

SOCCER

CHAMPIONSHIP SCHEDULE

The 2009 Big Sky Conference Championship will be November 5 and 7, and hosted by the Regular Season Champion.

Thursday, November 5: Game One: #3 Seed vs #2 Seed
Game Two: #4 Seed vs #1 Seed

Saturday, November 7: Championship Game

Starting times for all games will be determined by the host institution in consultation with the Conference office. Starting times are to be set to ensure completion of all games, with at least thirty (30) minutes between semifinal games. The NCAA procedure for overtime games will be used for the Conference Championship.

ALL-TOURNAMENT TEAM

Before the Championship game, the Conference and host institution's media coordinators shall distribute ballots provided by the Conference office to the All-Tournament Selection Committee, membership of which shall be determined by the Conference office representative and will be balanced among individuals of the participating teams. This committee shall determine a twelve (12) member All-Tournament Team, including the Most Valuable Player. At least one of the team members must be a goalkeeper. The ballots shall be collected immediately following the completion of the Championship game, or sooner if appropriate.

ARTIFICIAL NOISEMAKERS

Artificial noisemakers, air horns and electronic amplifiers are not permissible. Non-amplified megaphones are permissible. The Championship manager is responsible for removing non-permissible instruments at the Championship site.

AWARDS

Awards will be selected and paid for by the Conference office. Awards will be shipped or brought directly to the host site. Only Conference official awards may be presented at a Championship. An appropriate awards ceremony shall be planned at the close of competition, which shall include the presentation of awards by the Conference office representative and a host site representative. Awards will be presented in the following order:

1. All-Tournament Team
2. Most Valuable Player/All-Tournament
3. Champion Team individual awards
4. Champion team trophy (*presented to head coach*)

BANDS

- A. The Championship manager is encouraged to have a band available to play the National Anthem, entertain at half time, and play during warm-ups for all games. The hosts' band and all bands from participating institutions will be admitted free of charge to the Championship. Names of band members, up to 25 individuals, must be submitted on a pass list. The host institution must be notified by the preceding Monday by participating institutions that its band will be present.
- B. Bands, or any component thereof, are not allowed to play during free or penalty kick attempts or while the ball is in play. Bands shall be seated in rows designated by the Championship manager. If a band does not comply with Championship policies, the athletic administrator of the involved institution or Championship manager will be asked to rectify the situation. Visiting bands shall have equivalent seating arrangements to the host institution's band.
- C. Bands must be placed in the same quadrant as their respective teams. If both schools have bands, then seating must be comparable.

SOCCER

BANNERS AND SIGNAGE

The Big Sky Conference will work with the host institution in the development of the Championship banner to be placed at the scorers table or selected locale. The host can either utilize a local distributor to create the banner and be reimbursed for the cost from the Conference office, or it can send dimensions to the Conference office which will facilitate the production. All banners must be approved by the Conference office.

Signs or banners promoting the participating institutions are permissible under the following circumstances: 1.) They are hung only in areas designated by the host, and 2.) The Championship manager approves the content and appearance. Commercial identification on any such banners cannot be visible.

CHEERLEADERS AND MASCOTS

Cheerleaders and/or dance squads in uniform, not to exceed twelve (12) in number, and one (1) costumed mascot, shall be admitted via a pass list submitted to the Championship manager by the competing institution's athletic administration for sessions in which their team is competing. All other institutional representatives are required to purchase a game ticket. The twelve cheerleaders and one mascot shall be located in front of the bleachers opposite the teams.

COACHES MEETING

A pre-Championship conference call shall be held immediately following the coaches All-Conference selection call and will be conducted by the Conference office representative. Attendance on the call is **mandatory** for all head coaches involved in the Championship as well as the Championship Manager from the host institution.

CRITICISM OF OFFICIALS

Coaches shall not criticize officials at public gatherings or in the presence of representatives of the news media, including news conferences and television shows. A coach who violates these principals shall receive a letter of reprimand from the Commissioner plus an automatic suspension from the next scheduled contest. These regulations apply to all games, including non-conference and post-season contests.

GAME BALL

The host institution shall provide practice and game balls at no expense to the Championship. The ball used for the Championship shall any brand of regulation, top grade ball.

GAME VIDEO

All videos of the Championship games will be filmed and coordinated by the host institution upon request. The cost for the filming is the responsibility of the requesting institution, and shall be set by the host.

INTRODUCTIONS

The four officials will proceed to the middle of the field before the start of the introductions. The announcer will introduce the visiting team's reserves, followed by the starters and the head coach, then the home team's reserves, followed by the starters and its head coach. As each player's name is announced, the player shall proceed to the middle of the field and face the crowd on the side of the field on which their team bench is located. After the playing of the National Anthem, the players shall shake hands and return to the sideline.

LODGING

- A. The host shall reserve 20 rooms for each institution, with every effort made to secure special room rates for all teams. If at all possible, only full-service hotels/motels should be used. The host institution will contact the Conference office with a list of the hotels it has secured, and a Conference Representative shall contact participating teams in order of seed to choose their hotel. (*i.e. No. 2 seed has first choice, then No. 3, etc.*) Teams are **required** to stay in the hotel assigned.
- B. The host shall reserve rooms for the Conference office staff at Championship headquarters.

SOCCER

MEDIA CREDENTIALS

The host sports information personnel shall be responsible for the issuing of all media credentials and determining seating arrangements. Subject to space available, credentials shall be assigned in accordance with the following priorities:

- A. Two writers and one photographer (*one talent and one cameraman for TV*) per participating institution who are to be designated by the respective institution's athletic director and/or sports information personnel.
- B. Press agencies in the locale of participating institutions which have staffed games on a regular basis.

MEDICAL PROCEDURES

The following are the Big Sky Conference Sports Medicine Guidelines for all Soccer Championship games:

- A. The presence of a certified and/or licensed Athletic Trainer to render emergency care.
- B. The presence of a physician, preferably a team physician, for prompt medical evaluation.
- C. Planned access to a medical facility, including a plan for communication and transportation between the athletic site and the facility for prompt medical services.
- D. A thorough review by the host institution so that all parties, including the leadership of visiting teams, know the personnel and procedures involved.
- E. Athletic training facilities are to be made available to all competing institutions.
- F. Access to emergency equipment (To include but not limited to: crutches, splints, blanket to treat for shock, materials to handle blood-borne pathogens), fluids and ice at competition site, in locker rooms and at practice sessions.
- G. It is recommended that EMT/Ambulance be on site for all Championship games.

NATIONAL ANTHEM

The National Anthem shall be performed or played prior to the start of each game.

NON-PARTICIPANT SEATING

A designated section with fifty-two (52) seats shall be reserved for non-playing participants which would cover the 26 members of each institution's travel party. If requested, this section shall be held during the Championship game for the two non-advancing teams if they wish to remain.

PARKING

The host shall arrange parking areas for the competing teams, preferably close to the pass gate.

PHOTOGRAPHER

The host institution is responsible for having an official photographer present at the Championship awards ceremony.

POST-GAME INTERVIEWS

- A. It is recommended that post-game interviews be scheduled, *if interest is expressed by media members*. Coaches and student-athletes will be available in the interview area/room after a ten-minute cooling off period. Each team's sports information director shall escort the head coach and a minimum of two student-athletes to the interview room 10 minutes after the game, **winning team first in semifinals; losing team first in final**.
- B. Should the Championship game finish at a late hour, the sports information director or an assignee from each team shall obtain quotes from the coach during the awards ceremony to distribute to media facing deadlines.

PRACTICE TIMES

Practice times will be arranged by the host institution and will be equal in length. If, due to field or weather conditions, practices must be held at another location besides the actual playing field, all teams must be allowed to use the same field. The decision to not allow practice on the game field will be made by the Championship manager in consultation with the Conference office.

SOCCER

PRESS CONFERENCES

An official press conference may be scheduled prior to the first round games or at any time when deemed appropriate. Each coach is required to participate in all press conferences and each institution shall make players available at all scheduled press conferences if requested. The Conference office is responsible for the format and time of the press conferences.

PROGRAMS

Production of the official Championship program shall be the responsibility of the host institution.

RADIO BROADCASTS

The official designated radio station(s) of each institution shall be accommodated for game broadcasts. Stations desiring to broadcast any game or session of the Championship should contact the host institution's media coordinator to reserve space and phone lines. There will be a \$100 rights fee per station to broadcast all or part of the Championship. University radio stations are exempt from rights fees.

SCORER'S TABLE/PERSONNEL

- A. The game staff shall be provided by the host institution and shall include: Official scorer, timer, scoreboard operator and PA announcer. At least two people are required to perform the tasks at the scorer's table. In the event a game is televised, a timeout coordinator shall be provided space on the scorers table.
- B. The scorer's table shall be designated in a distinctive manner and the scorer shall wear an official's shirt or jacket to facilitate identification. There shall be no ornamentation in front of the scorer's table other than that of the Big Sky Conference.
- C. There should be at least six ball persons present at each game.

SCOUTING

Each institution shall be provided two scouting seats during the semifinal games. Host institution shall determine the site of the scouting seats.

SQUAD SIZE

Teams are limited to eighteen (18) players in uniform. Replacements are permitted up to the starting time of any game, but once the game begins, no replacements will be permitted for any reason. Only the 18 players in uniform may participate in pre-match warmups.

STATISTICS

The media coordinator of the host institution shall arrange and manage all statistical requirements, including furnishing official NCAA soccer box score statistical forms. Each participating institution's sports information personnel shall update their team's statistics after each game. Upon request, the host institution will have typewriters/computers and copiers available at the tournament for the visiting institutions' sports information personnel.

TEAM BENCHES

A maximum of 30 persons shall be allowed in the team bench area. This total includes the 11 players on the field.

TELEVISION

- A. All television rights, both live or tape-delayed, shall be under the jurisdiction of the Conference office, and all contracts for broadcast rights are negotiated through the Conference office.
- B. Television stations approved by the media coordinator shall be limited to two (2) minutes of footage on a regular news sports broadcast. A television station may not sell, loan or give away Championship footage to any individual or use said footage on any non-sports news program produced or aired by the station.
- C. A television station may not broadcast live reports from the site of competition, or air any part of a Championship game in progress for any purpose. Videotaped game coverage may only be presented on a sports news broadcast after the game is completed.

SOCCER

TICKETS

- A. Ticket prices for the Championship shall be determined by the host institution with the approval of the Conference.
- B. Fifty (50) tickets for each of the three traveling teams shall be held until 8:00 a.m. two days prior to the date of the semifinal games. Any tickets ordered by a visiting team shall be considered sold. A visiting team may release all or part of its 50 tickets to the host institution if it is known before the deadline that tickets will not be sold.
- C. Game officials are to be issued two (2) complimentary tickets by the host institution to all games which they officiate.

TRANSPORTATION

Each team is responsible for securing and paying for its own air and surface transportation. The host institution has no responsibility to make any arrangements or reimbursements.

TRAVEL/TEAM PARTY

There is no limit to the total number in the travel party. However, the official team travel party admitted through the pass list for all institutions is limited to twenty-six (26) individuals, which shall include student-athletes, participating coaches and other institutional personnel. The official team travel party will be submitted on a pass list to the host institution, and the 26 individuals will be admitted through a pass gate.

UNIFORMS

Each competing team shall have both light and dark uniforms available. The top-seeded team in each game will wear light uniforms and socks. Each player is required to wear the official uniform of their institution during all competition.