 7/1/15

500 SCHEDULE

- League and Championship matches are for NWAC schools only.
- The total maximum playing events for the fall and spring combined may not exceed thirteen (13). NWAC Championships are not included in the 13 total. (Golf, General Regulations, Rule 1). Passed 6/5/15; Effective 7/1/15

600 EVENT/TOURNAMENT MANAGEMENT

- There shall be no smoking, chewing or other use of tobacco products by team members on the golf course. (Golf, General Regulations, Rule 8)
- Spectators must stay away from players. (Golf, General Regulations, Rule 9)
- 600.3 Tournament Host Responsibilities
 - A. Pre-Event
 - B. Make course arrangements for the following including:
 - 1. Dates
 - 2. Cost
 - 3. Availability of practice rounds
 - 4. Tee times, split tees or shot gun starts
 - 5. Range balls
 - 6. Coaches' carts
 - 7. Scoring area
 - C. Communicate with the NWAC Golf Chair regarding site and date

- D. Communicate with NWAC schools regarding tournament specifics including:
 - 1. Course name/s and contact numbers
 - 2. Entry forms
 - 3. Payment arrangements
 - 4. Lodging recommendations
 - 5. Tournament format information
 - 6. Time and place of coaches meeting to introduce the rules committee, discuss local rules and go over miscellaneous business.
- E. Arrange for rules committee. i.e., tournament director, PGA pro, two coaches
- F. Generate tournament paperwork including Rules Sheet, Pairings, Scorecards and Scoreboard
 - 1. Rule Sheet should include:
 - a. The conditions of the competition(How teams are scored)
 - b. Definition of the boundary and margins of the course
 - c. Establishment of rules for abnormal conditions (i.e. preferred lies, embedded ball, etc.)
 - d. Possible dropping zones
 - e. The NWAC rule for pace of play
 - f. The NWAC rule for breaking of ties
 - g. The members of the Rules Committee
 - 2. Pairings and Team Line-up:
 - 3. Pair participants in groups of three or four according to school.
- G. Players from the same team are not allowed to play in the same group. Every attempt needs to be made to make players scheduled for continuous tee times, thus making the "coaching" of the players reasonable.
- H. Provide pairing sheets and hole assignments to coaches, pro shop and officials as soon as possible for both days.
- I. After the first round, pair the schools according to team scores, not according to individual scores. Tee time send-off format should allow for the highest scoring teams to start first and so on until the lowest team scores from day one are teeing off last (high to low). Shot gun format can place them anywhere on the course but pairing them by scores (high to low).
- J. Provide written receipts for entry fees.
- K. On-Course Administration
- L. Arrange for starters if players are playing according to tee times. Each starter should be furnished with copies of the rules sheet, scorecards, pencils and a clock.
- M. Arrange for people to receive competitors' score cards when they finish their rounds
- N. Arrange for a way to referee the golf course
- O. Arrange for a way to enforce NWAC Pace of Play policy
- P. Scoring
 - Accept scorecards in scoring area to attest there are two signatures and every hole has the correct score
 - 2. Arrange for rules committee member to be in scoring area to settle rules questions
- Q. Maintain Scoreboard.
- R. BirdiefFire is the official NWAC golf tournament management program. BirdiefFire is to be used in all NWAC member hosted events.
- S. BirdiefFire live scoring is to be used at all NWAC hosted events. Live scoring can be done by using volunteers or designating players.
- T. The host school determines who is scoring with BirdiefFire.

600.4 Administration

- A. Results from each day and pairings need to be sent to coaches as soon as possible.
- B. Report team and individual results to NWAC office and participating coaches and schools.
- C. Provide awards for team and medalist champion (men and women, league matches only)
- D. Provide completed NWAC Golf Tournament Financial Form to NWAC office, NWAC golf chair and all coaches. Failure of host to comply with NWAC Golf SOP's will result in a \$100 fine.

The first group (s) to start will be considered out of position if, at any time during the round, the group is behind a 15 minute per hole pace of 4.5 hours. Any following group will be considered out of position if it (a) is taking more than the allotted time to play (15 minutes per hole) and (b) reached the teeing ground of a par -3 hole and the preceding group has cleared the next tee; reach the teeing ground of a par-4 hole and the putting green is clear; or reaches the teeing ground of a par-5 hole when the preceding group is on the putting green. Both (a) and (b) must apply for a group to be out of position. When a group is out of position the group is penalized two strokes. If the group subsequently gets back

in position by their 18 tee, the two stroke penalty will be taken away. The player concerned about a non-responsive fellow-competitor in his/her group should request the tournament committee to monitor the group in case the group is liable to be penalized under these guidelines. (Golf, General Regulations, Rule 11)

- Swearing or throwing of clubs will not be tolerated. Flagrant violations may result in suspension from the next conference match. Suspension will be determined by a majority decision of the Tournament Committee. (Golf, General Regulations, Rule 12)
- Players may have the option to carry bags or use a pull cart. (Golf, General Regulations, Rule 13)
 There is no substitution of players once a match has started. (This a clarification of USGA rules).
 (Golf, General Regulations, Rule 14)
- 600.9 All matches shall be medal play.
- In case of ties for league matches, the winner will be determined by a sudden death playoff. The men's teams will have four (4) players from each team earning a tie play in a playoff. The women's team will have the three (3) players from each team earning a tie play in a playoff. For non-league matches, the host coach will announce tiebreaker rules at the coaches meeting prior to the tournament. (Golf, General Regulations, Rule 16)
- All players will be instructed to check, sign, and attest scorecards at the end of the match. (Golf, General Regulations, Rule 17)

700 ROSTERS

800 PLAYER LIMITS

- Six (6) women, six (6) men will represent each college in each match. The team score is the sum of the four (4) lowest scores for the men and (3) lowest scores for the women to determine the total medal scores. Forfeits will occur if there are less than four (4) men and three (3) women players. (Golf, General Regulations, Rule 7)
- Teams can bring individuals to invitationals if the host approves.

900 TRAVEL SQUAD

- 900.1 The traveling squad shall be six (6) men and six (6) women for conference matches. When any deviation from the standard six (6) team members is used, the host must notify all participants of the limits on team size. (Golf, General Regulations, Rule 6)
- 900.2 In the event the school does not have a full team, individual entries are permitted.

1000 TOURNAMENTS

- Scoring: The team score is the sum of the three (3) lowest scores for the women and four (4) lowest scores for the men to determine the total medal scores. (Rule 6)
- The lowest scoring individual man and woman are medalists
- 1000.3 Tie-Breakers:
 - A. Team
 - B. Sudden Death Play-off (if course available)
 - C. Three counting women/four counting men from the final round of the respected schools. Tournament rules committee determines hole rotation. (lowest combined score wins)
 - D. Compare Cards (if course not available)
 - E. Fourth/Fifth player's scores from the final round will be used to break the tie. If one team only has three/four players then the highest counting score in the final round from all tied teams will be compared to determine the champion. Lowest score wins. If tie still exists, the third /fourth score from the first round will be used to determine winner.
 - F. Medalist
 - 1. Sudden Death Play-off (if course available)
 - 2. Compare Cards (If course is not available)
 - 3. Compare last 18 hole score, if still tied compare final nine holes of the last day. If the tying players have the same score for the last nine, determine the winner on the basis of the last six holes, last three holes and finally the 18th hole. If the final round is a multiple tee start, the last nine holes are considered to be holes 10-18, last six are holes 13-18 and the last three are holes 16-18. Lowest score wins.

1100 UNIFORMS

Appropriate school issued golf attire must be worn by all team personnel during season and championship play. The host school will communicate to match participant schools the dress code for the club site. This code shall be the dress code for the match, If the club host does not have a dress code, then attire shall be school issued golf attire such as pants (khaki's, slacks, yoga pants), collared shirts, tailored shorts, or skirts. Denim is not acceptable. Shoes must be worn. Rain gear or windbreakers may be worn over this when necessary. This applies to coaches also. The penalty for breach of dress code is disqualification from the day's match. Golf Rule, General Regulations, Rule 10)

Teams may put one sponsor logo and/or NWAC logo (no bigger than 3"x3" on the left/right chest, left/right sleeves, or on the back of the shirt just below the neck line. (Golf Rule, General Regulations, Rule 10)

1200 OFFICIALS

1300 PLAYOFFS

1400 CHAMPIONSHIP EVENT

- All men and women's NWAC golf teams will be invited to participate in the conference tournament. (Golf Rules, Conference Golf Tournament Procedures, Rule 1)
- 1400.1 The NWAC Championship is conducted the 3rd week of May. (Golf, General Rules, Rule 3)
- The teams will play a thirty-six (36) hole tournament. The tournament will be a two-day event played on an eighteen (18) hole course or courses. The site will be determined by the Executive Board with recommendations from the golf coaches. The tournament site will rotate each year among the regions. (Golf Rules, Conference Golf Tournament Procedures, Rule 2)
- A practice round on the tournament course will be allowed on the Saturday prior to the tournament only if the tournament director obtains permission from the host golf course. (Golf Rules, Conference Golf Tournament Procedures, Rule 3)
- A committee appointed by the Tournament Director shall decide disqualifications due to unsportsmanlike behavior at the conference tournament. (Golf Rules, Conference Golf Tournament Procedures, Rule 4)
- The NWAC champions will be determined by lowest team score. The men's team score will be the sum of the four (4) lowest scores of the six (6) members of the team, determined by the total medal scores for each eighteen (18) holes. The women's team score will be the sum of the three (3) lowest scores of the six (6) members of the team, determined by the total medal scores for each eighteen (18) holes. (Golf Rules, Conference Golf Tournament Procedures, Rule 5)
- In addition to the first, second, and third place team awards, a tournament All-Star Team will be recognized. This All-Star Team will be the top four (4) men and women medalists. Then number one (1) men and women's medalists will also be recognized.
- In the event of a tie, the Team Champions will be determined by a sudden death playoff. The men's teams will have four (4) players from each team earning a tie play in a playoff. The women's team will have the three (3) players from each team earning a tie play in a playoff. (Golf Rules, Conference Golf Tournament Procedures, Rule 7)

1500 POST-SEASON HONORS

- An All-League All-Star team will be selected based on the golfer's stats from league play only using three of four possible matches. Six (6) men and six (6) women will be selected as First Team All-League. Additionally there will be six (6) men and six (6) women will be selected as Second Team All-League. (Golf, General Regulations, Rule 18)
- 1500.2 MVP of the league is the player with the lowest scoring average in all four league matches.
- 1500.3 National Awards

SOCCER

NWAC Soccer Mission:

To uphold the NWAC mission while offering healthy soccer competition based on sportsmanship, integrity and accountability. NWAC soccer strives to develop student-athletes through education for future opportunities in college soccer and life in general.

100 GOVERNANCE

100.1 NCAA rules and regulations will be followed unless otherwise specified. (Soccer, General Regulations, Rule 1)

200 GENERAL ADMINISTRATION

- 200.1 **Awards.** See Appendix A-19
- Forfeits. College that forfeits a match or "no shows" will pay the cost of officials for host team and may be fined up to \$500 per contest at the discretion of the NWAC Executive Director. (Soccer, General Regulations, Rule 12)
- For all league matches, three (3) points will be awarded for a win, one (1) point for a tie, and no (0) points for a loss. During regular season league games, NO overtime will be played. (Soccer, General Regulations, Rule 8)
- Non-League Cards-Yellow cards and red cards that are issued during non-league matches shall count towards an individual player's card accumulation. Furthermore, suspensions that result from card accumulations may be served during non-league matches. However, after the first official play date, colleges may not add non-league matches. Soccer, General Regulations, Rule 18)
- 200.5 **Game Times** (Recommended)
 - A. Women's Soccer
 - 1. Weekday games start at 2pm. After daylight savings begin at 4:15pm.
 - 2. Weekend Games start at Noon.
 - B. Men's Soccer
 - 1. Weekday games start at 4pm. After daylight savings begin at 3:15.
 - 2. Weekend games start at 2:15pm

300 SPORT SEASON CALENDAR

- 300.1 Practice-Each institution shall be allowed a total of 12 weeks of practice which may be utilized between August 1 and the end of the current academic/spring quarter. Six (6) of the weeks shall begin on the first Monday of April to coincide with the spring scrimmage season.
 - (Soccer, General Regulation, Rule 16). Passed: 6/6/15; 7/1/15
- Time period between first allowable official contest and end of the playing season shall not be considered in the calculation of the 12 weeks. (Soccer, General Regulation, Rule 16. A. 1). Passed: 6/6/15; 7/1/15
- Those who have not graduated from high school or whose high school class has not yet graduated (e.g. incoming recruits) cannot participate in practices for the current academic year.

Passed: 6/6/15; 7/1/15 (Soccer, General Regulations, Rule 16. A. 2)

First Contest-The earliest date that a contest may take place is the Monday before Labor Day. (Soccer, General Regulations, Rule 16. B). Passed: 6/6/15; 7/1/15

400 SCRIMMAGES

- The fall and spring soccer programs may include scrimmages with outside teams. A maximum of four (4) scrimmage dates may be split between the fall and the spring seasons. Fall scrimmages must be played after the first practice and prior to the first scheduled league contest. All scrimmages, dates, opponents and times must be registered with the conference office immediately upon finalization. Rules and regulations for the scrimmage competition are found under Article III, section 16 of the Bylaws. (Soccer, General Regulations, Rule 5)
- Spring season shall not begin prior to the first Monday of April and will last six (6) weeks. (Soccer, General Regulations, Rule 15. A)

- The spring season program may include scrimmages with outside teams, not to exceed four (4) scrimmage dates throughout the year (Soccer, General Regulations, Rule 15. B)
- 400.4 NWAC scrimmage rules and regulations for Spring Soccer shall be those listed under the Scrimmage definition, Article III, Section 16 of the bylaws. (Soccer, General Regulations, Rule 15. C)
- Member institutions having a Spring program must file a report with the NWAC Executive Director. The report shall include all scrimmage dates, opponents, and a roster of participants. The report must be submitted on or before May 15. (Soccer, General Regulations, Rule 15. D)
- 400. 6 Spring participation shall not be considered official for eligibility purposes, but a participation roster must be submitted to the NWAC office. The roster will be restricted to currently enrolled students. The spring season would exclude students who have not yet graduated from high school or whose high school class has not yet graduated. (Soccer, General Regulations, Rule 15. E)

500 SCHEDULE

- The scheduling committee will prepare a tentative league schedule by March 1st each year. The tentative schedule will then be submitted to the NWAC soccer committee and all coaches and athletic directors for revisions and recommendations to the soccer sports committee. By April 1 of each year, the soccer sports committee will make its presentation of the final schedule to the NWAC regional commissioners and the Executive Director for final approval. Changes to the final schedule must be agreed to by the athletic directors of both colleges involved. The requested change must be submitted to the soccer chair, assigning secretary and the NWAC Executive Director for final approval. Schedule changes made by a college after June 1st will be assessed a progressive change fee by WAISOA and NWAC. (Soccer, General Regulations, Rule 8)
- 500.2 **Maximum Number of Games.** The maximum number of league and non-league games for each school shall be limited to twenty-four (24) excluding playoff games. (Soccer, General Regulations, Rule 4)

600 GAME/MATCH MANAGEMENT

- 600.1 Host Team Staff Responsibilities
 - 1. Match Supervisor
 - 2. Qualified Trainer
 - 3. Trained Scorekeeper and spotter
 - 4. Camera person
 - 5. Ball Chasers

Before Teams Arrive:

- 1. Provide directions to match site to visiting team.
- 2. Open field gates two hours before match if possible.
- 3. Open men's and women's locker rooms and restrooms (if available).
- 4. Set out corner flags and check field and goals for safety.
- 5. Set out water and cups for both teams and have ice available on site.
- 6. Provide adequate seating for both teams (24 seats each).

Before the Match:

- 1. Match supervisor introduces self to visiting coach.
- 2. Match supervisor meets officials and provides dressing room (if available).
- 3. Match supervisor meets visiting team and directs them to locker room.
- 4. Coaches exchange rosters, indicating starting player 15 minutes before match.
- 5. Roster to include the team's caution and ejection history.
- 6. Coaches present score sheet and rosters, with starting players marked, to the match supervisor for the use of the scorekeeper.
- 7. Start match on time.

After the Match:

- 1. Match supervisor will have official check and sign the score sheet.
- 2. Match supervisor will have coaches check and sign the score sheet.
- 3. Match supervisor will give copy of score sheet to visiting coach.
- 4. Match supervisor or coach will FAX the NWAC Soccer match report to the NWAC office.
- 5. Home coaches will access the NWAC website to enter cards and key statistics, goals, assists and shutouts earned for both teams. (Soccer, General Regulations, Rule 13)
- 600.2 League and game ball will be determined by the NWAC office.
- Timing-The official time of the game, including all stoppage, will be kept by the center referee. The

scoreboard clock should start the first half at 0:00 and count up continuously stopping at 45:00. In the second half, the scoreboard clock should start at 45:00 and count up continuously stopping at 90:00. (Soccer, General Regulations, Rule 17)

600.4 Each team may substitute up to eleven (11) players at a time. Substitutes may enter or re-enter the game in either half under the NCAA substitution conditions. (Soccer, General Regulations, Rule 7)

Match Reports, Card Reports, and Rosters-The home coach must post the Card Report and key statistics to the NWAC interactive web site as soon as possible, but no later than 24 hours after the match. An automatic e-mail copy will be sent to the opposing coach and his/her AD. Key statistics must include: cards issued to both teams and who received them; goals scored, who scored and who assisted, shut outs earned. In addition, the accurately completed Match Report must be carefully

reviewed and signed by the referee and both coaches. In case of a non-league match, the NWAC team playing in the match is responsible for the above. (Soccer, General Regulations, Rule 11)

The home institution will designate an official scorer for each league match and be responsible for training them to properly complete the Match Report and carry out their duties. (Soccer, General Regulations, Rule 11.A)

An official NWAC game roster, including the names of all players, coaches and other bench personnel, 600.7 must be submitted to the referee, official scorekeeper and opposing coach no later than 15 minutes before game time. The game roster submitted to the official scorekeeper and the opposing coach must include each player's total number of cautions and ejections in the columns beside the players' names; however, the copy submitted to the referee should not include each player's total number of cautions and ejections. (Soccer, General Regulations, 11.B)

Colleges not complying with Rule 600.7 will be fined \$25.00 and their coach will be suspended for one 600.8 match for each occurrence. (Soccer, General Regulations, Rule 11.C)

Video-Host schools must videotape or digitally record the match and provide the visiting team with a 600.9 copy of the recorded match. Recording must be provided at the conclusion of the match or mailed to the visiting college within 72 hours after the completion of the match. Passed 5/31/13; Effective (Rule 13)

700 ROSTER

600.5

600.6

PLAYER LIMITS 800

900 TRAVEL SQUAD

900.1 The travel squad will be limited to twenty-two (22) for all conference matches. For all playoff and league championship matches, the number will be unlimited. (Soccer, General Regulations, Rule 6)

TOURNAMENTS 1000

1100 **UNIFORMS**

1100.1 NWAC soccer team uniforms must comply with the NCAA standard as set forth in the NCAA Soccer Handbook. Exceptions to this policy are as follows: (Soccer, General Regulations, Rule 3) Passed: 6/5/15 Effective Date: 7/1/1

1100.2 Home team wears uniforms/socks white or light and away team wears uniforms/socks dark in color. If there is an issue, the home team changes. Soccer, General Regulations, Rule 3.A) Passed: 6/5/15 Effective Date: 7/1/1

1100.3 Teams may put one sponsor logo and/or NWAC logo (no bigger than 3"x3") on the left/right chest, left/ right sleeves, or on the back of the jersey just below the neck line. (Soccer, General Regulations, Rule 3.B) Passed: 6/5/15 Effective Date: 7/1/1

Numerals shall be one single solid color that contrasts the body of the uniform. Numerals are required 1100.4 on the front and back of the uniform. Size of numerals are to be according to NCAA standards. It is the coach's responsibility to be fully aware of the uniform policy. (Soccer, General Regulations, Rule 3. C) Passed: 6/5/15 Effective Date: 7/1/1

OFFICIALS 1200

1200.1 The soccer committee shall develop and review annually a system for evaluating soccer officials. This system shall be presented to all participating schools at the annual fall meeting. (Soccer, General Regulations, Rule 10)

PLAYOFFS 1300

1400 CHAMPIONSHIP EVENT

- To keep the soccer championships from competing with other NWACC fall championships, the dates of the championship tournament may be moved for this accommodation.
 - (Soccer, General Regulations, Rule 16. C)
- The division championship will be determined on the basis of points accumulated in all league play. If there is a tie for a division championship, and if one team has a head to head advantage over the other team, then the team with the head to head advantage will be the division champion and will receive the championship trophy. If the two teams are tied head to head, then the two teams will be co-champions and tournament seeding will be determined by:
 - A. Regional tiebreaker procedures (if possible).
 - B. If still tied: Soccer tiebreaker numbers. (Soccer, Conference Playoffs and Championship Procedures (Rule 14.A)
- 1400.3 In case of division ties for second, tournament placement will be decided by:
 - A. The match results between the two tied teams.
 - B. If still tied: Regional tiebreaker procedures (if possible).
 - C. If still tied: Soccer tiebreaker numbers (Soccer, Conference Playoffs and Championship Procedures (Rule 14.B)
- 1400.4 In case of division ties for third place:
 - A. Two-way tie:
 - Head to head record between tied teams determines entrance to the championship tournament.
 - 2. If teams are tied head to head, then regional tiebreaker procedure (if possible) determines entrance to the championship tournament.
 - If teams are tied head to head and if it is not possible for a regional tiebreaker procedure to determine entrance to the championship tournament, then the soccer tiebreaker numbers will determine home site for a tiebreaker match
 - B. Three-way tie: Head to head record amongst tied teams determines entrance to the championship tournament.
 - 1. If teams are tied head to head, then regional tiebreaker procedure (if possible) determines entrance to the championship tournament.
 - 2. If teams are tied head to head and if it is not possible for a regional tiebreaker procedure to determine entrance to the championship tournament, then the soccer tiebreaker numbers will determine by e team and home sites for tiebreaker matches.
 - 3. The two non-bye teams play at site determined above.
 - 4. Bye team plays the winner home site determined as above (Soccer, Conference Playoffs and Championship Procedures (Rule 14.C)
- If a play-off match ends in a tie at the end of regulation time, two (2) sudden-victory over time periods of ten (10) minutes each shall be played. A coin toss called by the visiting team will determine choice of ends of the field or the kick-off before the start of the first sudden-victory overtime period. If, after the second overtime period, the score is still tied, the tiebreaker procedure of taking kicks from the penalty line or spot, as set forth below, shall be used to determine advancement, or in the case of the Championship match, the winner. Only players who are listed on the official NWAC match roster form shall be eligible to participate in the tiebreaker. Please refer to NCAA Rule 7 (Duration of the Game) for the tiebreaker procedure. A tie in the 3rd place game will not be broken. (Soccer, Playoff and Championship Procedures, Rule 14.D)
- The Final Four Championship event and the all-star games will take place each year on the weekend prior to Thanksgiving. Semi-final games will take place on Saturday. All-Star games and championships games will take place on Sunday. The losers of the semi-final games will each receive 3rd place trophies. (Soccer, Playoff and Championship Procedures Rule 14. E)
- Home team in the semi-finals will be the team with the most league points. (Soccer, Conference Playoff and Championship Procedures, Rule 14. F)
- 1400.8 **Game Times** (Recommended)
 - A. Women's Soccer
 - 1. Weekday games start at 2pm. After daylight savings begin at 4:15pm.
 - 2. Weekend Games start at Noon.
 - B. Men's Soccer
 - 1. Weekday games start at 4pm. After daylight savings begin at 3:15.
 - 2. Weekend games start at 2:15pm

1500 POST-SEASON HONORS

- 1500.1 Division champions will be acknowledged with a trophy.
 - 1. Regional MVP's will be acknowledged
 - Regional Coach of the year will be acknowledged
- 1500.2 NWAC Champions will be acknowledged with
 - A. Championship Cup that travels year to year. College's in possession of the Cup will add their name plaque and deliver it to the tournament the following year.
 - B. An NWAC trophy that will remain with the college.

The NWAC will acknowledge:

- 1. Tournament MVP
- NWAC Coach of the Year (Voted on by coaches post season)
- 3. NWAC Player of the Year (Voted on by coaches post season)
- 4. All Star Games
 - a. All-Star Selections Process will begin in the last week of the season and be published the Tuesday before the Championship weekend.
 - b. The process will include voting for the Regional Coach of the Year and the Regional Most Valuable Player.
 - c. The votes will be cast by coaches in their respective regions.
 - d. All Star teams will be representative of the Regions that are paired in a given year.
 - e. The rosters will be comprised of four (4) forwards, eight (8) midfielders, eight (8) defenders and two (2) Keepers.
- 5. All Region Players. Three (3) All Region Players will be recognized from each program post season. Process to be determined by each region.

1600 DRESS DECORUM

1600.1 For NWAC matches, playoffs, and championships, game attire for all bench personnel, other than uniformed players, must be a college issued warm-up suit, school sponsored apparel, or business casual apparel. In the case of inclement weather, appropriate attire may include additional apparel. Jeans and non-college issued hats issued and sweats are prohibited. Teams at the event, but not participating, must be in appropriate attire. This may include college issued warm-ups suits, short, t-shirts and athletic footwear. (Soccer, General Regulations, Rule 2)

Passed: 6/5/15 Effective Date: 7/1/15

SOFTBALL

NWAC SOFTBALL Mission:

The mission of NWAC SOFTBALL is to provide student-athletes the opportunity to approach competition, academics, and life with respect, accountability, and integrity.

100	GOVERNANCE
100.1	Current NCAA Women's Fast Pitch rules shall govern all competition. (Softball, General Regulations, Rule 1)
100.2	The international tiebreaker shall be used starting in the tenth (10th) inning of all league contests. (Softball, General Regulations, Rule 1.A)
200	GENERAL ADMINISTRATION
200.1 200.2	Awards . See Appendix A-19 Baden Player of the Year award will be voted on at the end of the year by coaches and the nominees will be MVP's from the four regions.
200.3	Protests may be made only when an umpire's decision is in violation of the rules. No protest shall be permitted for judgment decisions. When a complaint is being filed, the following procedures will be used. (Softball, General Regulations, Rule 10)
200.4	A protest must be entered with the umpire-in-chief by offended team at the time of play and before the next pitch after such play. Umpire-in-chief will announce the game being played under protest and indicating in scorebook where the situation exists. Softball, General Regulations, Rule 10. A)
200.5	A statement of facts shall be written by the athletic commissioner and coach of the affected member college and also by all game officials. (Softball, General Regulations, Rule 10.B)
200.6	The statement of facts shall specify what occurred, who was involved and surrounding circumstances relative to the alleged infraction. (Softball, General Regulations, Rule 10.C)
200.7	A written protest must be postmarked within seventy-two (72) hours of the completion of the game under protest. The statements will be filed with the NWAC office and the Softball Committee Chair. The Chair, the Executive Director, a neutral committee commissioner shall review all submitted documents and prepare a statement of conclusion for a suitable corrective action. Passed 5/31/13; Effective 7/1/13. (Rule 10.D)
200.8	The protest must be filed within seventy-two (72) hours of the completion of the game under protest. A check for \$25 made out to the NWAC shall accompany the protest. If the protest is upheld, the check will be returned. (Softball, General Regulations, Rule 10. E)
300	SPORT SEASON CALENDAR
300.1	The league game schedule will be set by the sports committee. If scheduling conflicts occur, changes may be made with the consent of both coach's, athletic directors, and sports committee chair. (Softball, General Regulations, Rule 2)
300.2	Spring – No contests prior to March 1, unless an earlier date is established by the Executive Board's annual calendar (Softball, General Regulations, Rule 2.A)
300.3	Fall - Playing Season - Each institution shall be allowed a total of 12 weeks for fall softball and preseason practice, which may be utilized in between the dates of September 1 through November 15 and January 15 through February 28. Each institution would report to the NWAC office by August 30 the time periods in which the 12 weeks would be utilized. Passed 5/31/13; Effective 7/1/13 Softball, General Regulations, Rule 2.B)
400	SCRIMMAGES

400.1

The fall and spring softball seasons may include scrimmages with outside teams. A maximum of four (4) scrimmage dates may be split between the fall and spring seasons, and must be played prior to a team's first contest date in the spring. A contest date cannot be a scrimmage date. Passed 5/31/13; Effective 7/1/13 (Softball, General Rules, Rule 2.B.2)

400.2 Rules and regulations for fall competition with outside teams shall be those rules listed under the scrimmage definition, Article III, Section 15 of the by-laws. (Softball General Rules, Rule 2.B.3)

- 400.3 Member institutions having a fall program shall file a report with the Executive Director. The report shall include a roster of participants, and all scrimmage dates and opponents. The report shall be submitted on or before the November 15th ending date. (Softball General Rules, Rule 2.B.4)
- 400.4 Fall participation shall not be considered official for eligibility purposes. (Softball General Rules, Rule 2.B.5)

500 SCHEDULE

- League schedules shall be set by the softball committee except when a league is comprised of schools from only one region. The softball schedule for each college shall be limited to twenty-five (25) dates exclusive of league playoffs and the conference tournament. (Softball, General Regulations, Rule 5.0)
- 500.2 Tournaments dates used will be length of the tournament.
 - (Softball, General Regulations, Rule 5.A)
- 500.3 League and Non-league Schedule 2 games maximum per date, 3 game maximum, one day of the two day pre-season crossover and/or inter-region weekend. Passed 5/31/13; Effective 7/1/13 (Softball, General Regulations, Rule 5.B)
- League game doubleheaders will be played at each home-to-home meeting. Two (2) games of seven (7) innings each will constitute a doubleheader. (Softball, General Regulations Rule 3.0)
- Rainouts When rain-outs occur, the visiting school should be notified no later than 10:30 a.m.

 Rained out games will be rescheduled in their scheduled order, with the consent of the visiting coach, at a time which is convenient for both teams. (Softball, General Regulations, Rule 6.0)

600 GAME MANAGEMENT

- The following services are to be provided by the home college. A properly lined and regulation playing field with a backstop. (Softball, General Regulations, Rule 11. A)
- Official Conference Softball: The Executive Board may adopt an approved ball as the official conference softball in which case that ball shall be used in all league, playoff, and tournament games. (At present, the approved ball is the Baden 2BSF). The softball committee encourages the use of an optic yellow ball for softball. (Softball, General Regulations, Rule 11. B)

700 ROSTERS

800 PLAYER LIMITS

Player Limit Traveling squads for NWAC league games shall not exceed eighteen (18) players in uniform. There shall be no limit for the home team. The visiting team will provide a list of eighteen (18) eligible players to the home team when line-ups are exchanged prior to the first contest of that trip. During each game, no one except eligible players in uniform, coaches, managers, athletic trainers, physicians, scorekeepers and bat persons shall occupy the dugout of either team. (Softball, General Regulations, Rule 4.0)

900 TRAVEL SQUAD (See 800)

1000 TOURNAMENTS

1000.1 CONFERENCE SOFTBALL TOURNAMENT PROCEDURES

A team may enter a maximum of two (2) tournaments not including one (1) NWAC Crossover Tournament during the season. The number of dates a team must count toward its maximum number allowed shall be the length of the tournament. (Softball, Conference Softball Tournament Procedures, Rule 1)

- The preseason and crossover softball tournament sites will be selected by the Softball Sports Committee prior to March 1. (Softball, Conference Softball Tournament Procedures, Rule 1. A)
- The preseason and crossover softball tournaments will be a four (4) game guarantee.
 - (Softball, Conference Softball Tournament Procedures, Rule 1.B)
- All member schools are invited to attend the tournament. Softball, Conference Softball Tournament Procedures, Rule 1. C)
- 1000.5 Minimum registration fees will be used to cover the cost of the officials, field rentals and awards. (Softball, Conference Softball Tournament Procedures, Rule 1.D)
- One crossover tournament date will be scheduled during the season on the third weekend of April, except when it falls on Easter weekend. (Softball, Conference Softball Tournament Procedures, Rule 11.E)
- Teams not participating in the crossover tournament may not participate in any other contest on the crossover weekend. (Softball, Conference Softball Tournament Procedures, Rule 11.F)

1100 UNIFORMS

Team uniforms shall be as addressed in the NCAA Softball Rulebook. Teams may put a sponsor logo and/or NWAC logo (no bigger than 3" x 3") on the left/right chest, left/right sleeves, or on the back of the jersey just below the neck line. Passed: 6/5/15; Effective 7/1/15 (Softball, General Regulations, Rule 7)

1200 OFFICIALS

1200.1 Two or more NCAA Certified Officials shall be secured by the home team. A certified official shall be one that has passed the annual Online NCAA Softball Official test and belong to a certified softball officiating organization. The home team will be responsible for the official's fees. A qualified scorekeeper will be provided by each team with the home team scorekeeper designated as the official scorer. The home team will be responsible for submitting game results and official game stats to the NWAC office. (Softball, General Regulations, Rule 9) Passed 5/31/13; Effective 7/1/13

1300 PLAYOFFS

1400 CHAMPIONSHIP EVENT

- 1400.1 The NWAC Championship Tournament is conducted the 3rd weekend of May.
- The softball tournament entry is based on performance throughout the season. Sixteen (16) teams will qualify for the conference tournament based on an RPI (Rating Percentage Index) with automatic qualifiers being the top two teams in each region. The RI is based on these three criteria: Your Winning Percentage x .25, your Opponents Winning Percentage x .50, and Your Opponents Opponents Winning Percentage x. 25. The tournament will be seeded 1-16 based on each teams' RPI. If a tie should occur for the top two positions in region the following tiebreaker criteria shall be applied: 1) Head to head, 2) Runs scored against between the teams that are tied, 3) if there is still a tie after the first two tiebreakers have been applied, there will be a one game playoff. (Softball, NWAC Softball Tournament Procedures, Rule 2. A). Passed: 6/5/15; Effective 7/1/15
- Each tournament game shall consist of seven (7) innings. The eight (8) run rule after five (5) innings shall be used for all games of the conference championship. In the case of a tie, the international rule will occur at the top of the tenth (10th) inning. The international rule is not used in the championship game. (To be edited & added) (Softball, NWAC Softball Tournament Procedures, Rule 2. B)
- Home team for all first round games shall be the team with the highest league seed. In all subsequent rounds, the home team shall be determined by a flip of the coin. (Softball, NWAC Softball Tournament Procedures, Rule 2, C)
- 1400.5 Three (3) umpires shall be used for all tournament games.
- 1400.6 Teams will be required to provide one bat list per day, as noted by NCAA rules.
- A tournament director will be appointed by the softball committee. Duties of the tournament director will be to secure properly lined regulation playing fields, secure qualified officials, provide regulation softballs, prepare financial estimate prior to the tournament and provide financial report after the tournament, and be responsible for all matters pertaining to the tournament. (Softball, NWAC Softball Tournament Conference Procedures, 2.D)
- 1400.8 Field fences will be marked 200' sidelines, 205' RCF/LCF, and 210' in centerfield.
- In the event of bad weather conditions, every attempt possible will be made to adhere to the tournament bracket. The tournament director will communicate tournament updates and decisions that are made by the tournament committee to all participating coaches.

1500 POST-SEASON HONORS

- The NWAC will provide four (4) Region Championship Trophies. The trophies will be presented to each region champion at the NWAC Championship Tournament banquet. Regions: North, South, East, and West
- An All-Conference Team and Coach of the year will be recognized for each of the four (4) NWAC regions. See All Region Format on page A–19.
- The NWAC will award and recognize the following teams and individuals at the Championship Tournament.

NWAC Trophies for 1st - 4th place

18 Plagues for the Championship Team

1 Tournament Charlotte York MVP (Article X, pg. 22)

The Championship Tournament recognizes 14 student-athletes to the NWAC All-Tournament Team. The selection is made by the 1st – 4th place team coaching staff, for their respective teams.

1st place team = 1 MVP & 4 all-tourney team

2nd place team = 4 all-tourney team

3rd place team = 3 all-tourney team 4th place team = 2 all-tourney team

- 15.00.5 The NWAC Softball Coach of the Year is also recognized at the Championship Tournament awards ceremony. This recognition is voted on by the participating tournament team coaches.
- 1500.6 National Awards

National Fastpitch Coaches Association, recognizes NWAC All-Americans annually. The nomination and selection process is coordinated by the softball committee representatives, utilizing the process and timelines that are governed by the NFCA. Nominations for NFCA All-Americans can only be submitted if your team has participated in one or both of the annual NWAC – Preseason and/or Crossover tournaments.

1600 DRESS DECORUM

- At NWAC games and the championship tournament venue, anyone on the playing field, in the dugout or warm-up area, must comply with the dress decorum policy.
- 1600.2 Coaches must wear official institutional matching apparel (color and logo) ton include matching collared shirts, shorts, and/or slacks (no denim/jeans), and shoes and socks (no sandals, flip-flops). Head gear must be worn in an appropriate manner.
- All other team personnel must wear appropriate collared shirts, shorts and/or slacks (no denim/jeans), shoes and socks (no sandals, flip-flop). Head great must be worn in an appropriate manner.
- Participating team members and college personnel returning to the tournament as spectators shall be appropriately attired.
- Banquet attire, unless otherwise designated by the NWAC office, will be casual business attire (t-shirts, denim pants, hat, shorts, sandals, sweat pants, flip-flops will not be permitted).

TENNIS

Tennis Mission:

It is the mission of Tennis programs to provide a positive collegiate athletic experience to student athletes through competitive play of the lifelong sport of tennis. Matches will be conducted in a professional manner in a climate which emphasizes sportsmanship.

100 GOVERNANCE

- The United States Tennis Association Rules (USTA) shall govern play during both league and tournaments unless otherwise stipulated by the Sports Committee or Tournament Director or as noted in SOP's. (Tennis, General Regulations, Rule 14)
- Violation of Procedures: If a violation of the tennis procedure occurs, the violation must be identified in writing and sent to the chair of the committee. The Chair will deem if it can be dealt with by the Athletic Directors of the schools involved. The Chair will send a copy of the alleged violation to the NWAC office. The NWAC office will follow up with the Tennis chair and depending on the severity of the violation, the NWAC office may fine the school in violation.

200 GENERAL ADMINISTRATION

- A limit of twenty (20) matches may be played, not including the NWAC tournament. Two (2) scrimmages with other teams may be held after the first practice and prior to the first scheduled league contest. (Tennis, General Regulations, Rule 2)
- Each league match will consist of six (6) singles events and three (3) doubles events. Participants may enter one (1) singles event and/or one (1) doubles event. (Tennis, General Regulations, Rule 11)

 Classification of competition shall be ranked by the coach according to competitive ladder or criteria.
- Each coach must provide written justification to substantiate the ranking upon request.

First singles – top singles player entered in match by college

Second singles – number two singles player entered in match by college

Third singles – number three singles player entered in match by college

Fourth singles – number four singles player entered in match by college

Fifth singles – number five singles player entered in match by college

Sixth singles – number six singles player entered in match by college

First doubles – top doubles team entered in match by college

Second doubles – number two doubles team entered in match by college

Third doubles – number three doubles team entered in match by college

Example: If due to illness or whatever reason a team is missing a singles player (i.e. second singles), this rule means the remaining singles must move up so that the forfeit is in the sixth singles. A coach may not play a first and third singles leaving no one in second singles. If the top player is missing, everyone must move up one. (Tennis, General Regulations, Rule 13)

Upon completion of a league match, the host school will phone or FAX the results to the NWAC office the same day as the match. Official results are to be mailed or FAXED to the NWAC league office by the home college within two (2) days after the match. (Tennis, General Regulations, Rule 21)

300 SPORT SEASON CALENDAR

- Each institution shall be allowed a total of 12 weeks of practice which may be utilized in between September 1 and the end of the current academic year/spring quarter. Time period between the first allowable official contest and end of playing season shall not be considered in the calculation of the 12 weeks. Those who have not graduated from high school or whose high school class has not yet graduated (e.g.). Incoming recruits) cannot participate in practices for the current academic year. (Tennis, General Regulations, Rule 3). *Passed: 6/5/15; Effective 7/1/15*
- 300.2 First contest date is February 15th each year. Passed: 6/3/16; Effective 7/1/16

400 SCRIMMAGES

200.4

- Scrimmages with outside teams are not to exceed three (3) scrimmage dates in the fall. If a school chooses to participate in a fall Tennis jamboree, this event would count as one of the three scrimmage dates. (Tennis, General Regulation, Rule 4, B)
- 400.2 Rules and regulations for fall competition with outside teams shall be those rules listed under the scrimmage definition, Article III, Section 15 of the Bylaws in the NWAC Codebook. (Tennis, General

500 SCHEDULE

500.1 The Tennis Sports Committee will appoint a person who will be responsible for making the tennis schedule. Each school must schedule and play home and away matches with every other NWAC tennis team. (Tennis, General Regulations, Rule 1)

500.2 **Fall Tennis**

- A. Fall Tennis shall not begin prior to the third Monday of September except that each institution may begin its fall program the first day of classes for that institution. (Tennis, General Regulations, Rule 3A)
 - Rules and Regulations for fall competition with outside teams shall be those rules listed under the scrimmage definition, Article III, Section 15 of the Bylaws. (Tennis, General Regulations,
 - Fall participation shall not be considered official for eligibility purposes. (Tennis, General Regulation, Rule 3E)
- B. See Scrimmage 400.1
- C. See Scrimmage 400.2
- D. Member institutions having a fall program shall file a report with the Executive Director. The report shall include a roster of participants, and all scrimmage dates and opponents. The report shall be submitted on or before the November 15th ending date. (Tennis, General Regulations, Rule 3D)

600 GAME MANAGEMENT

- 600.1 The home team shall standardize the events and inform the opponents of the events and their playing order ten (10) minutes before match time. (Tennis Rules, General Regulations, Rule 12)
- 600.2 To officially cancel a match, the official of one school must contact the official representative of the opponent school prior to the visiting team's leaving campus. If there is a question, the visiting school should contact host school's representative to confirm match. (Official representative can be either the coach or athletic director). (Tennis, General Regulations, Rule 6)

600.3 **Inclement Weather**

- A. The coach of the traveling team shall call the coach of the home team for a weather check prior to leaving for an away match. The make-up of rained out matches shall have priority over non-league matches and shall be played on the first possible date following the rain out. The week of the conference tournament will be left open to complete matches not previously made up. (Tennis, General Regulations, Rule 7)
- B. If possible, an incomplete tennis match that is called due to inclement weather without either team having won five (5) matches will be rescheduled. Any completed matches (events) will stand, while incomplete matches (events) will resume play at the point (score) where the match was discontinued. (Tennis, General Regulations, Rule 8).
- C. In the event of bad weather, the matches may be played by using the eight (8) –game "pro set" with mutual consent of the two coaches. A Pro set is completed when one player wins eight (8) games with the win being by two (2) games, i.e. 8-6, 9-7. These will be scored as fully completed matches. (Tennis, General Regulations, Rule 9)

Regular scoring will be used in all matches. Coaches may agree to use no-ad scoring or super tie breaker for third set in league matches if weather conditions or other circumstances warrant. The Tournament Committee of the conference tournament will determine the scoring to be used at the conference tournament. (Tennis, General Regulations, Rule 16)

- 600.5 Scoring. One (1) point per match. Winning college must have five (5) points out of the total nine (9) points. Defaults are scored as 9 - 0. (Tennis, General Regulations, Rule 15)
- 600.6 The twelve (12) - point tiebreaker shall be used in all matches. (Tennis, General Regulations, Rule 17) 600.7 All serving warm-ups (singles and double matches) must be taken before the first game of the match. Warm-up time should be limited to ten (10) minutes. (Tennis, General Regulations, Rule 18)
- 600.8 During the playing of a match in a team competition, a player may receive coaching from the official school coach or assistant coach when change of end occurs, but not changeovers during a tiebreaker. Coaching must be within one minute of the ninety (90) second time period allotted for change-overs. A coach must sit (or stand if the facility dictates) near the net post. A coach may change courts when his/ her movement will not interrupt play. Coaching is permitted outside the fence perimeter. On an empty adjacent court, the coach may stand at the doubles sideline on the same side as his own player. On the opponent's side, he/she must remain at midcourt. Coaches may coach within the lines of the Court only during a changeover or Set Break. A coach shall not initiate conversation with the opposing player

600.4

or in any way get involved with an on-court problem, except at the request of the solo chair umpire, tournament referee, or the coach of the player involved. (Tennis, General Regulations, Rule 19)

If there are inconsistencies in calling lines or scoring discrepancies, a player may request an umpire. (Tennis, General Regulations, Rule 20)

700 ROSTERS - N/A

800 PLAYER LIMITS – N/A

900 TRAVEL SQUAD

The traveling squad for each team (men and women) during regular season play is limited to twelve (12). (Tennis, General Regulations, Rule 10)

1000 TOURNAMENTS – N/A

1100 UNIFORMS

Appropriate school sponsored tennis attire must be worn by all team personnel during season and championship play. This attire should abide by the dress code of the NWAC/USTA rule books. Teams and coaching personnel should be wearing school issued tennis attire. Appropriate tennis attire does not include jeans/denim, non-issued school apparel. Teams may put a sponsor logo and/or NWAC logo (no bigger than 3" x 3") on the left /right chest, left/right sleeves, or on the back of the jersey below the neck line. (Tennis, General Regulations, Rule 5). Passed: 6/5/15; Effective 7/1/15

1200 OFFICIALS - N/A

1300 PLAYOFFS - N/A

1400 CHAMPIONSHIP EVENT

- The host college shall appoint a tournament director. (Tennis, Conference Tournament Procedures, Rule 1)
- The NWAC tennis sports committee members present at the tournament shall act as the tournament committee to assist and advise the tournament director. Any modifications necessary shall be based on their recommendation. (Tennis, Conference Tournament Procedures, Rule 2)
- The tournament director will prepare and submit to the league office a budget listing all expenses associated with the tournament. (Tennis, Conference Tournament Procedures, Rule 3)
- The tournament director will submit a financial statement to the league office within thirty (30) days of the conclusion of the tournament. (Tennis, Conference Tournament Procedures, Rule 4)
- The tournament director will send a copy of the tournament results to the league office and all participating coaches during the week following the tournament. (Tennis, Conference Tournament Procedures, Rule 5)
- 1400.6 Conference Tournament Rules: The following rules shall be applied to tournament play. (Tennis, Conference Tournament Procedures, Rule 6)
 - A. See 1100.1 Tennis
 - B. Courteous conduct is expected from all players whether competing or not. Unnecessary noise or other distractions will not be tolerated in the immediate area of a tennis match. (Tennis, Conference Tournament Procedures, Rule 6B)
 - C. Coaches and spectators must stay outside the fences while matches are in progress. (Tennis, Conference Tournament Procedures, Rule 6C)
 - D. Courts and times for all matches will be assigned by the tournament director and committee and shall be posted at the tournament director's table. (Tennis Conference Tournament Procedures, Rule 6D)
 - E. The warm-up period before a match shall be limited to ten (10) minutes. (Tennis, Conference Tournament Procedures, Rule 6E)
 - F. The winner of each match must turn in the used tennis balls to the tournament director or his/her assistant immediately upon completion of each match, report the result of his match and check the time of his/her next match. (Tournament Conference Tournament Procedures, Rule 6F)
 - G. All teams and/or team members must be accompanied during tournament play by a coach (or official designee) from the participant's institution. (Tennis, Conference Tournament Procedures, Rule 6G)

1400.7 Conference Tournament Format for Men and Women

- A. the NWAC Tennis Tournament will consist of nine (9) individual brackets which shall be as follows: #1 singles, #2 singles, #3 singles, #4 singles, #5 singles, #6 singles, #1 doubles, #2 doubles, #3 doubles. Each participating college may enter one (1) player in each of the six (6) singles brackets and one (1) doubles team in each of the three (3) doubles brackets. (Tennis, Conference Tournament Format, Rule A)
- B. Coaches will submit to the tournament director the names of their number 1 through 6 singles players and first, second and third doubles teams on or before ten (10) days prior to the seeding meeting preceding the NWAC Tournament. (Tennis, Conference Tournament Format, Rule B)
- C. There shall be no more than four (4) matches per day per player. (Tennis, Conference Tournament Format, Rule C)
- D. The Tournament draw and seeding for the Conference Tournament shall follow the rules and regulations of the USTA. In addition, the following shall be strictly observed:

 (Tennis, Conference Tournament Format, Rule D)
- E. Only NWAC dual match results will be observed for individual records for the season. (Tennis, Conference Tournament Format, Rule D1)
- F. A coach must submit to the tournament director every player's win/loss record five (5) days prior to the draw. The following must be observed: All wins at the position participant is playing in the conference tournament and all wins at a higher position; wins at a lower position may not be counted. Losses at a higher position will not be counted, but losses at a lower position must be included. (Tennis, Conference Tournament Format, Rule D2)
- G. A pre-seeding meeting will be conducted by the tournament director prior to the coaches' meeting to make recommendations to the coaches for tournament seeding. (Tennis, Conference Tournament Format, Rule D3)
- H. The coaches' meeting will be conducted by the tournament director and the NWAC Tennis Committee. The coaches will vote on the final seeding. The top four (4) players/doubles teams should be seeded in each bracket. (Tennis, Conference Tournament Format, Rule D4)
- I. A player's orientation meeting will be held thirty (30) minutes prior to play. All players should attend. (Conference Tournament Format, Rule D5)
- J. The tournament director or designee will prepare, distribute and count ballots for Coach of the Year. The tournament scoring format for men and women will be as outlined in the Appendix A-8. No advancement points will be used in the conference tournament. These points are calculated into the scoring format. (Tennis, Conference Tournament Format, Rule D6)

1500 POST-SEASON HONORS

- 1500.1 All-Conference Selections/Player of the Year
 - A. The top two seeds into the NWAC Conference tournament at Singles positions 1, 2 and 3 will be named to the All-Conference First Team and the top two seeds at Singles positions 4, 5, and 6 will be named the All-Conference Second Team. If there is a tie for the seed into conference at any of these positions, both players will be placed on the All-Conference Team.
 - B. The Tennis Player of the Year will be awarded to the male and female winner of the Conference Tournament at #1 singles.
- 1500.2 Baden Tennis Men's and Women's Tennis Players of the Year will be voted on by the coaches at the end of the season.

TRACK & FIELD

Track & Field Mission:

NWAC Track and Field will provide an outstanding collegiate experience to our student-athletes while enabling them to pursue excellence in the classroom, the community and their lives while competing at the highest level in their chosen sport.

100 GOVERNANCE

- 100.1 NCAA rules and regulations shall govern all meets with exceptions as determined by the Athletic Commission. (T&F, General Regulations, Rule 1)
- 100.2 NCAA rule book will be followed unless otherwise specified.

200 GENERAL ADMINISTRATION

- 200.1 **Awards.** See Appendix A-19 and Page 23 in the NWAC codebook.
- The male and female Baden T/F Athletes of the Year will be awarded to the female and male track athletes who earns the most points at the conference championship meet.
- 200.3 Forfeits NA
- 200.4 **Protests.** NCAA rules will be followed in the event of a protest.
- 200.4 **Ethics** -NA
- 200.5 Cancellations NA
- 200.6 The following will govern the participation of sports club teams and unattached participants in NWAC hosted events.
 - A. All participants in an NWAC member school's track & field club team must meet the NWAC eligibility rules.
 - B. Sports club teams and unattached participants may not in any way imply that they are connected with the athletic program of a member school. (Using the name of the school mascot is acceptable). Unattached athletes may be listed in the competition publications and results with the school name so long as the name of the school is preceded by the word "unattached" or some variant thereof (ex: Unattached-Walla Walla or Unatt-Whatcom is permissible).
 - C. Athletic funds may not be used to support unattached participants. This includes, but is not limited to travel, meals, lodging, and uniforms.
 - D. All sports club team members must be informed that participation in any open event may result in the loss of a year's eligibility when transferring to any other NCAA, NAIA or NWAC school. (T&F General Regulations, Rule 5, A-D)
- Any time track members representing your college are in direct competition with another college, this is considered a meet. (T&F, General Regulations, rule 6)
- Each coach is responsible for sending marked or annotated results of a meet in which one of her/his team members has qualified for the championship meet to the NWAC office. (Note: Qualifiers and meet results must be postmarked within seven (7) days of the date of the meet or a \$25 fine will be levied.) No student-athlete will be eligible for the championship meet unless the NWAC office has received the official results of the meet in which he/she has qualified. The NWAC office is responsible for compiling a list of those who have qualified for the championship meet and distributing it to the conference track coaches. (T&F, General Regulations, Rule 7)

300 SPORT SEASON CALENDAR

- 300.1 Pre-season-Each institution shall be allowed a total of 12 weeks of track and field training prior to the start of competition. Coaches may schedule the 12 training weeks starting as early as September 1st with the end date being the day before the first weekend in March. Each institution must report to the NWAC office by August 30 the time periods in which the 12 weeks will be utilized.
 - Passed 5/30/14; Effective 9/1/14 (T&F, General Regulations, Rule 2)
- In-season -Student athletes may participate in out-of-season track meets, both pre-season and postseason. Those who do participate in such meets will be governed by NWAC Code and the college shall be responsible for their conduct as stipulated under the general regulations. (T&F, General Regulations, Rule 4)

Note: This allows a student to run in an off-season meet as a representative of the college. The college does, however, assume the responsibility of having a coach or institutional representative in attendance and, in all circumstances; the same conditions apply to the student concerning eligibility, etc.

300.3 The Track and Field season will run from the first weekend in March and end with the NWAC Championships in May. If March 1st falls on a Saturday or Sunday then the first weekend will include a February date.

400 **SCRIMMAGES SCHEDULE 500** 600 MEET MANAGEMENT 600.1 Staff. 600.2 Game Reports. Final results need to be sent to the NWAC office after competition of the championships and must include full results (heats and flights) from day one and day two, wind readings, field series, rulings, etc.) 600.3 Film. 600.4 Pre-game 1. Lineup sheets 2. Warm up 600.5 Protocol for hosts – See tournament information (below) 700 ROSTERS PLAYER LIMITS 800 900 TRAVEL SQUAD 1000 **TOURNAMENTS** 1100 **UNIFORMS** 1100.1 When engaged in competition, each competitor must wear an official team uniform or be disqualified. A. A uniform should consist of school-issued shorts or briefs, top, or one-piece body suit. However, any outer garment (e.g., sweat pants, tights) that is school-issued becomes the official uniform. Clothing worn in addition must be worn under the uniform. It is recommended that such clothing be of a solid color. Bare midriff tops are not acceptable. Uniforms must allow for competitors' numbers to be placed above the waist, front and back, and for hip numbers to be placed on the hip, not on the leg or thigh. Uniform tops must not obscure hip numbers. Note: The uniform top must meet or hang below the waist band when the competitor is standing. 1100.2 Relay Uniforms: All relay team members must wear uniforms with components (i.e., top and bottom) that are of identical primary color between team members. Body suits are considered to be comprised of top and bottom components. The members may choose to wear pants, shorts, briefs or body suits (or combination thereof), the length of which may vary. Any visible garment worn under the tops shall be of an identical color as those worn by other members of the relay team. Any visible garment worn under the pants, shorts, briefs or one-piece body suits shall be of an identical color as those worn by other members of the relay team. **1200 OFFICIALS** 1200.1 Whenever possible, officials should be USATF certified. **PLAYOFFS** 1300 1400 CHAMPIONSHIP EVENT 1400.1 The meet information packet will be mailed by the meet director by April 1 to all conference institutions. 1400.2 The NWAC Track & Field Championships will be on the Monday-Tuesday immediately preceding Memorial Day Weekend. The NWAC Multi-Event Championships will be on the Monday-Tuesday approximately three weeks (21 calendar days) prior to the NWAC Track & Field Championships. (T&F Conference Championship Meet Procedures, Rule 1.A.1) 1400.3 The top eight (8) place points at the Multi-Event Championships will count toward team scoring at the Track & Field Championship meet. The first eight (8) placers in each event will be recognized as all-Conference and will receive Conference awards. (T&F Conference Championship Meet Procedures, Rule 1.A.2)

1400.4 The championship meet should rotate between Oregon and Washington.

(T&F Conference Championship Meet Procedures, Rule 1. B)

The Multi-Event championships meet location should rotate opposite of the track championship meet 1400.5 location (T&F Conference Championship Meet Procedures, Rule 1.C)

1400.6

(Code Book MP Rule 2). Entry forms will be issued by the meet director with indicated deadlines. Entry forms must be received by mail or by FAX on the Monday, then days prior to the NWAC meet. This deadline will include all non-qualifiers that the school would like to enter. Schools submitting late entries will be fined as follows: Entries received by Tuesday - \$50 fine. Entries received by Wednesday- \$125 fine. Entries received by Thursday - \$250 fine. Entries will not be accepted after Thursday of the entry week. The Host school will receive the money collected from the fines.

Entry forms will be issued by the meet director with indicated deadlines. Entries will be done electronically on a chosen site (i.e., Direct Athletics) and must be done by the Monday; seven days prior to the NWAC meet. This deadline will include all non-qualifiers that the school would like to enter. Schools submitting late entries will be fined as follows: Entries received by Tuesday \$50 fine. Entries received by Wednesday \$125 fine. Entries received by Thursday \$250 fine and any entries received after Thursday will not be accepted into the meet. The Host school will receive the money collected from the fines.

1400.7

(Code Book MP Rule 3) Final scratches must be made by noon the Monday of the meet by phone. Any additional scratches after Monday noon will be considered scratches from the entire meet. The meet director will notify schools as soon as possible, but no later than Tuesday prior to the Meet, of which non-qualifiers are eligible and confirm their entry. Non-qualifiers pulled into more than one event will have the opportunity for coaches to not accept the athlete into an event while confirming their entry in another event. This will not be considered as a scratch and, therefore, an athlete would not be held to an all-or-none situation.

The meet director will notify schools as soon as possible, but no later than Tuesday prior to the Meet, of which non qualifiers are eligible and confirm their entry. Any non-qualifiers pulled into the meet must compete or be scratched except for the following: Non-qualifiers in the 1500, Steeple, 5K and 10K pulled into more than one event will have the opportunity for coaches to not accept the athlete into an event while confirming their entry in another event. This will not be considered as a scratch and, therefore, an athlete would not be held to an all-or-none situation in these 4 events.

1400.8

(Code Book MP Rule 4) Athletes who qualify for the conference meet in meets after the initial entries have been submitted should be confirmed via a telephone call and fax to the meet director on the Monday prior to the meet. In addition, a verification of qualifying mark form should be sent to the meet director by certified mail. Late qualifiers can only be entered in the event in which they qualified following initial non-qualifier entries.

Qualifying standards for the NWAC Championships are accepted if met during a regularly scheduled outdoor meet after the first weekend in March.

1400.9

(Code Book MP Rule 5) **Qualifying Marks:** All qualifying marks (times) submitted to the NWAC and utilized as a qualifier for the Championship Meet must be F.A.T. rather than hand-timed. Hand-timed events will no longer be acceptable as a qualifying time for all events 800 m. 400 m. or less in length. In the case of a discrepancy from an athletes entered mark and the NWAC qualifying list the NWAC list will be used.

1400.10

(Code Book MP Rule 6) - Entries.

- A. A minimum maximum of sixteen (16) athletes in the conference meet in the following events: 100m, 100HH, 110HH, 200m, 400m, 400IH, 800m, 5,000m, 10,000m, Shot Put, Discus, Javelin, Hammer, Pole Vault, High Jump, Long Jump, and Triple Jump. However, any athlete who meets the qualifying standard will be allowed to compete in the championship meet. Entries for the NWAC Championship meet shall be limited to a total of 25 male competitors and 25 female competitors per competing team. The total number will include both qualifiers and non-qualifiers pulled into the championships to bring the field to its maximum number in specific events. However, no athlete will be drawn into an event in which they have never posted a mark for that event during that season of competition.
- B. A minimum maximum of twelve (12) athletes in the conference meet in the 1500m and Steeplechase.
- C. A minimum maximum of eight (8) entries in the following events: 400m relays and 1600m relays which will be determined by their ranking from the NWAC Performance List.

1400.11

(Code Book MP Rule 7) - **Qualifying Standards.** Qualifying standards to be used to gain entry into the Conference Track Championship shall be reviewed each year by the Track & Field Committee. The Committee will look at the average of the sixth place times, heights and distances for the last four (4) years in each event and, using discretion and an understanding of the events and circumstances, will determine whether or not to change a qualifying standard for the next year. This review will be utilized to insure equity between events. For a list of the current qualifying standards (see Appendix A-9) and a suggested conference meet time schedule (see Appendix A-10).

A. Relays - enter a team if your school qualifies. Make individual changes up to the start of the

- event so names are correct for results.
- B. **Starting Heights** The starting height for the high jump at the NWAC meet will be 10 centimeters below the qualifying height for that year and the starting height for the pole vault at the NWAC meeting will be 30 centimeters below the qualifying height for that year.
- C. **Bibs.** All athletes should be given a bib number which should be supplied by the host school. The bib will contain either that athlete's participation number or name, and shall be worn, within view of the meet officials, at all times during competition.
- D. All events that have 8 or fewer competitors should go directly to seeded finals. (Preferred positions)

CHAMPIONSHIP ADMINISTRATION AND MANAGEMENT

1400.12 **Awards.**

- A. The first three (3) in each event will be recognized as all-American and will receive awards at their end of the year banquet
- B. The first six (6) eight (8) placers in each event will be recognized as all-Conference and will receive Conference awards.
- C. The Coach of the Year for men and women will be recognized with Conference watches.
- D. The outstanding performer's track and Field of the meet will be voted on by the head coaches in a meeting following the completion of the last event and will receive Conference awards. The High Point awards can be discussed at this time as well and will receive Conference awards.
- Training Facilities. Training facilities will be made available to the competing teams by the host institution. The training facilities will be available a minimum of two hours prior to the start of the first event. The head trainer from each institution should notify the host institution's head trainer of any special treatments needed by a participant. If an institution has no trainer then arrangements should be made for medical care.
- Medical Arrangements. Both during the warm-up period and the competition period of the Championship meet there will be: (1) A person qualified and delegated to render emergency care to a stricken athlete or spectator, preferably a certified and/or licensed athletics trainer; (2) planned access to a physician, preferably a team physician, by phone or nearby presence for prompt medical evaluation including a plan for communication and transportation between the competition site and the medical facility for prompt medical services, if warranted; and (3) a thorough understanding by all affected parties, including the leadership of visiting teams, of the personnel and procedures involved.
- Media Arrangements. The host institution's is responsible for the disbursement of all pre-meet publicity and the final results to media outlets identified by each institution, including the NWAC office.
- Lodging and Restaurants. The host institution will advise participating institutions of available hotel and motel accommodations and restaurant information at the site of the championships. If a Red Lion Hotel is located in the city/town of the championship meet, per the contract, the Red Lion is the host hotel. Each competing institution is responsible for making its own reservations. This must be mailed out with meet information by April 1 or earlier of possible.
- Meetings. A mandatory meeting for head coaches of all competing teams will be conducted on the evening before the championships. The host institution will notify the coaches of the location of the meeting. Meeting information will be mailed out with meet information by April 1.

 Note: This must be mailed out with meet information by April 1.
- 1400.18 **Banquet.** A team dinner (banquet) will be organized by the host team and take place after the first day of competition. The dinner menu, location and other pertinent information must be mailed by April 1. NWAC Athlete of the Month awards will be handed out at the banquet and will be provided by the host school.
- Results. Day one (1) results and Day two (2) heat/flight sheets will be handed out at the Monday evening banquet. Final results will be available at the awards ceremony following the meet. Multiple copies should be available for each institution. The results should include both metric and English conversions plus a running score. The awards that were given out should also be included as well as team scores.
- 1400.20 **Rules.** The NCAA rules book will serve as the official rules for the championship meet. Any exceptions are noted here in the NWAC Track & Field SOP's.
- Host Institution's Responsibilities. The host institution of the NWAC Track & Field Championships has the responsibility to provide the following for the championship meet:
 - A. A suitable facility as deemed by the NWAC.
 - B. Mail complete meet information to all Conference institutions by April 1.

- C. Provide all publicity related to the meet.
- D. Print championship program in conjunction with the NWAC office.
- E. Arrange time and place for the coaches' meeting.
- F. Arrange for an awards ceremony immediately following the championships.
- G. Process all entry information.
- H. Provide final results.
- I. Provide all meet officials.
- J. Provide training and medical arrangements.
- K. Provide all equipment.
- 1400.22 **Coaches Meeting.** The meet director will provide the agenda for the coaches meeting with at a minimum, the following items:
 - A. Distribute coaches meet packets, programs and shirts.
 - B. Discuss the meet management and administration.
 - C. Protest procedures.
 - D. Medical availability.
 - E. Parking.
 - F. Results availability.
 - G. Awards ceremony.
 - H. Field questions.
- The Meet Program. It is the responsibility of the host institution and the NWAC office to print an official meet program for the NWAC championships. The program content should include, but not be limited to:
 - A. Team rosters and pictures
 - B. NWAC Track & Field Championships history
 - C. Event time schedule.
 - E. Meet officials.
 - F. Previous year's team scores.
 - G. Meet records.
 - H. Event entry listings.
 - I. Previous Coach of the year
 - J. High Point and Track and Field Athlete of the meet
 - K. A neutral cover.
- Officials. All meet officials for the NWAC Track & Field Championships will be coordinated by the host institution. The duties of each of these officials are specified in the NCAA Rule Book or the NWAC Track SOP's. They should understand the differences of the NWAC Meet and if possible be USATF certified.
- 1400.25 **Protests.** If a protest is initiated, the Jury of Appeals will consist of the coaches not involved in the protest. Note: See form
- Awards Ceremony. (after the second day of competition) The host institution will conduct the awards ceremonies and have the following presentations for each gender and the NWAC should take pictures:
 - Team scores (Last through 4th).
 - B. Third Place Team (to front for pictures).
 - C. Second Place Team (to front for pictures).
 - E. Team Champions (to front for pictures).
 - F. Track Athlete of the Meet (to front for pictures).
 - G. Field Athlete of the Meet (to front for pictures).
 - H High Point Athlete of the Meet (to front for pictures).
 - I. Coach of the Year (to front for pictures).
 - J. Distribute results to coaches (designate an area).

1500 POST-SEASON HONORS

- 1500.1 All-Star Selections NA
- 1500.2 All-League Selections NA
- 1500.3 All-Star Games NA
- 1500.4 National Awards See Championships (above) The top three in each event will be honored as JC All-Americans

Volleyball

Volleyball Mission:

NWAC Women's Volleyball provides training and competitive opportunities in the skills of Volleyball. Student-athletes develop discipline, leadership skills, dedication, and the ability to work toward individual as well as team goals, skills important not only to the sport of Volleyball but to every aspect of life.

GOVERNANCE 100.1 The NCAA rules and regulations shall be followed for Volleyball except as noted. (Volleyball, General Regulations, Rule 2. A) 100.2 Institutions must abide by the rules established in each region and by the volleyball committee.

200 GENERAL ADMINISTRATION

(Volleyball, General Regulations, Rule 2)

- 200.1 Awards. See Page 23 and Appendix A-19 in the NWAC Codebook
- 200.2 Forfeits.
- 200.3 **Protests**. Protests shall be filed with the volleyball sports committee Chair. The Chair shall appoint a committee member from each region to form a committee of four. All information related to the protest shall be reviewed by the protest committee and a vote taken. The result of that vote shall be discussed with the NWAC Executive Director and the final decision conveyed to the schools involved by the sports committee Chair. (General Regulations Rule 2 A & B).
- 200.4 NWAC Community College Volleyball Sports procedures shall be submitted by coaches to the volleyball sports committee for consideration, except those having major financial implications, in which case they shall be submitted directly to the Executive Board through the sport committee. (Volleyball, General Regulations, Rule 9)
- The Volleyball Coaches' Committee Annual Meeting shall be held at the site and in conjunction with the Annual All-Star Event during the first weekend of December. Each college shall be represented by a coach or college representative. Proxies shall not be permitted. (Volleyball, General Regulations, Rule 10)
- 200.6 NWAC Conference Volleyball as designated by the conference office will be used for all NWAC sanctioned matches.
- 200.7 Team Regulations
 - A. Lineup sheets must be submitted no later than the three (3) minute mark on the clock. (Volleyball, General Regulations, Rule 4. A)
 - B. All players can warm up, even red shirt players. Before the start of the match, non-participants will change into neutral clothing. (Volleyball, General Regulations, Rule 4. C)
- 200.8 All participants in a NWAC member school Volleyball league competition must meet the NWAC eligibility rules. (Article III Student-Athlete Eligibility Rules, Regulations & Procedures).
- Schedules and rosters must be submitted to all opponents prior to the first league contest. (Volleyball, General Regulations, Rule 2, C, 4)

300 SPORT SEASON CALENDAR

- First Practice Date Each institution shall be allowed a total of 12 weeks of practice which may be utilized in between August 1 and the end of the current academic year / spring quarter. 6 of the weeks shall begin on the first Monday of April to coincide with the spring scrimmage season. Time period between first allowable official contest and end of playing season shall not be considered in the calculation of the 12 weeks. Those who have not graduated from high school or whose high school class has not yet graduated (e.g. incoming recruits) cannot participate in practices for the current academic year. (Volleyball, General Regulations, Rule 1). Passed: 6/5/15 Effective Date: 7/1/15
- 300.2 **1st Competition date** last Friday in August. (Volleyball, General Regulations Rule 1). Passed: 6/5/15 Effective Date: 7/1/15
- 300.3 In-season dates set by the NWAC Executive Board.
- Playoffs shall be no later than the five (5) days prior to the conference tournament. (Volleyball, General Regulations, Rule 2, C, 3).
- To keep the volleyball championships from competing with other NWAC fall championships, the dates of the championship tournament may be moved for this accommodation. (Volleyball, General Regulations, Rule 2, C, 6)

- 300.6 Spring season shall not begin prior to the first Monday of April and will last six (6) weeks. (Volleyball, General Regulations, Rule 7, A)
- 300.7 The spring season program may include scrimmages with outside teams, not to exceed four (4) scrimmage dates throughout the year. (Volleyball, General Regulations, Rule 7, B)
- Member institutions having a spring program must file a report with the NWAC Executive Director. The 300.8 report shall include all scrimmage dates, opponents, and roster of participants. (Volleyball, General Regulations, Rule 7, D)
- Spring participation shall not be considered official for eligibility purposes, but a participation roster 300.9 must be submitted to the NWAC office. The roster will be restricted to currently enrolled students. The spring season would exclude students who have not yet graduated from high school or whose high school class has not yet graduated. (Volleyball, General Regulations, Rule 7, E)

SCRIMMAGES 400

- 400.1 A maximum of four (4) scrimmage dates within the fall and spring seasons. If you scrimmage in the fall, it must be before the first league contest. All dates, opponents, and times must be registered with the conference office. See Article III, Section 16 of the Bylaws. One (1) additional scrimmage to be allowed at the end of the season to prepare for the conference tournament. A scrimmage includes teams participating in a simulated match situation, teams participating in a "mutual practice" and teams participating in a clinic with another team; intrasquad play is allowed. (Volleyball, General Regulations, Rule 2, C, 2)
- NWAC scrimmage rules and regulations for Spring Volleyball shall be those listed under the Scrimmage 400.2 defingition, Article III, Section 15 of they Bylaws. (Volleyball, General Regulations, Rule 7.C)

500 SCHEDULE

- 500.1 Scheduling regulations: Institutions must abide by the rules established in each region and by the volleyball committee. (Volleyball, General Regulations, Rule 2)
- Regions are responsible for establishing regional schedules. The third full weekend in September and 500.2 the third full weekend in October shall remain open for crossover play. (Volleyball, General Regulations, Rule 2, C, 3)
- Scheduling-Scheduling season is interpreted to mean not more than twenty-five (25) single match 500.3 events and six (6) tournaments. The tournament date shall be divided as follows: Two (2) NWAC crossover dates and the invitation dates. A tournament shall consist of four (4) or more teams. (Volleyball, General Regulations - Rule 2-C, 1).
- Schedules and rosters must be submitted to all opponents prior to the first league contest. (Volleyball, 500.4 General Regulations, Rule 2, C, 4)
- **GAME MANAGEMENT** (General Regulations Rule 4 and VB Handbook pg. 15) 600 600.1

The following items and services are required:

- A. Regulation playing facilities, including floor setups
- B. Visual scoreboard
- C. Securing of officials, timers, scorers, and linesman
- D. Towels
- Notification of scores to NWAC office immediately following match
- The playing court must be set up and ready for warm up one (1) hour prior to match time as indicated on the accepted conference schedule.
- G. The official game ball of the NWAC, for all competition, shall be selected by the Executive Director with approval by the volleyball sports committee. The specific ball selected will be named in the NWAC volleyball handbook.
- H. Water for both teams
- Videotape match for both teams
- 600.2 The following items and services are recommended:
 - A. Separate dressing areas for players and officials
 - B. Training area and services
 - News information services most schools notify local paper and wire services of results immediately following match.
- 600.3 The following are examples of courtesies that are appreciated:
 - A. Campus maps
 - B. Parking arrangements
 - C. Methods of securing valuable (locks, etc.)
 - D. Violations of home/host obligations should be referred to the NWAC volleyball sport committee.

- E. Provide a stat crew that can keep complete NWAC statistics for both teams and provide a completed copy of the official NWAC stats form to the visitors within fifteen (15) minutes of the end of the match. (Volleyball, General Regulations, Rule 5, A-E)
- 600.4 **Staff** (VB Handbook pg. 15)
- 600.5 **Game Reports** (VB Handbook pg. 15)
- Film: Home teams must film any pre-season, non-league, league, and playoff games. Games must be uploaded and ready for viewing by 12pm the next day. Failure to provide the upload by the designated time will result in a \$50 fine. Each violation after will be fined an additional \$25. Host schools need to provide a hard copy of the game to the visiting team. Teams that are hosting pre-season tournaments are responsible to upload game films to the server. All games that are listed on your schedule must be filmed and uploaded to the server. This includes a scrimmage game if listed on your schedule. If you are playing a non-NWAC opponent at their gym or you are competing in a non-NWAC pre-season tournament you are responsible to get your game uploaded.

700 ROSTERS

Lineup sheets must be submitted no later than the three (3) minute mark on the clock. (Volleyball, General Regulations, Rule 4, A).

800 PLAYER LIMITS

All players can warm up, even red-shirt players. Before the start of the match, non-participants will change into neutral clothing. (Volleyball, General Regulations, Rule 4, C)

900 TRAVEL SQUAD

900.1 The travel squad limit shall not be more than fifteen (15) student-athletes. (Volleyball, General Regulations, Rule 4, B)

1000 TOURNAMENTS

- 1000.1 Entry fees are to be established by the host school(s). (Volleyball, General Regulations, Rule 8, A)
- Entry fees are to include officiating fees (including scorers and timers where necessary), awards and any management costs to be incurred by the host institution. (Volleyball, General Regulations, Rule 8, B)
- The volleyball sports committee shall be responsible for the organization and coordination of crossover competition. (Volleyball, General Regulations, Rule 11, A)
- Crossover scheduling will be done at the conference coaches meeting held during All-Star weekend. A representative from a school must be present at that meeting to select the tournament they wish to attend. When the coach signs up for a tournament, it should be with the intent to sign the contract. If a school signs up for a tournament and does not sign the contract, then they will not be able to join the selection process the next year. They must wait for the process to be completed and then will be allowed to participate. (Volleyball, General Regulations, Rule 11, B)
- 1000.5 It is the philosophy of volleyball crossover tournaments that each school be able to select one tournament close to their location and they must select one tournament further away. If a school is choosing to attend only one crossover, they must select a site further away. (Volleyball, General Regulations, Rule 11, C)
- 1000.6 Contracts for participation will be sent out in January and they must be returned by February 25th. (Volleyball, General Regulations, Rule 11, D)
- Signing a contract makes participation mandatory. Breaking a contract will result in a sanction from the Executive Board and it is a Category 1 Code violation. (Volleyball, General Regulations, Rule 11, E)
- 1000.8 If a school does not sign a contract or chooses not to participate in a crossover, they may not compete at all on the crossover dates. (Volleyball, General Regulations, Rule 11, F)
- 1000.9 A qualified first aide person will be available. (Volleyball, General Regulations, Rule 11, G)
- The tournament will have a designated coordinator. (Volleyball, General Regulations, Rule 11, H)
- Entry fee costs will be determined by each host institution and should cover the cost of officials and awards. This includes the up and down officials and all scorers. Other costs should be borne by the host. (Volleyball, General Regulations, Rule 11, I)

1100 UNIFORMS

All NCAA regulations concerning uniforms must be followed and the only exception to this is teams may put a sponsor logo and/or NWAC logo (no bigger than 3" x 3") on the left/right chest, left/right sleeves, or on the back of the jersey just below the neck line. Passed: 6/5/15 Effective Date: 7/1/15 (Volleyball, General Regulations, Rule 3)

1200 OFFICIALS

- Home matches (dual) home school will furnish and pay for officials. This includes official lines people who have been trained and are wearing professional attire. Training would include watching current NCAA line judge DVD and recommended practice prior to first match. Appropriate attire would include white polo shirt, dark navy pants. Flags should be provided by the host school.
- 1200.2 Events involving three (3) or more teams the host school will secure officials, but the teams playing will share the costs. The host school will collect the fees and pay the appropriate personnel.
- 1200.3 Host school will negotiate fees with the appropriate officials' organization. (General Regulations Rule 5).

1300 PLAYOFFS/Tie Breaker Procedures

- 1300.1 NWAC Volleyball will use the following tie-breaker procedures for all tournaments (excluding the Championship tournament) formatted such that ties could occur.
- 1300.2 If two teams are tied: 1) Head to Head Record/Head to Head Match, Sets
- 1300.3 If more than two teams are tied:
 - A. Match first, then Sets, then point differential.
 - B. Won-Loss ratio for the total number ofgames played, between the tied teams
 - C. Comparison of the point differential between the tied teams. Point differential shall be determined by subtracting the total points lost from the total points won. (The highest plus or lowest minus remainder shall be considered the superior team.
 - D. Coin Toss

1400 CHAMPIONSHIP EVENT

- The conference championship tournament will be held on the second or third weekend in November (dates to be determined by Ex. Board).
- The conference championship site shall rotate every 3 years with a bidding process.

(Conference VB Championship Tournament Procedures Rule 4).

- The site for the conference championship tournament will be determined by the Executive Board. (Conference VB Championship Tournament Procedures Rule 4).
- 1400.4 Expenses to be borne by the NWAC and the host region.
 - A. Officials shall be secured by and compensated by the NWAC. Official lines people shall be hired for all matches.
 - B. The host region shall be responsible for securing game management officials and tournament personnel. (Volleyball Championship Procedures, Rule 1, A, B)

1400.5 **Tournament Regulations.**

- A. Entries-no team shall attend any competition unless accompanied by a coach or institutional representative who is a non-player. The non-player shall not be a student of that institution.
- B. Coach or institutional representative must be present with team during competition.
- C. Coach or institutional representative must be listed on entry blank.
- D. Complaints regarding tournament procedures shall be received and evaluated by a panel composed of the tournament director, coordinator of officials, and the volleyball sport committee chair or their designee. The committee shall also serve as the protest committee.
- E. Pre-tournament social a hospitality room set up the evening of the warm-ups, perhaps in a room at the tournament site or hotel site. Packets, pre-registration, and a chance to meet selection committee members, tournament officials, etc., shall be provided. This shall be done during the time the teams have court time. (Volleyball Championship Procedures, Rule 2, A-E))

1400.6 **Tournament Awards.**

- A. A tournament coach of the year shall be selected at the tournament site from the twelve (12) teams participating in the tournament. Any coach present at the tournament is eligible to vote by ballot during the tournament. The tournament coach shall be announced at the completion of the tournament. Each region will continue to vote for regional coach of the year. (Volleyball, Championship Procedures, Rule 3, A)
- B. First and second all-star teams of six (6) players shall be chosen from the tournament teams. A MVP shall be chosen in addition to six (6) first team and six (6) second team selections. The committee will consist of the following: the Volleyball sports committee. Chair or their designee, a person appointed from the tournament staff and an appointee of the host region. (Volleyball Championship Procedures, 3, B)

- Tournament Site-The tournament shall rotate from region to region. The rotational order shall be North, East, West, and South. (CVT Rule 4)
- 1400.8 **Tournament Structure.** (16 teams, 4 from each region)
 - A. All sixteen teams will meet at the site of the tournament.
 - B. The tournament format will be a straight double elimination tournament bracket.
 - C. The winner's bracket matches, including the championship match, will be three out of five. The loser's bracket matches will be two out of three.
 - D. Warm-up Schedule: For a team's first match of the first day of the NWAC tournament, a minimum of twenty (20) minutes shared court time plus the standard NCAA pre—match team rotation protocol will be allowed. After the first matches, teams will have a guaranteed 25 minutes for warm-up prior to each match. That time will start when the court is cleared from the previous match so warm-up space is available.
 - E. For tournament pairings and schedule, refer to Appendix A-18.
 - F. Tournament Roster: In all post season playoff games (regional and conference), both the home and traveling teams will be limited to those student-athletes whose names appear on the Final/Championship Eligibility Report.
 - G. The NWAC conference volleyball tournament will take four days with the championship match and "if necessary match" to occur on the final day.
 - H. The "IF" match the "If" match will be 2 out of 3 sets to 25, and if it goes to 3 sets, the 3rd set will be to 15 points. There will be a 30 minutes break between matches. (Volleyball, Championship Procedures, Rule 5, A-H)
- 1400.9 The tournament director will organize pre-tournament warm-up following the established guidelines. (Volleyball, Championship Procedures, Rule 6)
- 1400.10 All-Tournament Selections (To be looked at by Sports Committee) Coaches from the schools that finish first through fourth will select tournament all-stars from their own team in the following numbers:

First place team 3 all-stars
Second place team 3 all-stars
Third place team 2 all-stars
Fourth place team 1 all-star

The tournament MVP will be selected by the tournament director or the tournament selection committee (VB Handbook pg. 18)

1400.11 **Tournament Regional Pairing**

2015	2016	2017	2018	2019	2020	2021
S-E	S-N	W-N	N-E	W-E	N-W	E-N
N-W	E-W	E-S	W-S	N-S	S-E	S-W

1500 POST-SEASON

Sophomore All-Star Process and Schedule: The following general guidelines are provided to hosts of the NWAC Sophomore All-Star Event. The guidelines cover preferred scheduling for practice times, meetings and the tournament.

- A. Players should wear their own team uniform for the All-Star matches. Coaches for the all-star teams should coordinate numbers.
- B. The host shall provide a 1½-hour practice time for each regional team. Each team should have access to one court.
- C. The practice time should end no later than 9 pm. (this is change from 8pm)
- D. The host region and the next closest region will be scheduled for the early practice time.
- E. The Sports Committee will meet at the championship tournament.
- F. The annual Conference Coaches Meeting will be scheduled for Sunday from 7:00-10:00 am. NWAC coach of the year voting will not occur at this meeting due to champion yet to be determined. Announcement of the NWAC tournament coach and player will need to take place via email/website.
- G. For the tournament, 2-out-of-3 matches will be scheduled for 10:30 am & 12:00. (This is a change from 12:00, 1:30 and 3:00 pm).
- H. The host region should provide a commemorative souvenir t-shirt for each team member.
- I. The host region will provide a lunch for the coaches meeting.
- J. Each region will have a 12 member sophomore all-star team with 4 alternates. A maximum of 12 players will be participating in the event.
- Each region will select sophomore all-stars from first and second all-star teams. In addition, each region will have an additional (12) member honorable mention team consisting of freshman or sophomores. It

will be from this list that the remainder of the 12 sophomore player roster may be filled along with the designating of (4) sophomore alternates. This honorable mention team should allow for enough sophomores to be listed in case one or both teams in the NWAC tournament are from the same region. In this case, alternates will be notified. Plans will need to be made well in advance about how these players will be notified, transportation, etc.

** Court will be ready for warm-up of championship teams by 2:00. Championship game will start at 3:00 pm on Sunday.

1600 DRESS DECORUM

1600.1

Appropriate match attire for all bench personnel other than uniformed players is business casual for all NWAC matches and championships. This does not include: jeans, shorts, cotton or fleece sweats, t-shirts, tank tops, hats and flip-flops. All players must be in uniform and or team warm-ups. Venue attire as a spectator: The recommendation for participating teams is appropriate attire. Coaches must dress professionally. Unless otherwise specified by the NWAC office, while attending the banquet or other non-game related functions, all members of the team travel party must dress in business casual attire. T-shirts, jeans, hats, short, or flip-flops will not be permitted at these functions. (Volleyball, General Regulations, Rule, 4). Passed: 6/5/15 Effective Date: 7/1/15

APPENDIX

Tournament Formats, Guidelines and Forms

NWAC BASEBALL TOURNAMENT FORMAT

DAY 1 Game 1 Game 2 Game 3 Game 4	9:35 12:35 4:35 7:35	2017 East 1 vs. West Cross Region Winner South 1 vs. North Cross Region Winner West 1 vs. East Cross Region Winner North 1 vs. South Cross Region Winner
Day 2 Game 5 Game 6 Game 7 Game 8	9:35 12:35 4:35 7:35	Loser Game 1 vs. Loser Game 3 Loser Game 2 vs. Loser Game 4 Winner Game 1 vs. Winner Game 3 (Note: Times adjusted based on host site) Winner Game 1 vs. Winner Game 4
Day 3 Game 9 Game 10 Game 11	TIME 11:00 2:00 7:00	Winner Game 6 vs. Loser Game 7 Winner Game 5 vs. Loser Game 8 Winner Game 7 vs. Winner Game 8
Day 4 Game 12 Game 13	TIME 2:00 7:00	Winner Game 9 vs. Loser Game 11 Winner Game 10 vs. Winner Game 11
Day 5 Game 14 Game 15	TIME 12:00 If necessa	Winner Game 12 vs. Winner Game 13 ary (see note 3)

Notes:

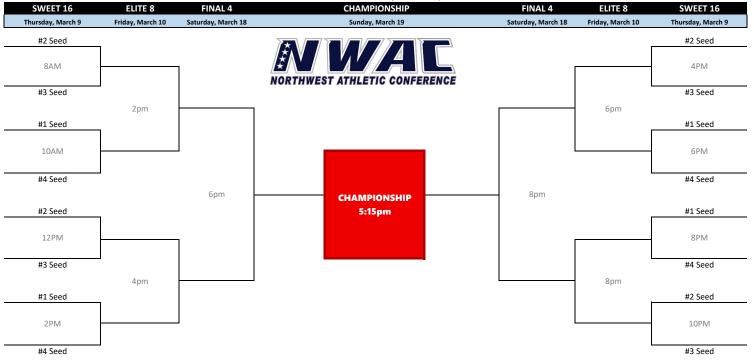
- 1. Pairings for games 12 and 13 will not match previous opponents against each other unless absolutely necessary.
- 2. If three teams remain after game 13, the winner of game 11 automatically draws the bye in game 14.
- 3. Game 15 will be needed if winner of game 11 loses games 13 or winner of game 12 wins game 14.

NWAC Baseball Championships Pairings				Baseball Super Region Pairings						
legion #1 Seed	vs. Super Region	Winner				HOST EACH YEAR	N2	W2	S2	E2
2016 West 1 vs South	2017 East 1 vs West	2018 South 1 vs East	2019 East 1 vs North	2020 South 1 vs North		2017	E3	N3	W3	S3
North 1 vs East South 1 vs West	South 1 vs North West 1 vs East	West 1 vs North East 1 vs South	South 1 vs West North 1 vs East	East 1 vs West North 1 vs South			W4	S4	E4	N4
East 1 vs North	North 1 vs South	North 1 vs West	West 1 vs South	West 1 vs East		2018	S3	E3	N3	W3
2021	2022	2023	2024	2025			W4	S4	E4	N4
West 1 vs North East 1 vs South	South 1 vs West North 1 vs East	East 1 vs West North 1 vs South	North 1 vs West South 1 vs East	East 1 vs North West 1 vs South	2019	W3	S3	E3	N3	
North 1 vs West South 1 vs East	West 1 vs South East 1 vs North	West 1 vs East South 1 vs North	West 1 vs North East 1 vs South	North 1 vs East South 1 vs West			E4	N4	W4	S4
pdated 6/30/15						2020	E3	N3	W3	S3
puateu 0/30/15							S4	E4	N4	W4

#3 SEED #3 SEED GM2 H4 SEED LOSER #1 LOSER #2 GM3

2017 NWAC MEN'S BASKETBALL CHAMPIONSHIP

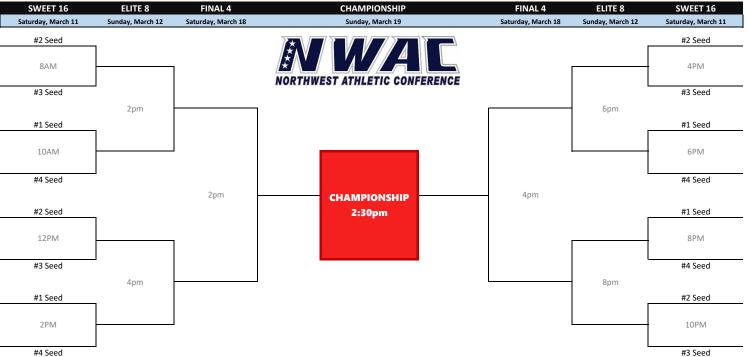
EVERETT COMMUNITY COLLEGE, EVERETT, WASHINGTON



Bracket placement will take place on Sunday, March 5, 2017 during the Basketball Tournament Selection Show.

2017 NWAC WOMEN'S BASKETBALL CHAMPIONSHIP

EVERETT COMMUNITY COLLEGE, EVERETT, WASHINGTON



Bracket placement will take place on Sunday, March 5, 2017 during the Basketball Tournament Selection Show.

Northwest Athletic Conference Basketball Championship Format 2017

SWEET 16 AND ELITE 8

Sunday March 5, 2017 Selection Show: Teams are drawn to determine first round opponent TIME TBA

Thursday March 9, 2017 *Men's Sweet 16* at Everett Community College

Game Times: 8am, 10am, 12pm, 2pm, 4pm, 6pm, 8pm, 10pm(winners advance, losers are done)

Friday March 10, 2017 Men's Elite 8 at Everett Community College

• Game Times: 2pm, 4pm, 6pm, 8pm(winners advance, losers are done)

Saturday March 11, 2017 Women's Sweet 16 at Everett Community College

Game Times: 8am, 10am, 12pm, 2pm, 4pm, 6pm, 8pm, 10pm (winners advance, losers are done)

Sunday March 12, 2017 Women's Elite 8 at Everett Community College

• Game Times: 2pm, 4pm, 6pm, 8pm (winners advance, losers are done)

FINAL 4 AND CHAMPIONSHIP

Saturday March 18, 2017 Women's Final 4 at Everett Community College

• Game Times: 2pm, 4pm(winners advance, losers are done)

Saturday March 18, 2017 Men's Final 4 at Everett Community College

• Game Times: 6pm, 8pm(winners advance, losers are done)

Sunday March 19, 2017 Women's and Men's All-Star Games at Everett Community College

• Women's All-Star Game Time: 11am

• Men's All-Star Game Time: 1pm

Sunday March 19, 2017 Men's and Women's Championship Games at Everett Community College

• Women's Championship Game 2:30pm

Men's Championship Game 5:15pm

NWAC Cross Country Calendar

	2015	2016	2017	2018	2019	2020
Start Date	8/1	8/1	8/1	8/1	8/1	8/1
1 st Meet	8/29	8/27	8/26	8/25	8/24	9/29
Labor Day	9/7	9/5	9/4	9/3	9/2	9/7
Saturday	9/12	9/10	9/9	9/8	9/7	9/12
Saturday	9/19	9/17	9/16	9/15	9/14	9/19
Saturday	9/26	9/24	9/23	9/22	9/21	9/26
Saturday	10/3	10/1	9/30	9/29	9/28	10/3
Saturday	10/10	10/8	10/7	10/6	10/5	10/10
Saturday	10/17	10/15	10/14	10/13	10/12	10/17
Saturday	10/24	10/22	10/21	10/20	10/19	10/24
Saturday	10/31	10/29	10/28	10/27	10/26	10/31
Saturday	11/7	11/5	11/4	11/3	11/2	11/7
NWAC	11/14	11/12	11/11	11/10	11/9	11/14
Championships						
Location	Lewisville	TBD	TBD	TBD	TBD	TBD
	Park,					
	Vancouver,					
	WA					

CROSS COUNTRY GENERAL REGULATIONS

RULE 2. Each institution shall be allowed a total of 12 weeks of practice which may be utilized between 8/1 and the end of the current academic/spring quarter.

CONFERENCE CROSS COUNTRY TOURNAMENT PROCEDURES

RULE 1. The conference championship meet will be held on the second Saturday in November.

Cross Country competition may begin on the Saturday eleven (11) weeks prior to the

Championship meet.

NWAC SOCCER 12 TEAM PLAYOFF ROTATION 2013-2022

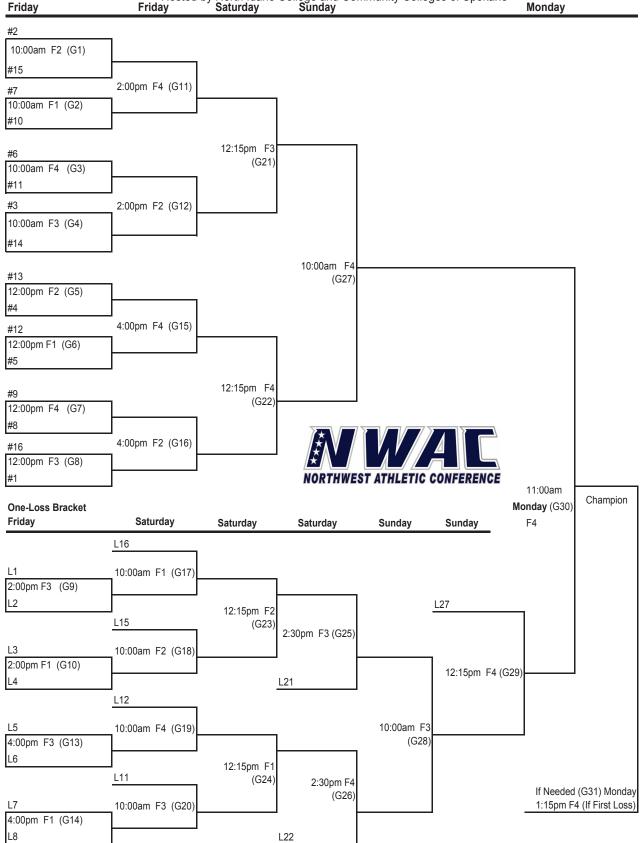
2013 NE and SW paired in league play East #2-West #3 Winner vs. South # 1 West #2-East #3 Winner vs. North #1 North #2-South #3 Winner vs. West #1 South#2-North #3 Winner vs. East #1 2014 NW and SE paired in league play West #2-South#3 Winner vs. East # 1 South #2-West #3 Winner vs. North #1 North #2-East #3 Winner vs. South #1 East #2-North #3 Winner vs. West #1 2015 NS and EW paired in league play West #2-North #3 Winner vs. South #1 North #2-West #3 Winner vs. East #1 South #2-East #3 Winner vs. West#1 East #2-South #3 Winner vs. North #1 2016 NE and SW paired in league play East #2-West #3 Winner vs. South #1 West #2-East #3 Winner vs. North #1 North #2-South #3 Winner vs. West #1 South#2-North #3 Winner vs. East #1 2017 NW and SE paired in league play West #2-South#3 Winner vs. East # 1 South #2-West #3 Winner vs. North #1 East #2-North #3 Winner vs. West #1 North #2-East #3 Winner vs. South #1 2018 NS and EW paired in league play West #2-North#3 Winner vs. South # 1 North #2-West #3 Winner vs. East #1 South #2-East #3 Winner vs. West #1 East #2-South #3 Winner vs. North #1

2019 NE and SW paired in league play	
East #2-West #3 Winner vs. South #1	
West #2-East #3 Winner vs. North #1	
North #2-South #3 Winner vs. West #1	
South#2-North #3 Winner vs. East #1	
2020 NW and SE paired in league play	
West #2-South#3 Winner vs. East # 1	
South #2-West #3 Winner vs. North #1	
North #2-East #3 Winner vs. South #1	
East #2-North #3 Winner vs. West #1	
2021 NS and EW paired in league play	
West #2-North #3 Winner vs. South #1	_
North #2-West #3 Winner vs. East #1	
South #2-East #3 Winner vs. West#1	
East #2-South #3 Winner vs. North #1	
2022 NE and SW paired in league play	
East #2-West #3 Winner vs. South #1	
West #2-East #3 Winner vs. North #1	
North #2-South #3 Winner vs. West #1	
South#2-North #3 Winner vs. East #1	

2017 NWAC SOFTBALL CHAMPIONSHIP

Friday, May 19 - Monday, May 22 | Merkel Field | Spokane, WA.

Hosted by North Idaho College and Community Colleges of Spokane Saturday Sunday



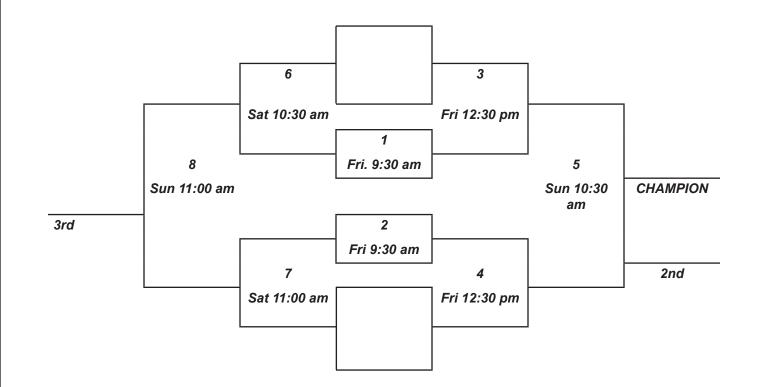
Bracket is a seeded format based on the season Softball RPI.

TENNIS

	Singles/ 1 Doubles	Singles/ 2 Doubles	Singles/ 3 Doubles	4 Singles	5 Singles	6 Singles
1st Place	20	18	16	14	12	10
2nd Place	17	15	13	11	9	7
3rd Place	15	13	11	9	7	5
4th Place	0	0	0	0	0	0
*4th Place	13	11	9	7	5	3

^{*8} or more teams

Men's and Women's Tennis Tournament Format



MINIMUM QUALIFYING STANDARDS FOR THE CONFERENCE TRACK MEET

The following are the Track & Field qualifying standards for 2017:

EVENT	WOMEN	MEN
100m	12.69	11.22
200m	26.25	22.52
400m	1:00.36	50.71
800m	2:24.14	1:58.51
1500m	5:01.81	4:06.76
3000m Steeple	13:01.56	10:17.07
5000m	19:27.43	16:02.53
10000m	44:40.05	34:26.64
100mH/110mH	15.71	15.63
400mH	1:08.04	57.22
4x100 relay	52.30	44.32
4x400 relay	4:12.56	3:28.47
High Jump	5' 0 1/4"	6' 2"
Pole Vault	10' 5 1/2"	14' 4 1/2"
Long Jump	16' 9 3/4"	22' 1 3/4"
Triple Jump	34' 10 1/2"	43' 7 1/2"
Shot Put	39' 1/2"	44' 3 3/4"
Discus	118' 4"	134' 4"
Javelin	124' 6"	176 2"
Hammer	133' 11"	144' 9"
Heptathlon/Decathlon	3000	5000

Submitted times must be converted to A.T. (Automatic Times). For enttry into the conference meet, all marks must be in A.T. Near qualifiers should be submitted weekly. When submitted near qualifiers for the conference meet, list preferred order of events on entry form to facilitate entry into meet events.

Multi-Event Qualifying

The Multi-Event field shall be limited to sixteen (16) decathletes and sixteen (16) heptathletes that have met the qualifying standards, or if the field is not full, met the criteria listed under #2 below and been officially entered into the meet. The following shall serve as the guidelines for the selection of the sixteen (16) athletes"

- 1. A decathlete that scores 5000 points and a heptathlete that scores 3000 points in a sancationed qualifying meet shall qualify for the Multi-Event Championships. If more than sixteen (16) achieve the qualifying standard, the top sixteen (16) maeks qualify for the meet.
- 2. If fewer than sixteen (16) achieve the qualifying standard, the following criteria shall be used to fill the field to sixteen (16). (The criteria are listed in order of preference for selection.)
 - a. Athletes that place in the top six (6) in the Multi-Event Championship the previous year.
 - b. An athlete that is injured or ill but that has met or exceeded the qualifying standard from the previous March 1st in a sactioned decathlon/heptathlon using international implements. Verification of marks must accompany the entry form.
 - c. If d using the qualifying standard, the previous year's top six (6) finishers or the qualifiers from the previous NWAC meet, athletes with a mark less than the qualifying standard shall be selected if they have achieved the mark dd an entry forent track season and have submitted an entry form.
 - d. If an athlete is unable to participate in a qualifying meet due to an accident, injury or illness, an appeal may be lodged with the NWAC. The appeal must include a medical verification and a written statement regarding the athlete's disability plus support for the athlete's ability to compete at or near the exiciting qualifying standard.

If sixteen (16) athletes do not meet the above criteria, the meet will be conducted with fewer than sixteen (16). Appeals for entry go to (in order): 1. Meet Director; 2. Executive Director; 3. Track & Field Committee.

Participation Guarantee: If an athlete qualifies for the Multi-Event Championship Meet and an entry is submitted, the athlete will be expected to compete. If the athlete is unable to compete due to an accident, injury or illness, notification must be given to the Meet Director forty-eight (48) hours prior to the beginning of competition so that the next available qualifier will have the opportunity to compete. Failure to notify the Meet Director of an entered and qualified athlete's inability to participate within forty-eight (48) hours of the beginning of the meet will result in the athlete being disqualified from the NWAC Championship Track & Field Meet. Only a written medical exception can be appealed.

NWAC Track & Field Championship Event Schedule

FIRST DAY	10:00 am	Women	10,000M (finals)
		Men	Hammer (prelims and finals)
		Women	Pole Vault (prelims and finals)
	11:00 pm	Men	10,000M (finals)
		Men	Long Jump (prelims and finals)
		Women	Javelin (prelims and finals)
	12:30 pm	Women	100M High Hurdles (semi-finals)
	12:40 pm	Men	Pole Vault (prelims and finals)
		Women	Hammer (prelims and finals)
		Men	110M High Hurdles (semi-finals)
	12:50 pm	Women	400M (semi-finals)
	1:00 pm	Men	400M (semi-finals)
			Long Jump (prelims and finals)
		Men	Javelin (prelims and finals)
	1:10 pm	Women	100M (semi-finals)
	1:20 pm	Men	100M (semi-finals)
	1:30 pm		800M (semi-finals)
	1:40 pm	Men	800M (semi-finals)
	1:55 pm	Women	400M Intermediate Hurdles (semi-finals)
	2:05 pm	Men	400M Intermediate Hurdles (semi-finals)
	2:15 pm	Women	200M (semi-finals)
	2:25 pm	Men	200M (semi-finals)
	2:35 pm	Women	3000M Steeplechase (finals)
	3:00 pm	Men	3000M Steeplechase (finals)
SECOND DAY	10:00 am	Women	Triple Jump (prelims and finals)
			Discus (prelims and finals)
			High Jump (prelims and finals)
			Shot Put (prelims and finals)
	11:00 am	Women	400M Relay
	11:05 am	Men	400M Relay
	11:10 am	Women	1500M
	11:20 am	Men	1500M
	11:35 am	Women	100M High Hurdles
	11:45 am	Men	110M High Hurdles
	11:55 am	Women	400M
	12:00 pm	Men	400M
		Men	Triple Jump (prelims and finals)
		Men	Discus (prelims and finals)
		Women	Shot Put (prelims and finals)
		Women	High Jump
	12:05 pm	Women	100M
	12:10 pm	Men	100M
	12:20 pm	Women	800M
	12:25 pm	Men	
	12:40 pm		400M Hurdles
	12:50 pm		400M Hurdles
	1:00 pm	Women	
	1:05 pm	Men	
	1:10 pm	Women	
	1:35 pm	Men	
	1:55 pm	Women	
	2:05 pm	. Men	1600M Relay

NWAC Track & Field Calendar

	2017	2018	2019	2020
Pre-season	9/1	9/1	9/1	9/1
training				
Practice	2/1	2/1	2/1	2/1
First Meet	3/3-5	3/2-4	3/1-3	3/68
Multi-Events	5/1-2	4/30-5/1	4/29-30	4/27-28
Championships				
Multi-Events	Lane	Lane	TBD	TBD
Championships	Community	Community		
Site	College	College		
*Track & Field	5/22-23	5/21-22	5/20-21	5/18-19
Championships				
Track & Field	TBD	TBD	TBD	TBD
Championships				
Site				

^{*}Dates are subject to change

Trach & Field Championship Timetable

	Previous Year	Host a meet at the conference facility.
	March 1st	Check facility for any major work necessary
		Begin routine facility care.
		Reserve meeting room for coaches meeting
		Review list of equipment required (order more if necessary)
		Order competitor numbers and pins
		Arrange for fully automatic timing system if necessary.
		Begin working on meet program.
		Contact NWAACC office for delivery of trophies, awards and shirts
		Host a meet during the regular season at facility.
		Solicit officials for championship meet
		Make arrangements for medical services
		Make arrangements for first day banquet
	April 1st	Mail meet information packet to all conference institutions.
		Confirm key officials.
		Finalize inventory on all equipment
	Last 7-14 days	Input entries into computer meet management/results program.
		Confirm near qualifiers
		Cut teams down to 25 competitors
		Complete meet program
		Assemble coaches meeting packets
		Begin coaches meeting agenda
		Make final preparations of facility.
		Confirm delivery of trophies, awards and shirts
		Awards finished for banquet and general preparations.

Meet - First Day	Set-up facility for first day competition.
	Conduct Championship events (awards).
	Compile first day results and seeding for finals.
Meet - Second Day	Set-up facility for second day competition.
	Conduct championship events (awards)
	Compile final results.
	Release results to media outlets
Following Monday	Mail or email a hard copy of the results to each coach and media

NWAC TRACK & FIELD PROTEST FORM

[coach at	am protesting
		of the NCAA or the NWAC rule book.
I understand that	t the \$25.00 protest fee will	be forfeited if the protest is not upheld.
Гіте		
Event		
Decision		
Signatures		

NWAC High Point Award

Male	School	Points
Events scored in?		
	School	
Events scored in?		
	NWAC Outstanding	
Male	School	
Why?		
Female	School	
Why?		

NWAC Outstanding Field Athlete

Male	School	
XX/I 0		
wny?		
Female	School	
Why?		

Note: Please turn your ballots into the press box at the end of the meet.

NWAC TRACK COACH OF THE YEAR BALLOT

CRITERIA FOR THE CONFERENCE COACH OF THE YEAR:

PROFESSIONALISM

EFFORT TO PROMOTE THEIR SPORT

SUPPORT FOR THE SPIRIT AND INTENT OF THE NWAACC CODE AND SPORTS RULES

CONDUCT OF THE COACH'S TEAM

CONTRIBUTION TO THE GROWTH OF THE SPORT

IMPROVEMENT IN PROGRAM FROM PREVIOUS YEAR AND DURING THE CURRENT SEASON

WOMEN	SCHOOL	

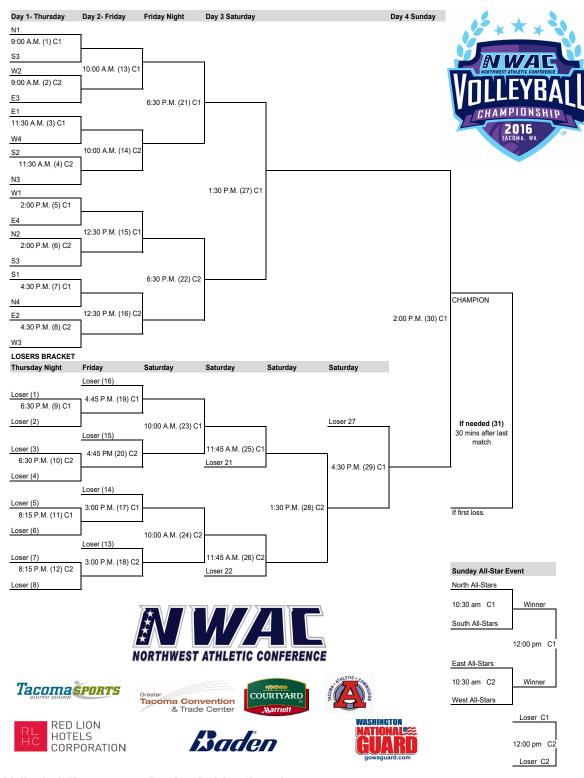
MEN____SCHOOL___

PLEASE RETURN BALLOT TO PRESS BOX
WITHIN 15 MINUTES OF END OF COMPETITION

VOLLEYBALL CHAMPIONSHIP TOURNAMENT FORMAT

NWAC VOLLEYBALL CHAMPIONSHIP TOURNAMENT NOVEMBER 17-20, 2016

Hosted by Pierce College at the Greater Tacoma Trade and Convention Center



Volleyball Tournament Region Pairing Rotation

2016	2017	2018	2019	2020
S-N	S-W	S-E	S-N	S-W
E-W	N-E	N-W	E-W	N-E

ALL CONFERENCE & ALL REGION TEAM FORMAT

BASEBALL

Regional & Conference Representation

<u>First Team</u> <u>Second Team</u>

1 Catcher Same as First Team without MVP

5 Infielders

4 Outfielders

4 Pitchers

1 Relief Pitcher

1 Utility Player

1 DH

1 MVP

BASKETBALL

Regional Representation

1 MVP

5 First Team

5 Second Team

1 Defensive Player of the Year

5 All-Defensive Team

1 Freshman of The Year

SOCCER

Regional Representation (per two-region pairing)

4 Forwards

8 Midfielders

8 Defenders

2 Goalkeepers

1 MVP (per region)

SOFTBALL

Regional & Conference Representation

First Team (20) Second Team (18)

2 Catchers Same as First Team without MVP and Pitcher of the Year

6 Infielders

4 Outfielders

3 Pitchers

2 Utility Players

1 Designated Hitter

1 MVP

1 Pitcher of the Year

VOLLEYBALL

Regional Representation

6 First Team and an MVP

6 Second Team



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AMATUERISM AND PARTICIPATION

- A. An amateur athlete is one who engages in a particular sport for the educational, physical, mental and social benefits derived therefrom.
- B. An amateur athlete may be involved in professional sports activities under the following conditions.
 - 1. An athlete may be a professional in one sport and an amateur in another, but shall be ineligible only in that sport in which the athlete has been deemed to be a professional.
 - 2. Athletes shall be eligible if they have, prior to enrollment in a collegiate institution, tried out at their own expense with a professional sports organization or received not more than one expense-paid visit provided the visit did not exceed forty-eight (48) hours.
 - 3. Athletes shall be eligible if they have tried out for a professional team and did not receive any form of expenses during summer vacation or while enrolled in less than twelve (12) units.
 - 4. An athlete may compete as an individual or as a member of a team against professional athletes.
 - 5. An athlete may compete on a tennis or golf team with individuals who are competing for cash or comparable prizes provided the athlete does not receive payment of any kind for participation.
 - (a) In sports other than tennis, an individual may accept prize money based on his or her place finish or performance in an athletics event. Such prize money may not exceed actual and necessary expenses and may be provided only by the sponsor of the event. The calculation of actual and necessary expenses shall not include the expenses or fees of anyone other than the individual (e.g., coach's fees or expenses, parent's expenses).
 - (b) In individual sports, the calculation of an individual's actual and necessary expenses shall be based on expenses incurred during each calendar year (January-December), rather than on an event-by-event basis.
 - 6. If the student practices or tired out with a professional team during the sport season after having registered with the community college, he/she shall be ineligible immediately for that sport season subject to the conditions of Section 3.
 - 7. Attending a school or a clinic sponsored by a professional organization is not interpreted as "trying out" or "playing" for a team, provided no expenses are received or scheduled games are played.
 - 8. Athletes may officiate and/or teach as part of private or public instructional programs.
- C. Students shall not represent a college in any athletic contest unless they qualify as an amateur athlete in the sports(s) in which they compete. Students shall be deemed professional and ineligible to participate in that particular sport if any one of the following exists for that particular sport:
 - 1. If the student takes, or has taken pay, or has accepted a promise of pay in any form.
 - 2. If the student has entered into an agreement of any kind to compete in a professional sport.
 - 3. If the student has, directly or indirectly, been paid for his/her athletic participation.
 - 4. If the student has ever played on a professional team.
 - 5. If the student received a salary, expenses, or any form of financial assistance directly or indirectly from a professional sports enterprise.
- D. An athlete shall be ineligible in a sport for further participation in any NWAC member institution if any one of the following conditions exists:
 - 1. If the student agrees or has agreed to be represented by an agent or any organization in the marking of athletic ability in a sport.
 - 2. If the student is or has been regularly enrolled in a member college and then participates on or against an all-star team in a game or contest sponsored by an outside organization, without prior approval of the conference of which his/her college is a member.
 - 3. If subsequent to becoming an athlete, the student accepted any remuneration for or permitted use of his/her name or picture to advertise or endorse a product or service of any kind.
 - 4. If any of the conditions of Section C exist
- E. Awards received by an individual for participation in competition while not representing the institution shall conform to the rules of the amateur sports organization that governs the competition, but may not include cash that exceeds actual and necessary expenses.

COACHES STANDARDS AND PROCEDURES

Coaches play a vital role in the development of a student-athlete. The impact or influence a coach has can have tremendous ramifications and with this comes high expectations and accountability on coaches. As such, whether coaches are full-time, part-time, or work as volunteers, they are responsible for executing their role in a professional and expert manner.

The NWAC has adopted the following coaches' standards, professional development opportunities and a coaching certificate. The NWAC recognizes the educational contribution that coaches make in the educational process. The association encourages all coaches to work with their administration to develop a personal professional development plan.

It is imperative that NWAC coaches are fully aware of the expectations set forth by our conference as well as the expectations that are set locally by the community college that employs them. These expectations should not be in conflict but should support the mission of the conference as well as the local community college.

Following is the NWAC Coaching Handbook. This handbook has been put together to help coaches clearly understand the mission of the NWAC, expectations, responsibilities, accountability, and the importance that a coach has when working with student-athletes. This is not a responsibility that the NWAC takes lightly.

NWAC COACHES CODE OF CONDUCT

INTRODUCTION:

Coaches play a vital role in the development of a student-athlete. The impact or influence a coach has can have tremendous ramifications and with this comes high expectations and accountability on coaches. As such, whether coaches are full-time, part-time, or work as volunteers, they are responsible for executing their role in a professional and expert manner.

NWAC MISSION:

To foster athletic participation in an environment that supports equitable opportunities for students consistent with the educational objectives of member colleges. To this end, the NWAC will promote the importance of character ethics and sportsmanship by:

- Teaching how to achieve individual success while contributing to the objective of a group.
- Providing the opportunity for competition with honor.
- Supporting academic and athletic growth.
- Instilling a respect for diversity within the development of team.
- Promoting positive relations between colleges and their communities.
- Teaching the importance of preparation and the balancing of an active schedule.

NWAC PRINCIPLES:

The priority is to develop student-athletes through academic and athletic opportunities giving them the experience they deserve. This experience focuses on:

Developing Character: "What good is an increase in knowledge without a change in character?"

Fostering Competition: "Genuine effort in sport and in the classroom is essential."

Community: "Helping others helps all."

Our service and support must be rooted in excellence so that we can work on giving more than what is expected.

NWAC COACHES CODE OF PROFESSIONAL CONDUCT AND ETHICS

STANDARD ONE: Character Development:

"I am who I am but I am not yet who I will be."

- Use the opportunities of athletics and academics to challenge student-athletes to foster who they are.
- Treat each student-athlete as an individual, cultivating their mind and body.
- Demonstrate to student-athletes the respect for each person, opponent and the competition

STANDARD TWO: Academic Success:

"Education is the best gift because once you have it; no one can ever take it from you."

- Make student-athlete academic success a cornerstone of your program.
- Assess the academic success of your athletic program.
- Encourage and support academic support services for student-athletes.
- Encourage student-athletes to get engaged academically in the campus.
- Make it a priority that student-athletes attain their educational goals (i.e., AA degree, transfer degree, vocational degree, certification, or at a minimum 72 credits)

STANDARD THREE: Safety: "Luck runs out, but safety lasts a lifetime."

- Place the academic, emotional, physical and moral well-being of student-athletes above all else.
- Make the safety of your athletes paramount.
- Provide a safe environment for practice, conditioning and competition.
- Create a culture of excellence that emphasizes a life-style free of drugs, tobacco, and alcohol.

STANDARD FOUR: Coach's Behavior, Ethics, and Responsibilities:

"You should autograph all of your work with excellence."

- Maintain strictly professional interpersonal relationships with all student-athletes, student managers, and student-trainers.
- Conduct oneself in a manner representing the highest level of decorum in actions, words, and dress.
- Give student-athletes more than they expect.
- Treat all coaches, players, officials, administrators, game management personnel, and public with respect.
- Honor all NWAC and other governing agencies rules. To teach athletes and support staff in breaking rules is unprofessional and unethical.
- Honor the sport and respect the competitors by not embarrassing them, your institution, the fans or the league by mocking or being disrespectful.
- Demonstrate collective responsibility to your team, institution and the league.
- Recruit student-athletes in a positive and professional manner. Negative recruiting looks bad on you, your institution and is unethical, desperate and unprofessional.
- Refrain from making additional demands for practice time and ancillary team activities which interfere with student-athletes opportunities for academic success.
- Desist from making any statements or promises to a prospective student-athlete that knowingly cannot be fulfilled.
- Respect both written and verbal commitments a prospective student-athlete may make to another institution.

- Abstain from public demonstrations of profanity, vulgar language, and obscene gestures and discourage the same amongst staff members and student-athletes.
- Educate you, staff and players on the pros and cons of using social media.
- Do not kid yourself, your teams behavior is a direct reflection of the leadership they learn under.

STANDARD FIVE:

Coaching Competency: "Every success is built on the ability to be better than good enough."

- Pursue professional excellence by attending clinics, seminars, camps, or through the attainment of an advanced degree.
- Stay current on rule changes and technical advancements within your sport.
- Provide opportunities for staff members to pursue professional development opportunities.

STANDARD SIX:

Coaching and Campus Culture: "Understanding opens the door to opportunities."

- Commit to engaging others on the campus.
- Encourage student-athletes to get involved in campus programs.
- Understand the role of faculty and learn how to work and engage faculty to support teams.
- Honor the standards set forth by faculty and administration. Don't teach student-athletes to avoid the standards, teach them to understand the importance of the standards.

STANDARD SEVEN:

Coach's Responsibility for Accurate and Timely Sports Information: "Time waits for no one."

- Turn in all requested sports information accurately and in a timely fashion to the conference office.
- When hosting an event, ensure that the visiting team gets needed sports information accurately and in a timely fashion.
- Cultivate relationships with local media outlets to help promote locally college athletic programs.

NWAC COACHING INFORMATION

I. MINIMUM STANDARDS

- A. Provide official documentation of a high school diploma or equivalent.
- B. Document experience in the sport as a player and/or coach.
- C. Provide current CPR and First Aid Certification. Should be renewed every two years.
- D. Read and understand the NWAC Concussion Policy
- E. Pass the NWAC general test, read the coaches code of conduct and pass the sport specific test.

The minimum standards are intended to be met by all coaches in the NWAC. Standards A, B, C, D must be met before coaching in the system; standard E must be met within the first three (3) weeks of coaching. Colleges are urged to use moral character and criminal history forms in hiring as well as do yearly performance evaluations. In addition, colleges should encourage and support their coaches in earning a NWAC coaching certificate.

II. PROFESSIONAL DEVELOPMENT

Training in the following may be obtained through any classes, workshops, clinics, seminars, in-service training or other opportunities which have been certified by the institution as well as the NWAC. While the NWAC and its regional groups intend to offer training opportunities, institutions are encouraged to provide training opportunities. Areas that are beneficial for professional development are:

A. MEDICAL

Prevention of Injuries Chemical and Substance Abuse
First Aid, CPR
Physical Conditioning and Training Exercise Physiology
Preparing for Emergencies Health and Wellness
Injury Rehabilitation
Concussion
Mental Health
Steroids
AED Training

B. LEGAL

NWAC Code

Duties and Obligations of Coaches for Safety and Security of Participants Rules Clinics

C. COACHING

Sports Sociology and Psychology Ethical Considerations
Motivation Promotion and Public Relations
Dealing with Substance Abuse
Time Management
Sports Skills/Fundamentals Recruiting
Instructional Methods
Budget Management
Theory and Practice in Specific Sports
Multicultural Sensitivity

III. NWAC COACHING CERTIFICATE

NWAC coaches are encouraged to earn a certificate through education, experience and professional development activities as provided in Section II. The completion of the certificate requirements will provide a valid certificate for three years. Criteria for coaching certificate:

Current CPR Certification

Complete 10 hours from the medical category

Complete 5 hours from the legal category

Complete 15 hours from the coaching category

Complete the NWAC general code test

Complete the sport specific NWAC code rules test

The coaching certificate can be renewed by completing the NWAC general code test and completing 15 hours or professional development with no more than 5 hours in each category. In addition, a renewed certificate will require the following components:

EDUCATION

Required: Has obtained or is working toward an Associate's degree

Recommended: Bachelor's degree

EXPERIENCE

Required: Involvement in sport as player and/or coach Recommended: College experience in coaching

NWAC COACHES CERTIFICATION INFORMATION FORM

Name	Date	
Sport/Assi	gnment	
Telephone	(O) (H)	(C)
Home Add	ress	
I.	Experience in Sport	
	A. Playing Experience: years.	
	B. Comments:	
	C. Coaching Experience:years.	
	D. Comments:	
II.	Professional Development (last 3 years)	
	A. Medical: hours.	
	B. Comments:	
	C. Legal: hours.	
	D. Comments:	
	E. Coaching: hours.	
	F. Comments:	
III.	CPR/First Aid/Concussion	
	A. CPR Card: Validation Date:	
	B. First Aid Card: Validation Date:	
	C Concussion Sominar: Completion Date:	

IV.	Code Book Tests Completed										
	A. NWAC General Test Completed:										
	B. NWAC Sport Specific Test Completed:										
V.	Education										
	A. High School Diploma	Date:									
	B. Associate's Degree	Date:									
	C. Bachelor's Degree	Date:									
	D. Master's Degree	Date:									
VI.	Certifications:										
	List certifications and date received										

NWAC Coaching Certification Summary

School:

Special	Certifications									
Van	Training	7/15/16								
Concussion	Certificate	7/25/16								
Code of	Conduct	7/29/16								
CPR		7/15/16								
First Aid		7/15/16								
Sport Test		7/31/16								
Gen. Test		7/31/16								
Sport		MBB								
Name		Doe, John								

COACHES JOB DESCRIPTION

RESPONSIBILITIES AS RELATED TO NWAC:

Work with the Athletic Director, department and athletic commissioners to ensure compliance with all NWAC rules and regulations.

Compliance in such areas including but not limited to:

A. Recruiting

- 1. Be familiar with all recruiting guidelines and allowable recruiting geographical areas.
- 2. Know the allowable expense limits for recruits.
- 3. Ensure that all recruits are made aware of all the expenses involved in attending your college, including the costs to live in your community.
- 4. NWAC encourages coaches to utilize ethical standards and stress the positive aspects of your institution when recruiting.

B. Letters of Intent

- 1. Determine which athletes will receive letters of intent and the amount each is to receive and recommend these athletes to the Athletic Director or appropriate administrators.
- 2. Provide athletic office with names, addresses, high school attended, transfer information and any other information needed.
- Stay within the guidelines for number and dollar amount for scholarships and maximum job dollars allowable.
- 4. Be knowledgeable regarding the areas of other financial aid and the appropriate use of internal and external athletic funding.

C. Eligibility

- 1. Understand and continue to update your knowledge of all eligibility rules and regulations, especially any new rules adopted at the annual commissioners' meeting.
- 2. Inform all your student athletes of eligibility rules and regulations.
- 3. Know the correct procedures for petitioning athletes' eligibility.
- 4. Along with the basic eligibility criteria, make sure you are also familiar with areas such as: summer school, attendance, participation, grade verifications, limited team membership, limitation on number of games, number of sports per season, number of colleges per season, transfer rules and amateur standings.
- 5. Make sure the athletic office has all the information needed from each athlete for the eligibility forms. Coordinate with your Athletic Director or the appropriate administrators to ensure that all athletes meet eligibility criteria and are on the eligibility list prior to the first contest and that all information on the eligibility sheet is accurate.
- 6. Work with the appropriate institutional personnel to track the academic progress for your athletes and make sure you are aware of their academic progress.

D. Schedules and Travel

- 1. Work with the athletic department on scheduling all athletic events, abiding by the league schedules set up by the region commissioners.
- 2. Be aware of all travel arrangements. Transport teams to events and ensure adequate supervision and assume responsibility for the conduct of the players while on all road trips. Make sure an institutional representative accompanies the team at all times.
- 3. Meet all scheduled obligations and work through your athletic administration for any schedule or time changes.
- 4. Assume responsibility for reporting team scores to the NWAC office after a home contest or an away contest in which the opponent is not an NWAC member college. Always report scores to local news media.

E. Preparing Athletes for Competition

- Help ensure that all your athletes have completed physical exams, filled out health records, NWAC questionnaires, assumption of risk forms, tracers for transfers, disclaimers and any other forms necessary prior to the first practice.
- 2. Be alert to and protect athletes from unsafe conditions related to facility and equipment.
- 3. Be aware of the general rules and regulations concerning practices, what constitutes a practice, starting and ending dates, and supervision.
- 4. Be responsible for teaching physical conditioning relative to your sport.
- 5. Be responsible for teaching and coaching the fundamentals for your sport.
- 6. Be familiar with all rules and regulations governing your sport in addition to the NWAC sports specific rules governing your sport. These include areas such as: playing season dates, travel squad size, pre-game regulations, protests, home team responsibilities, scrimmage rules and conference tournament schedule and rules and etc.

F. Miscellaneous Duties

- 1. In fund raising ventures, work with athletic department making sure all such ventures fall within the NWAC regulations and your college policies.
- 2. Be willing to serve as Athletic Commissioner when appointed.
- 3. Be willing to serve on sports committees when appointed.
- 4. Understand penalties for all flagrant acts committed by athletes and make sure athletes are aware of such penalties.
- 5. Be an accommodating and respectful host to visiting teams, fans, visiting coaches and officials.
- 6. Know and enforce NWAC's tobacco use policy.
- 7. Help develop and be familiar with your college's Athletic Injury Disaster Plan and medical policies.
- 8. Assist the athletic department in meeting required NWAC dates for rosters, schedules, pictures and etc.
- 9. Fulfill all the minimum requirements for community college coaching certification and work toward further professional development.
- 10. Work with your athletes and four year college personnel to enhance the transfer process for your athletes.
- 11. Develop a code of ethics and ensure enforcement.
- 12. Help prepare, recommend and work within your college budget.
- 13. Accept responsibility for all your sport equipment and uniforms.

COACH OF THE YEAR SELECTION PROCESS

Each year, the NWAC honors a "Coach of the Year" in each sanctioned sport. The winner is awarded a NWAC "Coach of the Year" watch. The selection process varies by sport. It will be the responsibility of the sports committee chair or his/her designee plus the conference tournament director to apply the appropriate process and inform the conference office following the conference championship event of the coach to be honored. The Coach of the Year will be announced following the championship event and the award will be made at the annual awards banquet in June.

CRITERIA AND SELECTION PROCESS FOR THE FOLLOWING SPORTS M & W CROSS COUNTRY, M & W TENNIS, M & W GOLF, M & W TRACK & FIELD

CRITERIA FOR THE REGIONAL & CONFERENCE COACH OF THE YEAR SELECTION Professionalism

Effort to promote their sport
Support for the spirit and intent of the NWAC code and sports rules
Conduct of the coach's team
Contribution to the growth of the sport

Improvement in program from previous year/during the current season

- 1. Since these sports allow open participation at the conference, all coaches of teams at the conference championships will be eligible.
- 2. A ballot will be circulated with the above criteria near the end of the championship event.
- 3. The sports committee chair or his/her designee will tally the ballots and inform the tournament director who will notify the conference office at the conclusion of the event.

CRITERIA AND SELECTION PROCESS FOR THE FOLLOWING SPORTS VOLLEYBALL, SOFTBALL, BASEBALL, M & W BASKETBALL

- The commissioner or coach responsible for selection of the regional all-star team will provide regional coaches with the above criteria and ask coaches to vote for regional Coach of the Year when they select regional all-stars. The commissioner or coach will notify the conference office of selection along with regional all-stars.
- 2. Only the coaches selected as regional coaches of the year, other coaches whose teams are participating in the conference tournament championship event/tournament will be eligible for selection as conference coach of the year.
- 3. The sports committee chair of his/her designee will tally the ballots of the sports committee members and coaches in attendance at the conference championship event.

CRITERIA AND SELECTION PROCESS FOR M & W SOCCER

- 1. The commissioner or coach responsible for selection of the regional all-star team will provide regional coaches with the above criteria and ask coaches to vote for regional Coach of the Year when they select regional all-stars. The commissioner or coach will notify the conference office of selection along with regional all-stars.
- 2. Only the coaches selected as regional coaches of the year, other coaches whose teams are participating in the conference tournament championship event/tournament will be eligible for selection as conference coach of the year.
- 3. The Sports Committee Chair of his/her designee will prepare a ballot listing the eligible Coaches and distribute same to all NWAC soccer coaches and Sports Committee members one week prior to the conference championship tournament. The completed ballots are to be returned to the Sports Committee Chair or his/her designee no later than on the Friday following the championship tournament. Once tallied, the Sports Committee Chair will inform the Executive Director of the selections. The Executive Director will publish the information prior to the All-Star matches.

NWAC Concussion Information

NWAC member institutions shall have a concussion management plan on file such that a student-athlete who exhibits signs, symptoms or behaviors consistent with a concussion shall be immediately removed from practice or competition and evaluated by an athletics healthcare provider with experience in the evaluation and management of concussions. Student-athletes diagnosed with a concussion shall not return to activity for the reminder of that day. Medical clearance shall be determined by the team healthcare provider (e.g., team physician) or his or her designee according to the concussion management plan.

The concussion management plan should ensure that student-athletes are educated and presented with educational materials about the signs and symptoms of concussions. Student-athletes accept responsibility for reporting injuries and illnesses to the institutional medical staff, including signs and symptoms of concussions. Student-athletes must acknowledge, by signing a statement, that they have received information about the signs and symptoms of concussions and that they have a responsibility to report concussion-related injuries and illnesses to a medical staff member.

The concussion management plan should ensure when a student-athlete who exhibits signs, symptoms or behaviors consistent with a concussion shall be immediately removed from athletics activities (e.g., competition, practice, conditioning sessions) and evaluated by a medical staff member (e.g., sport medicine staff, team physician) with experience in the evaluation and management of concussions.

The concussion management plan precludes a student-athlete diagnosed with a concussion from returning to athletics activity (e.g., competition, practice, and conditioning sessions) for at least the remainder of that calendar day.

The concussion management plan requires medical clearance for a student-athlete diagnosed with a concussion to return to athletics activity (for example, competition, practice, conditioning sessions) as determined by a team healthcare provider (e.g., team physician) or the physician's designee.

All NWAC coaches shall receive educational material on an annual basis regarding symptoms, signs, and management of concussions. NWAC coaches must recognize and understand their responsibility in referring any student-athlete with signs and symptoms to the medical staff as described in the concussion management plan. All NWAC coaches will need to take the concussion training provided online.

See Appendix A for more information on concussion management

CONCUSSION MANAGEMENT

APPENDIX A

WHAT IS A CONCUSSION?

A concussion is a type of traumatic brain injury, or TBI, caused by a bump, blow, or jolt to the head or body that can change the way the brain normally works. Concussions can also occur from a fall, colliding with someone else, hitting a hard surface, or being hit by an equipment. Concussions may affect each person differently.

RECOGNIZING A CONCUSSION

Two signs to look for among student-athletes during both games and practices are:

A forceful blow to the head or body that results in rapid movement of the head and;

Any change in the student-athlete's behavior, thinking, or physical functioning.

SIGNS AND SYMPTOMS OF A CONCUSSION

Most people with a concussion recover quickly and fully. But for some people, symptoms can last for days, weeks, or longer. Each person responds differently to a concussion. Those who have a concussion in the past are also at risk of another one and may find that it takes longer to recover if they have another concussion.

Signs observed by coaching staffs:

Appears dazed or stunned Is confused about assignment or position

Forgets plays Is unsure of game, score, or opponent

Moves clumsily Answers questions slowly

Loses consciousness (even briefly)

Shows behavior or personality changes

Can't recall events prior to hit or fall Can't recall events after hit or fall

Symptoms reported by student-athletes:

Headache or "pressure" in head Nausea or vomiting

Balance problems or dizziness Double or blurry vision

Sensitivity to light Sensitivity to noise

Feeling sluggish, hazy, foggy, or groggy Concentration or memory problems

Confusion Does not "feel right'

PREVENTION AND PREPARATION:

Coaches play a vital role in preventing concussions and responding to them properly. All coaches must view the two online videos. The first video is from the CDC and there is brief test administered at the end. Coaches are to take the test and turn the certificate into their Athletic Directors. The second video is on the Lystedt law of Washington. The NWAC would like to thank the CDC, Harborview Medical Center and the University of Washington Physicians for videos.

http://www.cdc.gov/concussion/HeadsUp/Training/HeadsUpConcussion.html (certificate must be filed with school)

http://www.youtube.com/watch?v=sEFQkMo Oe0

Following are some steps coaches can take to ensure the best outcome of student-athletes:

- Educate student-athletes and coaching staff about concussion. Explain your concerns about concussion and your expectations of safe play to student-athletes, staff members, and assistant coaches. Create an environment that supports reporting, access to proper evaluation, and conservative return-to-play.
- Review and practice your emergency action plan for your facility.
- Know when you will have sideline medical care and when you will not for both home and away games.
- Emphasize that protective equipment should fit properly, be well maintained, and be worn consistently and correctly.
- Review the Concussion Fact Sheet for Student-Athletes with your team to help them recognize the signs of a concussion.
- Insist that safety comes first.
- Teach student-athletes safe-play techniques and encourage them to follow the rules of play.
- Encourage student-athletes to practice good sportsmanship at all times.
- Encourage student-athletes to immediately report symptoms of concussion.
- Prevent long-term problems. A repeat concussion that occurs before the brain recovers from the previous one (hours, days, or weeks) can slow recovery or increase the likelihood of having long-term problems. In rare cases, repeat concussions can result in brain swelling, permanent brain damage, and even death.

IF YOU THINK YOUR STUDENT-ATHLETE HAS SUSTAINED A CONCUSSION:

Take him/her out of play immediately and allow adequate time for evaluation by a health care professional experienced in evaluating for concussion. An athlete who exhibits signs, symptoms, or behaviors consistent with a concussion, both at rest or during exertion, should be removed immediately from practice or competition and should not return to play until cleared by an appropriate health care professional. Sports have injury timeouts and player substitutions so that student-athletes can get checked out.

IF A CONCUSSION IS SUSPECTED:

Remove the student-athlete from play. Look for the signs and symptoms of concussion if your student-athlete has experienced a blow to the head. Do not allow the student-athlete to just "shake it off." Each individual athlete will respond to concussions differently.

Ensure that the student-athlete is evaluated right away by an appropriate health care professional. Do not try to judge the severity of the injury yourself. Immediately refer the student-athlete to the appropriate athletics medical staff, such as a certified athletic trainer, team physician, or health care professional experienced in concussion evaluation and management.

Allow the student-athlete to return to play only with permission from a health care professional with experience in evaluating for concussion. Allow athletic medical staff to rely on their clinical skills and protocols in evaluating the athlete to establish the appropriate time to return to play. A return-to-play progression should occur in an individualized, step-wise fashion with gradual increments in physical exertion and risk of contact.

Develop a game plan. Student-athletes should not return to play until all symptoms have resolved both at rest and during exertion. Many times, that means they will be out for the remainder of that day. In fact, as concussion management continues to evolve with new science, the care is becoming more conservative and return-to-play time frames are getting longer. Coaches should have a game plan that accounts for this change.

Lystedt Law: Washington State's concussion law became effective in July 2009. The main provisions apply to school districts and athletic leagues who utilize school district property:

- Removal of any athlete suspected of having a concussion from practice/game under age 18;
- Athletes cannot return to practice/game until evaluated by a licensed physician or their designee trained in the diagnosis and management of concussions and given written medical authorization.

Additional Information

- NCAA Concussion Fact Sheets and Video for Coaches and Student-Athletes www.NCAA.org/health/safety
- Heads Up: Concussion Tool Kit (CDC) www.cdc.gov/ncipc/tbi/coaches_tool_kit.html
- Heads Up Video (NATA)
 Streaming online at www.nata.org/consumer.headsup.htm
 - www.CDC.gov/Concussion

CONCUSSION: A NCAA Fact Sheet for Student-Athletes

What is a concussion?

A concussion is a brain injury that Is caused by a blow to the head or body from contact with another player, hitting a hard surface such as the ground, ice or floor, or being hit by a piece of equipment such as a bat, lacrosse stick or field hockey ball.

- Can change the way your brain normally works.
- Can range from mild to severe.
- Presents itself differently for each athlete.
- Can occur during practice or competition in ANY sport.
- Can happen even if you do not lose consciousness.

How can I prevent a concussion?

Basic steps you can take to protect yourself from concussion:

- Do not initiate contact with your head or helmet. You can still get a concussion if you are wearing a helmet.
- Avoid striking an opponent in the head. Undercutting, flying elbows, stepping on a head, checking an unprotected opponent, and sticks to the head all cause concussions.
- Follow your athletics department's rules for safety and the rules of the sport.
- Practice good sportsmanship at all times.
- Practice and perfect the skills of the sport.

What are the symptoms of a concussion?

You can't see a concussion, but you might notice some of the symptoms right away. Other symptoms can show up hours or days after the injury. Concussion symptoms include:

- Amnesia.
- Confusion.
- Headache.
- Loss of consciousness.
- Balance problems or dizziness.
- Double or fuzzy vision.
- Sensitivity to light or noise.
- Nausea (feeling that you might vomit).
- Feeling sluggish, foggy or groggy.
- Feeling unusually irritable.
- Concentration or memory problems (forgetting game plays, facts, meeting times).
- Slowed reaction time.

Exercise or activities that involve a lot of concentration, such as studying, working on the computer, or playing video games may cause concussion symptoms (such as headache or tiredness) to reappear or get worse.

What should I do if I think I have a concussion?

Don't hide it. Tell your athletic trainer and coach. Never ignore a blow to the head. Also, tell your athletic trainer and coach if one of your teammates might have a concussion. Sports have injury timeouts and player substitutions so that you can get checked out.

Report it. Do not return to participation in a game, practice or other activity with symptoms. The sooner you get checked out, the sooner you may be able to return to play.

Get checked out. Your team physician, athletic trainer, or health care professional can tell you if you have had a concussion and when you are cleared to return to play. A concussion can affect your ability to perform everyday activities, your reaction time, balance, sleep and classroom performance.

Take time to recover. If you have had a concussion, your brain needs time to heal. While your brain is still healing, you are much more likely to have a repeat concussion. In rare cases, repeat concussions can cause permanent brain damage, and even death. Severe brain injury can change your whole life.

Reference to any commercial entity or product or service on this page should not be construed as an endorsement by the Government of the company or its products or services.

When in doubt, get checked out.

Sources:

- 2011-2012 NCAA Sports Medicine Handbook
- National Center of Disease Control
- CCCAA

ATHLETIC COMMISSIONERS JOB DESCRIPTION

DESCRIPTION OF POSITION:

A male and female Commissioner is appointed by college presidents from each member college. Commissioners shall serve as representatives to the Athletic commission, its boards, committees, regional commission and on local campuses. They serve to provide leadership for policies and procedures for the Northwest Athletic Association for Community College. A Commissioner must be an employee of the institution they represent.

RESPONSIBILITIES:

A. AT THE CONFERENCE LEVEL:

- 1. Be responsible for the administration of the policies and procedures of the NWAC.
- 2. Represent their school and be knowledgeable enough to recommend changes to the Code Book including the constitution, by-laws and sports rules. Approve fees, dues and the annual budget.
- 3. Be willing to serve two years on the Executive Board when elected by your region.
- 4. As an Executive Board member, you will be responsible for:
 - a. Maintaining current Code Book
 - b. Reviewing financial records
 - c. Attending all Board meetings
 - d. Carrying out the business of the Conference
- 5. Serve on sports committees as member and/or chair as appointed.
- 6. Attend annual conference meetings.
- 7. Accept other responsibilities that are in the best interest of the NWAC.

B. AT THE REGIONAL AND INSTITUTIONAL LEVEL:

- 1. Be responsible for enforcing the athletic code, policies and procedures of the association at the region and within the member institution. This would include enforcing, interpreting and clarifying to student athletes any rules and regulations affecting their participation in intercollegiate athletics.
- 2. Be responsible for the verification and signing of:
 - a. Eligibility forms
 - b. Eligibility petition forms
 - c. Grant-in-aid audits
- 3. Provide leadership for coaches' professional development and certification.
- 4. Assist with setting and approving league schedules.
- 5. Serve on investigation committees for code violations.
- 6. Attend regional meetings.
- 7. Accept administrative responsibilities as needed when hosting tournaments.
- 8. Nominate candidates for Roll of Honor, Hall of Fame and Northwest Champion Awards.

ATHLETIC DIRECTOR JOB DESCRIPTION

RESPONSIBILITIES AS RELATED TO NWAC:

A. AT THE CONFERENCE LEVEL

- 1. Insure compliance with the Code Book by all athletic programs.
- 2. Prepare eligibility at appropriate times.
- 3. Insure compliance with NWAC due dates for rosters, schedules, photos, statistics and etc.
- 4. Prepare revenue/expense sheets for any NWAC Championship or All-Star contests hosted by your institution and insure remuneration to the NWAC office as appropriate.
- 5. Prepare accurate grant-in-aid audit for NWAC office at the end of each school year.
- 6. Insure proper coaching certification by all coaches and track/update appropriate clinics, conferences, seminars and etc.
- 7. Management of the letter-of-intent process.
- 8. Be willing to serve on sports committees when appointed.

B. AT THE REGIONAL LEVEL

- 1. Keep the Executive Director apprised of situations specifically affecting your institution regarding the possible addition or deletion of any athletic programs.
- 2. Attend regional commissioners meetings, as appropriate, or if not assigned as the commissioner from your institution, assist the appointed commissioners from your institution.

C. AT THE INSTITUTIONAL LEVEL

- 1. Administer NWAC Code Book test and sport specific tests to all of your coaches.
- 2. Insure that season sport schedules are prepared according to appropriate guidelines.
- 3. Insure proper home game management.
- 4. Make determinations/approvals regarding any changes of approved game schedules.
- 5. Provide proper and timely dissemination of all NWAC information to commissioners, coaches and student-athletes where appropriate.
- 6. Insure proper management of all internal and external athletic funding.

NWAC Codebook General Test

TRUE & FALSE

1.	The sports committee chair shall be a commissioner appointed by the Executive Board.
2.	Vacancies on a sports committee shall be filled by recommendations submitted by the region and/or appointed by the
	Executive Board.
3.	When sport alignment is not by region, the sport chair is responsible for establishing a schedule for that sport in a
	timely manner.
4.	Student-athletes who graduate early from high school are eligible to participate at any institution.
5.	Student-athletes whose high school class graduated more than five years previous to the current date may not
	compete for institutions.
6.	A minimum GPA of 1.75 is required for participation in sanctioned sports.
7.	Student-athletes use one year of eligibility once they represent an institution in any athletic non-scrimmage contest.
8.	A student-athlete not in attendance at a member institution the previous quarter establishes eligibility for Fall Sports,
	whose first contest is prior to the first day of fall quarter classes, when the member college submits its initial eligibility form
	for that sport. For winter sports (Basketball), eligibility commences on January 2nd.
9.	A student-athlete transferring from a member college becomes eligible immediately provided he/she has never signed
	a Letter of Intent or has never participated in a contest as shown on the eligibility statement.
10.	International students can receive athletic grant-in-aid.
11.	Student –athletes may compete in baseball and track during the same season for the same institution.
12.	The student-athlete shall be enrolled in an NWAC member college within twenty (20) calendar
	school days from the beginning of the quarter to participate during that quarter
13.	A student-athlete participates in one scheduled practice and then quits the team. He/she is still considered to have
	two (2) full years of eligibility left.
14.	A student-athlete who has been granted eligibility to participate in a team sport sponsored by a member college shall
	be declared ineligible immediately if he/she participates in any contest in that sport sponsored by any other club, team,
	group, or organization at any time during that sport season.
15.	Athletic recruiting will be defined as institutionally initiated personal contacts by letter, phone, or in person, between
	a member college athletic department or a representative thereof and a prospective student-athlete.
16.	The use or possession of alcoholic beverages by a participant (student, coach, faculty, staff or official) during any or
	member college practice, game, or athletic activity is prohibited and will result in the participant being removed from that
	activity.
17.	Institutions may expend state funds to compensate visiting recruits for meals and lodging.
18.	Student-athletes who are a participant and/or signed to a current Letter of Intent (LOI) must sit out two (2) terms
	(exclusive of summer) after separation from the institution
19.	The student-athlete who has begun participation in collegiate athletics shall have passed a minimum of 10 quarter
	credit hours the previous term.
20.	Athletic recruiting will be confined to only the states of Washington, Oregon, Alaska, Canada, California, Idaho, Utah,
	Nevada, Hawaii, Wyoming, and New Mexico.
21.	NWAC student-athletes are not allowed to sign two letters of intent from two different athletic organizations (i.e.,
	NWAC & NAIA; NWAC & NCAA; NWAC & NJCAA)
22.	Coaches can void letters of intent.
23.	Letters of intent can be issued via hand delivery by the coach or the athletic director of the school presenting the
	letter of intent.
24.	Failure to submit pre-season publicity information, statistics, photos and roster for tournament programs by the
	published due dates will result in an automatic \$50.00 fine. Failure to communicate scores of games, matches and meets to
	the league office on the same day of the contest or as prescribed by the league office will result in an automatic \$25.00 fine

NWAC SPORTS SPECIFIC TEST FOR: BASEBALL

Circle One

- T F 1. NWAC baseball rules are governed by the NCAA rulebook (in general; taking into account special NWAC-specific regulations).
- T F 2. Baseball teams are limited to a travel squad of 24 players for all games including preseason, league, and post-season.
- T F 3. Grants-in-aid (scholarships) are limited to 9 (27 quarters).
- T F 4. Fall practice coincides with school; begins when classes begin and must stop at the end of the term.
- T F 5. Chewing tobacco/cigarettes are prohibited by the NWAC for all players and coaches.
- T F 6. Fighting: Players involved in a "fight" must be suspended for only one game.
- T F 7. Recruiting: A coach may contact a high school senior at any time in the recruitable area as defined by the NWAC codebook
- T F 8. Member institutions may sponsor or support with money or equipment, any baseball programs or teams outside their institution.
- T F 9. NWAC baseball coaches may also serve as associate scouts for professional major league teams.
- T F 10. In NWAC contests that are scheduled for 7 innings, the 10-run rule is in effect after 5 innings.
- T F 11. Protests may only be made when an umpire's decision is in violation of the rules. No protest shall be permitted for judgment decisions.
- T F 12. The NWAC Executive Board may adopt an approved ball as the official conference baseball, in which case, that ball shall be used in all league, playoff, and tournament games.
- T F 13. Fall baseball may include scrimmages with outside teams, not exceeding four (4) scrimmage dates.
- T F 14. Bats used by NWAC teams must be wood or composite wood bats that are NCAA certified with the BBCOR stamp.

NWAC SPORTS SPECIFIC TEST: BASKETBALL

What is the earliest practice date allowed?
2. When can the first contest take place?
3. In any additional tournaments participated in, all games played must be counted toward the total of Game limits do not include regional tiebreakers, or regional mini- tournaments.
4. How many players may be in uniform for region games on the road?
5. A maximum of scrimmages with other teams may be held prior to your first official game. A dates opponents and times must be registered with the Conference office.
6. One (1) additional scrimmage to be allowed at the end of the season to prepare for the conference tournament.
7. The required crossover tournament will count as three (3) games regardless of four-team or eight team format.
8. NWAC basketball team uniforms must comply with the standards as set forth in theBasketball Handbook.
9. How many total terms of grant-in-aid is a basketball program allowed to award during one academic year?
TRUE FALSE
 10 Failure to attend the basketball tournament press meeting and reception the night prior to the start of the tournament by the head coach or his designee will carry a fine of \$50. 11 Game film should not be used during the game or half-time for coaching purposes by the
two competing teams. 12 In games in which NWAC teams are a participant, anyone in the team travel party must be in team suits, school sponsored attire, or business casual attire (no denim, no t-shirts, no hats, no non-school sweatshirts) when at the athletic facility or any official game/tournament
function. 13 The student-athlete shall be enrolled in an NWAC member college within calendar
school days from the beginning of the quarter to participate during that quarter. 14 Official season uniforms may NOT be worn during scrimmages.
15If you do not award all of your allowable grant-in-aid during the academic year, you may carry them over to be awarded during the following academic year.
16 A student-athlete is considered committed to an institution if they have spent a minimum of 14 days practicing with the team and have been issued athletic gear bu the institution.
17 Medical hardship netition regulations can be found on what page of the Codebook?

NWAC SPORTS SPECIFIC TEST Cross Country

True or False:

1. Each team may enter ten (10) competitors in the NWAC Championship meet; however coaches must designate the seven (7) competitors who will actually participate in the championship race at least 30 minutes prior to the actual start time.
2. The conference championship races shall be held at 11:00 a.m. and 12:00 p.m. (noon). The men shall race first in the even numbered years and the women shall race first in the odd numbered years.
3. The host college shall submit the NWAC Championship course map to the NWAC office and NWAC cross country coaches a course map prior to October 30. The course shall be adequate for the number of participants and shall be in compliance with NCAA regulations.
4. The length of the cross country run at the NWAC championship meets shall be 4,000 meters for women and 9,000 meters for men.
5. The site for the conference championship meet will be determined by the Executive Board.
6. The conference championship meet will be held on the second Saturday in November. Cross Country competition may begin on the Saturday, eleven (11) weeks prior to the Championship.
7. Any college wishing to compete in Distance Track must declare to the NWAC Office that they are participating in Distance Track. Those colleges may only use cross country scholarships for Distance Track Athletes. No track scholarships will be offered to athletes attending a school offering Distance Track. Thus, a school participating in Cross Country and Distance Track may offer five scholarships for men (15 quarters) and five scholarships (15 quarters) for women.
8. All sports club team members and unattached participants must be informed that participation in any open event, hosted and sanctioned by a NWAC member school, may result in the loss of a year's eligibility when transferring to an NCAA school.
9. Athletic funds may not be used to support unattached participants. This includes, but is not limited to travel meals, lodging and uniforms.
10. Sports club teams and unattached participants may not in any way imply that they are connected with the athletic program of a member school. (Using the name of the school mascot is acceptable).
11. Ties in the NWAC Championship meet team scoring shall be broken by comparing the place finish of each team member 1-7 versus their respective competitor on the opposing tied team. (Team A's first finishers vs. Team B's first finisher, etc.) The team advantage goes to the team winning the majority (best of seven) of the comparisons.
12. What is the maximum allowable number of meets with outside competition during the regular season? 7 8910
13. What association rules and regulations shall be followed for both men and women cross country NWAC events? NAIA NCAA WIAA OSHA

6/23/15

NWAC SPORTS SPECIFIC TEST FOR: GOLF

Circle Correct Answer

- T F 1. One of the options of a player who has hit his ball out-of-bounds is to drop another ball two club lengths from where his ball crossed the out-of-bounds line.
- T F 2. A player may hit the wrong ball out of a hazard without penalty as long as he does not play any further.
- T F 3. The first day for the fall season a team can start competition is September 15.
- T F 4. The host school for NWAC league matches are required to provide financial assistance for that match.
- T F 5. A ball is deemed to be out-of-bounds when any part is outside the boundary line.
- T F 6. An out-of-bounds stake is an obstruction and you are allowed relief from it.
- T F 7. Tee through the green, relief from an immovable obstruction includes stance, swing and line of play.
- T F 8. There shall be no smoking, chewing, or other use of tobacco products by team members on the golf course in NWAACC competition.
- T F 9. Designated coaches can help players read putts on the green.
- T F 10. Coaches may not contact player tee through the green in NWAC competition.

Circle Correct Answer

- 1. If on hole number 7, you hit a wrong ball and don't notice until putting on number 8, what are your options?
- a. Two-stroke penalty on hole #7
- b. Two-stroke penalty on hole #8
- c. You must replay from point where ball was first played with a two-stroke penalty.
- d. Disqualification
- 2. What are my options when a ball is hit into a yellow-staked hazard?
- a. Play ball from the spot that the ball originally came from.
- b. Drop behind the water hazard, keeping the point the ball crossed the margin and the flag in line, no limit to the distance behind the hazard.
- c. Drop within two club lengths from the point the ball crossed into the hazard or from the equidistant point of the other side.
- d. Both A and B are correct.
- 3. On the putting green you cause your ball to move while addressing the ball, you must now:
- a. Move ball back to original spot, no penalty.
- b. Move ball back to original spot, one stroke penalty.
- c. Move ball back to original spot, two stroke penalty.
- d. Play the ball in the position it now comes to rest, one stroke penalty.

NWAC SPORTS SPECIFIC TEST GOLF PAGE 2

- 4. You can hit a provisional ball when:
- a. Your ball may be lost in a hazard.
- b. Your ball may be unplayable.
- c. Your ball may be out of bounds or lost outside of a water hazard.
- d. All of the above.
- 5. If a player realizes on hole number 7 that there were 15 clubs in his bag, the player now incurs:
- a. A two-stroke penalty applied to hole #1
- b. A four-stroke penalty applied as a two-stroke penalty to both holes #1 and #2
- c. A fourteen-stroke penalty
- d. No penalty as long as the player has not used them all
- 6. Which of the following is NOT correct?
- a. A broken club can be replaced if the player had started the round with less than fourteen clubs.
- b. You are allowed to replace or add a club from another player who is on the course.
- c. A club broken in anger cannot be used in its altered condition.
- d. A club which becomes damaged in the normal course of play may be replaced or used in its altered condition.
- 7. What are your options when you declare your ball to be unplayable?
- a. Play a ball as nearly as possible at the spot from which the original ball was last played.
- b. Drop a ball within two club lengths of where the ball lays, but not nearer the hole.
- c. Drop a ball behind the point where the ball lays keeping that point directly between the hole and the spot on which the ball is dropped, with no limit in distance.
- d All of these answers are correct
- 8. The official stat program for NWAC golf is:
- a. Golf Stat
- b. Driving the Links
- c. Links Stat
- d. Birdie Fire
- 9. When the out-of-bounds is established by stakes, the OB line is determined by:
- a The outside edge of the OB stakes.
- b. The center of the OB stakes.
- c. The inside edge of the OB stakes.
- d. One ball length from the outside edge of the OB stakes.
- 10. In stroke play, if you find your ball in deep grass and you remove the grass in order to get a better shot at the ball:
- a There is no penalty.
- b. You lose the hole.
- c. It is a two-stroke penalty.
- d. It is a one-stroke penalty.
- 11. If you ground your club in a hazard: (stroke play)
- a. It is a one (1) stroke penalty.
- b. It is a two (2) stroke penalty.
- c. There is no penalty.
- d. You lose the hole.

NWAC SPORTS SPECIFIC TEST GOLF PAGE 3

- 12. You may not remove loose impediments from the:
- a. Sand trap
- b. Rough
- c. Fairway
- d. Green
- 13. A ball is declared lost after how many minutes search?
- a. Five minutes
- b. Three minutes
- c. Ten minutes
- d. Fifteen minutes
- 14. You may ask another golfer to mark his ball and pick it up:
- a. Before he putts
- b. When the sun is bright
- c. Anytime you feel like it
- d. Anytime it interferes with your stance, your swing or the path of your ball
- 15. The NWAC golf season is solely played during the spring quarter
- a. True
- b. False
- 16. The NWAC Golf Championships are included in the 14 total playing events for the season.
- a. True
- b. False
- 17. For the golf season, the first competition dated will be March 15.
- a. True
- b. False
- 18. The season will conclude the third week of May.
- a. True
- b. False
- 19. Denim is an acceptable article of clothing that can be worn by competitors in an NWAC golf event.
- a. True
- b. False
- 20. The penalty for breach of dress code is disqualification from the day's match.
- a. True
- b. False

NWAC SPORT SPECIFIC TEST FOR: SOCCER

Circle One

- 1. T F The maximum number of league and non-league matches for each college shall be 24 excluding playoff games.
- T F The fall and spring soccer programs may include scrimmages with outside teams. A maximum of four (4) scrimmage dates may be split between the fall and spring seasons.
- 3. T F Fall Scrimmages may be played at any time during the fall season.
- 4. T F Spring participation is considered official for NWAC eligibility purposes.
- 5. T F The host team is responsible for providing a qualified athletic trainer at each match.
- 6. T F For all league matches, three (3) points will be awarded for a win, one (1) point for a tie and no points for a loss.
- 7. T F The official time of the game, including all stoppage, will be kept by the center referee.
- 8. T F The division championships will be determined on the basis of points accumulated in all scheduled matches.
- 9. T F A player receiving two (2) cautions (yellow cards) in a match will be ineligible to compete in the next regularly scheduled match.
- 10. T F Cautions or ejections in non-league matches do not count towards card accumulation.
- 11. T F Suspensions that result from card accumulations may not be served during non-league matches.
- 12. T F Any player who has received a total of five cautions in one season shall be suspended and shall not compete in the next regularly scheduled match, including postseason matches.
- 13. T F In the event of player(s) being cautioned, the coach may not substitute for the cautioned player(s).
- 14. T F Either team may substitute up to eleven (11) players at a time. Substitutes may enter or re-enter the game in either half under the NCAA substitution conditions.
- 15. T F Following a match, the home team must post the Card Report and Key Statistics report to the NWAC interactive web site as soon as possible but no later than 48 hours after the match.
- 16. T F If a college fails to submit the Card Report and Key Statistics report on time, then the college will be fined \$25 and their head coach will be suspended from their next regularly scheduled match.
- 17. T F The fully and accurately completed NWAC Soccer Match Report form must be signed by the referee and both coaches after the match.
- 18. T F An official NWAC game roster, including the names of all players, coaches and other bench personnel, must be submitted to the referee, official scorekeeper and opposing coach no later than 15 minutes before game time. Each player's total number of cautions and ejections must be shown on all copies of the roster form.
- 19. T F Colleges that forfeit a match or "no shows" will pay the cost of officials and be fined up to \$1,000 per contest by the NWAC Executive Director.
- 20. T F Caution (yellow card) accumulation will not carry forward into postseason play.
- 21. T F Numerals shall be one single solid color that contrasts the body of the uniform. Numerals are required on the front and back of the uniform.
- 22. T F For NWAC matches, game attire for all bench personnel, other than uniformed players must be college issued apparel. Jeans and non-college issued hats and non-college sweats are prohibited.
- 23. T F Home team wears uniforms/socks white or light and away team wears uniforms/socks dark in color. If there is an issue, the home team changes.

NWAC SPORTS SPECIFIC TEST FOR: SOFTBALL

	1.	Fall - Playing Season - Each institution shall be allowed a total of 12 weeks for fall softball and preseason practice, which may be utilized in between the dates of:
		 a. September 1st through November 15th and January 15th through February 28th b. September 15th through November 30th and January 1st through February 15th c. You can choose your 12 weeks as long as it is between September 1st and February 28th d. None of the above
	2.	Each institution would report to the NWAC office by the time periods in which the 12 weeks would be utilized.
		 a. July 15th b. August 1st c. August 30th d. September 15th
3.		How many total scrimmage dates are allowed during an athletic year and when must
		scrimmages be completed?
		a. 3 dates - by the first contest in the spring
		b. 3 dates - any time before May 15
		c. 4 dates - by the first contest in the spring
		d. 4 dates – any time before May 15
4.		What month is the annual coaches meeting scheduled?
		a. September
		b. October
		c. February
		d. March
5.		The student-athlete who has begun participation in collegiate athletics shall have passed a minimum of quarter credit hours the previous term.
		a. 15
		b. 12
		C. 10
		D. 9
6.		NWAC Softball rules are governed by which organization?
		a. NSA
		b. ASA
		C. NCAA
		D. NFCA
7.		To qualify for eligibility to participate in a second (2nd) season of any sport, a student-athlete must have earned a minimum of quarter credit hours or the equivalent, beginning with and including the first quarter (the quarter of the sport season's official start date) of the first season of participation.
		a. 12
		b. 36
		c. 48

A - 49

d. 72

Softball Test - Page 2

TRUE OR FALSE

8	Letter of intents will be sent to student athlete's email addresses for softball on or after. April 15
9	A limit of 18 players can travel with a team for an NWAC league game, however, only 15 can suit up for a game.
10	The student athlete has 21 days to accept and return to college issuing the LOI before it becomes invalid.
11	_NWAC Athletic recruiting will be confined to only the states of Washington, Oregon, Alaska, province of British Columbia, California, Idaho, Montana, Nevada, Hawaii, Utah and Wyoming
12	A student's participation in fall softball practice or scrimmages affects their NWAC Eligibility.
13	Institutions shall not expend state funds to compensate visiting recruits for meals or lodging.
14	The softball schedule for each college shall be limited to twenty-five (25) dates exclusive of league playoffs and Conference tie-breakers.
15	The physical examination shall be valid for twenty-four (24) consecutive months to the date unless otherwise limited by the physician indicating the physical is only good for less than twenty-four (24) consecutive months.
16	Teams not participating in the crossover tournament may only participate in contests against non-member schools during the crossover weekend.
17	A student-athlete who signs a NWAC Letter of Intent is obligated to that institution for one academic year.
18	Official game uniforms (home or away) during scrimmages are NOT allowed.
19	Teams may schedule one (1) pre-league home contest against their alumni, which will not count against their contest limitation or their scrimmage limitation.
20	Student-athletes who are a participant and/or signed to a current Letter of Intent (LOI) must sit out three (3) terms (exclusive of summer) after separation from the athletic program.

NWAC SPORTS SPECIFIC TEST TENNIS

Circle One

- **T** F 1. USTA governs play unless otherwise stipulated by the Sports Committee or Tournament Director.
- T **F** 2. A five-minute warm-up is permitted prior to the third set after the rest period of any split sets match.
- **T** F 3. The travel squad limit is twelve.
- **T** F 4. All matches will be regular scoring except where weather or time may become a factor in which cases both coaches may agree to use Pro Sets or a Super Tie-Breaker for the third set.
- T **F** 5. Pro-set scoring is used in all consolation matches of the conference tournament.
- T **F** 6. A player may only play singles or doubles in a team match.
- **T** F 7. The 12-point tiebreaker shall be used in all matches.
- T **F** 8. No more than five matches per/day, per/player is permitted at the NWAC tournament.
- T **F** 9. If a team's number 1 singles player is ill, the team may forfeit the #1 position so all other players can play at their correct position.
- T **F** 10. During a match, coaches are not allowed to enter the playing area but must remain outside the fence or curtain (indoor).

NWAC SPORTS SPECIFIC TEST: TRACK & FIELD

True or False:

1. NCAA Rules and regulations shall govern all meets with exceptions as determined by the Athletic Commission.
2. Track and field outdoor competition for conference teams shall begin March15th.
3. The top 6 place finishers in each event at the conference championship will count toward team scoring.
4. Should an athlete's name and mark not be sent in as a championship meet qualifier for track and field, there is a hardship clause which will enable that athlete to still petition to be allowed into the meet.
5. Hand-times are acceptable as championship qualifying marks for races under 800 meters.
6. It is the responsibility of each coach to send marked and annotated results of a meet in which one or more of his/her team members has qualified for the track championship meet, to the NWAC Office within 10 days of the date of the meet, or a \$25 fine will be levied.
7. Track and field athletes may participate in out-of-season track meets, both preseason and post-season.
8. If a school qualifies a relay team to the championships, the team members for the championship must remain those same four individuals who posted the qualifying standard.
9. An athlete may participate in an event at the NWAC Track & Field Championships even if he/she has never posted a mark in that event that season.
10. If a non-qualifier is pulled into the NWAC Championship meet, s/he must compete in all events for which s/he was a non-qualifier.
11. Qualifying marks obtained at an Indoor Meet can be used to qualify for the NWAC Championship Meet.
12. Unattached athletes can travel with the team, but cannot receive meal money.
Multiple Choice: Circle One 13. The multi-event championships are held weeks prior to the track and field championships. A. 2 B. 2 ½ C. 3
D. 3 ½

NWAC SPORTS SPECIFIC TEST TRACK & FIELD, PAGE 2

14. A maximum of athletes may compete in each of the multi-event championships. A. 8 B. 12 C. 16 D. unlimited
 15. For the NWAC Championship Meet, each college is allowed a maximum of entries per gender A. 20 B. 25 C. 30 D. No limit
 16. At the championship track and field meet, there shall be a maximum of in the steeplechase. A. 8 B. 12 C. 16 D. Unlimited as long as they have met the qualifying mark
17. Championship qualifying standards are computed by averaging the sixth place times, heights, or distances for the last years in each event. A. 2 B. 3 C. 4 D. 6
18. Starting height for the high jump will be:A. The height of the lowest qualifierB. 10 centimeters below the qualifying standardC. The qualifying standardD. The height of the shortest competitor
19. The coaches meeting will be heldA. At the multi-event championshipsB. The night before the championship meetC. The night between the two championship meet daysD. There is no coaches meeting
 20. The award for Outstanding Track Performance or Outstanding Field Performance is made based on A. Points scored in the championship meet B. The meet director and meet referee's vote C. The coach's vote D. Points scored during the entire season

NWAC SPORTS SPECIFIC TEST: VOLLEYBALL

- T F 1. When protests are filed with the sports committee chair, a committee of two will be formed with two of the four regions represented.
- T F 2. A set team roster of not more than 15 players must be submitted before each match. This submission should occur 3 minutes prior to match start time.
- T F 3. Each region may select up to 20 sophomores to play in the all-star event. However, the first and second teams will have six on each team with only one additional player designated as MVP.
- T F 4. Host schools must email match results to sportsinfo@nwacsports.org Immediately following the match.
- T F 5. It is recommended that each head coach is a current member of the AVCA.
- T F 6. Spring season begins the first week of April, lasts eight (8) weeks, and allows for four (4) scrimmages to be played regardless of the number of dates played in the fall.
- T F 7. Crossover site selection occurs every year at the annual coaches meeting.
- T F 8. No team shall attend a competition unless accompanied by a coach or institutional representative.
- T F 9. It is a host school requirement to record the match and provide a stat file for both teams (for non-tournament games).
- T F 10. A regional offensive , defensive player and setter of the week is selected for every week of the season prior to the tournament.
- 11. Who is the governing body for NWAC volleyball rules?
 - a. AVCA
 - b. NCAA
 - c. NAIA
 - d. CEVA
- 12. You may schedule how many single match events and how many tournaments?
 - a. 25 and 6 tournaments
 - b. 22 and 5 tournaments
 - c. 22 and 6 tournaments
 - d. 26 and 4 tournaments
- 13. How many teams does it take to constitute a tournament?
 - a. 3 or more
 - b. 4 or more
 - c. 5 or more
 - d. 6 or more
- 14. Four scrimmages are allowed:
 - a. Prior to the first day of practice.
 - b. Prior to conference tournament.
 - c. Prior to the first contest date.
 - d. Within the fall and spring seasons combined.
- 15. Who is responsible for the financial obligation of each specific crossover?
 - a. The host institution
 - b. The host region
 - c. Volleyball committee
 - d. Executive committee

NWAC SPORTS SPECIFIC TEST: VOLLEYBALL Page 2

16. If a school chooses not to play in a crossover tournament they may:

b. Play another school who also did not attend a crossoverc. Lose the opportunity to compete in a crossover the next year

a. Play in a different tournament that weekend

d. Not play on those dates

17.	The	volleyball roster shall not exceed how many players in uniform at time of roster submission, prior to a match?
	a.	12
	b.	15
	c.	17
	d.	No limit
18.	Whe	en must a playing court be available for warm-up prior to match time?
	a.	30 minutes
		45 minutes
	С.	1 hour
	d.	2 hours
19.	Wha	at is the length of the spring season?
	a.	March 15th to May 15th
	b.	March 31st to May 20th
	С.	First week of April lasting eight (8) weeks
	d.	First Monday of April lasting six (6) weeks
20.	The	name of the NWAC Video exchange program for volleyball is:
	a.	Stat crew
	b.	Daksports
	c.	Krossover
	d.	Youtube
21.	NW	AC volleyball policies and procedures can be found in:
	a.	NCAA rule book
	b.	The Volleyball Handbook
	c.	NWAC Code Book
	d.	Both b & c
22.	To s	ubmit a player for NWAC All-American honors, the coach must be a member of:
	a.	USAVB
	b.	NCAA
	c.	AVCA
	d.	Membership is not required
23.	Who	o is the current volleyball sport committee chair?
24.	Nam	ne 1 of 2 members of the VB Sports Committee from your region
25.	Whe	en is each school's nomination for POW due to the region representative?



OPEN FACILITIES POLICY

- Open Facilities are open to all students.
- Depending upon school policy, Open Facilities may include local citizens.
- Supervision shall be assigned by local districts.
- No coaching shall be allowed.
- Open Facilities can be scheduled at any time. School Athletic Directors should ensure that violations of early practice dates do not occur.

GUIDELINES FOR OPERATING COLLEGE SPORTS CAMPS

(Approved by the NWAC Executive Board – 1/15/91)

TYPE A

CAMP IS SPONSORED ON OR OFF CAMPUS BY A MEMBER COLLEGE DURING THE SUMMER OR SCHOOL YEAR. CAMP IS DIRECTED AND STAFFED BY FULL-TIME OR PART-TIME COLLEGE EMPLOYEES.

GUIDELINES:

- 1. Internalize control of all camp receipts and expenditures through the business office of the college.
- 2. Process all payroll through the appropriate college office.
- 3. Camp director, staff and camp counselors, including any current or prospective athletic participants should be paid a stipend or at an hourly rate commensurate with other like campus activities.
- 4. Unless covered by school policy, purchase a separate liability insurance plan.
- 5. Any summer employment provided to current or prospective athletes should comply with the Athletic Financial Aid section of the NWAC code. See Article IV, Section 1, B, C, D, and E.

TYPE B

CAMP IS HELD ON A MEMBER COLLEGE CAMPUS BY A NON-AFFILIATED GROUP OR INDIVIDUAL

GUIDELINES:

- 1. Require a rental agreement for use of facility and equipment.
- 2. Individual or group provides proof of approved liability insurance.
- 3. Camp brochure or information distributed to participants clearly delineates that the camp is not a college-sponsored function.
- 4. Camp should not be advertised in college publications.
- 5. Current or prospective athletes should not be provided employment on a preferential basis.

TYPE C

CAMP IS HELD AT AN OFF-CAMPUS FACILITY AND IS DIRECTED AND STAFFED BY FULL-TIME OR PART-TIME COLLEGE EMPLOYEES. CAMP IS NOT SPONSORED BY THE COLLEGE.

GUIDELINES:

- Camp brochure or information distributed to participants clearly delineates that the camp is not a collegesponsored function.
- 2. College funds may not be used for printing, publicity, transportation or rentals.
- 3. Campus staff should not be used to distribute camp information or be involved in activities related to the promotion or operation of the camp.
- 4. If college equipment is used in the camp, a rental agreement should be in force.
- 5. Purchase of a liability insurance plan should be encouraged.
- 6. If any of the camp staff are current NWAC coaches, they must comply with the Athletic Financial Aid section of the NWAC code when employing current or prospective athletes.



(SPORT)

by and between:

This agreement made and entered into this day,

(college) and (college) That the teams representing the above names institutions shall compete: in (sport): Time: Date: Location: Date: Location: Time: Financial consideration shall be: 3. Officials for above event(s) shall be assigned by: 4. The eligibility of all players or competitors to participate in the specified event shall be determined by and in accordance with the rules and regulations of the Northwest Athletic Conference, and in accordance with the rules and regulations of the athletic conference or association to which each party may belong, and by and in accordance with the rules and regulations of each party.

IF THE ABOVE INFORMATION IS CORRECT, PLEASE SIGN AND RETURN TO:

COLLEGE

APPROVED:

DIRECTOR OF ATHLETICS SIGNATURE

Host College: Attention: Address: City ,State, Zip:

APPROVED:

COLLEGE

DIRECTOR OF ATHLETICS SIGNATURE

PLEASE RETURN ORIGINAL TO THE HOST COLLEGE AND RETAIN A COPY FOR YOUR RECORDS

Character, Competition, Community



Northwest Athletic Conference Tracer Form

From:								Dā	ate:			
To:												
				as initiated contact wi possibility of transfer			epartment and i	is				
Studen	t-Athlete na	me:				Date of Birt	h:				_	
Sport:		Date of Entr	ance at your	school:		Last Da	te of Attenda	ano	ce:			
1)		e any objection with a of transferring?	member of ou	ır athletics staff spe	akiı	ng to this stud	dent about the	9		Y	ES /	NO
	If yes, why?									_	_	
2) 3) 4)	Was this stu	dent sign a Letter of In dent-athlete recruited dent-athlete transferre	by your instit	tution?				n?	,			
5)	Would this s	student-athlete be aca	demically elig	ible to compete if h	e/s	ne returned t	o your institut	tio	n?			
6)	How many s	seasons of competition	has this stud	ent used in this snow	rt?					0		
	AC Athletic Code o		rticipation in any that sport and the	contest, other than an ap participant will have uso	opro ed o	ved scrimmage, ne year of colleg	regardless of timi iate eligibility."	e, s	hall be counte	d as d	one se	ason
		Semester's /	V	Athletic Aid?		6.	- 1 - 10h 1	- 11		,		
	Sport	Quarters	Year	YES / NO	╁	Practiced	Competed		Redshirt	<u>′)</u> _	الاعد	dship
					╬	Practiced	Competed	┢	Redshirt	┢	1	dship
					╁	Practiced	Competed	H	Redshirt	H	1	dship
					Ϊ	Practiced Practiced	Competed		Redshirt			dship
7) 8)	If yes please Was the stu	dent injured while par explain: dent ever suspended es, please list date(s) a	or had a discip and reasons	linary action from y	oui	institution a	nd/or team?			[[
Print na	me of person	completing this form								_		
Signatu	re:		Title:				Date:					
*Pleas	e return th	is form to:	Character –	- Competition –	Co	mmunity						

A - 59

via email:



RECRUITING DISCLAIMER

Institution	Sport(s)		School Year						
Name	SID		Date of Birth						
Home Address		Cell Phone							
City	State	Zip	email						
	City/State		Date of Grad						
If you did not attend college right a	If you did not attend college right after high school, please identify what activities and dates you were involved with during that time period:								
Date									
	Activity								
Date	Activity								
Have you attended other colleg	ate institutions, including commu	nity colleges, since high	h school? Yes	□ No					
If "YES", list the college and d	ates (month/year) of enrollment								
Date	Co	llege							
Date	Co	llege							
If a transfer, state the number	of hours transferred.	QUARTER HRS.	SEMESTER HRS.						
Are <u>all</u> official transcripts from a	all previous colleges attended on t	file with the Admissions	s Office? Yes	□ No					
ATHLETIC PARTICIPATION	(INCLUDE COMMUNITY COLL	EGE):							
Have you participated in an inte	rcollegiate contest/event since hi	gh school?	□ Yes	□ No					
Have you participated in an inte	rcollegiate practice since high sch	nool?	□ Yes	□ No					
If "YES" to the above, complete	e the following, listing any partici	pation at all colleges yo	ou attended, including բ	present college.					
20	to 20								
20									
20									
Are you now participating on ar	y other team? YES		, name the team						
When was the last time you par	ticipated? Have you n	otified the team you a	re leaving? Yes	□ No					
LETTER OF INTENT									
Have you ever signed a letter or	intent? YES NO	If "YES", sport for w	hich letter was signed						
AMATEURISM Have you ever participated or to	ied out for a professional team?		□ Yes	□ No					
,	ived payment or signed a contrac	ct to play a professiona		□ No					
If "YES", list the sport, organization and date signed									

RECRUITING DISCLAIMER

NORTHWEST

CONFERENCE
In accordance with Article VI, Section 2 (Athletic Recruiting) of the NWAC Official Code, the following disclaimer is submitted, specifically, Article VI, Section 2 states: "Athletic recruiting will be confined to only the states of Washington, Oregon, Alaska, province of British Columbia, California, Idaho, Montana, Nevada, Hawaii, Utah and Wyoming." NWAC grants in aid may be offered or given only to athletes who shall be a high school graduate, or the class year of which they were a member shall have graduated in Washington, Oregon, Alaska, province of British Columbia, California, Idaho, Montana, Nevada and Hawaii. Student-athletes who graduated from a high school or whose graduating class was outside the aforementioned contiguous states must complete and submit an NWAC athletic questionnaire to the conference office and complete the following:

Des	ignated School Official Name (Printed):	Signature:	Date:
	ou are an international student, you must hainances.	ave a signature from the International Office of	r Registrar's Office verifying your certificate
Nar	ne (Printed):	Signature:	Date:
*TI	he above financial information verified	by Financial Aid Officer:	
6.	Date FAFSA submitted to college Financia	Aid Office:	
	Campus Job	Amount Awarded	<u>\$</u>
	Campus Job	Amount Awarded	\$
	Work Study/FAid	Amount Awarded	<u>\$</u>
	Student Loan	Amount Awarded	<u>\$</u>
	Other Scholarships	Amount Awarded	\$
	School Scholarship	Amount Awarded	\$
	Athletic Aid	Amount Awarded	\$
	Federal Financial Aid	Amount Awarded	\$
5.	Please list all financial aid, scholarships, at offered or received by the NWAC school, a	thletic aid, work study, and campus employme as well as the amounts of each award/area (se	nt that you have been e below):
4.	List the name of the person you first had	contact with at the institution you wish to atter	nd:
3.	Explain how you found out about the NW	AC institution you wish to attend:	
2.	Why have you moved to Washington, Ore	gon, Idaho or British Columbia?	
1.	List reasons for attending NWAC institutio	n:	

RECRUITING DISCLAIMER - Page 2 of 3



RECRUITING DISCLAIMER

7.	Date of initial col	lege enrollment in any and a	ll credits at college:		
8.	Address that you	will be living at while attend	ing this NWAC men	nber college:	
	Address:		City:	State:	Zip:
	Landlord:			_ Phone # of Landlord:	
	Host Family:			_	
9.	What is your sha	re of the total rent paid per r	nonth at the above	address?	
of n		cial aid, housing and athletic			mplete. I understand that falsification uspension of athletic eligibility in any
Date	e	Student-Athlete (PRINTED):		Spo	ort:
		Student-Athlete (Signed):			Ort:(Designate men or women)
and	academic inform		_		y including housing, financial aid
	etic Director: nature			Coach: Signature	
	ege President or Re ature	epresentative:			

Character - Competition - Community

RECRUITING DISCLAIMER - Page 3 of 3

INFORMED ACKNOWLEDGEMENT OF HAZARDS AND RISKS CONNECTED WITH PARTICIPATION IN BASEBALL

THIS FORM MUST BE SIGNED BY THE STUDENT AND PARENT OR LEGAL GUARDIAN
IF THE STUDENT IS UNDER 18 YEARS OF AGE.

PLEASE READ CAREFULLY AND BE SURE YOU UNDERSTAND BEFORE YOU SIGN.

WARNING

Participation in any athletic activity may involve injury of some type to either yourself or a fellow student athlete. Such injury can include direct physical and possibly crippling injury to one's body. There is also the possibility of suffering emotional distress or psychological injury as a result of witnessing or actually inflicting injury to another. The severity of such injury can range from minor cuts, scrapes, bruises, muscle strains, or bone fractures and dislocations to catastrophic injury, such as complete paralysis, or even death. Such injury can impair one's general physical and mental health and hinder one's future ability to earn a living, to engage in other business, social, and recreational activities, and generally to enjoy life.

Baseball is a competitive ball and bat team sport. As in all sports, **Baseball** involves the RISKS OF SERIOUS INJURY OR DEATH. Injuries in this sport are common, and occur to all parts of the body, including the head and neck, shoulders, arms, chest, hands and fingers, hips and legs, knees, and ankles and feet.

These risks of injury in the sport of **Baseball** include the possibility of: injury to the neck and spinal column or cord, resulting in complete or partial paralysis; injury to the head, resulting in brain damage; and injury to the body's bones, joints, ligaments, muscles, tendons, and other aspects of the musculoskeletal system. Injury to the body's nerves, the heart and blood vessels, and other internal or reproductive organs is also possible. Such injuries may cause temporary disability or can result in permanent impairment.

Pitchers, in particular, are susceptible to shoulder and arm injuries. Fatalities in **Baseball** typically are caused by direct blows to the chest from a struck or pitched ball or from head and neck injuries caused by being hit with baseballs or bats or by colliding with other players.

Pre-existing medical conditions, including illness, disease, and prior injuries can be aggravated or cause other injuries while engaged in the sport of **Baseball**. Use of drugs, alcohol, or medications can contribute to injury or illness while participating in athletic activity. Some injuries may be caused as a result of poor physical conditioning and overexertion. Such overexertion can result in injury to muscles, the heart, and other body parts, resulting in sprains and strains, cardiac or cardiopulmonary arrest, and other medical conditions.

Baseball injuries can also result from the use of correct or incorrect playing techniques used in tryouts, practices, warm-ups, drills, games, plays, or other similar undertakings. Injury to the head or other parts of the body can result from contact with other participants, the playing surface, training equipment, the backstop, and other solid objects in and around the playing field. Injury can result from the improper fit of equipment, from defective or worn-out equipment, and from otherwise wearing and/or failing to use **Baseball** equipment or other protective gear. Injury can result from training room procedures; from the use of training equipment; from the administration of first aid; or from failing to follow game, training, safety or other team rules. The use of transportation provided or arranged by the College to and from **Baseball** games and other related activities also involves a risk of injury or death.

(Page 1 of 2)

The purpose of this WARNNG is to bring your attention to the existence of potential dangers associated with athletic participation. There is, however, always the risk of other types of injuries or the risk of injury or death resulting from other causes not specified here.

The purpose of this WARNING is also to aid you in making an informed decision as to whether you (or your child or ward) should participate in this athletic activity and, as a condition of such participation, sign the foregoing **ACKNOWLEDGEMENT OF HAZARDS AND RISKS CONNECTED WITH PARTICIPATION IN Baseball.** In addition, its purpose is to make you aware that as a student-athlete (or as a parent or guardian of a student-athlete), it is your responsibility to learn about and/or ask coaches, physicians, or other knowledgeable persons about <u>any</u> concerns that you might have <u>at any time</u> regarding athletic safety and participation in the community college's **Baseball** program.

STUDENT-PARENTAL ACKNOWLEDGEMENT OF HAZARDS AND RISKS

I have read the above warning, which is incorporated here by reference, and I understand that **Baseball** is a sport involving the **RISKS**OF INJURY OR DEATH. I also understand that by participating (or by permitting my child or ward to participate) in the **Baseball** program at this community college, I (my child or ward) am subject to the possibility of injury or death as outlined in the **WARNING** above.

CAUTION

BY SIGNING THIS <u>ACKNOWLEDGEMENT OF HAZARDS AND RISKS</u>, I ACKNOWLEDGE THAT I HAVE READ ITS CONTENTS AND WARNING, THAT I UNDERSTAND ITS CONTENTS AND WARNING, AND THAT I AGREE TO ITS TERMS AND CHOOSE TO PARTICIPATE (OR TO PERMIT MY CHILD OR WARD TO PARTICIPATE) IN THE INTERSCHOLASTIC SPORTS OF BASEBALL AT THIS COMMUNITY COLLEGE.

Signature of Student			Date	
Signature of Parent or Lega	al Guardian (if student is	under 18 years of age)	Date	
	Wi	TNESS – COLLEGE OF	FICIAL	
On the	day of	20	Luitnessed the evecution of the above	
On the	uay oi	, 20	, I witnessed the execution of the above.	
	Signature of School	Official	Position	

*NOTE: If it is not possible for a college official to witness the signature of the parent or legal guardian when the student is under the age of 18, a notary shall witness the parent's or guardian's signature to this acknowledgement of hazards and risks.

Character, Competition, Community

Assumption of Risks & Release Form: Baseball Page 2 of 2 NWAC 2013



NORTHWEST ATHLETIC CONFERENCE

MEDICAL HARDSHIP WAIVER FORM

Use this form to request another season of sport participation under NWAC Code Article III, Section 26

The Northwest Athletic Conference (NWAC) would like to inform you of the following information as it pertains to your medical hardship request:

- I. It is important to understand that this appeal deals only with your athletic eligibility with NWAC member colleges. If you plan to continue your athletic competition at an NCAA or NAIA four-year college or university, you may not receive the same consideration; and if granted, your year of additional eligibility may be considered as an additional year of competition by the NCAA or NAIA.
- II. The NWAC would like to inform you that under the federal Health Insurance Portability and Accountability Act (HIPPA), you have the right to privacy regarding the sharing of your medical information. All medical information is confidential and will be used by authorized staff and trustees of the NWAC. The medical information used or disclosed will be specific to the injury/illness that is documented and being considered on this form.
- III. If you have any questions about this process, please first contact your coach and/or athletic director. If you need further clarification contact the NWAC office.

My signature below verifies that I have read and understand the consequences of my added eligibility according to NCAA rules.

Article III, Section 26 - A student-athlete may be granted an additional year of eligibility by the conference for reason of hardship which is defined as that incapacity resulting from injury or illness under the following conditions:

Injury or illness occurs when he/she has not participated in more than 20% of the number of allowable contests (season not to include post-season contests) for that sport or when he/she has not participated in more than two of the institutions' completed events in that sport, whichever is greater.

- A. Injury or illness occurs when he/she has not participated in more than 20% of games played (season not to include post-season contests).
- B. The injury or illness occurred in the <u>first 50% of scheduled contests</u> (pre-season games through the conclusion of regular season games, season not to include post-season contests).
- C. The injury resulted in incapacity to compete for the remainder of the season. The resulting injury must be documented by a doctor at the time of injury or on the date that the doctor determines the athlete can no longer compete during the season.
- D. The medical hardship requests will be accepted between the conclusion of the current sport season and the start of the following sport season.
- E. Student-athlete must meet all academic requirements as set forth by the NWAC codebook.

RE: In accordance with this section, to be considered for an additional season of sport, the student-athlete shall have not participated in more than 20% of games played and the injury or illness occurred within the first 50% of scheduled contests (season not to include post-season contests).

Medical Hardship Form 2014

Appendix A-60, Medical Hardship Waiver Form has been removed from the online code book.

Please download the form in the Member's Area of the NWAC website under NWAC FORMS

Appendix A-61, Eligibility Petition Request Form has been removed from the online code book.

Please download the form in the Member's Area of the NWAC website under NWAC FORMS



STUDENT'S REQUEST TO VOID LETTER OF INTENT

DATE:		
Name of Student		
Address (City, State, Zip)		
College to which originally signed Let	ter of Intent	
Sport(s)		
-	ocument stating why you are reques must take place prior to the start of s	
originally signed. That college w	nd your letter to the athletic director will have the option of signing or not see forwarded to the NWAC conference executive Board.	signing the Request to Void form. In
Executive Board that I will be el NWAC eligibility rules are satisf	om my original Letter of Intent by the igible for competition at another NW ied. However, <i>I am aware that I will</i> her member college in any sport dui	/AC member college as long as all not be eligible to receive an
Student Signature	Telephone Number	Date Signed

Character, Competition, Community



NORTHWEST ATHLETIC REQUEST TO VOID LETTER OF INTENT CONFERENCE COLLEGE RESPONSE **COLLEGE RESPONSE**

DATE:			COLLEGE:		
	Name of Student				
	Year of Signed a Lette	r of Intent			
	Certifying his/her dec	ision to enroll	at (college)		
	To participate in (spor	rt/s)			<u></u>
	S	EE ATTACHE	D STATEMEN	NT	
· · · · · · · · · · · · · · · · · · ·	understand that this fo parties above and this		-		-
-	Director of Athletics/Ath mpetition any other NW				-
athletic aid for a	litional NWAC Letter of ny sport at another mer he Letter of Intent is supurements.	mber institutio	on for one year.	It is important to	understand that if the
	This reques	t to VOID th	is Letter of Ir	ntent agreement	t is:
	Supported			Not Supported	
Director of Ath	letics/Athletic Commiss	ioner		Date	Signed
	Chard	acter, Compe	etition, Comr	munity	



HALL OF FAME NOMINATION CRITERIA-TIME LINE

(Includes Former Northwest Champions)

Statement of Purpose

"To show appreciation and recognize outstanding individuals for their years of dedication and service to community college athletes."

"To promote quality athletic programs by honoring outstanding individuals who have made these programs possible in local communities in the Northwest."

"To show appreciation and recognize outstanding former NWAC student/athletes who have distinguished themselves after leaving NWAC member colleges."

Nomination Criteria for Individuals

- 1. Outstanding former NWAC athletes (Northwest Champions), contributors and coaches.
- 2. Substantial impact on community college athletics at the state, northwest and/or national level. (All nominees)
- 3. **Athletes (Northwest Champions):** A minimum of ten (10) years shall have elapsed since the completion of their NWAC eligibility.
 - Contributors/Coaches: A minimum of fifteen (15) years of service to the NWAC must have occurred.
- 4. A minimum of five (5) years shall have elapsed since the completion of the most recent service on which the award is based or the nominee has retired from the system. (Coaches and contributors)

Nomination Criteria for Team Category

- 1. A minimum of ten (10) years shall have elapsed since the team last competed in community college athletics.
- 2. Only the region hosting the annual NWAC Commissioners' Meeting may nominate teams to be inducted into the Hall of Fame, except when the geographical location of the meeting would increase the attendance of the nominated team at the Annual Banquet. (Example: host region is the Northern Region at Sea-Tac and the inducted team is from Green River). Under those circumstances, the Executive Board will select the top teams from those regions, but the total number of teams inducted will not exceed three.
- 3. The team must have won a NWAC, NCWSA, AACC or OCCAA conference championship.
- 4. Members of the team should have demonstrated strong academic achievement.
- 5. Team members' contributions to their community will be considered.

Nomination Timelines

December 1 Nomination form completed by staff from member college and forwarded to regional chair.

January 15 Nomination selected, endorsed, and recommended from region to Executive Board.

February 15 Review by Executive Board subcommittee and final selection by Executive Board.

May/June Announcement/induction of honoree at annual commission meeting.

Character, Competition, Community



OUTSTANDING SERVICE AWARD CRITERIA-TIME LINE

Statement of Purpose

"To show appreciation and recognize outstanding individuals for their years of dedication and service to community college athletes."

"To promote quality athletic programs by honoring individuals who have made these programs possible in local communities in the Northwest."

Nomination Criteria

- 1. A minimum of ten (10) years of service to NWAC community college athletics.
- 2. Demonstrated efforts to improve and enhance the quality of athletic competition in the state and northwest community colleges such as a member of the athletic commission, executive board, sports committee, regional chair, tournament director and college administration or staff.

Nomination Timelines

December 1	Nomination form completed by staff from member college and forwarded to regional chair.
January 15	Nomination selected, endorsed, and recommended from region to Executive Board.
February 15	Review by Executive Board subcommittee and final selection by Executive Board.
May/June	Announcement/induction of honoree at annual commission meeting.

Character, Competition, Community



INDIVIDUAL HALL OF FAME NOMINATION FORM

☐ HALL OF FAME	OUTSTANDING SERVICE AWARD
NAME:	
ADDRESS:	
PHONE:	
EMAIL:	
YEARS OF SERVICE:	COLLEGE:
CONTRIBUTIONS/POSITION(S) HELD:	
HONORS RECEIVED.	
HONORS RECEIVED:	
ADDITIONAL CONSIDERATIONS:	
LAST YEAR OF SERVICE TO COMMUNIT	Y COLLEGE ATHLETICS:
Nominated by:	
	Data
College:	Date:
Regional Endorsement:	Date:

Character, Competition, Community



TEAM HALL OF FAME NOMINATION FORM

NAME OF TEAM:
YEARS OF SERVICE:
COLLEGE:
MAIN CONTACT PERSON REPRESENTING TEAM: PHONE:
HEAD COACH:
NAMES OF ASSISTANT COACH(ES):
HONORS RECEIVED:
ADDITIONAL CONSIDERATIONS:
PLEASE INCLUDE PAGE 2 WITH NAMES/CONTACT INFORMATION OF TEAM MEMBERS
Nominated by:
College: Date:
Regional Endorsement: Date:

Character, Competition, Community

NWAC HALL OF FAME TEAM NOMINATION ROSTER

NAME OF TEAM:			
COLLEGE:			

Last Name	First Name	Address	City	State	Zip	Email



REQUEST FOR INVESTIGATION

DATE:
College Requesting Investigation
Name and Position of Person Requesting Investigation
Code Section(s) relating to the alleged violation (list section numbers and page #)
Signature of Athletic Director of College Requesting Investigation
Signature of Athletic Commission of College Requesting Investigation
Signature of Athletic Director of College Requesting Investigation

- Using the college letterhead stationery, explain the allegation in detail and submit it with this form.
- Be objective and complete in your statement.
- Include specific information identifying exact times, dates, locations, and names of people involved.
- Also include any other pertinent information that will assist in the investigation.

When all available information is complete, please forward to the Athletic Commissioner of the member college in questions and the NWAC.

Character, Competition, Community



CODE CHANGE PROPOSAL

DATE DUE: First Draft February 1, Final Draft April 15

Course	Connected	Samunittas 🗆	Free parting Board	Decies N
Source:	Sports	Committee	Executive Board	Region N \square E \square W \square S \square
Constitution	Bylaw \square	Article:	Section:	Page:
Sport:	Rule:	Page:	Effective Date:	
Presenter:				
Current Policy/Procedu	ire:			
Intent:				
Proposed Policy/Proce	dure:			
Rationale:				
Estimated Budget Impa	ict:			
5 F				
Impact on Student-Ath	lete's Time (Ac	ademic and/or Athle	etics):	
History:				

Character, Competition, Community

NWAC 2016-2017 SPORTS CALENDAR

SPORT (Fall)	1 ST PRACTICE	1 ST CONTEST	TOURNAMENT DATES	HOST/SITE
M/W Cross Country	August 1, 2016	August 27, 2016	November 12, 2016	TBA
M/W Soccer	August 1, 2016	August 27, 2016*	November 11-13, 2016	Starfire Sports Complex
Volleyball	August 1, 2016	August 26, 2016*	November 17-20, 2016	Tacoma Convention Center
Fall Golf	August 1, 2016	September 22, 2016		
Fall Baseball Conditioning	Sept 1-Nov 15, 2016			
Fall Softball Conditioning	Sept 1-Nov 15, 2016			
Fall Tennis Conditioning	Sept 1-Nov 15, 2016			
Track & Field Conditioning	Sept 1, 2016 – Mar 4, 2017			
SPORT (Winter)	1st PRACTICE	1st CONTEST	TOURNAMENT DATES	HOST/SITE
M/W Basketball	September 1, 2016	November 18, 2016	March 9-12 & 18-19/2017	Everett CC
Baseball Conditioning	January 15-February 28, 2017			
Softball Conditioning	January 15-February 28, 2017			
SPORT (Spring)	1st PRACTICE	1st CONTEST	TOURNAMENT DATES	HOST/SITE
Softball	See above	March 1, 2017**	May 19-22, 2017	CCS/NIC Merkel Field
Baseball	See above	March 1, 2017	May 25-29, 2017	Lower Columbia College
M/W Track & Field	See above	March 4, 2017	May 22-23, 2017	TBD
M/W T&F Multi Events			May 1-2, 2017	Lane Community College
Golf	See above	March 15, 2017	May 21-22, 2017	NWAC/Home Course
M/W Tennis	See above	February 15, 2017	May 5-6, 2017	Skagit Valley College

^{**}Executive Board approved early start date of 2/24 for one year only *Fall Festival allows for early start date

NWAC 2016-2017 ALL-STAR EVENTS

SPORT	DATE	HOST/SITE
Baseball	September 24, 2016	Bellevue College, Bellevue, WA
Basketball	March 19, 2017	Everett CC, Everett, WA
M/W Soccer	November 12, 2016	Starfire Sports Complex, Tukwila, WA
Softball – Fall Classic – Sophomore Showcase	September 24, 2016	Delta Park, Portland, OR
Volleyball		Tacoma Convention Center

NWAC 2015-2016 CROSSOVER TOURNAMENTS

SPORT	DATE	HOSTS
Soccer and Volleyball Fall Festival	August 27-28, 2016	Willamalane, Springfield, OR
Volleyball	October 14-16, 2016	Lower Columbia, SWOCC, Bellevue
Tennis Jamboree	November 5, 2016	Wenatchee Racquet & Athletic Club
Basketball (Women)	Dec 16-18, 2016	WVC, BBCC, GRCC, SPSCC, PCC, ChCC, SVC, WCC
Basketball (Men)	Dec 16-18, 2016	CCS, BMCC, LCC, HC, SWOCC, LBCC, EVCC, EdCC
Softball	February 25-26, 2017	Richland, WA/NWAC Softball Committee
Softball	April 22-23, 2017	Delta Park, Portland, OR
Annual Commission Meeting: May 31-June 2, 2017, Salem, Oregon	uoße	Updated 6/23/16

Table of Code Violations Chart

INSTITUTIONAL RECERTIFICATION									
CONTEST		YES							
REPORT OF CORRECTIVE MEASURES	YES	YES		Yes			YES	YES	
REDUCTION GRANTS-IN-AID		One Full (three terms)							
FINE	\$2000	\$300	\$300	\$2500	\$50	\$100	\$500	\$250 per contest	\$250 per contest per off.
PROPATION PERIOD	3 Years	1 Year		3 Years	6		2 Years	1 Year	1 Year
LETTER OF REPRIMAND (COACH)		YES		YES					
LETTER OF REPRIMAND (ATHLETIC DIRECTOR	YES	YES	YES	YES	YES	YES	YES	YES	YES
LETTER OF REPRIMAND (PRESIDENT)	YES			YES			YES		
CATEGORY I	Join another League, Conference or Assn. without approval of NWAC (Const.)	Engage in competition with Inst. Suspended from NWAC (Const.)	Violation of deadline for sport addition / withdrawal (Const.)	Failure of qualifying team to participate in Region playoffs (Const.)	Failure to submit NWAC elig. Form before 1 ST contest in any sport (Bylaw)	Failure to complete NWAC student Quest. Form (Bylaw)	Failure of Inst. Rep. to accompany team/ind's competing in NWAC events (Bylaw)	Forfeiture of contest or failure to field a team (Bylaw)	Use of non-certified officials in NWAC contests (Bylaw)

Table of Code Violations Chart (continued)

	By i H		W	1-8-100 ST# 1										
				Post-Season Competition Prohibition	Possible – Situation Dep.						Possible – Situation Dep.	Possible – Situation Dep.		
	YES			Off-campus recruiting prohibitions				Possible – Situation Dependent		Possible – Sit. Dep.				
				Termination of recruiting Prospective Athlete						Possible – Sit. Dep.				
Possible – Depends on Rule/Reg.				Reduction of Grants-in-aid	Possible – Situation Dep.		One – Situation Dep.	One – Situation Dep.		Possible – Situation Dep.		Possible – Situation Dep.		
\$100	\$1000	\$50 if repeat		Fine	\$1500	\$50	\$1000	\$1000	\$250	\$250	\$500	\$500	\$250	
2 Years	2 Years	1		Probation Period	3 Years		3 Years	2 Years	1 Year	2 Years	2 Years	3 Years	1 Year	2 Years
	YES			Letter of Reprimand (Coach)	YES	YES		YES	YES	YES	YES	YES	YES	YES
YES	YES	;		Letter of Reprimand (Athletic Director)	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
	YES			Letter of Reprimand (President)	YES	1	YES			1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1				YES
Violation of individual sport rules and regs (Bylaw)	Misconduct – coach, player or team [could be Cat. II] (Bylaw)	Inadvertant clerical error and/or omission of technical nature (Bylaw)		CATEGORY II VIOLATIONS	Use of an ineligible athlete	Violation of scrimmage rule	Violation of Financial Aid or grants-in-aid	Violations of Letters of Intent (LOI's)	Meals/Housing paid in pre-school or vacation periods	Recruiting Violations	Max Contest Limitations Violation	Out-of-season competition Violations	Traveling Squad Limits Violation	Misconduct (Nature Determines Category)

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