

## **Appendix B - Championship Administration**

### **Entries**

1. For events with finals only, you must have a valid time, with the exception of the 10,000m, multi events and relays (**from notes of 8/9/10 HL coaches' teleconference**). For entries into the Horizon League Championship meet, you will use Direct Athletics. See "important dates" for entry due dates.

### **Competition Format**

1. Structure/Schedule: The 2011 meet shall be a three-day event, with men's and women's events alternating throughout the schedule. The time of the events shall be at the discretion of the host institution to accommodate specific facility allowances and limitations. The typical or standard track and field order of events should be adhered to as much as possible.

2. Timing of Track Events: NCAA Track and Field Rules shall be followed.

Two photo-timers are required. There shall be appointed officials who shall operate the fully automatic timing system used for the competition. The head finish evaluator shall, by utilizing the official picture of the finish, be responsible for the evaluation and interpretation of finish by places and times. There should also be a head timer plus additional timers as deemed necessary by the head timer and meet director for manual backup timing.

3. Warm ups for jumps and throws will be by flights only and given the same amount of time. There will be no general warm up for all competitors.
4. Scoring: Scoring shall be 10-8-6-4-2-1 for men's and women's individual events and women's relays. For men's relays the scoring shall be 10-8-6-4-2.

5. Heats, Flights, Qualifying Procedures and Stagers

- a. Prelims will be conducted for the following events:

- i. M/W 100m
- ii. W 100m H
- iii. M 110m H
- iv. M/W 200m
- v. M/W 400m
- vi. M/W 400m H
- vii. M/W 800m
- viii. All field events

- b. Qualifying procedure for 100m, 100m H, 110m H, 200m, 400m, and 400m H:

Lanes for the prelims shall be drawn by lot

- i. For an eight lane track (eight in finals):
  1. 1-8 Finals only

2. 9-16 Two heats; qualify top three places from each heat and next two fastest times
3. 17-24 Three heats; qualify top two places from each heat and next two fastest times
4. 25-32 Four heats; winner of each heat and next four fastest times
- ii. Preferred lanes
  1. 200/400/400H/4x100/4x400
    - a. 8 lane track: 5-6-4-7-3-8-2-1
  2. 100/100H/110H
    - a. 8 lane track: 4-5-3-6-2-7-1-8
- iii. Direction of run for the 100m, 100m H, 110m H and 200m will be determined by the games committee each day. Once this direction is established, it will stand.
- iv. The 400m and 400m H will be run in lanes using a 2 turn stagger.
- v. Finals will be seeded using place, 1st place heat winners first, 2<sup>nd</sup> places heat winners second..., and lastly time qualifiers to determine seeding order.
- c. Qualifying procedure for 800m:
  - i. Prelims sections will have as many athletes as there are lanes around the entire track. Prelims sections will be seeded using the “snaking” method to make sections as equal as possible.
  - ii. Qualifying for finals shall be as follows:
    1. 1-8 Finals only
    2. 9-16 Two heats; qualify top three places from each heat and next two fastest times
    3. 17-24 Three heats; qualify top two places from each heat and next two fastest times
    4. 25-32 Four heats; qualify winner of each heat and next four fastest times
  - iii. The number of qualifiers for the final shall be the same as the number of lanes around the entire track.
  - iv. Lanes shall be assigned by lot for both prelims and final.
  - v. The 800m will be run using a 1 turn stagger.
- d. Lane assignments, procedures for 1500m
  - i. Sections will have 12 per section.
  - ii. The 1500m will be run using a waterfall start.
- e. Lane assignments, procedures for 3000m SC, 5000m and 10000m
  - i. 3000m SC – Split into sections if there are more than 20 competitors entered, placing no more than 12 entrants in the fast section.
  - ii. 5000m/10000m – Consider splitting into sections if 30 or more competitors are entered.
  - iii. Positions for these three events shall be drawn by lot unless two rows are needed; if so, the front row will be seeded with the top entered times.
  - iv. The maximum number of competitors on the front row shall be determined by the meet director, taking into consideration the parameters of the competition venue.

- f. 4x100m and 4x400m relays
  - i. Relays will be run as 1 section finals with lane assignments based on seed marks.
  - ii. The 4x100m will be run in lanes using a 2 turn stagger.
  - iii. The 4x400m will be run using a 3 turn stagger.
- g. General information for running events
  - i. In events run as sections v. time, the sections will be run from slow to fast.
  - ii. Coaches are required to enter relay teams at the designated entry/declaration times, but are not required to submit relay cards to the meet officials until 15 minutes prior to the start of the 4x100m and 4x400m relays.
- h. General information for field events
  - i. Eight competitors (plus ties) will qualify for final.
  - ii. Competition order in the first round of all field events is drawn by lot. In the finals of the throwing events and the horizontal jumps competitors are listed in reverse order of preliminary place.
  - iii. Flights will consist of as equal a number of participants as possible with the maximum number in any one flight not to exceed 10 competitors.
- i. Long jump and triple jump
  - i. Two boards shall be available for each gender for the triple jump. The distances from the board to the landing area will be determined by the meet director in conjunction with facility management and the coaches.
  - ii. Prior to the beginning of the meet the head field judge will confirm that the landing area for the long jump and the triple jump is filled with sand to the point where the sand is identical in elevation with the take off board.
- j. High Jump
  - Use of continuous flight of 5 as described in the NCAA rulebook  
Starting height – 10 cm below 6<sup>th</sup> declared entrant (**from notes of 8/9/10 HL coaches' teleconference**).  
Bar raised in increments of 5cm  
NOTE: 2011 Indoor opening heights ( women – 1.44m; men – 1.84m)
- k. Pole Vault
  - Use of continuous flight of 5 as described in the NCAA rulebook  
Starting height - 30cm below the 6<sup>th</sup> declared entrant (**from notes of 8/9/10 HL coaches' teleconference**).  
Bar raised in increments of 15 cm  
NOTE: 2011 Indoor opening height (women – 3.05m; men – 4.20m)
- l. Shot put, Hammer Throw, Javelin and Discus
  - i. All throwing implements must be weighed in/measured prior to competition and marked by the implement inspector. Illegal implements will be impounded until the conclusion of that event.
- m. Javelin, Discus, Hammer Throw, Shot Put, Long Jump, Triple Jump  
*Prelims*

- No More than 10 per flight
- Flight assignment - random
- Order within flight - random
- Flight order - random
- # of attempts - 3

*Finals*

- Top 8 to finals
- Order within flight -worst to best (using marks from prelims)
- # of attempts - 3

b. Heptathlon / Decathlon

- All teams are allowed to enter as unlimited number of athletes without an event score from the current season in the multi-events.
- All throwing implements must be weighed in/measured prior to competition and marked by the implement inspector. Illegal implements will be impounded until the conclusion of that event.
- A continuous flight of five will be used for the pole vault and high jump if the number of entries is large. Starting height in the High Jump (m/w) and the Pole Vault (m/w) is determined by the competitors. Increments are established by the Games Committee (or Coaches) which are typically 3cm for the high jump and 10 cm for the pole vault.
- Two boards shall be available for each gender for the long jump. The distances from the board to the landing area will be determined by the meet director in conjunction with facility management and the coaches.
- Prior to the beginning of the meet the head field judge will confirm that the landing area for the long jump and the triple jump is filled with sand to the point where the sand is identical in elevation with the take off board.
- An athlete failing to report for an event is considered out of the competition. An athlete that participates but receives no mark shall still be considered in the competition.