

# Quick Facts

# Chapter

Schedules – Entry Fees – Deadlines – Meetings –  
Game Ball

# 1



**April 5 – April 7, 2012**  
**Kansas City Bartle Hall**  
**Kansas City, Missouri**

## WELCOME TO KANSAS CITY, MISSOURI – 2012

On behalf of the National Collegiate Volleyball Federation (NCVF), USA Volleyball, and the Tournament Committee, it is our pleasure to join our hosts to welcome you to Kansas City, Missouri, and the Kansas City Convention Center Bartle Hall located at 301 W. 13<sup>th</sup> Street Kansas City, Missouri 64105 for the 2012 NCVF Collegiate Club Volleyball Championships. We thank you for your continued support and offer our best wishes to each participant for a successful and enjoyable experience.



First time participants can look forward to a time of fellowship and making new friends; returning players to the renewal of friendships and the making of new ones.

When you see a volunteer, it would be nice of you to thank them for their time and contributions. Each one is working hard to ensure that your championship experience is a memorable one.



### NCVF VOLLEYBALL CHAMPIONSHIPS CONTACT INFORMATION

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[usavolleyball.org](http://usavolleyball.org)

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## DATES OF COMPETITION & ENTRY FEES

MEN'S DIVISIONS			
Division	Play Begins	Finals	Max # Teams
<b>Division I</b>	Thursday, April 5	Saturday, April 7	48 teams
<b>Division IAA</b>	Thursday, April 5	Saturday, April 7	36 teams
<b>Division IAAA</b>	Thursday, April 5	Saturday, April 7	24 teams
<b>Division II</b>	Thursday, April 5	Saturday, April 7	48 teams
<b>Division III</b>	Thursday, April 5	Saturday, April 7	24 teams

WOMEN'S DIVISIONS			
Age Division	Play Begins	Finals	Entry Fee
<b>Division I</b>	Thursday, April 5	Saturday, April 7	48 teams
<b>Division IAA</b>	Thursday, April 5	Saturday, April 7	48 teams
<b>Division IAAA</b>	Thursday, April 5	Saturday, April 7	36 teams
<b>Division II</b>	Thursday, April 5	Saturday, April 7	24 teams

ENTRY FEES	
Level	Entry Fee
<b>NCVF &amp; USAV Members</b>	\$900
<b>NCVF Members/Non-USAV Members</b>	\$950
<b>Non-NCVF Members</b>	\$1250

**\*NCVF Members** are teams that have completed team registration and paid the team registration fee via the online NCVF Team Registration System (<http://ncfvolleyball.org/NCVFTeamRegistration.aspx>). **Teams that register for the NCVF Championships prior to paying the team registration fee will not be eligible for the \$900 Entry Fee. If your current status on the system is "INACTIVE\_PAYMENT\_REQUIRED", it means that your team registration fee has not been paid. This registration fee must be paid first. Teams that do not follow this procedure will be charged the Non-NCVF Members Entry Fee and the additional charges will not be refunded.**

**\*USAV Members** are teams that have completed team and player registration and paid the associated fees through their local USAV region to compete in sanctioned USAV events.

### Notes

- A \$50 reduction in team fees will apply to men's teams entered in MDIII if they have another team entered in MDI, MDIAA, MDIAAA or MDII
- A \$50 reduction in team fees will apply to women's teams entered in WDII as long as they have another team entered in Women's Division I, IAA, or IAAA.
- Entry fees are non-refundable. (Except for teams on a waiting list that do not get into the tournament).

## ENTRY DEADLINES



All teams must register online at <http://ncfvolleyball.org/nationals.aspx> and ship entry forms and fees via **UPS or FedEx** to the USA Volleyball National Office.

**Online Registration:** January 2, 2012 – February 24, 2012  
**All Required Forms Received:** February 24, 2012 (\*\*New for 2012\*\*)

Teams will be able to check the progress and status of their team entry online. A Entry Complete Date will appear under each item status once all forms and payment has been received. If the status is marked without a completed date, items are missing.

Team Registration Required Items	Entry Deadlines
Initial Online registration must be completed on the NCVF website - <a href="http://ncfvolleyball.org/nationals.aspx">http://ncfvolleyball.org/nationals.aspx</a>	Jan 2 , 2012 – Feb 24, 2012
Payment must be received by USA Volleyball. Make check or money order payable to <b>USA Volleyball</b> and ship via <b>UPS</b> or <b>Federal Express</b> to:  USA Volleyball National Office Re: 2012 Collegiate Club Volleyball Championships 715 South Circle Drive Colorado Springs, CO 80910-2368	<b>Payment Deadline</b>  February 24, 2012
Roster form must be completed and submitted online	Feb 24, 2012
<p style="color: red; margin: 0;"><b>THIS IS A CHANGE FROM LAST YEAR – ALL FORMS MUST BE IN BY THIS DEADLINE</b></p> All required forms below must be completed, signed and shipped via <b>UPS</b> or <b>Federal Express</b> to USA Volleyball. The required forms include: a) USA Volleyball Limited Membership Form - completed and signed by each individual team member. b) USA Volleyball Code of Conduct Form - completed and signed by each individual team member. c) NCVF Code of Conduct form completed for each team with all players signing the form d) NCVF Medical Waiver & Release of Liability form - completed and signed by each individual team member.  <b>Ship forms to:</b> USA Volleyball National Office Re: 2012 Collegiate Club Volleyball Championships 715 South Circle Drive Colorado Springs, CO 80910-2368	Must be received no later than <b>February 24, 2012</b>
Enrollment verification forms will be available online by March 2 for team reps to print out and complete. This form will need <b>all participants' signatures</b> , and must also be <b>signed by sport club director</b> /university designee and the university <b>registrar</b> . This form can only be turned in during on-site registration at the Bartle Hall in Kansas City. <b>DO NOT</b> ship this form to USA Volleyball. If enrollment verification forms are not presented at the on-site registration area, that team will not be allowed to participate. **This form cannot have any white out used on the form and no names can be written in, it must be populated from the system for all player names.	<i>April 4, 2012</i>  <i>At Tournament Check In</i>

## Notes

- Tournament Entries will be accepted beginning January 2, 2012 with the entry deadline at midnight on February 24, 2012. Please note that many divisions fill prior to the entry deadline and by having a complete entry in by the entry deadline does not guarantee entry. All entries will be marked with an "Entry Complete Date" that will be used to determine the order of accepted teams as divisions reach capacity. The sooner a completed entry is received, the better a team's chances of being accepted into the championships in their preferred division. NCVF Members will receive preferred status for the appropriate division if their entry is received by February 3, 2012.
- **Enrollment Verification Forms:** must be brought in person to the on-site registration on Wednesday, April 6 at the Kansas City Bartle Hall verifying each participating student's academic status of the institution they are representing.
  - Semester Schools: Students from schools that have academic semesters starting during the month of January and continuing through the championships date must be enrolled 3/4 of full-time enrollment as an undergraduate or 6 or more credit hours as a classified graduate student.
  - Quarter Schools: Students from schools that have academic quarters must be enrolled 3/4 of full-time enrollment as an undergraduate or six (6) or more credit hours as a classified graduate student during both winter and spring quarters.
- **Post Event Enrollment Verification:** The top four teams in each division and five randomly selected teams from each division will be required to fill out and submit a second enrollment verification form following the tournament. This second form must be filled out, signed and stamped by the registrar, and submitted to the NCVF by May 30. The top four teams/division and those randomly selected must fulfill this requirement. Those teams that fail to submit the second certification form, or have students that are not enrolled in the required number of credits will not be allowed to enter the 2013 NCVF National Collegiate Club Volleyball Championships and will potentially be disqualified from their final finish.

## ROSTER ADDITION & CHANGE DEADLINES

DEADLINE DATE	ACTION	FEE
<b>February 24, 2012</b>	Online rosters must be completed online (Online rosters will be locked as of this date)	No Charge
<b>February 25, 2012 – February 29, 2012</b>	Changes to existing player information (numbers, position, height, etc.) Changes must be requested via email- <a href="mailto:rosterchanges@ncfvolleyball.org">rosterchanges@ncfvolleyball.org</a> )	No Charge
<b>March 1, 2012 – April 3, 2012</b>	Changes to existing player information (numbers, position, height, etc.) Changes must be requested via email- <a href="mailto:rosterchanges@ncfvolleyball.org">rosterchanges@ncfvolleyball.org</a> )	\$25
<b>February 25, 2012 – April 3, 2012</b>	During this time, adding players to the roster can only be made with approval from tournament director (Doug Hinton) Changes must be requested via email- <a href="mailto:rosterchanges@ncfvolleyball.org">rosterchanges@ncfvolleyball.org</a> )  Addition of participants to the roster (must complete all required forms including enrollment verification and bring to check in)	\$25
<b>April 4, 2012 at Check In</b>	Any roster additions (must complete all required forms including enrollment verification and provide at check in)	\$50



## TOURNAMENT TEAM CHECK-IN

Team representatives and/or coaches whose teams participate in this Event are required to check in on April 4, 2012 no later than 8:00 PM. All check-ins will be in the Kansas City Bartle Hall. The check in process will include the following.

### TEAM CHECK-IN

**Registration/Check In** - All teams **MUST** check between **4:00pm - 8:00pm** at the Kansas City Bartle Hall. The team rep/coach must check in for each team. **Please plan your travel arrangements accordingly to complete check in AND attend the Team Rep & Coach's Meeting.**

**Roster Verification** - Team reps will review the electronic roster and complete a FINAL confirmation of names and jersey number for all attending players.

**Uniform Verification** - Team reps must verify that their team jerseys/shorts are legal at the uniform verification station.

- Uniform numbers must be a recommended 6" with minimum of 4" in height on the center chest and a recommended 8" with minimum of 6" in height on the center back.
- Only numbers 1-99 are legal.
- All sets of jerseys (light and dark) must have the same number on them. No second numbers will be allowed for any players. If a player is playing as a libero, their libero number and regular jersey number must be the same. However libero jersey must a contrasting color top.
- Jersey numbers must be in sharp contrast to the jersey's main body color.
- If playing with a designated Libero, that player needs to have their own jersey number as well as a different color jersey top.
- Team reps do not need to bring each player's jersey; instead, the team rep should bring an example of one jersey per color.

**Onsite Tournament Contact Information** – Complete contact information form for onsite communication during the event for team reps and liaisons.

**Mandatory Team Rep & Coaches** meeting will be held at 8:15 pm in the Kansas City Bartle Hall. The coaches meeting will last approximately one hour. A coach or team representative **must** attend. Please plan your travel arrangements accordingly to attend the meeting.

## LATE TEAM CHECK-IN

Teams checking in after 8:00 PM will be charged a late fee of \$50. Changes are restricted to completing information which was partially submitted.

## CAPTAINS' / TEAM REPRESENTATIVE MEETINGS

All Captains / Team Representatives are required to attend a mandatory Captain's Meeting in the Kansas City Bartle Hall at 8:15pm. Playing rules, tournament schedules, tournament policies and procedures will be reviewed at this time. The meeting will last approximately one hour

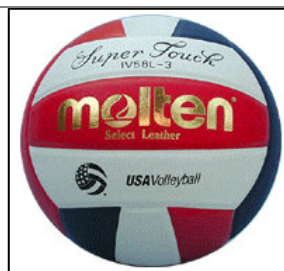
**Team Liaison:** Each participating college/university will be **required** to appoint an Official University-Approved Team Liaison to accompany their team(s) at the NCVF National Collegiate Club Volleyball Championships. The Team Liaison may be a player and must be authorized by the college/university Recreational Sports Director, and will be responsible for their team's behavior while at the NCVF volleyball championships. The Team Liaison will be responsible for ensuring that their team(s) will follow the Standards of Conduct. Team Liaisons are required to attend the mandatory coaches/team rep meeting.

## OFFICIAL TOURNAMENT BALL

### USED TOURNAMENT BALLS WILL NOT BE SOLD AT THIS EVENT.

#### Molten "Super Touch" IV58L-3

Women's Division I  
Women's Division IAA  
Women's Division IAA  
Women's Division II



#### Molten "Pro Touch" V58L

Men's Division I  
Men's Division IAA  
Men's Division IAA  
Men's Division II  
Men's Division III

