

NATIONAL CHRISTIAN COLLEGE ATHLETIC ASSOCIATION



Women's Soccer

Division II

Division II Women's Soccer

I. GENERAL ADMINISTRATION

The NCCAA Division II National Women's Soccer Championship and all events related thereto are under the control and supervision of the NCCAA Division II women's soccer coaches and are subject to standards developed by these respective coaches and subsequent approval of the NCCAA Board of Directors. The Championship Games Committee shall be selected and approved annually and shall consist of the following: the NCCAA Division II National Women's Soccer Chair, Vice-Chair or Past-Chair, a NISOA representative, a National Office representative and up to three soccer coaches (appointed by the soccer coaches annually) with broad geographical representation. This committee shall have responsibility to administer the Division II National Women's Soccer Championship.

II. SELECTION OF TEAMS

A. Regional Championship

1. Selection of teams for regional competition shall be made no later than one week prior to regional playoffs. In order that the Championship Games Committee may have complete information on each team in the region, it is important that each institution inform the Regional Soccer Chair of the results of each regular season game prior to the initiation of the selection process. The Regional Soccer Chair shall inform the soccer coaches in their region of the procedure to be followed.
2. There shall be eight NCCAA women's soccer regions which shall be named as follows:
 - a. Central
 - b. East
 - c. Mid-East
 - d. Mid-West
 - e. North Central
 - f. Southwest
 - g. South
 - h. West

NOTE: If a Division II Member from the Northwest Region is added, they too will be considered.

3. Regions where there are **two or more varsity teams competing in the regular season** will use a playoff system to determine the Region Champion which will represent that region with an automatic bid to the NCCAA Division II National Championship. The Regional Soccer Chair will need to submit their region's playoff system to the NCCAA Division II National Chair by **October 1**.

Teams wishing to participate in the regional playoff will need to submit a *Declaration of Intent to Participate* form (see Forms & Procedures Section) to their Region Chair for Women's Soccer. Criteria to be used in the selection of teams for regional playoffs might include the following but not necessarily in this order:

- a. Won-loss record
- b. Strength of record
- c. National Championship host
- d. NCCAA Modified Longo Rating System (see [Appendix C](#))
- e. Results of games against regional opponents

B. Regional Representative to the National Championship

If a region has only one varsity team competing in the regular season that wishes to participate, that team may be declared the regional representative if they have a minimum of a **.400** regular season winning percentage. NOTE: If a region does not conduct a playoff, but a team in that region meets the qualifications to be the Regional Representative to the National Championship, then that team shall pay a \$200 site fee to the NCCAA.

C. National Championship At-Large Bid

1. Selection of the team(s) for the at-large berth, if needed, in the National Championship shall be made by the Championship Games Committee.
2. Any team with a minimum of a **.400** season winning percentage may be considered for the at-large bids. If there are no teams with at least a **.400** season winning percentage that wish to submit an at-large entry, the National Championship Games Committee may consider teams with a lower winning percentage (if necessary).

3. Selection of the team(s) shall be made by the Wednesday evening following the completion of regional play by a conference telephone call (see Forms & Procedures Section). The conference call will consist of the National Soccer chair, Vice-Chair (or Past Chair), a National Office representative, and up to five active coaches with broad geographical representation whose teams are not in the championship field.
4. Coaches of eligible teams wishing to be considered for the at-large berth must call the National Women's Soccer Chair no later than 3:00 p.m. CST on the Thursday *prior* to the completion of regional play. A follow up letter of Intent to Participate as an at-large team (see [Appendix B](#)) in the National Championship must be signed by the coach and athletics director and then faxed to the National Soccer Chair by the Monday *prior* to the completion of regional play. All NCCAA member institutions must send to the National Office a completed Declaration of Intent to Participate form by September 15 for all varsity sports. Amendments for Winter sports must be submitted by January 15 and Spring sports by March 1.
5. The selection of the at-large team(s) shall be made using the NCCAA Modified Longo Rating System (see [Appendix C](#)); however, for teams within 25 points, the following information shall be used to determine the selection:
 - a. Results of games against already qualified teams.
 - b. NCCAA National Championship (or National Invitational) history.
 - c. Comparison of results against common opponents.
 - d. NCCAA Division II top eight ranked teams.
6. In difficult decisions, the number of participants in a region and geographical considerations may play a part in the selection decision of the Championship Games Committee.

III. GENERAL GUIDELINES FOR POST-SEASON PLAY

A. Guidelines for Regional Playoffs

1. All teams who wish to participate in the National Championship MUST play in their regional playoffs if said region does indeed conduct a playoff.
2. All regional playoff games shall be played at a site, date and time mutually agreed upon by regional coaches. The Regional Soccer Chair shall be responsible to guide this selection process.
3. A team shall not be required to play more than one game per day in postseason play.
4. Regions must conduct a playoff to determine a regional champion, who shall then move on to the National Championship.
5. No regional championship banners shall be awarded to teams that do not travel to the National Championship.
6. Competing teams in NCCAA regional playoffs shall be seeded according to records and/or rating systems. Consideration shall be given to both higher seeded and geographical location in determining the site for playoffs.
7. Dates for the NCCAA regional playoffs' completion shall be approved by vote of the soccer coaches in that region and must not be in conflict with the NCCAA National Women's Soccer Championship dates. *The regional playoffs MUST be completed on Tuesday, the week before the National Championship.*
8. Sites for all playoff games must conform to all minimum regulations with reference to the field and all related appurtenances as listed in the official NCAA Soccer Rulebook.
9. The institution hosting a regional playoff game must charge admission. If the region has a championship tournament, the host institution must charge admission. All the money received at the gate above and beyond the site fees for each game in the regional playoffs will go to the regional champion to help defray costs in traveling to the National Championship. Institutions cannot use the gate money to offset the cost of game officials or for any other reason.
10. Any team that enters and begins play in NCCAA regional playoffs is making a commitment to the NCCAA. If said team should continue through the NCCAA playoffs and, if qualified, the National Championship, that team will represent its region at the National Championship. If said team is a dual member and has stated that it is participating simultaneously in another organization's post-season tournament, and if they advance in the said tournament to the point where they have a conflict with the NCCAA National Championship, said team may opt out of the NCCAA National Championship. **Any failure to comply shall result in review of the said team by the NCCAA Administration Committee of the Board of Directors.**
11. Any institution failing to report weekly statistics twice during the regular season or failing to pay its statistical fee shall be ineligible for postseason participation and/or awards.
 - a. After the first failure to report the weekly statistics, an email shall be sent from the National Soccer Chair to that team's coach and athletics director. A warning letter shall also be mailed to the school's athletics director.
 - b. After the second failure to report the weekly statistics, an email will be sent from the National Soccer Chair to the team's coach, athletics director, and the NCCAA Regional Chair to notify that the team is disqualified for post-season awards and post-season play.

It is the responsibility of each institution to contact the National Statistician and/or the National Women's Soccer Chair regarding any technical problems experienced in submitting weekly statistics. Proper communication can eliminate disqualification of teams as well as disqualification of student-athletes from regional and national recognition.

12. Assignment of officials – see XIII.

B. Guidelines for National Championship

1. It is recommended that the site and date of the National Championship be determined two years in advance.
2. The National Championship shall be conducted during the second weekend of November. Both the site and date of the National Championship shall be approved by vote of the soccer coaches.
3. Teams shall qualify for the National Championship by **participating** in the NCCAA regional playoffs and being crowned the winner of said championships.
4. Sites for all championship games must conform to all minimum regulations with reference to the field and all related appurtenances as listed in the official NCAA Soccer Rulebook.
5. The institution hosting the championship must provide a satisfactory means for charging admission to the games.
6. The host institution shall receive an automatic bid.
7. Any team failing to submit a team photo and roster to the National Women's Soccer Chair by **October 15** shall be assessed a \$50 late fee if that team advances to the National Championship.
8. The seeding of the teams for the National Championship shall be made by using the NCCAA Modified Longo Rating System (see [Appendix C](#) & [Appendix D](#)). However, for teams within 25 points, the following information shall be used to decide the seeding:
 - a. Results of games against already qualified teams.
 - b. National Championship history.
 - c. Comparison of results against common opponents.
 - d. Final top eight rankings.
 - e. A concerted effort by the Games Committee to attempt to avoid teams from the same region playing against each other in the first round.
9. The schedule format for the National Championship shall be Friday-Saturday-Monday

C. Format for the National Championship

1. The National Championship shall consist of eight teams. Each team shall compete in each round.
2. The final round shall consist of a Championship game, a third place game, a fifth place game, and a seventh place game.
3. The most recent NCAA Soccer Rule Book shall govern all Championship games.
4. If there is only a six-team field then the following system and schedule shall be followed:

Group A	Group B
Seed #1	Seed #2
Seed #4	Seed #3
Seed #5	Seed #6

- a. The Championship shall start on Thursday with two matches as follows:
3:00 PM Seed #1 vs Seed #5, Seed #2 vs Seed #6
5:30 PM Christian Service Project
7:30 PM Food and Fellowship

Friday Schedule – 2:00 PM

Seed #1 vs Seed #4
Seed #2 vs Seed #3

Saturday Schedule

4:30 PM Seed #4 vs Seed #5
7:00 PM Seed #3 vs Seed #6

Sunday Schedule

4:30 PM National Coaches' Meeting

Monday Schedule

11:30 AM 5th Place Match
11:30 AM 3rd Place Match

4:30 PM Championship Match

Presentation of awards at the conclusion of the Championship Match

- b. At the conclusion of the matches on Saturday there shall be a short meeting that includes the re-seeding of the teams within their groups to determine who plays whom from the other group. The following point system shall be in use in case of ties in the first round.

In group play, teams shall receive 3 points for a win and 1 point for a tie. If teams (2 or 3) have the same amount of points going into the final round, the following criteria, in the order given, shall be used to break the tie.

- 1) The head to head result
- 2) Least goals allowed
- 3) Most shutouts
- 4) Goals scored
- 5) Goal differential
- 6) If the three teams have all tied each other with the same scores, then the FIFA Rules Concerning Tie-Breakers in the World Cup Finals 1st Round will be invoked, which will be a coin flip conducted by the Games Committee.

IV. ADVERTISING

No sponsor of the NCCAA Regional or National Championships shall accept advertising or promote in any way the marketing of alcoholic beverages, tobacco or illegal drugs in connection with the NCCAA soccer program, merchandise or signage.

V. COACHES' MEETINGS

- A. A meeting of the coaches of the competing teams, host coach and members of the Championship Games Committee shall be held prior to games in order to review playing rules, interpretations and any other administrative matters that may be necessary.
- B. The official Business Sessions of the NCCAA women's soccer coaches shall be held at the NCCAA Division II National Championship and at the NCCAA Annual Convention. Business may be conducted at either meeting. The purpose of each meeting is to discuss pertinent matters at hand and to prepare, in advance, any recommendations that need to be acted upon at the NCCAA Annual Convention.

VI. AWARDS

The NCCAA maintains a standardized awards program for all national championships: top 4 teams, the Most Valuable Player, and the Coach of the Year awards are ordered and paid for by the National Office. The All-Tournament Team shall receive certificates from the National Office.

VII. SELECTION OF AN ALL-TOURNAMENT TEAM AND MOST VALUABLE PLAYER

- A. An All-Tournament team shall be named at the National Championship. Any NCCAA Division II head coach and members of the Championship Games Committee shall vote for the All-Tournament selections. The team shall consist of the top 11 players voted on by the Championship coaches.
- B. The ballot for the NCCAA All-Tournament Team must be turned in to the NCCAA National Women's Soccer Chair no later than halftime of the championship game.
- C. The NCCAA Championship's Most Valuable Player is the player on the winning team who received the most votes.

VIII. SQUAD SIZE

For Regional and National Championships, the traveling party shall be limited to 25 members including coaches, players, managers, scorekeepers and trainers. The NCCAA shall issue no more than 25 free passes to any team. Bench personnel are limited to 30 and respective institutions shall absorb expenses for personnel in addition to the official 25-member party. Bench personnel are limited to players, coaches, and other team related personnel. Refer

to the most recent NCAA Soccer Rule Book concerning number of players allowed to participate in a post-season game.

IX. BALLS

The Championship Games Committee shall select the balls to be used for the NCCAA National Championship. A minimum of six new balls shall be provided for the championship games. One of the balls shall be presented as an honorary gift to each participating team.

X. UNIFORMS

Competing teams shall have both light and dark uniforms for use in all championships. Choice of uniform color shall be made by the Championship Games Committee.

XI. OFFICIALS

The NCCAA Regional and National Championships' officials must be NISOA approved officials and shall not hold an official relationship with any NCCAA member institution.

XII. COACHING HONORS

A. Regional Coach of the Year

1. Each region shall name its Regional Coach of the Year by the recommended date for conclusion of regional playoffs. The Regional Soccer Chair shall notify the National Soccer Chair of their selection immediately.
2. Voting procedure
 - a. The ballot shall allow selection of two individuals using the following point system: five points for the first choice and three points for the second choice.
 - b. It is considered unethical for a member institution to vote for its own representative.
 - c. No Regional Coach of the Year award shall be given unless there are a minimum of three regional teams competing. However, these regional nominees may be selected as National Coach of the Year.

B. National Coach of the Year

The National Coach of the Year shall be voted on at the National Championship. Nominees shall be selected at the Annual Meeting and all coaches present at the National Championship may vote.

XIII. ALL-REGION HONORS (See [Appendix A](#))

To be eligible for All-Region honors, the recipient's coach must be a member of the NSCAA. A student-athlete whose coach is not an NSCAA member may be selected to the All-Region Team. Once All-Region Honors have been tabulated, the players on the All-Region Team must be ranked according to position.

Teams in regions with at least three teams competing should have an All-Region Team consisting of one goalkeeper, three forwards, three midfielders, three defenders, and two alternatives.

Teams in regions where there are two or less teams competing may select up to four players from each of those teams to be named All-Region.

Teams shall be limited to four players on the NCCAA II All-Region First Team.

XIV. ALL-AMERICAN HONORS

- A. Each region shall be allowed to submit a slate of candidates to the NCCAA All-American Selection Committee. These candidates shall consist of the All-Region First Teams.
- B. A committee consisting of the Division II NCCAA Soccer Coaches who are present at the Annual Meeting shall select the First and Honorable Mention All-American Teams during the annual business meeting at the NCCAA National Championship. **The All-American Team selections shall be made by position, not by regional rankings.** Only one vote per school shall be permitted. The Annual Meeting moderator (National chair, Vice-

Chair or Past Chair) shall oversee the voting and he or she shall designate another coach from a separate region who shall tabulate the votes.

- C. To be eligible for NCCAA/NSCAA All-American honors, the recipient's coach must be a member of the NSCAA. Should a player be selected as an All-American and his coach not be an NSCAA member, the NCCAA will honor this player following the NSCAA Annual Convention. An additional player would then be added to the NCCAA/NSCAA All-American Team.
- D. The first team shall consist of 12 total players: one goalkeeper, three defenders, three midfielders, three forwards and two alternates. The remaining candidates shall be named Honorable Mention. In addition, one player from each team at the National Championship may be placed on the Honorable Mention Team, if appropriate.
- E. Any team in the final four of the National Championship that did not have a player selected for an All-American Award may place a player that was considered for the award on the All-American Team. The final All-American Team submitted to the NSCAA cannot exceed the maximum of 15 players.
- F. Teams shall be limited to three players on the NCCAA II All-American First Team.

XV. SCHOLAR-ATHLETE AWARD

A completed nomination form (see Forms & Procedures Section) must be sent to the Division II National Women's Soccer Chair by **November 1**.

XVI. NCCAA NATIONAL SPORT CHAIR JOB PROFILE

See Forms & Procedures Section.

XVII. NCCAA NATIONAL VICE-CHAIR JOB PROFILE

See Forms & Procedures Section.

XVIII. REGIONAL WOMEN'S SOCCER CHAIR JOB PROFILE

A. Function

The Regional Soccer Chair shall be responsible for:

1. The NCCAA Regional Soccer Championship Competition.
2. Coordination of the balloting for the NCCAA All-Region team and the NCCAA Regional Coach of the Year.
3. Participation in the NCCAA All-American selection process.

B. Selection

1. The Regional Soccer Chair shall be nominated by an NCCAA Regional Chair or Regional Coach.
2. The coaches within the respective region shall vote on the nominations.
3. The Division II NCCAA National Women's Soccer Chair shall confirm the elected Regional Soccer Chair and shall communicate the results to the respective region coaches.
4. The Regional Soccer Chair shall serve a three-year term. Re-elections are permitted. There is no limit to the number of terms one can serve, but one must be elected for each term by coaches within the respective region.
5. Nominations, voting and announcement of results must be completed by **January 31**.

C. Duties

1. Conduct the NCCAA Regional playoffs for women's soccer.
2. Conduct regional coaches meetings on issues of importance to the NCCAA Region, the NCCAA National playoffs, and the NCCAA National Championship.
3. Submit policy changes, procedures and recommendations from the coaches' meetings to the NCCAA National Women's Soccer Chair.
4. Conduct the balloting for the NCCAA All-Region Team and the NCCAA Regional Soccer Coach of the Year.
5. By the selected date, submit the regional playoffs format to the NCCAA National Women's Soccer Chair.
6. By the selected date, submit the results of the regional balloting for the Regional Coach of the Year and the All-Region team, along with all supporting documentation.

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7. Serve as a liaison between the NCCAA National Women's Soccer Chair and the soccer coaches of the respective NCCAA Region.

XIX. NCCAA RATINGS

The NCCAA conducts ratings of the top ten teams on a weekly basis. Ratings shall begin the last week of September. The first official ranking shall be posted on the Thursday of the last week of September and a new ranking shall be posted each Thursday thereafter until the final report at the end of the season. All head coaches are encouraged to vote each week based on the following criteria:

1. Team's win-loss record.
2. Team's performance against opponents outside the NCCAA Division II.
3. Team's performance against teams within the NCCAA Division II in other regions.
4. Team's strength of schedule.

XX. NCCAA STATISTICS

Statistics and victories may only be earned from official matches against NCCAA (DI, DII), NAIA, NCAA (DI, DII, and/or DIII), USCAA, and recognized four-year Canadian teams and therefore may be used when considering teams for the top eight rankings, post-season seeding and individuals for end of the year awards.

At the beginning of each season, the National Statistician shall send statistical forms to each participating institution whose statistical fees are paid in full to the NCCAA National Office by **August 15**.

XXI. THREE YEAR CALENDAR

<u>REGIONALS COMPLETED</u>	<u>NATIONAL CHAMPIONSHIP</u>	<u>LOCATION</u>
November 4, 2008	November 14-17, 2008	Austin-Tindall Complex, Kissimmee, FL
November 3, 2009	November 13-16, 2009	Austin-Tindall Complex, Kissimmee, FL
November 2, 2010	November 12-15, 2010	TBA

XXII. OFFICIAL RULEBOOK

Soccer (Women): National Collegiate Athletic Association (NCAA) Women's Soccer Rules. Rule books may be purchased by contacting: NCAA, PO Box 6222, Indianapolis, Indiana 46209-6222, telephone: (317) 917-6222.

**Appendix A
NCCAA Women's Soccer
All-Regional and All-American Nomination Form**

Name _____ Jersey # _____ (H) _____ (A) _____
 Nominee's Position _____ Year: ___Fr ___So ___Jr ___Sr
 Institution _____ Region _____
 Coach _____ Home Phone (____) ____ - _____
 Work Phone (____) ____ - _____ NSCAA Membership # _____

Season	Games Played	Goals	Assists	Goalkeepers		Captain Yes/No	Cautions/Ejections
				Saves	GAA		
20____	_____	_____	_____	_____	_____	_____	____/____

Honors _____

Comments _____

The above named student-athlete has my support as a viable nominee for NCCAA postseason honors. His/her behavior both on and off the field/court is complimentary to the NCCAA and its Christ-like standards.

 Coach's Signature

 Date

Appendix B
Intent to Participate At-Large Berth

Institution: _____

Region: _____

Head Coach: _____

Team Record (Overall): _____

Team Record (Regional): _____

Modified Longo Rating: _____

NSCAA Membership Number: _____

Please list or attach results for each match prior to the regional playoffs:

Institution

Head Coach's Signature

Date

Athletic Director's Signature

Date

Signature of President or Vice President for Business/Finance

Date

Appendix C

NCCAA Division II "LONGO" RATING SYSTEM

Class A-Team - winning percentage of .800 or better

Class B-Team - winning percentage of .600 thru .799

Class C-Team - winning percentage of .400 thru .599

Class D-Team - winning percentage of .200 thru .399

Class E-Team - winning percentage of .199 or lower

	NCCAA II		NCCAA I NAIA & NCAA III		NCAA III Top 25 and NCAA II		NAIA Top 25 NCAA II Top 25 and NCAA I	
	Home	Away	Home	Away	Home	Away	Home	Away
	Defeat an A-Team by 4 or more goals	450	525	500	575	525	600	575
Defeat an A-Team by 3 goals	375	450	425	500	450	525	500	575
Defeat an A-Team by 1 or 2 goals	300	375	350	425	375	450	425	500
Tie an A-Team	200	275	250	325	275	350	325	400
Lose to an A-Team by 1 or 2 goals	150	225	200	275	225	300	275	350
Lose to an A-Team by 3 goals	100	175	150	225	175	250	225	300
Lose to an A-Team by 4 or more goals	75	125	100	175	125	200	175	250
Defeat an B-Team by 4 or more goals	350	425	400	475	425	500	475	550
Defeat an B-Team by 3 goals	250	325	300	375	325	400	375	450
Defeat an B-Team by 1 or 2 goals	200	275	250	325	275	350	325	400
Tie an B-Team	150	225	200	275	225	300	275	350
Lose to an B-Team by 1 or 2 goals	100	175	150	225	175	250	225	300
Lose to an B-Team by 3 goals	50	125	100	175	125	200	175	250
Lose to an B-Team by 4 or more goals	25	75	50	125	75	150	125	200
Defeat an C-Team by 4 or more goals	250	325	300	350	325	375	375	425
Defeat an C-Team by 3 goals	200	275	250	300	275	325	325	375
Defeat an C-Team by 1 or 2 goals	150	225	200	250	225	275	275	325
Tie an C-Team	100	175	150	200	175	225	225	275
Lose to an C-Team by 1 or 2 goals	50	125	100	150	125	175	175	225
Lose to an C-Team by 3 goals	25	100	50	100	75	125	125	175
Lose to an C-Team by 4 or more goals	0	50	25	75	50	100	100	150
Defeat an D-Team by 4 or more goals	175	250	200	250	225	275	275	325
Defeat an D-Team by 3 goals	125	200	150	200	175	225	225	275
Defeat an D-Team by 1 or 2 goals	75	150	100	150	125	175	175	225
Tie an D-Team	50	125	50	100	75	125	125	175
Lose to an D-Team by 1 or 2 goals	25	100	25	75	50	100	100	150
Lose to an D-Team by 3 goals	0	75	0	50	25	75	75	125
Lose to an D-Team by 4 or more goals	0	25	0	25	25	50	75	100
Defeat an E-Team by 4 or more goals	125	175	150	200	175	200	225	250
Defeat an E-Team by 3 goals	75	125	100	150	125	150	175	200
Defeat an E-Team by 1 or 2 goals	0	75	50	75	75	100	125	150
Tie an E-Team	0	25	25	50	50	75	100	125
Lose to an E-Team by 1 or 2 goals	0	0	0	0	25	25	75	75
Lose to an E-Team by 3 goals	0	0	0	0	25	25	75	75
Lose to an E-Team by 4 or more goals	0	0	0	0	25	25	75	75

