

**REGION I OFFICERS
2002-2003**

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REGION I HANDBOOK

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REGION I CONSTITUTION

ARTICLE I NAME

SEC 1 **NAME:** The name of this organization shall be Region I of the National Junior College Athletic Association, Men's and Women's Divisions.

SEC 2 **PURPOSE:** The purpose of Region I shall be to foster and promote wholesome athletic programs and to formulate policies and procedures for Region I events. Region I is authorized and approved by the NJCAA and operates in accordance with the rules and Regulations of the NJCAA.

ARTICLE II MEMBERSHIP

SEC 1 **MEMBERSHIP:** Community Colleges which are members of the NJCAA and assigned to Region I are eligible for membership in this organization and will:

- A. Administer their athletic programs in accordance with the constitution, bylaws and other legislative acts of the Region.
- B. Establish and maintain a high standard of ethics and fair play.
- C. Pay the annual dues and entry fees before the deadline as stipulated in the bylaws.
- D. Have representation at each meeting.

ARTICLE III OFFICERS

SEC 1 **TITLES:** The elected officers shall be the Men's Regional Director, Women's Regional Director, Men's Assistant Regional Director, Women's Assistant Regional Director and Secretary.

SEC 2 **ELECTIONS:** The officers shall be elected and serve in accordance with the bylaws of Region I.

ARTICLE IV MEETINGS

SEC 1 **ANNUAL MEETING:** The annual meeting shall be held prior to the NJCAA Legislative Meeting in March of each year.

SEC 2 **SPECIAL MEETINGS:** Special meetings may be called at the discretion of the Region Directors.

**ARTICLE V
FINANCES**

SEC 1 **AUDIT:** The Men’s and Women’s Regional Directors shall render and publish an annual report of funds collected and expended in accordance with the procedures set forth in the bylaws.

**ARTICLE VI
REPRESENTATION**

SEC 1 **REPRESENTATION:** Three voting representatives shall be appointed by the President or Chief Executive Officer of each member institution in accordance with the bylaws of the Region.

**ARTICLE VII
AMENDMENT**

SEC 1 **AMENDMENTS:** The constitution and Bylaws may be amended by the procedures and stipulations set forth in the bylaws.

**ARTICLE VIII
VIOLATIONS**

SEC 1 **VIOLATIONS:** Questions regarding alleged violations of the constitution and bylaws shall be administered in accordance with the procedures set forth in the bylaws.

BYLAWS

ARTICLE I NAME

SEC 1 **NAME:** The name of the organization shall be Region I, a branch of the National Junior College Athletic Association (NJCAA).

ARTICLE II AUTHORITY

SEC 1 **AUTHORITY:** Region I is authorized, approved and operates in accordance with the rules and regulations of the NJCAA.

SEC 2 **ELIGIBILITY:** For a student to represent his/her college in intercollegiate competition, he/she must meet all current eligibility rules of the NJCAA. Eligibility rosters must be submitted to the NJCAA Eligibility Administrator, Men's Regional Director and/or Women's Regional Director according to the deadline dates.

ARTICLE III MEMBERSHIP

SEC 1 **MEMBER:** All NJCAA member institutions located within the geographic boundaries of Region I are members.

SEC 2 **DUES:** Region I dues shall be determined two years in advance, at the annual meetings, and are payable by October 15 of each year. Entry fees shall be determined yearly, at the annual meeting, and are payable by October 15 of each year.

**ARTICLE IV
OFFICERS**

SEC 1 OFFICERS: The elected officers of Region I shall be the Men's/Women's Regional Directors, Assistant Men's/Women's Regional Directors and Secretary.

SEC 2 NOMINATIONS: The nomination and election of officers shall occur during the May meeting. The Women's Regional Director and Assistant Regional Director shall be elected in even numbered years. The Men's Regional Director, Assistant Regional Director and Secretary shall be elected in odd numbered years.

SEC 3 TERM OF OFFICE: Each officer shall serve a two year term in office.

SEC 4 DUTIES OF OFFICERS

A. The Region I Directors shall:

1. The Men's Regional Director shall serve as chairperson and conduct the Region meetings in even numbered years. The Women's Regional Director shall serve as chairperson and conduct the Region meetings in odd numbered years.
2. Call special meetings as necessary for the purpose of planning Region I events.
3. Conduct necessary tournaments, meets, and/or playoffs to determine the Region I qualifying teams to NJCAA National Tournaments.
4. Represent Region I at the NJCAA Legislative Assembly.
5. Certify to the Eligibility Administrator and to the NJCAA Tournament Directors the eligibility of Region I representative(s).
6. Notify the respective Tournament Directors, by phone, as to the Region I representative to the NJCAA Tournament/Meet.
7. Provide All-American Selections and pictures to the appropriate NJCAA Sport Chairperson.
8. Submit to the NJCAA Executive Director a financial statement for the period ending July 31 of that year.
9. Investigate eligibility violations and report to the NJCAA Eligibility Administrator.
10. Maintain a record of all finances.
11. Send reports to NJCAA Service Bureau.
12. Be authorized as a signer of checks drawn from the Region I account.
13. Submit a financial report.

14. Deposit all moneys received in the name of Region I.

15. Pay all authorized expenses.

B. Assistant Regional Directors shall:

1. Act as Regional Director in the absence of the Regional Director.

2. Attend the NJCAA Legislative Assembly.

C. Secretary shall:

1. Maintain a record of membership in the Region.

2. Keep a record of all minutes of the Region I meetings.

3. Publish minutes of Region I meetings.

D. Two AT-Large Members shall:

1. Serve on the Violation Committee.

2. Be elected at the Region I August meetings.

3. Serve a two year term.

ARTICLE V REPRESENTATION

SEC 1 REPRESENTATIVES: Each Region I member college shall be entitled to the following members: Women's Representative, a Men's Representative and an Administrative Representative.

SEC 2 APPOINTMENT: The Chief Executive Officer of each member college shall designate the representatives in writing to the Secretary.

ARTICLE VI AMENDMENTS

SEC 1 AMENDMENTS: Amendments to the Region Handbook may be made according to the following procedure: submit proposed amendments/changes to the Region Secretary on the designated form by February 1; read and discuss the proposed changes at the March meeting; vote for acceptance, denial, or modification at the May meeting. All approved handbook changes will become effective on August 1.

SEC 2 RATIFICATION: A 2/3 vote of the quorum shall be necessary for an amendment to pass.

**ARTICLE VII
COMMITTEES**

SEC 1 **EXECUTIVE COMMITTEE:** The Executive Committee shall be comprised of the Men’s Region Director, Women’s Region Director, Assistant Men’s Region Director, Assistant Women’s Region Director, and Secretary. The Executive Committee shall exercise the powers between meetings, hear all appeals and serve as an advisory board to the Regional Directors.

SEC 2 **VIOLATIONS COMMITTEE:** The Violations Committee shall be comprised of the Men’s Region Director, and two members-at-large to be determined in the August Region I meeting. The Violations Committee shall act on violations, excluding eligibility, and impose penalties.

SEC 3 **DUTIES OF VIOLATIONS COMMITTEE**

1. The committee shall review and investigate an alleged violation (excluding eligibility), infringement of policies, misconduct and other such infractions by a member college.
2. The Violations Committee Chairperson will contact the Athletic Director of the accused institution regarding his/her response within forty-eight hours of receipt of complaint.
3. The Athletic Director of the accused college has 10 calendar days to respond.
4. Action will be taken by the Violation Committee within thirty calendar days of receipt of said complaint. Failure to respond within thirty days shall result in the matter being referred to the Executive Committee.
5. The sanctioned institution may appeal the Violations committee’s decision in accordance with the stipulations in Article IX, Section 1-4.

**ARTICLE VIII
APPEAL PROCESS**

SEC 1 Each member college shall have the right to appeal the decision of the Violations Committee if the institution deems the decision unfair and unjust.

SEC 2 The Appeal must be in writing and made within fifteen calendar days after the Chairperson of the Violation Committee has mailed notice of the action.

SEC 3 All appeals must be inclusive of: Names of the parties and/or institutions involved; the alleged grounds upon which the appeal is based; supporting evidence or documentation upon which the appeal is based and a statement of the decision to be appealed.

SEC 4 The appeal shall be presented to the Region I Executive Committee for review. The Executive Committee shall hold a hearing and render a decision regarding the appeal. Within 5 calendar days after the decision is rendered, all parties effected shall be notified by the Chairperson of the Region I Executive Committee.

**ARTICLE IX
SPORT PROCEDURES**

- SEC 1** **PROTEST COMMITTEE:** The protest committee for each Region I Tournament shall consist of the following members: Region Director or his/her appointed representative; the Sport Supervisor or his/her appointed head official; and the Tournament director. All protests shall be settled on site at the time of the protest.
- SEC 2** **SITES:** All sites for Region I Play shall be approved by the Region I Directors.
- SEC 3** **FINANCIAL REPORTS:** All Tournament Directors must file a financial report (see forms) to the appropriate Region I Director immediately following the tournament.
- SEC 4** **OFFICIALS:** The Region I Officials shall be assigned by the ACCAC Sport Supervisor and approved by the appropriate Region I Director. Region I Officials shall receive an additional \$5.00 game fee above the ACCAC regular season pay.
- SEC 5** **ADMISSION:** When admission costs are charged, the fee shall be \$5.00 Adults / \$3.00 Students. No passes permitted.
- SEC 6** **DIRECTOR'S REIMBURSEMENT:** Tournament/Meet Directors shall be paid the following:
- | | | |
|----------------|---|----------|
| 1 Game/Match | - | \$ 50.00 |
| 2 Game/matches | - | \$ 75.00 |
| 3 Game/matches | - | \$100.00 |
| Tournament | - | \$100.00 |
- SEC 7** **SCRIMMAGE DATES:** A schedule of scrimmage dates/sites and opponents shall be forwarded to the appropriate Regional Director prior to the start of each sport season. Notification of any scrimmage or game change shall be forwarded to the appropriate Regional Director.
- SEC 8** **ENTRY FEES:** Entry fees shall be pre-paid and submitted to the appropriate Regional Director by October 15. (See Region I Forms)

AWARDS

1. Plaques - First Place Region I Champion shall receive a plaque. Second place plaque shall be awarded in those sports with seven or more full teams competing in Region I play.
2. Certificates - All Region certificates shall be awarded to the individual athletes selected in each sport.
3. Medals - Medals shall be awarded in the following manner:

Cross Country - Division I; 4 medals for men and women to be presented to the top finishers (2-5). First place individual shall receive a plaque. Division II; 9 medals for men and women to be presented to the top finishers (2-10). First place individual shall receive a plaque.

Golf – District Award: The District medalist will receive a plaque. Players 2-5 will receive medals.

Golf - Region I Award: The Region medalist will receive a plaque. Players 2-10 will receive medals.

Tennis – The winners of Flights 1-6 in singles and Flights 1 through 3 in doubles shall receive gold medals. The runner-up Flight 1 singles and Flight 1 doubles shall receive silver medals.

Track and Field – The winners of each event will receive a gold medal. Second place finishers will receive a silver medal with third place finishers receiving a bronze medal. This includes all relay events.

Team Sports – Each member of the Region championship team will receive a gold medal (exception: football).

**ARTICLE X
CODE OF CONDUCT**

SEC 1

The basic principles of Region I stand for the highest ideals of sportsmanship. With this in mind, and since it is fundamental to the continuance of the activities sponsored by Region I that the rights of the majority shall not be jeopardized by the actions of a few, the CODE OF CONDUCT has been adopted.

A. Basic Responsibilities:

1. Participants shall recognize and assume responsibility for the actions of themselves and their team members.
2. The host college shall establish all procedures necessary for the encouragement of proper conduct of the participants.
3. Each coach shall be responsible for informing each team member of the Code of Conduct.

B. Regulations of Conduct:

1. Any game official, tournament director, member of the Executive Committee having reasonable cause to believe a student athlete, coach, team official or other individual participating in an athletic event is violating the code of conduct or is impaired by use of alcohol or drugs may remove or disqualify said individual from further competition.

C. Disciplinary Action:

1. Violations of the code of Conduct for Region events shall be referred to the Region I Violations Committee.
2. The Violations Committee shall review the case and impose any penalties deemed necessary.
3. The Region I Executive Committee shall act as a Board of Appeals.

**ARTICLE XI
SUBSTANCE ABUSE**

SEC 1

SUBSTANCE ABUSE: The use of prohibited/illegal substances by players and/or coaches in Region I events shall not be allowed. If a violation of this policy occurs, the penalty shall be a warning for the first offense and ejection for that game for the second offense. The Tournament Director, Region Director and/or Game Official may enforce the penalty.

**REGION I DUES AND ENTRY FEES
WOMEN'S DIVISION
APPLICATION FOR MEMBERSHIP 2002-2003**

College _____

Address: _____

Athletic Director _____ Date _____

Region I Membership Dues and Entry Fees must be paid prior to October 15th in order for your college to be eligible to participate in all Regional and National Championships. Please check the sports in which your college participates and submit the total amount to the Regional Director.

Region I Dues: \$225.00 _____

SPORTS

Basketball: \$ 50.00 _____

Cross Country: \$ 75.00 _____

Golf: \$ 20.00 _____

Soccer: \$100.00 _____

Softball: \$250.00 _____

Tennis: \$100.00 _____

Track: \$250.00 _____

Volleyball: \$130.00 _____

TOTAL AMOUNT DUE: _____

Make check payable to: Region I - Women's Division

Please remit to: **WOMEN'S REGION DIRECTOR
GREG SILCOX
PARADISE VALLEY COMMUNITY COLLEGE
18401 N. 32ND STREET
PHOENIX, AZ 85032**

NOTE: When paying ACCAC Dues and Region I Dues, please submit separate checks. Thank you.

**REGION I DUES AND ENTRY FEES
MEN'S DIVISION
APPLICATION FOR MEMBERSHIP 2002-2003**

College _____

Address: _____

Athletic Director _____ Date _____

Region I Membership Dues and Entry Fees must be paid prior to October 15th in order for your college to be eligible to participate in all Regional and National Championships. Please check the sports in which your college participates and submit the total amount to the Regional Director.

Region I Dues: \$225.00 _____

SPORTS

Baseball: \$200.00 _____

Basketball: \$ 25.00 _____

Cross Country: \$ 75.00 _____

Golf: \$250.00 _____

Soccer: \$100.00 _____

Tennis: \$100.00 _____

Track: \$250.00 _____

TOTAL AMOUNT DUE: _____

Make check payable to: Region I - Men's Division

Please remit to: **MEN'S REGION DIRECTOR
ART BECKER
SCOTTSDALE COMMUNITY COLLEGE
9000 E. CHAPARRAL ROAD
SCOTTSDALE, AZ 85256-2626**

NOTE: When paying ACCAC Dues and Region I Dues, please submit separate checks. Thank you.

REGION I FINANCIAL STATEMENT

Sport: _____

Site: _____ **Date:** _____

Winning Team: _____ **Score:** _____

Losing Team: _____ **Score:** _____

Income:

	Entry Fee (Prepaid) = \$ _____
_____ Adults @ \$5.00	= \$ _____
_____ Students @ \$3.00	= \$ _____
_____ Programs	= \$ _____

Expenses:

Official's Cost (including game fees, per diem, and lodging if necessary)	= \$ _____
	Official Scorer = \$ _____
	Announcer = \$ _____
	Timer = \$ _____
	Ticket Takers = \$ _____
Regional Director (Mileage, per diem, lodging if necessary)	= \$ _____
	Tournament Director Fee = \$ _____
Other approved event help (List on back)	= \$ _____
	Total = \$ _____

**Please submit profit and financial statement to the
Regional Director immediately following the tournament.**

BASEBALL

DIVISION I SITE: The Division I, Region I playoffs will be hosted by the team with the highest seed in the Tournament.

FORMAT: The top four Division I finishers in ACCAC Conference play will qualify for the NJCAA Region I tournament. The top four teams will include the top finisher in each division, plus the next two teams with the best overall conference records (regardless of division). For seeding purposes, the team with the best conference record between the division winners will be the number one seed and will host the Region I tournament. The other team will be the number two-seeded team. If both division winners have identical conference records, the winner of the regularly scheduled 3-game series between the two division winners will be seeded number one with the loser of the 3-game series seeded number two. The third and fourth seeds will be determined in the same manner if possible, or the ACCAC tiebreak procedure will be used.

DATES: The Region I, Division I baseball tournament will be played on the weekend following the conclusion of ACCAC conference play.

STRUCTURE: A four-team double elimination tournament will be played at the home site of the highest seed.

DIVISION II SITE: The Division II, Region I playoffs will be hosted by the team with the highest seed in the tournament.

FORMAT: The two Division II teams with the best overall record in ACCAC Conference play will qualify for the NJCAA Region I, Division II playoffs. For seeding purposes, the team with the best overall conference record will be seeded number one. If both teams have identical conference records, the winner of the conference series between the two teams will be seeded number one. If head to head records are identical, conference tie breaking procedures will be used.

DATES: The Region I, Division II baseball tournament will be played on the weekend following the conclusion of ACCAC Conference play.

STRUCTURE: A best of three games series will be played to determine the Region I, Division II champion.

GAME RULES: All regular season ACCAC game rules shall apply, including halted game and suspended tie game rules. **Exception:** the 10-run rule will not apply in a championship game. Prior to the start of the tournament, each site director will determine a time after which a game may not start on that field.

EXPENSES: Legitimate tournament expenses include: three umpires per game, an announcer, ticket seller, official scorer, etc. Any profits shall be submitted with the financial report to the Regional Director.

ALL REGION: The All-Region First team shall be ranked by an open ballot and submitted to the Regional Director in rank order (1-10 & DH). A Second Team All Region shall also be named in the same manner. Certificates shall be awarded.

ALL AMERICAN NOMINATIONS: The First Team All Region shall be ranked and submitted to Regional Director. All First Team Region nominees shall be submitted with two 3x5 black and white head and shoulder pictures to the District Director. Deadline date is the annual end-of-the-year coaches' meeting.

NATIONAL QUALIFYING: Please refer to the NJCAA Handbook for National Championship Qualifying standards.

WOMEN'S BASKETBALL

SITE: Region I tournament games will be played at the home site of the higher seeded teams in the tournament. (Division I and II).

DATES: The Division I, Region I tournament will be played Tuesday and Friday during the even numbered years. The tournament will be played on Wednesday and Saturday during the odd numbered years. The Region I tournament should be completed at least two weeks prior to the NJCAA Tournament. The Division II, Region I tournament will be played Wednesday and Saturday during the even numbered years. The tournament will be played on Tuesday and Friday during the odd numbered years. The Region tournament should be completed at least two weeks prior to the NJCAA Tournament.

STRUCTURE: The winners of the first round games will play the final round of the tournament. The team with the highest seed will host the final game. (Division I and II). In the first round of play the team-seeded number two will host the team-seeded number three. The team-seeded number one will host the team-seeded number four.

TIMES: If both the men and the women play at the same site, game times will be 6:00 p.m. for women and 8:00 p.m. for men. If one game is being played at the site, the game time shall be 7:30 p.m. (Division I and II)

ALL REGION: The Division I All Region First Team will be made up of the top six (6) Division I players selected to the ACCAC All Conference Team. The Division II All Region First Team will be made up of the top six (6) Division II players selected to the ACCAC All Conference Team. If the positions on the All Region Teams (Division I and II) cannot be filled, additional ballots will be taken among those nominated for the ACCAC All-Conference Team to fill the respective team. Those chosen in this manner will be ranked lower than those chosen during regular balloting.

NATIONAL QUALIFYING: Please refer to the NJCAA Handbook for National Championship Qualifying standards.

MEN'S BASKETBALL

SITE: Region I tournament games will be played at the home site of the higher seeded teams in the tournament. (Division I and II)

DATES: The Division I, Region I tournament will be played on Tuesday, Thursday and Saturday following the conclusion of ACCAC Conference play. The Division II, Region I tournament will be played on Monday and Wednesday following the conclusion of ACCAC Conference play.

FORMAT: *Division I:* The top six (6) Division I teams in ACCAC Conference play will qualify for the Division I, Region I tournament. Teams will be seeded in order of their finished in ACCAC play. If teams are tied for seeding purposes, the ACCAC tie breaking procedures will be used.

Division II: The top three (3) Division II teams in ACCAC Conference play will qualify for the Division II, Region I tournament. Teams will be seeded in order of finish in ACCAC play. If teams are tied for seeding purposes, the ACCAC tie breaking procedures will be used.

STRUCTURE: *Division I:* The first and second seeded teams will receive byes in the first round of the tournament. In the first round, the team-seeded number four will host the team-seeded number five. In the first round the team-seeded number three will host the team-seeded number six. In the second round of play the team-seeded number two will host the winner of the game between the number three and number six teams. In the second round of play the team-seeded number one will host the winner of the game between the number four and number five teams. The winners of the second round of play will play for the Division I, Region Championship at the home site of the highest remaining seed.

Division II: The first seeded team will receive a bye in the first round. In the first round the team-seeded number two will host the team-seeded number three. The first seeded team will host the winner of the first round for the Division II, Region I Championship.

TIMES: If both the men and the women play at the same site, game times shall be 6:00 pm for the women and 8:00 pm for the men. If one game is being played at the site, the game time shall be 7:30 pm. (Division I and II)

EXPENSES: Legitimate Tournament Expenses are: Three Game Officials, One Shot Clock operator, one official timer, one official scorer/announcer, one statistician and one ticket seller.

RULES: NJCAA and NCAA Rules shall be used. Teams are limited to not more than 15 players. Basketballs shall be recommended by the coaches and approved by the Regional Director. Basketball coaches shall submit a 15 player roster form and two black and white (5X7) team pictures to the Regional Director prior to February 1st.

ALL REGION: The Division I All Region First Team will be made up of the top five Division I players selected for the ACCAC All-Conference Team. The All Region Second Team will be made up of the next five Division I players selected for the ACCAC All Conference Team. The Division II All Region Team will be made up of the top five Division II players selected for the ACCAC All Conference Team. If the All Region Teams (Division I and II) cannot be filled, additional ballots will be taken among those nominated for the ACCAC All Conference Team. Those chosen in this manner will be ranked lower than those chosen during regular balloting.

ALL AMERICAN NOMINATIONS: *Division I:* The Region Director will submit for All-American consideration the top five (5) players from the All Region Team. These players will be ranked in order 1 through 5. The coach of the nominated players will be responsible for completing the Division I All American nomination form, supplying two (2) head and shoulder pictures (in uniform) and any necessary statistics. The deadline submission to the Region Director will be the Monday following the ACCAC Coaches' meeting.

Division II: The Region director will submit for All-American consideration the top three (3) players from the All-Region Team. These players will be ranked in order from 1-3. The coach of the nominated players will be responsible for completing the Division II All American nomination form, supplying two (2) 3x5 head and shoulder pictures (in uniform) and any necessary statistics. The deadline for submission to the Region Director will be the Monday following the ACCAC Coaches' meeting.

NATIONAL QUALIFYING: Please refer to the NJCAA Handbook for National Championship Qualifying standards.

CROSS COUNTRY DIVISION I AND II

SITE: The Region I, Division I and Division II Cross Country meet course will be selected by the ACCAC Cross Country Committee and approved by the Regional Directors at the August/September meeting and use the following rotation schedule.

2002: CAC location
2003: Tucson location
2004: Maricopa County location
2005: CAC location
2006: Tucson location
2007: Maricopa County location

The Region I meet course shall not be run on any college's designated home course.

DATE: The Region I, Division I and Division II meet date shall be selected by the ACCAC Cross Country committee and approved by the Regional Director. The meet will be held on a Friday or Saturday at the discretion of the host school, and approval by the Regional Director.

TIMES: Starting times will be 2:00 on weekdays and 10:00 am on Saturday. Each race will be approximately 45 minutes after the start of the preceding race (2:00, 2:45, 3:30 and 4:15) on odd number years, the men's race first and Division II will race first. On even number years the women will race first and Division I will race first. Awards will be given at the conclusion of each race.

STRUCTURE: All Region I, Division I teams are eligible to participate in the Division I race and all Region I Division teams are eligible to race in the Division II race.

RULES: NJCAA and NCAA Rules shall be used. Each college shall submit an eligibility roster to the Meet Director ten days prior to the Region Meet. Participating teams are limited to a maximum of seven (7) runners in uniform. No unofficial runners may be dressed in specific uniform on the course site.

ALL REGION: *Division I:* The All Region team for Division I men and women will consist of the top five over-all finishes men and women. All Region certificates shall be presented. The winner will receive a plaque and places 2-5 will receive medals. (2nd place silver, 3-5, bronze).

Division II: The All Region team for Division II men and women will consist of the top ten over-all finishers men and women. All Regional certificates shall be presented. The winner will receive a plaque and places 2-10 will receive medals. (2nd place silver, 3-10 bronze).

NATIONAL QUALIFYING: Please refer to the NJCAA Handbook for National Championship Qualifying standards.

FOOTBALL

ALL REGION: All Region Teams shall be comprised of a First Team offense of eleven(11)players, by position, plus a punter and place kicker and a First Team defense comprised of eleven(11) players by position as represented by ACCAC. Honorable mention shall be comprised of ten players selected from the ACCAC all Conference Second Team.

ALL AMERICAN NOMINATIONS: All American selection ballots shall be sent to all member colleges playing football on or before October 1. The member colleges must send their nominations to the Region I Director on or before November 14.

GOLF: MEN
DISTRICT I QUALIFYING GOLF TOURNAMENT
REGIONS I AND XVIII

SITE: TBA

DATE: District qualifying must be completed by the end of the first full week of May.

QUALIFICATION: All teams in Region I and Region XVIII will Participate in district qualifying.

STRUCTURE: Teams shall consist of a minimum of four (4) players and a maximum of five (5) players. No more than five players may compete for a team.

FORMAT: Three, 36 hole medal play tournaments will be played to qualify for the NJCAA National Tournament. The team score for each day shall consist of the total of the four lowest players on the team. Scores will be cumulative, the team with the lowest total for the three, 36 hole tournaments shall be the District Champion.

AWARDS: The first place team medalist and players 2-5 will receive district awards.

FINANCES: The tournament costs are the responsibility of the host region. Each team will be responsible for their own travel and practice costs.

SPONSOR: No contestant shall be permitted to compete unless accompanied by a coach or designee of the sending institution. Designation by the school of anyone other than the coach must be sent to the Tournament Director prior to the tournament.

RULES: NJCAA and USGA rules shall be used.

ALL DISTRICT: The All District team will consist of the top five medalists and ties based on cumulative scores for the three qualifying tournaments. All District Certificates will be presented.

NATIONAL QUALIFYING: Please refer to the NJCAA Handbook for National Championship Qualifying standards.

FOURTH PLACE TIE: In the event of a team tie for the last qualifying spot a sudden death playoff Place Tie will be held. Only four players may compete for each team in the playoff. They shall be the four players with the lowest total for the last 36 hole tournament. The playoff will be a four man hole by hole until the tie is broken.

Golf Men
Region I Qualifying

SITE: TBA

DATE: Regional qualifying must be completed by the conclusion of the second full week of May.

QUALIFICATION: All Region I, Division II golf teams are eligible to qualify for the NJCAA National Tournament.

STRUCTURE: Teams shall consist of a minimum of four players and a maximum of five. No more than five players may compete for a team.

FORMAT: Three, 36 hole medal play tournaments will be played to qualify for the NJCAA National Tournament. The team score for each day shall consist of the total of the four lowest players on the team. Scores will be cumulative, the team with the lowest total for the three, 36 hole tournaments shall be the Region Champion.

AWARDS: The medalist and players finishing 2-10 will receive Region awards.

FINANCES: Tournament costs will be the responsibility of the host Region.

SPONSOR: No contestant shall be permitted to compete unless accompanied by a coach or designee of the sending institution. Designation by a school of anyone other than the coach must be sent to the Tournament Director prior to the tournament.

RULES: NJCAA and USGA rules shall be used.

ALL REGION: The All Region team will consist of the ten (10) medalists and ties based on conference standings. All Region certificates will be awarded.

NATIONAL QUALIFYING: Please refer to the NJCAA Handbook for National Championship Qualifying standards.

FIRST PLACE TIE: In the event of a tie for first place, a sudden death playoff will be held. Only four players may compete for each team in the playoff. They shall be the four players with the lowest total for the last 36 hole tournament. The playoff will be a four man hole by hole until the tie is broken.

**GOLF WOMEN
REGION I**

RULES: NJCAA and USGA rules shall be used. Teams shall consist of a minimum of four scoring players and a maximum of five players.

REGION CHAMPION: The winner of ACCAC Conference play will be declared the Region Champion and represent Region I at the NJCAA National Tournament.

ALL REGION: The Women's All Region Golf team will be comprised of the ACCAC all Conference First Team. Region certificates will be presented.

NATIONAL QUALIFYING: Please refer to the NJCAA Handbook for National Championship Qualifying standards.

SOCCER

SITE: The Region I Tournament hosts shall be the colleges with the highest seed in the bracket.

STRUCTURE: The Region I Tournament will include the top six finishers in the ACCAC. The ACCAC first and second place teams shall receive byes for the first round of the Region I Tournament.

First Round: The ACCAC third place team will host the sixth place team and the fourth place team will host the fifth place team.

Semi Finals: The second place team will host the winner of #3 and #6 while the first place team will host the winner of #4 and #5.

Finals: The two winners will advance to the finals which shall be hosted by the team with the higher Region seed.

DATE: The Women's Region Tournament will be played Tuesday - Thursday - Saturday following completion of the ACCAC season. The Men's Region Tournament will be held on the Wednesday - Saturday - Saturday following the completion of the ACCAC season.

GAME TIMES: If a single game is played, the game time shall be 2:00 PM for a facility with no lights or 7:00 PM for a facility with lights. If a double header is required, game time shall be 11:00 AM for women and 2:00 PM for men for a facility with no lights. If the facility has lights, game time will be 4:00 PM for women and 7:00 PM for men. Game times may be adjusted with the consent of the Region Director and the two Athletic Directors involved.

EXPENSES: Legitimate tournament expenses are a timer, scorer, announcer, ticket seller and four ball shaggers.

RULES: NJCAA and NCAA rules shall be used.

ALL REGION: The All Region First Team shall reflect those players selected for the ACCAC All Conference First Team. All Region Certificates shall be awarded.

ALL AMERICAN NOMINATIONS: Region I shall be permitted All American nominations not to exceed one per college. The nominations must be submitted on the All American Form with two 3x5 black and white pictures to the Regional Director by November 1.

NATIONAL QUALIFYING: Please refer to the NJCAA Handbook for National Championship Qualifying standards.

SOFTBALL

DATE: Regional Tournament semi-finals will be played on the Saturday/Sunday following the completion of the regular season. Region Tournament finals (Division I, II) will be played on the Saturday/Sunday following the semi-finals.

STRUCTURE:

	D1	D2
Semi-finals	#4 @ #1 (best 2 of 3) #3 @ #2 (best 2 of 3)	#3 @ #2 (best 2 of 3)
Finals	Winners @ highest seed (best 2 of 3)	Winner @ #1 (best 2 of 3)

GAME TIMES: Saturday, 1:00 pm & 3:30 pm. Sunday, 12:00 noon (if necessary)

EXPENSES: Legitimate tournament expenses shall be three umpires per game, an official scorer, a visual scorer/announcer and ticket seller.

RULES: NJCAA Rules shall be used:

- * Host team shall occupy the dugout of their choice.
- * Host team shall be home team.
- * The NJCAA approved softball will be the game ball.

ALL-REGION & ALL-AMERICAN:

First team All Region selections will be comprised from the All Conference selections including first, second, and third teams. Division I will select fourteen (14) players and Division II will select ten (10) players. These numbers are based on the percentages of teams in both divisions. Division I having six teams and Division II having four.

Division I All Region Team will include: Five (5) Battery, Four (4) Infielders, Three (3) Outfielders, One (1) Utility

Division II All Region Teams will include: Three (3) Battery, Four (4) Infielders, Two (2) Outfielders, One (1) Utility

If there are not enough players to fill the All-American team a second re-vote will be taken to fill the needed positions only. In a revote, all coaches will vote.

All American Selections - Coaches will vote within their own division. Division I will rank the top fourteen (14) and nominate six (6) for All American. Division II will rank the top ten (10) and nominate six (6) for All American.

NATIONAL QUALIFYING: Please refer to the NJCAA Handbook for National Championship Qualifying standards.

TENNIS

SITE: The Region I Tennis Tournament site shall be selected by the ACCAC Tennis Committee and approved by the Regional Directors.

DATES: The tournament shall be held the third week in April for men and women. Dates determined by the ACCAC Tennis Committee and approved by the Regional Directors.

STRUCTURE: Seeding for the Region I Tournament shall be based on the following criteria:

1. There will be two players seeded in each flight of singles and doubles.
2. The position record of each flight singles and double matches during ACCAC play will be the basis for seeding with the best record receiving the highest seed.
3. Once a tournament draw has been made, no tournament substitutions will be allowed.

EXPENSES: LEGITIMATE TOURNAMENT EXPENSES SHALL BE:

1. A stipend for the tournament director.
2. Payment for the court rental.
3. The cost of tennis balls for the tournament.
4. The cost of umpires for the tournament.

RULES: NJCAA and USTA Rules shall be used. The designated line-up shall be submitted to the tournament director by Friday of the week prior to the Tournament. Changes to this line-up can only be made if a player is ill, injured or ineligible. The player may be substituted for with the number seven player at the position. If no player is available, the position will be defaulted. The Region I Team Champion shall be determined by the point system.

1. The team with the most points shall be declared the winner.
2. One point will be awarded for each match won. Six singles flights and three doubles flights. Players awarded a first round bye must win their second round match to be awarded a point for the first round bye.
3. Players who have first round byes must win the second round match to be awarded the point for the first round bye.
4. If two teams tie for second place, the Head to Head Season Record will be used as the break.

ALL REGION: The All Region tournament team shall be the flight 1-6 champions and the flight 1-3 doubles champions.

NATIONAL QUALIFYING: Please refer to the NJCAA Handbook for National Championship Qualifying standards.

TRACK AND FIELD

SITE: The Region I Track and Field site shall be recommended by the ACCAC Track and Field Committee and approved by the National Directors.

DATE: The Decathlon and Heptathlon shall be held within the week immediately preceding the Region I Meet. The Region I Meet shall be held during the first full week in May.

STRUCTURE: The maximum number of entries per event, including the Decathlon and Heptathlon shall be four (4) with two alternates. Entries must be submitted, in writing, to the Meet Director prior to the start of the Decathlon and Heptathlon. The final scratch meeting shall be held Monday evening prior to the Region I Meet on Tuesday. All scratches are final.

EXPENSES: Legitimate meet expenses shall be a Meet Director and approved by the Regional Directors.

RULES: The NJCAA and NCAA Track and Field Rules shall be used. The scoring system shall be (10-8-6-4-2-1) for men's and women's events. Photo timing must be provided for the Decathlon and Heptathlon as well as the Region I Meet.

Seeding - All preliminary races and final races will be seeded according to the rulebook.

Meet Director - shall seed all entries. The Meet Director shall be responsible for assigning all officials and designate a Games Committee.

ALL REGION: The All Region individuals shall be the winners in each event. Each shall receive a certificate and a gold medal. Medals shall be awarded for the top three places (gold, silver and bronze.) This includes relay teams.

NATIONAL QUALIFYING: Please refer to the NJCAA Handbook for National Championship Qualifying standards.

VOLLEYBALL

DIVISION I REGION TOURNAMENT STRUCTURE: There will be no Region Tournament as the ACCAC Division regular season champion will be the Region I representative.

DIVISION II REGION TOURNAMENT STRUCTURE: Four team, double elimination, three day format.

SITE: All games will be hosted by the ACCAC Division II champion.

Game 1: ACCAC #2 seed vs. #3 seed Thursday 5:00pm
Game 2: ACCAC #1 seed vs. #4 seed Thursday 7:00pm
Game 3: Loser game 1 vs. Loser game 2 Friday 11:00am
Game 4: Winner game 1 vs. Winner game 2 Friday 1:00pm
Game 5: Winner game 3 vs. Loser game 4 Friday 7:00pm
Game 6: Winner game 4 vs. Winner game 5 Saturday 5:00pm
Game 7: (If necessary) Saturday 7:00pm
(minimum of 30 minutes rest prior to the start of the warm-up for the “if” game)

DIVISION I:

ALL REGION: All-Region team for Division I will be comprised of players from the All Conference Team. The top six (6) Division I players selected for the All Conference Team will comprise the Division I All Region Team. In the event there are not six (6) players from Division I on the All Conference Team, a second voting will be necessary. All coaches will be involved in the voting. Only necessary vacancies will be filled during this voting. All Region certificates shall be awarded.

ALL AMERICAN NOMINATIONS: The first team All Region, Division I players shall be ranked, according to the number of votes received. The top vote getters, not to exceed five (5), will be the All American nominees.

NATIONAL QUALIFYING: Please refer to the NJCAA Handbook for National Championship Qualifying standards.

DIVISION II:

ALL REGION: The All-Region Team for Division II will be comprised of players taken from the All Conference Team. The top eight (8) Division II players selected for the All Conference Team will comprise the Division II All Region Team. In the event there are not eight (8) players from Division II on the All Conference Team, a second voting will be necessary. All coaches will be involved in the voting. Only necessary vacancies will be filled during this voting. All Region certificates shall be presented.

All American Nominations: The First team All Region, Division II players shall be ranked, according to the number of votes received. The top vote getters, not to exceed five (5), will be the All American nominees.

Qualifying for Nationals: The Region I, Division II champion shall advance to the NJCAA National Tournament.

DIVISION I & II EXPENSES: Legitimate tournament expenses shall be two officials, two line judges (four line judges for final match), three ball shaggers, announcer/visual scorer, one official scorer, and ticket seller.

RULES: NJCAA Rules shall be used. The tournament volleyball will be the same brand as used at the NJCAA national tournament. A maximum of fourteen players shall be permitted.