



## CROSS COUNTRY, INDOOR AND OUTDOOR TRACK AND FIELD CHAMPIONSHIP HANDBOOK

The most current NCAA Cross Country / Track & Field Rule Book shall govern all meet conduct and procedures not addressed in this manual.

- A. Cross Country
- B. Indoor and Outdoor Track and Field
  - 1. General Procedures
  - 2. Meet Administration – General Guidelines
  - 3. Conference Championships
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  - 6. Weather Procedures
  - 7. Schedule of Events

***Updated: September 18<sup>th</sup>, 2018 by Justin Potter from UMO.***

### ***A. Cross Country***

The following information shall set forth the standards for use in the Men's and Women's Cross Country Championships.

#### **The Event**

- *Schedule of Race*

Race start times and pre-race course preview times must be included in the bid by the host institution. Such times should take class attendance and travel into consideration.

#### **The Course**

- *Course Length*
  - Men's Race - 8,000 meters
  - Women's Race – 6,000 meters

- *Course Layout*

The course shall be confined, as far as possible, to fields, woods, and grasslands. Parks, golf courses, or specially designed courses are recommended. The turf should be of a quality to promote safety and freedom from injury to the runners, keeping the following in mind:

- Dangerous ascents or descents, undergrowth, deep ditches, and in general any hindrance detrimental to the contestants must be avoided.
- Narrow gaps shall not be less than ten (10) meters in width for the course. Any narrowing of the course must be avoided for the first 600 to 800 meters as well as the last 200 to 300 meters of the race.
- Continuous traversing of roadways should be avoided.
- The direction and path of the course is to be clearly defined for the runners.
- Turns must be gradual.

- *Course Markings*

The course shall be properly measured along the shortest possible route that runner may take; and it must be marked clearly by the following:

- a single white line shall mark the course, the line is to be broken on straight sections of the course.
- on turns, the white line will mark the course with another yellow line to mark the inside of the turn where runners cannot cross.

### **The Runners (Entries)**

- A league member institution may enter an unlimited number of runners in the conference championship.
- Entries will be made on DirectAthletics by 8pm the Monday prior to the championships.

### **Conference Call**

- There should be a conference call after entries are completed to go over the final details of the meet. Check in, tents, parking and so on.

### **The Meet**

The following information addresses the start, the finish, meet officials and duties, scoring, uniforms, and disqualification.

- *The Start*

Starting Line ARTICLE 4. The start should be surveyed to permit each competitor to line up equidistant from the first turn. See Figure 17 pg. 31 NCAA

- a. The middle of the starting arc should be marked with a perpendicular line. The arc should be described so that it passes through this point and the end points of the start line, all of which are equidistant from the initial significant point on the course (that is turn or narrowing). Additional points along the arc should be measured to ensure accuracy.
- b. The starting line shall be wide enough to provide at least a 50-centimeter space for each of four front-line team starters and a 50-centimeter space for each individual starter.
- c. Lane positions or boxes shall be numbered from left to right facing the running area.
- d. *100 meter line* - If a runner falls within the first 100 meters due to contact with another runner, the race shall be recalled. The 100 meter line is needed to determine a clean start.

- *The Finish*

- a. *The Finish Area* - It is recommended strongly that the finish area be relatively close to the start area. It also should be on fairly level ground and have a finish area to include a straightaway finish of at least 200 to 300 meters.
- b. *The Finish Line* - The finish line shall be at least 10 meters wide (32.8 feet) and located at right angles to the course line. The finish line is at the mouth of the finish chute.
- c. *The Finish Chute* - The chute shall be constructed with suitable materials and begins at the width of the finish line. The chute narrows to a single funnel 15 meters (50 feet) from the finish line. The narrowed chute shall be 30 inches in width and 75 feet in length.

- *Meet Officials and Duties*

- a. Appropriate officials and their responsibilities and duties in Rule 3, NCAA Rulebook.
- b. Timing- shall be hired by the host institution to handle primary and backup timing duties.
- c. All officials are selected by the host institution based on their knowledge of cross country.
- d. Payment of Officials shall be determined by the host institution.

- e. *Athletic Trainer(s)* - at least one certified athletic trainer (ATC) is to be available from one hour before the race until the last runner finishes the race. In addition to medical coverage, the athletic training staff is to also have water and/or electrolyte drinks available for the runners. A standby EMT is highly encouraged.

- *Scoring*

- a. Scoring will be consistent with the NCAA rules book: Rule 7 Section 3.
- b. Ties in team scoring shall be broken by comparing in order the place finish of each of the five scoring members of the tied teams. The team with the majority of winning comparisons shall be awarded the higher place

- *The Uniform*

Uniforms for all team members' participation in the League Championships must meet the following criteria:

- a. School issued with Conference Logo
- b. Team singlets shall be identical;
- c. Pants may be of any length, but must have identical color and markings;
- d. Bare midriff tops are not acceptable; uniform must meet or hang below the waist band when runner is standing.

- *Disqualification*

Runners who fail to complete the prescribed course that is defined by a legal marking system shall be disqualified.

- The Referee shall disqualify a competitor who:
  - a. Gains an advantage by failing to complete the prescribed course that is defined by a legal marking system. **Should a runner leave the course, that runner must return to the point where he/she left the course and continue the race from that point.**
  - b. Jostles, cuts across, or obstructs another runner so as to impede the other runner's progress. Direct contact is not necessary; any action that causes another runner to break stride or lose momentum is grounds for disqualification;
  - c. Veers to the right or to the left so as to impede a challenging runner or forces the challenging runner to run a greater distance;

- d. Tries to force a way between two leading runners and makes direct contact so as to impede the progress of either;
- e. Commits a flagrant foul, or
  - I. Is unduly aided by a coach, a teammate not in the race, or a noncompetitor associated with the team. **A runner may not be paced by a coach, a teammate during the race, or a noncompetitor associated with the team.**

## **B. Indoor and Outdoor Track and Field**

### **1. GENERAL PROCEDURES**

- **Changes to the Manual**

Changes to the conference procedural manual may only be made at the summer coaches meeting when a quorum of the member institutions are represented by a head coach and must adhere to the following procedures.

- a. **EXCEPTION:** Prior to adjournment of the summer coaches meeting, and with a 2/3 vote, an emergency meeting may be scheduled to conduct conference business.
- b. **EXCEPTION:** In extenuating circumstances, the policies and procedures outlined in this manual can be amended by a 75% vote by the head coaches.

- **Amendments**

- a. A proposed amendment/motion must be presented in writing to the conference representative at least seven (7) days prior to the date of the summer coaches meeting.
  - [i] **(These are “points” that need to be created with NOTES during the championships and submitted the week after, or “saved up” for the week before the summer meeting)**
  - [ii] **EXCEPTION:** Prior to adjournment of the summer coaches meeting and with a 2/3 vote of the attending coaches, an unscheduled motion may be accepted to the agenda and acted upon. An “unscheduled” motion will be permitted one (1) reading prior to a vote of acceptance.
- b. The conference representative shall add the proposed motion to the fall meeting agenda under “New Business” and shall provide each member institution’s head coach with a copy of said agenda via email no later than three (3) business days prior to the fall coaches meeting.
- c. A majority vote is required to approve an amendment to the conference championships procedural manual.

- **Voting**

For the purpose of conducting business, only member institution’s head track coaches shall have voting privileges at the summer conference meeting. Each head coach shall have one (1) vote for each gender program they represent.

[i] **NOTE:** If one individual serves as the head coach for both the men's and women's track programs, he/she shall have two (2) votes.

- **Definitions**

- a. Majority Vote: More than 50% of authorized voters in attendance.
- b. Two-Thirds (2/3) Vote: 66% of authorized voters in attendance.
- c. Quorum: At least 50% or 7 institutions represented.

## **2. MEET ADMINISTRATION – GENERAL**

- **Equipment**

- a. Timing

[i] A Fully Automatic Timing (F.A.T) system must be used.

[ii] A backup timing system shall be on site and ready to operate within thirty (30) minutes of a failure with the primary system.

- **Implement Certification**

- a. All throwing implements shall be confiscated, NCAA certified and impounded prior to use in competition.
- b. Implements shall be checked in during the designated check-in time established by the meet director only.
- c. Any implements which fail certification must be confiscated and held in isolation until any and all competition in which said implement may be used has concluded.
- d. It is the responsibility of the implement's owner to ensure that the said implement is clearly labeled and identified as to which institution it is affiliated with.
- e. All certified implements shall be held in isolation until thirty (30) minutes prior to the starting of the implements' corresponding event at which time they shall be brought to the competition area.
- f. Certified implements may not be taken from the competition area until the competition has concluded.
- g. The field event referee shall verify the scales/measuring devices for the throwing implements for accuracy.

- **Schedule of Events**

A final schedule of events shall be provided to all head coaches via email at least 48 hours prior to the start of the meet.

- **Heat Sheets**

- a. Heat sheets shall be provided to all head coaches via email at least 48 hours prior to the start of the meet.
- b. Each head coach will be provided two (2) copies of heat sheets at least one (1) hour prior to the start of the meet on the first day of competition.
- c. Updated heat sheets shall be promptly posted in a location, which provides equal access to coaches and athletes.

- d. Each head coach will be provided two (2) copies of heat sheets at least one (1) hour prior to the start of the meet on the second day of competition

- **Scoring**

The Conference Carolinas Track & Field Championship meets shall score the top eight (8) places with the following point designations:

- 1st Place = 10
- 2nd Place = 8
- 3rd Place = 6
- 4th Place = 5
- 5th Place = 4
- 6th Place = 3
- 7<sup>th</sup> Place = 2
- 8<sup>th</sup> Place = 1

- ✓ **Tie-Breaking Procedures**

- See NCAA Track and Field Rules Book 2017-2018 for XC and TF scoring and ties.

- **Results**

- a. All event results shall be promptly posted in a location, which provides equal access to coaches and athletes.
- b. Current team scores shall be announced frequently throughout the meet.
- c. Current team scores including all running and field events must be announced prior to the start of the final event.
- d. At least one (1) paper copy of the final meet results should be made available to each head coach promptly after the conclusion of the meet.
- e. Final results must be provided to each head coach via email within 24-hours of the conclusion of the meet.
- f. When possible, live results should be made available for the duration of the meet.

- **Games Committee**

- a. The championship meet games committee shall oversee the conduct of the meet and resolve any dispute. The committee shall consist of the following individuals or their appointed representative:
  - [i] The Athletic Director or SWA appointed as conference representative for Track & Field,
  - [ii] The Conference Carolinas Commissioner or his appointee,
  - [iii] The host institution's Athletic Director (if represented in [i], an Athletic Director who has experience in Track and Field), and
  - [iv] Two additional Conference appointed representatives. (No Coaches)

- **Meet Director**

- [i] The Central Person in charge of the overall success of the meet.
- [ii] Promote the meet, appoint and inform all officials and timing of rules and handbook.

- [iii] Provide full and early information to competing schools, including entries.
- [iv] Retain results through July 1 of the current season.
- [v] See NCAA Rules for more duties.

- **Coaches Meeting**

A meeting of all head coaches shall take place each day of competition 45 minutes prior to the start of the day's first event.

- **Officials**

- a. **Meet Officials:** The Conference Carolinas Office, in conjunction with the host institution shall appoint the starter, assistant starters, announcer, and clerk of the course. A Meet Referee is **required**. A Field Event Referee and Track Referee are recommended.

- [i] The starters, running referee, and field event referee shall not be employed by or otherwise affiliated with any member institution for purposes other than officiating track & field meets.

- [ii] There shall be at least one qualified, certified official at each field event.

- i. *All field event officials shall report to their respective competition site no later than one hour before the scheduled start of the event.*

- [iii] There shall be a minimum of 2 turn judges for all running events.

- [iv] All meet officials shall be paid by the conference office.

- b. **Protests**

- [i] All protests must be submitted in writing on a provided official form to the timers' station within thirty (30) minutes of the incident in question.

- [ii] All protests will be reviewed by the MEET REFEREE

- [iii] Results of the MEET REFEREE's decision will be posted. Result may be appealed to the Games Committee, with no new information added to the original appeal.

- [iv] The games committee shall convey its decision in writing to the appropriate parties promptly after rendering its judgment.

- [v] All games committee decisions are final.

- c. **Uniforms and Competitor Numbers (recommended but optional)**

- [i] All competitors shall be assigned a competitor number, which shall be worn on the front and back of the uniform top during competition.

- i. Competitors in the throwing events and the pole vault are not required to wear a competitor numbers on the front of their uniform tops.

- ii. Competitors in the high jump are not required to wear a competitor number on the back of their uniform tops.

- [ii] When engaged in competition, each competitor must wear an official team uniform with components governed by these rules or be subject to disqualification. Wearing any part of the official team competition uniform illegally while in the area of competition shall lead to a warning by the nearest official that repeated violation may result in disciplinary action. A report of uncorrected violations shall be made to the referee and offending competitor's



coach. Uniforms for all indoor track and field student-athletes must meet the following criteria:

- i. A uniform consists of two school-issued components – shorts or briefs, and a top. A one-piece body suit is acceptable as a combination of the two components. Any outer garment (e.g., sweat pants, tights) that is school-issued becomes the official uniform, when worn.
- ii. The uniform must be of a material and design deemed to not be objectionable or offensive by the athletics department of the issuing institution.
- iii. The uniform top must, by design and size, cover the full length of the torso, meeting or hanging below the waistband of the bottoms while the competitor is standing, and allow for the competitor's numbers to be placed above the waist, front and back.
- iv. Uniform tops must be worn so to not obscure hip numbers.
- v. Additional visible clothing is an undergarment. It must be worn under the uniform and be of a solid color.
- vi. The use of, or wearing of, artificial noisemakers by competitors is prohibited.

- ✓ *Note: Individual or team uniform, logo, number and shoe rules shall be enforced through inspection by the clerk or the head field event official at initial event check-in. Violators shall be warned, given the chance to correct the violation, and reported to the referee.*

[iii] In addition to the above specifications, the following shall apply for relay teams:

- i. All relay team members must wear uniforms clearly indicating, through color, logo and combination of all outer garments worn as a uniform, that members are from the same team.
- ii. Visible undergarments on the top (e.g., t-shirts) worn by team members must be of an identical solid color. Visible undergarments on the bottom (e.g., tights of any length) must be of an identical solid color.

- ✓ *Note: The effect of this rule is that no imagination shall be required to justify a clear sense of belonging to a team.*

#### d. **Credentials**

[i] The purpose of credentialing is to restrict access to certain areas, as designated by the host institution, to the appropriate personnel. This may include but is not limited to the competition area, the warm-up area, locker rooms, hospitality rooms, and athlete social rooms.

[ii] Credentials shall be issued to necessary coaches and staff, including SID and Sports Medicine when applicable.

[iii] The competitor number shall serve as the student-athletes' credentials.

#### e. **Playing Rules**

[i] The Conference Carolinas Championships shall be conducted under the NCAA Track & Field/Cross Country Men and Women's Rules, unless modified in the Conference regulations.

[ii] Other Rules

i. **Fraudulent Entry Rule**

An athlete whose mark/time is determined to be fraudulent by the games committee will be disqualified from the event in which the illegal mark/time was entered. The event in question will not be re-seeded, UNLESS, doing so would eliminate the need for a heat. Re-seeding of the event must be done without delay upon the games committee's ruling.

ii. **Scratches**

Once the entry declaration deadline has passed, the only scratches that will be permitted are those, which completely remove an athlete from any and all events of the meet.

### **3. CONFERENCE CHAMPIONSHIPS**

- **General Meet Information:**

The following shall be provided by the host institution to each head coach via email twenty-one (21) days prior to the start date of the championship meet:

- a. Facility specific rules.
- b. Order of Events.
- c. Online Entry Information (website address, deadlines, etc.).
- d. Tentative Schedule of Events.

✓ *A list of preferred lodging shall be provided to head coaches at the summer coaches meeting.*

#### **❖ Criteria for Hosting Indoor Championship**

- **PREFERRED REQUIREMENTS TO HOST CHAMPIONSHIPS**

a. **Track Venue**

1. The track shall be at least 200 meters in length and no more than 300 meters in length.
2. The track shall have no less than six (6) lanes on the curve and no less than eight (8) lanes on the straight.
3. The running surface must be compatible with the use of spiked running shoes.
4. The track shall have markings such that the venue can accommodate all conference approved running races in accordance with all applicable rules.
5. The venue shall be equipped with hurdles of like make and model.
6. The venue shall be equipped with starting blocks of like make and model.

b. **Field Event Venues**

1. The site facility must be able to accommodate all approved Horizontal/Vertical Jumping Events including the follow specific requirements:
  - [i] Triple Jump & Long Jump**
    - i. There shall be a minimum of two (2) takeoff boards in the triple jump. Additional boards may be added only if the games committee determines the size of the landing area is such that it requires additional takeoff options to ensure the safety of the athletes. In addition, the runway and landing area must comply with current rules governing such facilities.
    - ii. The sand in the landing areas shall be kept damp to enhance the ability of the officials to mark attempts.
  - [ii] Pole Vault** - The runway, box, cross bar, standards and landing areas must comply with current rules governing such equipment.
  - [iii] High Jump** - The cross bar, standards and landing areas must comply with current rules governing such equipment.
    - i. The competition areas must be compatible with the use of spiked shoes.
2. The site facility must be able to accommodate all approved Throwing events and include the following specific requirements:
  - [i]** The throwing circle, stop board (when applicable), enclosures, and landing area must comply with current rules governing such equipment and facilities.
3. **Timing/Measuring**
  - [i]** A Fully Automatic Timing (F.A.T.) system shall be used and operated by a third party, which has been contracted by the conference office.
  - [ii]** All field event measurements shall be made and reported in metric.
4. **Spectators**
  - [i]** It is recommended that adequate seating be provided to allow spectators to view the event.
  - [ii]** It is recommended that adequate restroom facilities be available to spectators that are separate from those used by competitors.

## ❖ **Criteria for Hosting Outdoor Championship**

### **a. Track Venue**

1. The track shall measure no more or no less than 400 meters.
2. The track shall have no less than eight (8) lanes.
3. The running surface shall be compatible with the use of spiked running shoes.
4. The track shall have markings such the venue can accommodate all conference approved running races in accordance with all applicable rules.
5. The venue shall be equipped with hurdles of like make and model.
6. The venue shall be equipped with starting blocks of like make and model.

**b. Field Event Venues**

1. The site facility must be able to accommodate all approved Horizontal/Vertical Jumping Events including the follow specific requirements:

**[i] Triple Jump & Long Jump**

- i. There shall be a minimum of two (2) takeoff boards in the triple jump. Additional boards may be added only if the games committee determines the size of the landing area is such that it requires additional takeoff options to ensure the safety of the athletes. In addition, the runway and landing area must comply with current rules governing such facilities.
- ii. The sand in the landing areas shall be kept damp to enhance the ability of the officials to mark attempts.
- iii. A Coaches Box shall be provided to allow coaches an adequate view of the event at or near the takeoff board. Only one (1) credentialed coach from each member institution shall be permitted in the Coaches Box at a time.

**[ii] Pole Vault**

- i. The runway, box, cross bar, standards and landing areas must comply with current rules governing such equipment.
- ii. A Coaches Box shall be provided to allow coaches an adequate view of the event at or near the box. Only one (1) credentialed coach from each member institution shall be permitted in the Coaches Box at a time.

**[iii]High Jump -** The cross bar, standards and landing areas must comply with current rules governing such equipment.

- i. The competition areas must be compatible with the use of spiked shoes.

2. The site facility must be able to accommodate all approved Throwing events and include the following specific requirements:

**[i]** The throwing circle, runway, stop board (when applicable), enclosures, and landing area must comply with current rules governing such equipment and facilities.

3. **Timing/Measuring**

**[i]** A Fully Automatic Timing (F.A.T.) system shall be used and operated by a third party, which has been contracted by the conference office.

**[ii]** All field event measurements will be made and reported in metric.

4. **Spectators**

**[i]** It is recommended that adequate seating be provided to allow spectators to view the event.

**[ii]** It is recommended that adequate restroom facilities be available to spectators that are separate from those used by competitors.

- **Date and Site**

- a. **Indoor. (Recommended when approved facilities are available)**

1. The Conference Carolinas Indoor Track & Field Championships shall be held two (2) weekends prior to the NCAA-II Indoor Track & Field Championships. The meet shall be a single day championships Saturday or Sunday, based on facility availability, starting no earlier than 10 AM local time.
2. The site shall be rotated among those member institutions with indoor facilities that meet the aforementioned criteria and of quality to host the event.
3. **List of approved site locations:**
  - ✓ JDL Fast track, Winston-Salem, NC

- b. **Outdoor.**

1. The Conference Carolinas Outdoor Track & Field Championships shall be held the Final Weekend of April. The meet shall begin at 2 PM on Friday and at 11 AM on Saturday, local time.
2. The annual Outdoor Track & Field Championships shall be held at a facility that meets the criteria listed above.
3. List of approved site locations:
  - ✓ LMC
  - ✓ SWU
  - ✓ UMO

- **Entry Procedures (Indoor & Outdoor)**

- 1. **Entries, Limits and Standards**

- a. All Entries must be made through an online entry service, which has been contracted by the conference office.
- b. Online entry sites must be open for entries fourteen (14) days prior to the start of the meet.

- 2. **Standards and Entry Limits**

- a. Standards are based on the previous five (5) years of conference championships 8<sup>th</sup> place finishers at the meet, or the 8<sup>th</sup> place preliminary round mark, whichever is better.
- b. There will be two (2) automatic qualifiers per event/per team, the qualifiers will be slotted fast to slow, or better to worst and must have a **mark/time posted on TFRRS for that event, if not that entry is a wildcard.**
- c. Eight (8) possible entries to an event if all eight (8) meet the standard, teams cannot exceed eight (8).
- d. Two (2) wildcards per gender.
  - [i]** Using both wildcards in a single event could lead to having four (4) entries in an event without any meeting the standard.
  - [ii]** Or for example, three (3) athletes have hit the standard and you would like to enter a 4<sup>th</sup> and 5<sup>th</sup> in the event. You would need to use your two (2) wildcards to enter those athletes.
  - [iii]** Wildcards need to be reported to the Meet Director or the person selected by the Meet Director before entries close.

- a. Misuse of wildcards is cause for disqualification of those entries; this will go to the conference office.
- e. Every team gets to enter one team per relay event, regardless of whether they ran the event during the season.
- f. If the entry is not an automatic qualifier or wild card entry, and the athlete does not have an official mark in TFRRS or the athlete does not meet the standard, then that is an entry error and that individual is disqualified from that event.

### 2019 Indoor Conference Championships Standards

*Created by: Indoor standard x4 + new year mark / 5 = new standard*

Event	Men's	Women's
60m Dash	7.15	8.07
200m Dash	22.96	26.77
400m Dash	51.27	1:01.74
800m Run	2:02.78	2:33.17
1 Mile Run	4:39.57	5:43.27
3,000m Run	9:12.97	11:23.42
5,000m Run	16:01.75	20:26.10
60m Hurdles	8.79	10.39

Event	Men's	Women's
Long Jump	6.40m	4.83m
Triple Jump	12.94m	10.20m
High Jump	1.79m	1.45m
Pole Vault	3.56m	2.26m
Shot Put	12.28m	10.46m
Weight Throw	12.49m	11.68m

### 2019 Outdoor Conference Championships Standards

*Created by: Outdoor standard x4 + new year mark / 5 = new standard*

Event	Men's	Women's
100m Dash	11.18	12.81
200m Dash	22.49	26.33
400m Dash	49.94	1:01.17
800m Run	2:00.14	2:31.14
1500 Run	4:19.70	5:21.56
5,000m Run	16:30.95	21:12.27
10,000m Run	35:47.91	44:29.35
110/100m Hurdles	16.52	16.62
400m Hurdles	1:01.53	1:11.16
3k Steeple	10:51.94	14:15.15

Event	Men's	Women's
Long Jump	6.36m	5.01m
Triple Jump	12.57m	10.34m
High Jump	1.80m	1.45m
Pole Vault	3.70m	2.68m
Shot Put	12.31m	10.55m
Discus Throw	37.05m	32.39m
Hammer Throw	36.40m	34.34m
Javelin Throw	40.17m	26.94m

## ❖ INDOOR

## CHAMPIONSHIPS PROCEDURE

- Online entries must be completed and declared by 11:59pm eastern time the Tuesday prior to the meet.
  - Wildcards must be submitted to the Meet Director before closing.

2. All field event entries must be entered in metric measurement.
3. If an eligible athlete does not have a previous verifiable mark/time in an event, they may be entered in that event, but must be entered with a seed mark/time of “no time” (NT) or “no mark” (NM).
  - [i] This entry would be considered a wildcard.
4. Proof of performance is required to verify any mark/time that may be challenged by another head coach.
  - [i] *Proof of Performance may be satisfied through TFRRS.*
5. Declared Entry List must be POSTED by Noon on Wednesday Prior to the meet.
6. All entry mark/time challenges must be made in writing to the conference office at least twenty four (24) hours prior to the start of the meet.
7. An athlete whose mark/time is determined to be fraudulent by the conference office will be disqualified from the event in which the illegal mark/time was entered. The event in question will not be re-seeded, UNLESS, doing so would eliminate the need for a heat. Re-seeding of the event must be done without delay upon the games committee’s ruling.
8. All entries shall be blind (not able to be viewed by anyone) until after the declaration period has closed.
9. The First Posting of FINAL HEAT SHEETS must be set by Noon Thursday before the meet.
10. **There shall be a conference Call to discuss opening heights, meet administration, where awards will be voted on, heats, scratches and the final schedule.**
11. Corrections to the Heat Sheets will be accepted until the completion of the Coaches Meeting 45 minutes prior to the start of the meet.

## ❖ OUTDOOR CHAMPIONSHIPS PROCEDURES

1. Online entries must be completed and declared by 11:59 pm eastern time the Monday prior to the meet.
  - a. Wildcards must be submitted to the Meet Director before closing.
2. All field event entries must be entered in metric measurement.
3. If an eligible athlete does not have a previous verifiable mark/time in an event, they may be entered in that event, but must be entered with a seed mark/time of “no time” (NT) or “no mark” (NM).
  - [i] This entry would be considered a wildcard.
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  - [i] *Proof of Performance may be satisfied through TFRRS.*
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8. All entries shall be blind (not able to be viewed by anyone) until after the declaration period has closed.
9. The First Posting of FINAL HEAT SHEETS must be set by Noon Wednesday before the meet.
- 10. There shall be a conference Call to discuss opening heights, meet administration, where awards will be voted on, heats, scratches and the final schedule.**
11. Corrections to the Heat Sheets will be accepted until the completion of the Coaches Meeting 45 minutes prior to the start of the meet.

### **3. Time/Distance Conversions**

#### **a. Indoor**

- [i]** All entry times achieved that were not F.A.T. must be converted prior to entering.
- [ii]** All entry times must be converted to correspond with the track size and banking of the forthcoming NCAA-II Indoor Track & Field National Championships.
- [iii]** All conversions will be based on the current NCAA approved indexing formulas for each event.
- [iv]** All unconverted times become subject to the fraudulent entry rule (See above).
- [v]** All field event entry marks must be converted to metric measurements using the NCAA Track & Field Rule Book's Multi-Event Distance Conversion Tables.
- [vi]** Conversions shall be made by the keeper of the performance list.

#### **b. Outdoor**

- [i]** All entry times achieved that were not F.A.T. must be converted prior to entering.
- [ii]** All field event entry marks must be converted to metric measurements using the NCAA Track & Field Rule Book's Multi-Event Distance Conversion Tables.
- [iii]** Conversions shall be made by the keeper of the performance list.

### **4. Performance List**

The TFRRS conference performance list shall act as the official performance list for the Conference Carolinas Track & Field Championships.

- a. An updated conference performance list will be produced each week of the season by an online service that has been contracted by the conference office.
- b. Corrections to the Performance list must be made within seven (7) days of the performance.



- c. Any mark not listed on the performance list will be considered to have not occurred.
- d. A Final Performance List will be posted no later than noon (eastern time) on the Monday prior to the meet.
  - [i] Corrections to the Final Performance List must be made by 12:00pm (eastern time) on the Tuesday prior to the meet.
  - [ii] All head coaches shall be notified by the conference office of any corrections to the Final Performance List that occurs after the Final Performance List is posted on the Monday prior to the meet.

## **4. MEET ADMINISTRATION – INDOOR TRACK & FIELD**

- **Administration of Running Events**
  - a. **Formation of Heats and Lane Assignments – Running Events in lanes**
    1. The competitors shall be assigned to first-round heats in the order in which their names appear on the declared performance list using the serpentine method. Two or more athletes from the same team may fall in the same heat.
    2. Heat order shall be selected randomly in all non-final rounds.
    3. In all subsequent non-final rounds, heats and lanes shall be assigned using the mark attained in the previous round using the serpentine method.
    4. In all running events that have at least nine (9) entries and require a preliminary round, only eight (8) athletes shall advance to the finals.
    5. In all final or subsequent rounds, lanes shall be assigned using the mark attained in the previous round and the criteria described later in this section.
  - b. **Formation of Heats – Running Events not in lanes**
    1. In general, the competitors shall be assigned to heats in the order in which their names appear on the declared performance list.
    2. The number of competitors in each heat varies by event. Please see the specific event descriptions below.
    3. Starting positions shall be RANDOM DRAW for each section.
- **Qualifying for Finals – Running Events with Qualifying Rounds**
  - a. **55 Meters/60 Meters**
    1. Whenever possible, the 60 Meters shall be run instead of the 55 Meters.
    2. A preliminary round shall be run if there are more than eight (8) entries.
    3. Heat winners shall qualify for the final.
    4. Any remaining positions in the final shall be determined by time.
  - b. **55 Hurdles/60 Hurdles**
    1. Whenever possible, the 60 Hurdles shall be run instead of the 55 Hurdles.
    2. A preliminary round shall be run if there are more than eight (8) entries.
    3. Heat winners shall qualify for the final.

4. Any remaining positions in the final shall be determined by time.

**c. 200 Meters**

✓ **TIMED FINALS WILL BE USED FOR THIS EVENT, RAN SLOW TO FAST**

1. Lanes 1 and 2 shall not be used in the 200 Meters.
  - a. In the event there is a heat of a single runner, that runner will be moved into lane 2 of the last heat.
2. For seeding purposes, lane preference in the 200 Meters shall be as follows; assuming a 6-lane track:  
*\*Heats shall be run slow to fast.*
  1. Lane 5
  2. Lane 6
  3. Lane 4
  4. Lane 3

**d. 400 Meters**

✓ **TIMED FINALS WILL BE USED FOR THIS EVENT, RAN SLOW TO FAST**

1. Lanes 1 and 2 shall not be used during the running of the 400 Meters races.
  - a. In the event there is a heat of a single runner, that runner will be moved into lane 2 of the last heat.
2. For seeding purposes, lane preference in the 400 Meters shall be as follows; assuming a 6-lane track:  
*\*Heats shall be run slow to fast.*
  1. Lane 5
  2. Lane 6
  3. Lane 4
  4. Lane 3

• **Finals – Events without Qualifying Rounds**

The declared competitors in events without qualifying rounds shall be assigned to heats in the order in which their names appear on the declared performance list. Heats will be run from slowest to fastest.

**a. 800 Meters**

1. A “fast” heat shall be composed of the top nine (9) competitors as determined by the order in which their names appear on the declared performance list.
  - a. In the event there are 12 or less entries, there will be one heat.
2. The competitors will be assigned to their heats in the order in which their names appear on the declared performance list.
3. Starting positions shall be RANDOM DRAW for each section.

**b. Mile**

1. A “fast” heat shall be composed of the top twelve (12) competitors as determined by the order in which their names appear on the declared performance list.
2. In the event there are 15 or less total entries, there will be one heat with the top 12 entries starting on the front row and entries 13-15 starting behind the front row.
3. In the event there are more than 15 total entries, each section will consist of no more than twelve (12) and no fewer than four (4) contestants. *(e.g., with 16 total entries, the heat breakdown slow to fast will be 4-12, with 25 entries the breakdown will be 4-9-12, with 27 the breakdown will be 4-11-12, , with 29 the breakdown will be 5-12-12, etc.)*

c. **3000 Meters**

1. The top 16 are guaranteed to be in the fast heat.
2. Hip numbers must be assigned based on seed time. This will aid in the lap counting effort.
3. If the field size for the 3,000m is 20 or more, the event will be run as a timed final with the slower seeded section running first.
4. Each section will consist of no more than sixteen (16) and no fewer than four (4) contestants. *(e.g., with 20 entries, 16 will run in the fast heat and 4 in the slow heat; with 21 entries, 16 will run in the fast heat and 5 in the slow heat, etc.)*
  - [i] If **during** the meet, there are known scratches which will put the total number of runners at 19 or less, 1 hour prior to the start time of the 3k, it will be announced that it will be a one-section final.
  - [ii] This section will be run during the second time slot for the 3,000m run when the fast section would have been normally run.

d. **5000 Meters**

1. The 5,000m will be run as a single-section final, **unless there are more than 21 entries. If there are more than 21 entries in the event a “fast” section shall be created with the top 16 entries. The slower section shall run first and consist of all the remaining athletes entered.**
2. Hip numbers **must** be assigned based on seed time. This will aid in the lap counting effort.
3. The host institution/company (in addition to all FAT timing methods) must video the entire race being able to see the finish line.
4. Lap counters
  - [i] The host institution/company is responsible for all lap counting obligations. The lap counters provided by the host institution/company will supersede all other lap counters.
    - i. If unsure, it is recommended for athletes to run an extra lap.
    - ii. In the event to a conflict, a protest may be filed and the video of the finish line or the Runnerspace Video will be utilized to clear up all questions.

e. **4x400 Relay**

1. The 4x400 Relay shall be run in heats.
2. The heats should be split as evenly as possible, with no less than four teams being in the fast heat.

f. **Distance Medley Relay**

1. The Distance Medley Relay shall be conducted as a one (1) heat final, with all teams entered taking part.
2. Starting positions shall be RANDOM DRAW.

• **Administration of Field Events**

- ✓ In all field events, which have at least ten (10) entries and require a preliminary round, nine (9) athletes shall advance to the finals.

a. **High Jump and Pole Vault**

1. In the high jump and pole vault, each competitor is allowed an attempt in the order in which the competitor's name has been drawn by lot.
2. When there are large fields in the high jump or pole vault, as determined by the games committee, it is advisable to establish continuing flights of 5 competitors (five-alive method). Once an athlete has cleared or missed 3 attempts at a height, another athlete shall be added to that position in the continuing flight, moving down the listed order of competition until all competitors have completed attempts at each height. Therefore, jumps attempted by competitors would not be separated by more than 4 attempts from other athletes at any height.
3. When the number of competitors remaining at a given height is fewer than 9, the 5-alive system is abandoned and replaced by a continuous flight until the next height change.

**4. Starting Heights**

a. **High Jump**

5. Opening height will be determined following a metric progression of 3cm from the current provisional mark into the NCAA Championship Meet until the progression reaches or passes through the third place performance on TFRRS descending list, at which point the progression will continue at 5cm intervals until the opening height is approximately 10cm below the standard, if needed and will be determined on the conference call.

b. **Pole Vault**

6. Opening height will be determined following a metric progression of 10cm from the current provisional mark into the NCAA Championship Meet until the progression reaches or passes through the third place performance on TFRRS descending list, at which point the progression will continue at 15cm intervals until the Opening Height is approximately 30cm below the standard, if needed and will be determined on the conference call.

- **\*\* NOTED EXCEPTION:** If 6 or less jumpers are declared, then the formula is 3 natural increments down from the lowest declared height.

1. Pole Vault Natural Increment is: .15m
2. High Jump Natural Increment is: .05m
3. Starting positions shall be RANDOM DRAW.

#### **7. Throwing Events, Long Jump and Triple Jump**

1. Seed the field from the worst to best with the best in the final flight.
2. There shall be no more than 13 and no fewer than 7 participants in each flight, with the goal of maximizing the number of participants in the better flight. **For example, 13 entries 6-7, 17 entries 8-9.**
3. Starting positions shall be RANDOM DRAW.

## **5. MEET ADMINISTRATION – OUTDOOR TRACK & FIELD**

- **Administration of Running Events**

- a. **Formation of Heats and Lane Assignments – Running Events in lanes**

1. The competitors shall be assigned to first-round heats in the order in which their names appear on the declared performance list using the serpentine method. Two or more athletes from the same team may fall in the same heat.
2. Heat order shall be selected randomly in all non-final rounds.
3. In all subsequent non-final rounds, heats shall be assigned using the mark attained in the previous round using the serpentine method.
4. In those events in which more than 2 rounds are contested, it is preferred that at least 2 qualifiers from each heat advance to the next round.
5. In all running events which have at least nine (9) entries and require a preliminary round, only eight (8) athletes shall advance to the finals.
6. In all final or subsequent rounds, lanes shall be assigned using the mark attained in the previous round and the criteria described later in this section.
7. For seeding purposes, preferred lanes in all rounds for events that start and end in lanes – assuming an 8-lane track – are as follows:
  1. Lane 4
  2. Lane 5
  3. Lane 3
  4. Lane 6
  5. Lane 2
  6. Lane 7
  7. Lane 1
  8. Lane 8

- b. **Formation of Heats – Running Events not in lanes**

1. In general, the declared competitors shall be assigned to heats in the order in which their names appear listed on the declared performance list.

2. The number of competitors in each heat varies by event. Please see the specific event descriptions below.
  3. Starting positions shall be RANDOM DRAW for each section.
- **Finals – Events with Qualifying Rounds**
    - c. **100 Meters, 200 Meters, 400 Meters, 800 Meters 100/110 Hurdles**
      1. The number of runners shall not exceed the number of lanes available for the race, be it preliminary or final.
      2. A preliminary round shall be run if there are more than eight (8) entries.
      3. Heat winners shall qualify for the final.
      4. Any remaining positions in the final shall be determined by time.
      5. If the host facility has nine (9) lanes or more then the number of competitors that qualify for the finals shall correspond with the number of lanes available.
    - d. **1500 Meters**
      1. Preliminary rounds shall be run if there are more than fifteen (15) entries.
      2. Twelve (12) athletes shall advance to the final.
      3. Four (4) athletes shall advance from each heat to the final out of a two heat preliminary round, three (3) athletes from each heat out of a three heat preliminary round.
      4. Any remaining positions in the final shall be determined by time.
  - **Finals – Events without Qualifying Rounds**
    - e. **400 Meters, 400 Hurdles (NOT CURRENT)**
      1. The number of runners shall not exceed the number of lanes available for the race, be it preliminary or final.
      2. Preferred Lane Assignments are used for seeding from Declared List.
    - f. **800 Meters (NOT CURRENT)**
      1. 8 runners will be placed in the fast heat, using 1 lane per runner for a one turn stagger.
      2. Each section will have 8 runners until the 2 slowest sections when 15 or less are remaining, split those two sections to one less in the slowest section. (Example: 22 entered in the event: Fastest 8, section 3, 9th-15th (7 runners) in section 2, and 10<sup>th</sup>-22<sup>nd</sup> (7 runners) in section 1)
      3. Starting positions shall be RANDOM DRAW for each section.
    - g. **1500 Meters, Mile (NOT CURRENT)**
      1. A maximum of 15 runners will be placed in the fast heat, If 16 or more runners are declared then 12 in the fast section. If 15 or less DECLARE for the Race at the meet, there will be a one section final.
      2. The natural break will be used to determine the other heats.
      3. Starting positions shall be RANDOM DRAW for each section.

- h. **3,000m Steeple / 5000 Meters**
  1. These events will be run as a single-section final. The 3,000m Steeple can be contested in two sections if there are 16 or more entries.
  2. Hip numbers **must** be assigned based on seed time. This will aid in the lap counting effort.
  3. The host institution/company (in addition to all FAT timing methods) must video the entire race being able to see the finish line.
  4. Lap counters
    - [i] The host institution/company is responsible for all lap counting obligations. The lap counters provided by the host institution/company will supersede all other lap counters.
      - i. *If unsure, it is recommended for athletes to run an extra lap.*
    - [ii] In the event to a conflict, a protest may be filed and the video of the finish line will be utilized to clear up all questions.
  
- i. **10,000 Meters**
  1. All declared competitors shall compete in one (1), timed final section.
  2. If men's and women's fields are small, (under 16 runners total) the Games Committee can approve running the men's and women's races together.
  3. Hip numbers **must** be assigned based on seed time. This will aid in the lap counting effort.
  4. The host institution/company (in addition to all FAT timing methods) must video the entire race being able to see the finish line.
  5. Lap counters
    - [iii] The host institution/company is responsible for all lap-counting obligations. The lap counters provided by the host institution/company will supersede all other lap counters.
      - i. *If unsure, it is recommended for athletes to run an extra lap.*
    - [iv] In the event to a conflict, a protest may be filed and the video of the finish line will be utilized to clear up all questions.
  
- **Relays**
  - a. **4x100 Relay.**
    1. The 4x100 Relay shall be run as a timed final.
    2. If there are more than eight (8) entries then the 4x100 Relay shall be run in two heat timed final.
    3. The two heats shall be split as evenly as possible, with no less than five teams in the fast heat.
    4. The greater number of teams shall be in the fast heat.
    5. The host institution is responsible for assigning exchange zone judges.
    6. Zone 1 shall have two judges. Each of the other two zones shall have one judge.
  - b. **4x400 Relay**
    1. The 4x400 Relay shall be run as a timed final.
    2. If there are more than eight (8) entries then the 4x400 meter relay shall be run in two heat timed final.

3. The two heats should be split as evenly as possible, with no less than five teams in the fast heat.
  4. The greater number of teams shall be in the fast heat.
- c. Preferred Lane Assignments are used for seeding from Declared List.

- **Administration of Field Events**

In all field events which have at least ten (10) entries and require a preliminary round, nine (9) athletes shall advance to the finals.

a. **High Jump and Pole Vault**

1. In the high jump and pole vault, each competitor is allowed an attempt in the order in which the competitor's name has been drawn by lot.
2. When there are large fields in the high jump or pole vault, as determined by the games committee, it is advisable to establish continuing flights of 5 competitors (five-alive method). Once an athlete has cleared or missed 3 attempts at a height, another athlete shall be added to that position in the continuing flight, moving down the listed order of competition until all competitors have completed attempts at each height. Therefore, jumps attempted by competitors would not be separated by more than 4 attempts from other athletes at any height.
3. When the number of competitors remaining at a given height is fewer than 9, the 5-alive system is abandoned and replaced by a continuous flight until the next height change.

4. **Starting Heights**

a. **High Jump**

5. Opening height will be determined following a metric progression of 3cm from the current provisional mark into the NCAA Championship Meet until the progression reaches or passes through the third place performance on TFRRS descending list, at which point the progression will continue at 5cm intervals until the opening height is approximately 10cm below the standard, if needed and will be determined on the conference call.

a. **Pole Vault**

6. Opening height will be determined following a metric progression of 10cm from the current provisional mark into the NCAA Championship Meet until the progression reaches or passes through the third place performance on TFRRS descending list, at which point the progression will continue at 15cm intervals until the Opening Height is approximately 30cm below the standard, if needed and will be determined on the conference call.

❖ **\*\* NOTED EXCEPTION:** If 6 or less jumpers are declared, then the formula is 3 natural increments down from the lowest declared height.

1. Pole Vault Natural Increment is: .15m
2. High Jump Natural Increment is: .05m
3. Starting positions shall be RANDOM DRAW.

b. **Throwing Events, Long Jump and Triple Jump**



1. Seed the field from the worst to best with the best in the final flight.
2. There shall be no more than 13 and no fewer than 7 participants in each flight, with the goal of maximizing the number of participants in the better flight. **For example, 13 entries 6-7, 17 entries 8-9.**
3. Starting positions in each section shall be RANDOM DRAW.

## **6. Weather Procedures**

### **❖ Inclement Weather Policy**

- Emergency/Severe Weather Policies: The games committee will be monitoring any emergency related issues that may occur during or surrounding competition. These same individuals will make the final decisions related to all onsite information to be announced to coaches, participants and spectators at the competition venue. The shelter for athletes and coaches for severe weather is \_\_\_\_\_.
- Lightning Emergency: All activities must cease, athletes/coaches/volunteers/officials will evacuate to \_\_\_\_\_. Spectators will be directed to go back to their personal vehicles. Events/warmups will resume when the \_\_\_\_\_ system sends the “all clear” message and/or the horn sounds three times.
  - **This information is to be completed and input into the meet information for the Conference Championships.**

## **7. SCHEDULE OF EVENTS**

*The meet director/games committee may alter the order of events if the constraints of the facility require such a change to ensure the safety of athletes, coaches and spectators.*

The following is a list of events in the order in which they are to be contested:

### **1. Indoor Schedule**

Noon: Weight Throw Women followed by Men @ 1:15 PM at the earliest (or announce 30 minutes after completion of Women)

2:30: Shot Put Women followed by Men @ 3:45 PM at the earliest (or announce 30 minutes after completion of Women)

**\*\* Throws should be able to be completed in the THROWS CAGE, without using the High Jump Area, like it is set up this season**

Noon: Women's Pole Vault followed by Men @ 1 PM (split PV and HJ by and hour to give anyone that does both a good shot at both)

1:00: Women's High Jump followed by Men @ 2:15 PM (or announce 30 minutes after completion of Women)

2:00: Women's Long Jump on one runway 3:00 Men's Long Jump on the other runway

Follow the long jump with a 30 minute break announcing start time as 3:15 for Women and 4:15 for Men... if need LONGER time because Long Jump goes more than 45 minutes, then ANNOUNCE Triple Jump to start 30 minutes after the Long Jump for both genders (This should get Long and Triple completed before the 4 x 400)

1:00 5000 W (Most likely NOT 2 sections, but if we do have TWO, I suggest the 1<sup>st</sup> section starting @ 12:45)

1:30 5000 M (If 2 sections of MEN, and only 1 of women, We can move the Women's start to 12:45 as well) IF TWO SECTIONS OF Both Genders, we can move Women to 12:30 to assure we get the DMR going @ 2 PM)

2:00 DMR W

2:15 DMR M

2:30 Prelims W Hurdles

2:40 Prelims M Hurdles

2:50 Prelims W Dash

3:00 Prelims M Dash

3:10 Mile W

3:25 Mile M

3:40 W Hurdle Finals

3:45 M Hurdle Finals

3:50 W 400

4:05 M 400

4:20 W Dash Finals

4:25 M Dash Finals

4:30 800 W

4:45 800 M

5:00 200 W

5:15 200 M

5:30 3000 W

6:00 3000 M

6:25 4 x 400 W

6:40 4 x 400 M

7:00 Team Awards Presentations

## FRIDAY

### RUNNING EVENTS:

3:30 W 100m Dash PRELIM

3:45 M 100m Dash PRELIM

4:00 W 3000m Steeple FINAL

4:30 M 3000m Steeple FINAL

5:00 W 100m Hurdle PRELIM

5:15 M 110m Hurdle PRELIM

5:30 W 200m Dash PRELIM

5:45 M 200m Dash PRELIM

6:00 W 10000m Run FINAL

7:00 M 10000m Run FINAL

## FIELD EVENTS

2:00 M Javelin

W Javelin

4:00 M Hammer

W Triple Jump

M High Jump

6:00 W Hammer

M Triple Jump

W High Jump

## SATURDAY

### RUNNING EVENTS:

1:00 W 4 x 100

1:10	M	4 x 100
1:20	W	1500m
1:40	M	1500m
2:00	W	100m Hurdles
2:10	M	110m Hurdles
2:20	W	400m
2:35	M	400m
2:50	W	100m
3:00	M	100m
3:15	W	800m
3:30	M	800m
4:00	W	400m Hurdles
4:15	M	400m Hurdles
4:30	W	200m
4:40	M	200m

4:50	W	5000m
5:40	M	5000m
6:15	W	4 x 400
6:30	M	4 x 400
6:45		TEAM AWARDS

**FIELD EVENTS:**

11:30	W	Shot Put
	W	Pole Vault
	M	Long Jump
1:30	M	Shot Put
	W	Discus
	M	Pole Vault
3:30	W	Long Jump
	M	Discu

**Newest Schedules below:**

10:00	Weight Throw	W
10:00	PV	M
10:00	Long Jump	W
10:00	Long Jump	M
12:00	Weight Throw	M
11:15	High Jump	M (move to 4pm)
12:00	PV	W
12:30	TJ	W
12:30	TJ	M
2:00	High Jump	W
2:00	Shot Put	W
4:00	Shot's Put	M
12:00	DMR	W
12:15	DMR	M
12:30	5000	W
1:00	5000	M
1:30	Prelims	W 60 Hurdles
1:40	Prelims	M 60 Hurdles

1:55	Prelims	W 60 Dash
2:05	Prelims	M 60 Dash
2:15	Mile	W
2:30	Mile	M
2:45	M Hurdle	Finals
2:55	W Hurdle	Finals
3:05	W	400
3:25	M	400
3:45	W 60 Dash	Finals
3:50	M 60 Dash	Finals
4:00	800	W
4:15	800	M
4:35	200	W
4:55	200	M
5:15	3000	W Fast
5:30	3000	M Fast
5:45	4 x 400	W
5:55	4 x 400	M

## 2. Outdoor Schedule

### Friday

#### Track Events (all times are approximate)

- 3:00 p.m. 1,500-meter run prelims (men)
- 3:20 p.m. 1,500-meter run prelims (women)
- 3:40 p.m. 110-meter hurdles prelims (men)
- 3:55 p.m. 100-meter hurdles prelims (women)
- 4:05 p.m. 400-meter dash prelims (men)
- 4:15 p.m. 400-meter dash prelims (women)
- 4:30 p.m. 100-meter dash prelims (men)
- 4:45 p.m. 100-meter dash prelims (women)
- 5:00 p.m. 800-meter run prelims (men)
- 5:15 p.m. 800-meter run prelims (women)
- 6:35 p.m. 400-meter hurdles prelims (men)
- 5:45 p.m. 400-meter hurdles prelims (women)
- 6:00 p.m. 200-meter dash prelims (men)
- 6:15 p.m. 200-meter dash prelims (women)
- \*6:30 p.m. 10,000-meter run final (men)
- \*7:15 p.m. 10,000 meter run final (women)

#### Field Events- men followed by women

- 1 p.m. Javelin prelims and finals (Men)
- 1 p.m. Hammer throw prelims and finals (women)
- 1 p.m. Long jump prelims and finals (men & women)
- 3 p.m. High jump finals (women)
- 3 p.m. Javelin Prelim and final (women)
- 3 p.m. Hammer throw prelims and finals (men)
- 5 p.m. High jump finals (men)

### Saturday

#### Field Events (all times are approximate)

- 10:00 a.m. Shot put prelims and finals (men) 2 rings
- 10:00 a.m. Pole vault finals (men)
- 10:00 a.m. Triple jump prelims and finals (men & women)
- 12:00 p.m. Shot put prelims and finals (women) 2 rings
- 12:00 p.m. Discus throw prelims and finals (men)
- 12:30 p.m. Pole vault finals (women)
- 2:00 p.m. Discus throw prelims and finals (women) Or 30min after men

#### Running Events (all finals)

- 11:00 a.m. 3,000-meter steeplechase (men)
- 11:15 a.m. 3,000-meter steeplechase(women)
- 11:40 p.m. 4x100-meter relay (men)
- 11:50 p.m. 4x100-meter relay (women)
- 12:00 p.m. 1,500-meter run (men)
- 12:10 p.m. 1,500-meter run (women)
- 12:20 p.m. 110-meter hurdles (men)
- 12:30 p.m. 100-meter hurdles (women)
- 12:40 p.m. 400-meter dash (men)
- 12:45 p.m. 400-meter dash (women)
- 12:55 p.m. 100-meter dash (men)
- 1:00 p.m. 100-meter dash (women)
- 1:05 p.m. 800-meter dash (men)
- 1:10 p.m. 800-meter dash (women)
- 1:20 p.m. 400-meter hurdles (men)
- 1:25 p.m. 400-meter hurdles (women)
- 1:35 p.m. 200-meter dash (men)
- 1:40 p.m. 200-meter dash (women)
- 1:45 p.m. 5,000-meter run (men)
- 2:20 p.m. 5,000-meter run (women)

3:10 p.m. 4x400-meter relay (men)  
3:25 p.m. 4x400-meter relay (women)

3:45 p.m. Awards Ceremony

## **MOCK MEET INFO BELOW:**



## **2019 Outdoor Track and Field Championships**

### **Contact Information:**

**Meet Director**

Name  
 Email  
 Number

**Entry Questions**

Timer/meet director?  
 email  
 number

**Meet Entry:** All participating teams will enter the meet through Direct Athletics. All proof of performances must be on the Conference Carolinas performance list and all times, distances, and heights are to be entered in the metric system. If there is a discrepancy with an athlete's performance posted on TFRRS, an e-mail with actual results must be sent to the Meet Director PRIOR to the entry deadline.

**Wildcards will be submitted to the Conference and the Meet Director.**

**Entry Deadlines:** All entry deadlines will be posted on [www.directathletics.com](http://www.directathletics.com).

**Sunday at 11:59pm** – all seasonal marks posted on TFRRS serve as the initial performance list.

**Monday at 11:59pm** – declaration/scratch deadline on direct athletics. Wildcards must also be submitted to the meet director by this deadline!

**Tuesday before noon** – Entered performance list and Final Schedule shall be released.

**Wednesday before noon** – Final performance list, including heats and flights, are posted and e-mailed to all coaches.

**Check-in:** All track athletes **MUST check-in at least 15 minutes prior to the scheduled start of their event for hip numbers.** Check-in will be located.....

**Field event participants should report to their event starting area at least 30 minutes prior to the scheduled start. EACH ATHLETE MUST CHECK THEMSELVES IN FOR THEIR EVENT(S).**

**Rules:** The Conference Carolinas Championships shall be conducted under the NCAA Track & Field/Cross Country Rules, unless modified in the Conference regulations.

**Facility:** The facility features a .....

**Athletic Trainers:** We encourage each team to have their own team trainer available if possible. Our trainers will be.....

**Spikes:** Maximum spike length will be ¼ inch pyramids. Judges and clerks will be checking shoes at check-in for each event. Athletes will be disqualified for illegal spikes.

**Coaches Meeting:** Coaches will have a conference call on Wednesday????

A meeting of all head coaches shall take place each day of competition 45 minutes prior to the start of the day's first event.

**Games Committee:** ?????

- b. The championship meet games committee shall oversee the conduct of the meet and resolve any dispute. The committee shall consist of the following individuals or their appointed representative:

- [v] The Athletic Director or SWA appointed as conference representative for Track & Field,
- [vi] The Conference Carolinas Commissioner or his appointee,
- [vii] The host institution's Athletic Director (if represented in [i], an Athletic Director who has experience in Track and Field), and
- [viii] Two additional Conference appointed representatives. (No Coaches)

**Starting Heights:** Men's High Jump: m, Women's High Jump: m, Men's Pole Vault: m, Women's Pole Vault: m

**Implements:** All implements must be weighed in before competition begins. Implement weigh-in will be where ..... Implements not making weight will be impounded until the conclusion of the throwing events.

**Awards:** The top three in each event will receive a Conference Carolinas medal. Explain all conference and post meet awards voting here: Medals can be picked up at the awards table/medal stand immediately after the final results have been posted.

**Advancement/ Preferred Lane Assignments:** Listed in the Track and Field Manual.

**Scoring:** Eight athletes will score in each event (10-8-6-5-4-3-2-1).

**Eligibility:** Conference Carolinas teams only.

**Results:** Results will be available during the meet on the ..... and at the conclusion of the meet on [www.tfrs.org](http://www.tfrs.org) and at [www.swuathletics.com](http://www.swuathletics.com). Printed results will also be available to the head coach of each team (one per team please).

**Parking:** Parking will be available for buses and team vans .....

## OUTDOOR TRACK & FIELD CHAMPIONSHIPS

**Date: April**

**Hosted by:**

### **Friday April**

#### **Field Events- men followed by women**

- 1 p.m. Javelin prelims and finals (women)
- 1 p.m. Hammer throw prelims and finals (men)
- 1 p.m. Long jump prelims and finals (men & women)
- 3 p.m. High jump finals (men)
- 3 p.m. Javelin Prelim and final (men)
- 3 p.m. Hammer throw prelims and finals (women)
- 5 p.m. High jump finals (women)

- 3:20 p.m. 1,500-meter run prelims (men)
- 3:40 p.m. 110-meter hurdles prelims (women)
- 3:50 p.m. 100-meter hurdles prelims (men)
- 4:00 p.m. 400-meter dash prelims (women)
- 4:10 p.m. 400-meter dash prelims (men)
- 4:20 p.m. 100-meter dash prelims (women)
- 4:30 p.m. 100-meter dash prelims (men)
- 4:40 p.m. 800-meter run prelims (women)
- 4:55 p.m. 800-meter run prelims (men)
- 5:10 p.m. 400-meter hurdles prelims (women)
- 5:15 p.m. 400-meter hurdles prelims (men)
- 5:25 p.m. 200-meter dash prelims (women)
- 5:35 p.m. 200-meter dash prelims (men)
- 5:50 p.m. 10,000-meter run final (women)
- 6:40 p.m. 10,000 meter run final (men)

#### **Track Events (all times are approximate)**

- 3:00 p.m. 1,500-meter run prelims (women)

**Saturday.**

**Field Events (all times are approximate)**

10:00 a.m. Shot put prelims and finals (women)  
10:00 a.m. Pole vault finals (women)  
10:00 a.m. Triple jump prelims and finals (men & women)  
12:00 p.m. Shot put prelims and finals (men)  
12:00 p.m. Discus throw prelims and finals (women)  
1:00 p.m. Pole vault finals (men)  
2:00 p.m. Discus throw prelims and finals men)

**Running Events (all finals)**

12:00 p.m. 3,000-meter steeplechase (women)

12:15 p.m. 3,000-meter steeplechase (men)  
12:30 p.m. 4x100-meter relay (women)  
12:40 p.m. 4x100-meter relay (men)  
12:50 p.m. 1,500-meter run (women)  
1:00 p.m. 1,500-meter run (men)  
1:15 p.m. 110-meter hurdles (women)  
1:25 p.m. 100-meter hurdles (men)  
1:35 p.m. 400-meter dash (women)  
1:40 p.m. 400-meter dash (men)  
1:50 p.m. 100-meter dash (women)  
1:55 p.m. 100-meter dash (men)  
2:05 p.m. 800-meter dash (women)  
2:10 p.m. 800-meter dash (men)  
2:20 p.m. 400-meter hurdles (women)  
2:30 p.m. 400-meter hurdles (men)  
2:40 p.m. 200-meter dash (women)  
2:45 p.m. 200-meter dash (men)  
2:55 p.m. 5,000-meter run (women)  
3:20 p.m. 5,000-meter run (men)  
3:40 p.m. 4x400-meter relay (women)  
3:50 p.m. 4x400-meter relay (men)  
4:10 p.m. Awards Ceremony