



## **NATIONAL CHAMPIONSHIP MANUAL**

**(The following manual contains information regarding both the National Qualifiers and the Girls' Junior National Championships)**

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**2012/2013 Season**

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# INTRODUCTION

## PURPOSE OF THE CHAMPIONSHIP MANUAL

USA Volleyball (USAV), recognized by the United States Olympic Committee as the National Governing Body for volleyball, holds national championships annually, including the USA Volleyball Girls' Junior National Championships (GJNC); the USA Volleyball Girls' Junior National Qualifiers (NQ) are one avenue for teams to gain entry into those championships.

The NQs are licensed by USAV and must operate within parameters set by USAV. Those parts of the NQs that impact play, and thus entry into the GJNC, must adhere to standards set out in this Championship Manual (CM).

The primary purpose of this CM is to publish the standards established by USAV for the GJNCs and the NQs. The secondary purpose is to explain the process of qualifying to play at the GJNC.

The CM is intended to be a resource to those hosting one of the NQs and to those organizations whose teams attend the GJNC and the NQs.

## CHANGING THE CHAMPIONSHIP MANUAL

The CM is a USAV corporate document. Only USAV staff authorizes changes, deletions and additions to this CM and to the qualifying process itself.

Suggestions to change the CM and the qualifying process can come from the USAV Junior Assembly (JA), USAV Commissions, USAV Events Department (Events Department), the National Qualifier Directors (QD) or any USAV Member Organization. Suggested changes must follow a review process in order to be approved; changes that have monetary or legal significance may require a review by the QDs. Once a suggested change is approved, the implementation may take up to two full seasons.

The Events Department annually updates the CM and distributes an electronic copy of the updated version to each QD no later than October 15<sup>th</sup> each year. The Events Department also posts the update on the USAV website, no later than November 1<sup>st</sup> of each year.

## GLOSSARY OF TERMS

**American Division:** A Division of the GJNC where teams must obtain a bid to participate. Bids are earned through finishing in a "bid" position in the American Division of a NQ or the team's Region, through a Trickle Down at that Event, or through the Reallocation process. Should a team that has won an American Bid later win an Open, USA, or National bid, the American Bid will be allocated by process described in the "Reallocation Bids" section of this manual. The GJNC field size for American Divisions will be 48 teams.

**At-Large Bid:** See "Bid."

**Bid:** A bid is an invitation to a team to play in the GJNC. To use the bid, a team must meet all entry deadlines and other requirements set by both their USAV region and the USAV national office.

**At-Large bid:** A GJNC bid awarded upon the completion of the Qualifier Season (both National and Regional) by a Committee of National Staff or its Designees based on performance during that season, in relation to other non-qualified teams in that age group.

**Reallocation bid:** A National, USA or American division bid to the GJNC that is unused and is returned for reallocation to a Region. Reallocation is performed by the Events Department.

**Trickle Down Bid:** A GJNC bid awarded at a NQ to a team finishing lower than a usual bid award position. This happens in some situations when a higher finishing team has previously accepted a GJNC bid from another NQ or a region process.

**CM:** Championship Manual

**Event:** Multiple tournaments or activities associated within the same title, sanction and host organization.

**GJNC:** Girls' Junior National Championships

**JA:** Junior Assembly of USA Volleyball

**Match:** A head-to-head competition between two teams within a specified round of a tournament. While typically two sets out of three, matches may also involve an automatic three sets, or simply one set (used in tie breaking situations).

**Qualifying match:** A match that "qualifies" a team for the GJNC.

**Seeding match:** A non-elimination match meant to place or "seed" teams into the next round of play.

**National Division:** A Division of the GJNC where teams must obtain a bid to participate. Bids are allocated to the Regions for distribution to its teams. Regions will receive 1-2 bids for this tournament, depending upon enrollment from the previous year. Unused Region bids will be reallocated to other Regions. The GJNC field size for National Divisions will be 48 teams (for an exception, see *National Qualifier Bids – National Division (12 & Under Only)* on Page 8).

**NQ:** National Qualifier Event

**Open Division:** A Division of the GJNC where teams must obtain a bid to participate. Bids are earned through finishing in a "bid" position in the Open Division of a NQ, through a Trickle Down at that Event, or through the At-Large process. Open bids are not available for allocation through the Regions. The GJNC field size for Open Divisions will be 32 teams.

**Patriot Division:** A Division of the GJNC where teams may gain access to the tournament by simply entering the Event through the established process. Order of acceptance will be initially based on date of entry until the tournament is full. The GJNC field size for Patriot Divisions will range from 24-64 teams.

**Playing Surface:** Area deemed as "playable" by the ground rules for that court.

**Reallocation Bid:** See "Bid."

**Round of play:** A specified segment of a tournament (typically a pool or playoff bracket). Tie breaker competition is NOT considered a round of play. All teams may not play in all rounds of play.

**Sanction:** Recognition and coverage of a given event, and/or tournament within an event, by either a Region of USAV or the National Office.

**Seeding:** The order in which teams are ranked – to begin a tournament.

**Team:** A minimum of 6 rostered players and at least one certified and rostered coach.

**Tie:** When two or more teams end pool play with identical match records.

**Tie Break:** Method by which ties, after pool play has concluded, are given a ranked order of finish to either advance to the next round of play or be placed into a competitive tie breaking -match or series of matches.

**Trickle Down Bid:** See “Bid.”

**Tournament:** Competition of a specific group of teams (i.e. Girls’ 16 & Under Open Tournament) that could also be known as a “Championship.”

**USA Division:** A Division of the GJNC where teams must obtain a bid to participate. Bids are earned through finishing in a “bid” position in the USA Division of a NQ, or through a Trickle Down at that Event. Should a team that accepted a USA Bid later win an Open or National bid, the USA bid will remain in the region of the team that originally accepted the USA bid. If the region refuses to allocate this USA bid, it reverts back to the NQ and follows the trickle down process. The GJNC field size for USA Divisions will be 24 teams.

**USAV:** USA Volleyball



## **CHAPTER 1**

### **GENERAL INFORMATION**

# GIRLS' JUNIOR NATIONAL CHAMPIONSHIPS OVERVIEW

The GJNC provides competition by age classifications in various divisions of competition (see the chart below). Teams have to qualify to play at the GJNC for all Divisions except the Patriot Divisions through one of two main paths; one is the NQ process and the other is the Regional process. In the case of the Patriot Divisions, a team may simply enter the tournament through the established means. Teams will be accepted to the Patriot Divisions on a date-of-entry basis until the Division is full at which time teams will be placed on a wait list.

A team can earn a bid to the GJNC's by finishing in a bid award position at a NQ, through the Open At-Large bid process (for Open divisions only), through a Region's qualifying process (for National and American divisions only), or through the Region Reallocation process (for National and American divisions only).

## DIVISIONS OF PLAY - OPEN, NATIONAL, USA, AMERICAN & PATRIOT

There are five major divisions of play at GJNC – Open divisions, National divisions, USA divisions, American divisions, and the Patriot divisions.

The goal of the GJNC **Open divisions** is to identify, through competition, the best team in each GJNC division from among 32 teams that have earned bids; the NQ Open divisions are designed to select those 32 teams.

- To participate in an Open division at the GJNC, a team must earn a bid from participating in an NQ Open division – either winning the bid outright at an NQ or being selected for an At-Large Bid after competing in an NQ Open division (see discussion of At-Large Bids below).

The goal of the GJNC **National, USA and American divisions** is to showcase regionally strong teams and provide the opportunity for more teams to participate at the GJNC.

- Teams have three avenues to earn a bid for a GJNC National, USA or American division:
  - Earn a bid at a NQ (National (12 & Under Only), USA or American);
  - Earn a bid through their region's qualifying process (National or American); or
  - Earn a bid from their region through the Re-allocation process.

### *Age Classification, Divisions & Team Entries*

	18 & Under	17 & Under	16 & Under	15 & Under	14 & Under	13 & Under	12 & Under	11 & Under
OPEN Division	32 teams	32 teams	32 teams	32 teams	32 teams			
NATIONAL CLUB Division	48 teams	48 teams	48 teams	48 teams	48 teams	48 teams	48 teams	
USA CLUB Division	24 teams	24 teams	24 teams	24 teams	24 teams	24 teams		
AMERICAN CLUB Division	48 teams	48 teams	48 teams	48 teams	48 teams	48 teams	48 teams	
PATRIOT Division		48* teams	48* teams	48* teams	48* teams			24* teams

\*Patriot divisions will have a soft cap of the number listed above, but may accept up to 64 teams in a tournament, in multiples of 4 teams, dependent on available court space.

(For dates determining player eligibility for each age division, please see the USAV website: [www.usavolleyball.org](http://www.usavolleyball.org)).

## NATIONAL QUALIFIER QUALIFYING PROCESS

The primary purpose of the NQs is to select, through tournament competition, Open teams and some National (12 & Under only), USA and American teams in various age divisions to compete at the GJNC. There are a number of secondary purposes for the NQs, including:

- Promote inter-regional play.
- Provide a high level of competition for teams at different levels within each age division.
- Showcase junior talent for college recruiters and National Team programs.
- Promote the growth and development of volleyball in a particular geographic area.
- Provide a training ground for officials.

Currently, there are 11 NQs: Big South, Colorado Crossroads, Disney Volleyball Showcase, Far Western, Hoosier Midwest, Lone Star, Northeast, Northern Lights, Pacific Northwest, Show Me and Southern California.

## NATIONAL QUALIFIER REQUIREMENTS

The NQs are licensed by USAV, with sanction from the USAV National Office, which develops, standardizes, evaluates and oversees the qualification process for the GJNC through the Events Department. USAV and the Events Department monitor the qualifying process each season, and, with their various Commissions:

- Approve formats and flow charts for the NQ divisions.
- Determine the process by which teams are accepted or denied entry into a NQ division.
- Approve each NQ schedule grid.
- Approve systems to seed the NQ Open Divisions.
- Review and recommend improvements for NQ operations.
- Establish and verify individual eligibility requirements for all participants in both bid and non-bid divisions.

## DIVISIONS & SIZE OF FIELD

The Events Department, with input from the Directors of each of the NQs, determines the maximum number of teams a NQ may host in each Open, National (12 & Under only), USA and American division. Currently, a NQ may host a maximum of 48 teams in each Open division and 128 teams in each National (12 & Under only), USA and American division. On a case-by-case basis, the Events Department may grant a waiver for a NQ Club division to exceed these numbers, except that no waivers will be granted for the NQ Open divisions.

Not all NQs host all age divisions; some host competition in age divisions that do not currently have a Junior National Championship (i.e. 10 & Under or “Select” divisions). The NQs have the latitude to institute these additional divisions with the approval of USAV.

## GJNC BIDS AWARDED BY A NATIONAL QUALIFIER

USAV allows each NQ to award a certain number of bids to the top finishing teams in Open, National (12 & Under only), USA and American divisions. The number of bids a NQ has to award is pre-determined according to the number of teams entered in the NQ division on the NQ’s deadline date or the date the division’s seeding is finalized, whichever number is larger (see the chart below).

OPEN: 14’s – 18’s		NATIONAL: 12’s		USA: 13’s – 18’s *		AMERICAN: 12’s - 18’s	
Number of Teams	Number of Bids	Number of Teams	Number of Bids	Number of Teams	Number of Bids	Number of Teams	Number of Bids
< 8	0	< 8	0	< 8	0	< 8	0
8 – 15	1	8 - 128	1	8 - 23	1	8 - 128	1
16 - 23	2			24 - 128	2		
24 - 48	3						

\* Available USA Division bids will be allocated back to NQs based on field size on the Wednesday before the start of the first NQ of the year.

The total number of bids distributed among the NQs to award in a GJNC division is determined by the number of teams permitted to play in the division at the GJNC. Some Open bids are reserved for the At-Large Pool and some National and American bids are reserved for the regions to award (see *Age Classifications* chart above).

Bids awarded at NQs must be accepted in writing at or prior to the time of the bid award, with some limited exceptions (see *Rules for Priority of Bid Use* and *GJNC Bids Awarded Through a Region Process*).

**For a team to use a bid earned in any qualifying process, the team must complete all entry requirements for their region and for the GJNC by the deadline dates.** If a team has not met all the entry requirements by the deadline date, that team may not use its bid and also may be subject to additional sanctions (see *Penalties for Not Using a Bid*).

### ***National Qualifier Bids – Open Divisions***

In the NQ Open divisions, bids go to the teams that finish the competition in a bid award position.

If one or more teams wins a bid award position at a NQ and previously earned an Open bid at another NQ, the bid(s) can trickle-down to the next highest finishing team, provided the next highest finishing team finished no lower than sixth place in the tournament.

If a team previously or subsequently earns a National, USA or American bid either from a region or a NQ, the team must use the Open bid. The *Rules for Priority of Use of a Bid* (see section below) determine which team receives the National, USA or American bid.

## ***Open At-Large Bids***

The Events Department, with the assistance of its appropriate Commission, awards some GJNC Open bids as At-Large Bids. An At-Large bid is an Open bid that was not awarded to a team at a NQ because of a trickle-down limitation, or a bid that was reserved for the At-Large Pool. Teams may apply for At-Large consideration provided that the team must:

- Play in at least one NQ in the same GJNC Open division age group for which the team is applying; and,
- Comply with the both their region's and USAV's GJNC deadline dates and application processes; and,
- Check the Open At-Large consideration statement listed on the USAV GJNC Official Entry Form; and,
- Submit to the Events Department complete, accurate and up-to-date results for all of the team's competition through the last day of the last NQ, not later than the end of business on the Tuesday after the finish of the last NQ.

The Events Department will announce the teams winning GJNC Open At-Large bids no later than the second Monday after the last NQ. The Events Department will notify teams awarded an At-Large bid by email, sent to the Coach and Club Director whose emails are included on the GJNC entry application.

## ***National Qualifier Bids – National Divisions (12 & Under Only)***

At a NQ, both a National division and an American division will be offered for the 12 & Under age division.

- Each NQ will receive one National bid and one American bid to award, provided they have a minimum of eight (8) teams registered in each division.
- Should either division fail to receive the minimum number of eight (8) registered teams, the divisions will be combined and will be called the National division.
  - In order for the combined National division to retain both bids, the division must have a minimum of sixteen (16) registered teams.
  - If the combined National division has less than sixteen (16) registered teams, the NQ will award only one National bid.

## ***National Qualifier Bids – USA Divisions***

At a NQ, the USA division has up to three bids. A USA Division must have at least eight (8) teams to be able to award a bid in that respective tournament.

A team must accept or reject a USA bid in writing upon earning the bid. If rejected, the bid will trickle down to the next eligible, highest finishing team, provided that team finished no lower than 4<sup>th</sup> place in a tournament with up to two (2) USA bids available, or no lower than 6<sup>th</sup> place in a tournament with three (3) USA bids available.

Trickle down scenarios for a USA Bid:

- If a team that wins a USA bid earned an Open bid or accepted a USA bid from a previous NQ, the current USA bid may trickle down to the next eligible, highest finishing team, provided that team finished no lower than 4<sup>th</sup> place in a tournament with up to two (2) USA bids available, or no lower than 6<sup>th</sup> place in a tournament with three (3) USA bids available. The trickle down process must be applied at the conclusion of the division's competition.

## ***National Qualifier Bids – American Divisions***

At a NQ, the American division has one bid. An American Division must have at least eight (8) teams to be able to award a bid in that respective tournament.

A team must accept or reject an American bid in writing upon earning the bid. If rejected, the bid will trickle down to the next eligible, highest finishing team, provided that team finished no lower than 4<sup>th</sup> place in the tournament (see *GJNC Bids Awarded Through a Region*).

Trickle down scenarios for an American Bid:

- If a team that wins an American bid earned an Open bid or accepted a USA bid from a previous NQ, the current American bid may trickle down to the next eligible, highest finishing team, provided that team finished no lower than 4<sup>th</sup> place in the tournament. The trickle down process must be applied at the conclusion of the division's competition.
- If a team that wins an American bid accepted an American bid from a previous NQ, the current American goes to the next eligible, highest finishing team, provided the next highest finishing team finished no lower than 4<sup>th</sup> place in the tournament. The trickle down process must be applied at the conclusion of the division's competition.

## **GJNC BIDS AWARDED THROUGH A REGION**

Regions award bids to two Divisions at the GJNC – National and American. Each Region will receive at least 1 National bid to award at their discretion. As there are a total of 48 bids to be allocated to 40 Regions, the 8 largest Regions based on Girls' Junior registrations from the previous season (except as noted below) will be awarded a 2<sup>nd</sup> bid to the National Division at the GJNC.

Of the 48 American Division bids, 10 will be awarded at NQ Events with the remaining being allocated to the 38 largest Regions based on Girls' Junior registrants from the previous season except as noted below:

- For 12 & Under and 13 & Under divisions, the original allotment of bids and any reallocation bids a region receives depends on the number of junior girls registered in the 12 & Under and 13 & Under divisions, *not* on the total number of junior girls registered in the region.

The number of bids received by a particular region may change from year to year.

## ***Reallocation Bids***

Some regions may not use all of their originally allotted bids; in each age division, these unused bids, along with any American bids not accepted by eligible teams at an NQ, become Reallocation bids. The Events Department distributes Reallocation bids to the regions in an order determined both by the number of junior female members and the proximity of that number to certain benchmark membership numbers. The rank order that results from this determination may not be the same rank order that determines which regions get additional bids from the original allotment of GJNC bids for regions to award.

The Events Department notifies each region of its original bid allotment and any reallocation bids it may receive for each age division.

# RULES FOR PRIORITY OF BID USE

Some teams participate in more than one qualifying process in a season, either through their region, by attending NQs, by applying for an At-Large bid, or by some combination of these processes. If the team earns more than one bid, the following rules apply as to which bid the team must use, and what happens to the other bid(s).

Generally, the priority of bid use is as follows:

1. Open
2. National
3. USA
4. American

When an Open bid is the second bid a team earns, from either a NQ or the At-Large Process:

- If a team previously accepted a USA bid, the team must use the Open Bid. The USA bid will remain in the region of the team that originally accepted the USA bid. If the region refuses to allocate this USA bid, it reverts back to the NQ and follows the trickle down process.
- If a team previously accepted a National or American bid, the team must use the Open Bid. If the American bid was obtained through a NQ, the bid becomes a Reallocation bid. If the bid was from a region, it remains in that region's bid allotment.

When a National Club bid is the second bid a team earns and accepts:

- If a team previously accepted a USA Club bid, the team must use the National Bid. The USA bid will remain in the region of the team that originally accepted the USA bid. If the region refuses to allocate this USA bid, it reverts back to the NQ and follows the trickle down process.
- If a team previously accepted an American Club bid, the team must use the National Bid. If the American bid was obtained through a NQ, the bid becomes a Reallocation bid. If the bid was from a region, it remains in that region's bid allotment.

When a USA Club bid is the second bid a team earns and accepts:

- If a team previously accepted an American bid from either an NQ or a region, the team must use the USA bid. If the American bid was obtained through a NQ, the bid becomes a Reallocation bid. If the bid was from a region, it remains in that region's bid allotment.

## ***Penalties for Not Using Bids***

A team that does not use a GJNC Open bid which it has earned, or a GJNC National, USA or American bid which it has earned and accepted, may be subject to the following penalties:

- IF a team earns an Open bid at a NQ, earns and accepts an Open At-Large bid, or earns and accepts a National, USA or American bid (Regional or NQ) and subsequently does not participate in the GJNC, ALL members listed on the Official Event Roster and the Club Director will be suspended from participating in all NQs, Regional Qualification Events, and the GJNC for the following season; and,
- The Club must pay USAV the GJNC entry fee for the team.
  - If the Club does not pay the GJNC Event Entry Fee by December 31<sup>st</sup> of that year, the suspension from competing in qualifying events will remain in force until the fee is paid in full.

# NATIONAL QUALIFIER TOURNAMENTS

All NQs must use competition formats approved by the Events Department. The information in this section applies to *all* NQ tournaments.

## TOURNAMENT FORMATS

The tournament format determines the number of pools in a division, the number of teams in each pool and the sequence of play, from pool play through playoffs. A tournament “flow chart” illustrates the sequence of the format components.

## MATCH FORMATS

The preferred match format is pools of 4 playing the best 2-out-of-3 sets.

- The first two sets play to 25 points, rally scoring, with one team winning by two points and no point cap.
- If a third (deciding) set is necessary, it is played to 15, rally scoring, with one team winning by two points and no point cap.
- Some pools of 3 may play all three sets to 25, regardless of whether a team wins the first two. This exception depends on the number of pools of 3 in a division.
- In a 3-team pool, where 3 sets to 25 are played instead of 2 out of 3, and the final finish in the pool is determined by match record. Should one team win the first two sets of the match, that team has won the match, but teams will still play the 3<sup>rd</sup> set. Should there be a 3-way tie in the pool with all 3 teams having a 1-1 record, ALL sets played will be used when determining set percentage when going to a tie-breaker. When playing the 3<sup>rd</sup> set, there will be a coin flip between sets two and three to determine side, serve and receive, and teams will switch sides at 13.

## *Open Division Formats*

The top 12 to 16 teams in an Open division play 3 rounds of pool play, and, if necessary, a single elimination bracket to determine the overall winner of the tournament.

- The third round of pool play is known as the Gold Pools.
- If a team in one of the top 3 positions in an Open Division previously qualified for the GJNC, additional matches may be required to determine which teams are awarded bids via the trickle down process.
  - The Events Department approves formats for additional trickle down matches prior to the start of the NQ; and,
  - The formats are announced in the tournament information prior to the start of the NQ.

Teams in finish positions lower than the Gold Pools play two rounds of pool play followed by a single elimination bracket.

Some teams may have an additional qualifying, crossover or seeding match prior to Gold Pools or playoff brackets, depending on the number of teams in a division.

## ***National (12 & Under only), USA and American Division Formats***

All teams in National (12 & Under only), USA or American divisions play 2 rounds of pool play, followed by single elimination playoff brackets.

Some teams may have an additional qualifying, crossover or seeding match prior to Gold bracket or other playoff brackets, depending on the number of teams in a division.

### **POOL PLAY SEQUENCE**

Pool play sequence, listed below, is used for all pools in a NQ, unless another sequence is approved by the Events Department:

<b>Round</b>	<b>Four-Team Pools</b>	<b>Three-Team Pools</b>	<b>Five-Team Pools on 2 courts</b>
<b>Match 1</b>	1 vs. 3 (ref 2)	1 vs. 3 (ref 2)	1 vs. 5 and 2 vs. 4 (ref 3)
<b>Match 2</b>	2 vs. 4 (ref 1)	2 vs. 3 (ref 1)	1 vs. 4 and 2 vs. 3 (ref 5)
<b>Match 3</b>	1 vs. 4 (ref 3)	1 vs. 2 (ref 3)	Break
<b>Match 4</b>	2 vs. 3 (ref 1)		1 vs. 3 and 4 vs. 5 (ref 2)
<b>Match 5</b>	3 vs. 4 (ref 2)		2 vs. 5 and 3 vs. 4 (ref 1)
<b>Match 6</b>	1 vs. 2 (ref 4)		1 vs. 2 and 3 vs. 5 (ref 4)

A team's final pool finish is determined by match results. If team(s) are tied at the completion of pool play, tie breaker procedures will determine the final order of finish (see *Procedures for Breaking Ties*).

### **PLAYING SCHEDULES**

- All pool play matches are scheduled one hour apart. Some pools may have play on two days to complete the pool (for example, begin play one day in the evening and finish the next morning).
- The first match of a pool must begin at its scheduled time. Within a pool, and after the first match, a match may begin up to 15 minutes before the scheduled starting time provided the two teams competing, the officials and the tournament staff all agree to it, and provided that there is sufficient time for the warm-up protocol.
- Trickle down matches are required to be played only if necessary to determine bid awards.

### **COURT USE**

- A NQ may schedule no more than 13 matches on a court in one day, unless otherwise approved by the USAV Events Department. Tie-breaking sets do not count as scheduled matches.
- Final matches of the day must be scheduled to begin no later than 9:00 p.m. (with an 8:00 a.m. start) or 9:30 p.m. (with an 8:30 a.m. start).
- If a division is larger than 64 teams, the first round of playoffs can be scheduled for the second day. Teams must still be given a minimum of 1 match on the third day.

### **WARM-UP PROTOCOL**

**Primary Warm-up Protocol** – For all teams in their first match of a round of play.

**Primary Warm-Up Protocol (5-4-4):**

- Five (5) minutes of shared court time for ball handling; and
- Four (4) minutes of exclusive court time for the serving team; and
- Four (4) minutes of exclusive court time for the receiving team.
- There will be no shared hitting time.

A crossover match or tie-breaking match that immediately follows pool play is part of that previous single round of play; teams follow the Secondary Warm-Up Protocol set out below.

A crossover match, seeding match or qualifying match that occurs after a scheduled break, after the conclusion of pool play, is a separate round of play; teams in this round follow the Primary Warm-Up Protocol.

**Secondary Warm-Up Protocol** – For all other matches within the round of play.

Secondary Warm-Up Protocol **(2-4-4)**:

- Two (2) minutes of shared court time for ball handling; and
- Four (4) minutes of exclusive court time for the serving team; and
- Four (4) minutes of exclusive court time for the receiving team.
- There will be no shared hitting time.

Only USAV members may be on the playing surface to assist with shagging balls during warm-ups.

## ON-SITE REGISTRATION AND ROSTER VERIFICATION

Prior to beginning play, a Team Representative (Coach, Club Director or other designated adult) must confirm a team's presence at the tournament by signing an Official Tournament Roster (Official Roster).

The person who signs the Official Roster, whether the Coach, Club Director or other designated adult (Signing Agent), assumes all responsibility for verifying that:

- All of the information contained on the Official Roster is both complete and correct, including that:
  - ALL coaches listed on the Official Roster (Head and Assistant coaches) have IMPACT coaching certification, at a minimum.
  - All reported team competition results are complete and accurate.

No player may be added to an Official Roster at a NQ once that team has begun match play in that event.

If a team wins an Open bid or accepts a National (12 & Under only), USA or American bid at a NQ, the players on the Official Roster, as signed by the Signing Agent prior to the start of tournament play, are frozen to that team.

- The NQ will send a copy of the Official Roster to the Events Department at the finish of the NQ.
  - The players on this roster will be frozen with regard to the GJNC.
  - The Events Department will post the team's roster on the USAV website.

(See *Frozen Player* rules below for additional information about region bids and At-Large bids in regards to Official Rosters.)

# PROCEDURES FOR BREAKING TIES

At the conclusion of a pool, the pool finish positions of the teams are determined by their pool match records.

- If there is a tie in match record among 2 or more teams in the pool, tie(s) will be resolved using the GJNC National Tie Break Rules.
- Even in 3 team pools where all 3 sets are required to be played, match record - not game record - will determine a team's finish in the pool. (Contradicts with 4<sup>th</sup> bullet on page 13)

## TWO-WAY TIES: 2 teams tied in match record

There will be *no* tie breaker sets.

- The first place team will be the team that won the pool play match between the 2 tied teams (head-to-head).
  - This is the procedure for ***all two-way ties***, even when one team might still win a bid; the tied teams have already determined the better team through head-to-head competition.

## THREE-WAY TIES: Where no team can advance to win a bid

There will be *no* tie breaker sets. Ties among teams will be resolved as follows:

If 3 or more teams are tied in match record, the ties are broken by applying the following steps, in order, without repeating any step. ***Head-to-Head results will not be used at any time in breaking a three-way tie:***

- Determine each team's set percentage (divide each team's total sets won in the pool by the total sets played). The team with the highest set percentage is first.
- If some or all of the teams have the same set percentage, then determine the point percentage of the teams that are still tied (divide each team's total points scored by the total points scored by all the team's opponents in that pool).
  - Of the teams still tied, the team with the highest point percentage has the next highest finish in the pool (finishes either first or second, depending on the outcome of the set percentage).
- If two or more teams are still tied:
  - Coin toss.

## THREE-WAY TIES: Where 1 or more teams may advance to win a bid

There are several scenarios in which three-way ties can occur. The resolution for each tie breaker scenario depends on both the number of teams that can advance to win a bid from the pool, AND which pool finish position is at stake for the tied teams.

## SEEDING TIE BREAKER SETS

The *seeds* for teams tied in match record involved in the tie breaker sets are determined by:

- Set percentage: The total number of sets played in the pool (sets won divided by total sets played).

- The team with the highest set percentage is seeded first.

If the teams are still tied:

- Point percentage: Each team's total points scored divided by the total points scored by the team's opponents in that pool.
  - The team with the highest point percentage is seeded first.

If the teams are still tied:

- Coin toss.

## Playing Tie Breaker Sets

### Scenario One

No. Teams Advancing	Pool Finish	Applications
1	First place	4-team pools: All teams have 2-1 match records 3-team pools: All teams have 1-1 match records

- All three teams will participate in tie breaker sets.
- Set 1: the #2 seed will play the #3 seed, and the #1 seed will officiate. The loser of Set 1 will be third place in the pool and will officiate the next tie breaker set.
- Set 2: the winner of Set 1 will play the #1 seed and the loser of Set 1 will officiate. The winner of Set 2 will be first in the pool and the loser will be second.

If, for any reason, one of the tied teams is unavailable for the resolution of the tie at the time the court official is ready to proceed, that team will automatically become the third place team and the other two teams will play one tie breaker set.

### Scenario Two

No. Teams Advancing	Pool Finish	Applications
2	First place	4-team pools: All teams have 2-1 match records 3-team pools: All teams have 1-1 match records

- The #1 seed does not have a playoff set. The #1 seed finishes first in the pool.
- The #2 seed will play the #3 seed and the #1 seed will officiate. The winner will be second place in the pool and the loser of this set will be third place in the pool.

If, for any reason, one of the tied teams is unavailable for the resolution of the tie at the time the court official is ready to proceed, that team will be ranked third in the pool. The remaining teams will finish first and second in the pool based on the tie breaker seeding process. No other penalty will be applied and no tie breaker set is played.

### Scenario Three

No. Teams Advancing	Pool Finish	Applications
2	Second place	4-team pools: All teams have 1-2 match records

- All three teams will participate in tie breaker Sets.
- Set 1: the #2 seed will play the #3 seed and the #1 seed will officiate. The loser of Set 1 will be fourth place in the pool and will officiate the next tie breaker set.
- Set 2: the winner of Set 1 will play the #1 seed and the loser of Set 1 will officiate. The winner of Set 2 will be first in the pool and the loser will be third.

If, for any reason, one of the tied teams is unavailable for the resolution of the tie at the time the court official is ready to proceed, that team will automatically become the fourth place team. The other two teams will play one tie breaker set.

### Scenario Four

No. Teams Advancing	Pool Finish	Applications
3	Second place	4-team pools: All teams have 1-2 match records

- The #1 seed does not have a playoff set. The #1 seed finishes second in the pool.
- The #2 seed will play the #3 seed and the #1 seed will officiate. The winner will be third place in the pool and the loser of this set will be fourth place in the pool.

If, for any reason, one of the tied teams is unavailable for the resolution of the tie at the time the court official is ready to proceed, that team will be ranked fourth in the pool. The remaining two teams will finish second and third in the pool based on the tie breaker seeding process. No other penalty will be applied and no tie breaker set is played.

## TIE BREAKER PROCEDURES FOR THIRD ROUND OPEN DIVISION POOLS (Gold Pools)

If three teams are tied, ALL THREE TEAMS WILL PARTICIPATE IN TIE BREAKER SETS. Follow the *Seeding the Tie Breaker Sets* to seed the teams, and *Scenario One* above for the Set Play Order.

# of Bids	Pool Finish	Applications
1 - 2	First or Second place	4-team pools: All teams have either 2-1 or 1-2 match records 3-team pools: All teams have a 1-1 match record

If ***all teams*** in the Gold Pool are qualified, there will be no tie breaker sets for that pool. Ties are resolved by ranking according to set percentage, or, if necessary, point percentage.

## FORMAT FOR TIE BREAKER SETS

- Tie break sets are played to 25 points with one team winning by two points, no cap.
- Teams will switch sides at 13 points.

## PENALTIES FOR MISSED TIE BREAKER SETS

It is the responsibility of a team's coach to know if there is a potential tie in pool play finish and to have his/her team available courtside for tie breaker sets as soon as the last match of the pool is finished.

- All teams must remain courtside for the duration of any necessary tie breaker sets regardless of whether the team is scheduled to compete or officiate.
- Play of tie breaker sets will not be delayed in order to locate a team or provide time for a team to return to the court.

In a three-way tie, where one or more teams is not at courtside at the finish of the last match of the pool, the teams remaining will play for position, if necessary.

- The team(s) that left will finish lower than the team(s) that remained.
- The position of the team(s) that left will be determined following the tie break procedure as it pertains to the pool and advancing positions available.
- There are no other penalties for a team that is not present for tie breaking sets.

# TEAM AND PLAYER POLICIES

## PARTICIPATION IN MULTIPLE DIVISIONS

Each NQ that operates under one name or one USAV license is a single EVENT, even if the NQ activity is held on multiple weekends or in multiple locations.

A player may only be on one team roster in a bid award division in a single NQ.

## PLAYING UP

A team must play in the division that conforms to the USAV age requirements for the team's players. The team's GJNC code stipulates its proper age division. If a team desires to play up an age division AND there is space available without denying an age appropriate team an entry position, the team may play in an upper age division. A team may play up a maximum of two age divisions (i.e. a 15s team could only play up to 16s or 17s).

A team may be moved up at the request of the tournament, but if this team is accepted in the proper age group, they must agree to the move. A team unable to gain access may be offered the opportunity to play up by the tournament.

## TEAM FORFEITURES

A team that intentionally forfeits a match at a NQ will be excluded from further participation in that NQ.

- The forfeit is intentional unless the team shows good cause for the forfeit.
  - The Event Arbitrator will determine if good cause exists.
  - The QD will report any team that intentionally forfeits a match to the Events Department.
- If a team intentionally forfeits a match in the Gold Level during the third round of pool play in an Open division or during Gold playoff bracket matches in a Club division, the team's penalty will be:
  - ALL Adult Members listed on the verified event roster and the Club Director will be suspended from participating in all NQs, Regional Qualification Events and the GJNC for the following season.

### ***Last Day Forfeits***

Teams that enter a NQ are committing to participating in the full event. Teams have control over their travel plans and those plans should be made so that a team will not have to forfeit any matches.

A team that forfeits a match for any reason other than illness, injury or emergency is denying another team a match. Additionally, in a single elimination format, it is poor sportsmanship to deny a team the right to move on by beating them and then forfeiting out of the event. Furthermore, it is even more unacceptable to forfeit and then, as loser of the match, not to remain and officiate the next match.

Teams that have no flexibility in their travel plans and know they will need to leave before the conclusion of an event should notify the Tournament Director early on the last day.

The Tournament Director will decide when the team will need to take their forfeit. Teams forfeiting should recognize that additional penalties may apply.

- Teams that refuse to play a match to determine 3rd and 4th place in the tournament will both finish 4<sup>th</sup>, and there will be no 3<sup>rd</sup> place awarded in the tournament.
- Teams that forfeit a last day match are still responsible to officiate the next match scheduled on their court. Teams playing the next scheduled match may not be required to begin play early.

## TEAM OFFICIATING DUTIES

The NQ must publish an officiating assignment schedule for the teams; the teams must fulfill all their scheduled officiating assignments.

Teams must provide second referees for all assigned matches (unless an assigned match has a certified official as second referee); two line judges; a scorer (scorekeeper); and an assistant scorer (visual scorer and libero tracker).

- A team that fails to have a complete officiating crew available for an officiating assignment - including a rostered adult for that team - at the time the court official is ready to proceed can be penalized by losing points in the first set of its next match.
  - For every minute an officiating team is late to fulfill its assignment, one point will be awarded to that team's next opponent in the first set of the next match, up to a maximum of 25 points.
  - Penalty points begin to accumulate at the start of the receiving team's warm-up.
- An adult listed on the event roster must be present at the scorer's table and easily identifiable while any members of the team are officiating.
  - Performing duties as the R2 on the match the team is assigned to officiate fulfills this requirement.
- A team may forfeit its entire next match for failing, a second time, to have an officiating crew available on time for an officiating assignment.

*\*Penalties for missing officiating assignments in a three-way tie breaker differ from these Team Officiating Duties penalties (see Procedures for Breaking Ties).*

## REGIONALLY AGE WAIVERED PLAYERS

Teams competing in a NQ bid award division **MAY NOT** use any players who have an age waiver from their region unless those players are otherwise age-eligible to play in the division.

NQs may allow teams using players who have a waiver from their region for age requirements in any division that does **NOT** have a bid for the GJNC.

## TEAM ROSTERS

All coaches listed on the roster (Head and Assistants) will possess a minimum coaching certification level of IMPACT (Entry Level). An IMPACT certified coach, listed on the roster, must be present and on the bench at all times.

It is strongly recommended that teams have additional IMPACT certified adults verified on their roster and present at all times. In the event a Coach(es) is not present (late, sick, ejected or disqualified), the team must have another IMPACT certified adult verified on their roster and on the team bench for play to begin or continue without forfeit.

No additional time will be allowed to comply with the certified personnel requirement to continue play except for unused time outs and/or time allowed between sets.

A team may have a maximum of 15 players and five (5) additional personnel on their roster, one of which must be listed as the Head Coach (*Please note:* a chaperone is also required on each team's roster for the Girls' Junior National Championships). The other four roster positions may be any combination of the following:

5. Assistant Coach
6. 2<sup>nd</sup> Assistant Coach
7. Chaperone One
8. Chaperone Two
9. Team Representative
10. Team Manager

In the event the team elects not to designate a Team Representative, the Head Coach will fill that role.

The Team Manager position is primarily reserved for, but not restricted to, junior level members (members who are registered in a junior level membership category or are under the age of 18) participating with a junior team in a non-player capacity. These members cannot be placed in any team staff position other than "Team Manager". Junior level staff members must be at least 10 years of age. USA Volleyball and the event arbitrators reserve the right to conduct random ID checks on any staff person listed on the roster at any time.

All roster personnel (non-players) must have completed the club's region's registration process and cleared the background screening if applicable. Junior level members under the age of 18 do not need to be background screened. Junior members 18 years old and above, serving in non-player capacity on a junior team, must apply for and "clear" a background screening within 30 days of their 18th Birthday."

Individual Participation Eligibility Requirements (membership, background screening, IMPACT, minimum age, etc.) are subject to verification by USAV, including use of random ID checks by the Event Arbitrator.

## ***Frozen Players***

Earning an Open bid, submitting an Open At-Large bid application or accepting any Club bid defines the team as "qualified" for the GJNC. As of this time, the players on the qualified team's Official Roster are frozen to that team. The players on the team's Official Roster are subject to the following restrictions:

- A Frozen Player cannot be on the roster of, or play for, another team in a Regional or NQ event, the roster of a team applying for an Open At-Large bid, or another team playing at the GJNC.
- Once a female junior player has participated in a GJNC qualifying event (Regional or NQ), she may not be on the Official Roster of, or participate in, another GJNC qualifying or championship event with a different club.
- A club may add player(s) to the Official Roster of one of its teams qualified for the GJNC, provided the additional player(s) are members of the club and are not on the Official Roster of another of the club's teams, except that:
  - No player may switch from one qualified team to another qualified team, even within the same club.

Violations of the Frozen Player rules will result in sanctions being imposed on the already qualified team, its club, the team's coach, the player and the club's director.

The Events Department will determine sanctions for violations of the Frozen Player rules. The sanctions may be a warning, probation, suspension, expulsion or match forfeiture.

# POLICY ON FOREIGN PARTICIPANT AND FOREIGN TEAM PARTICIPATION

ONLY American Samoa, Guam, Puerto Rico, U.S. Virgin Islands and their associated Federations are eligible to participate in qualification divisions of the NQs and the GJNC.

Definitions	
Foreign Participant	A participant who is not a citizen of the United States OR a citizen residing in a U.S. Territory having its own National Volleyball Federation with which the participant is affiliated.
Non-Resident Foreign Participant	A person who is not a citizen of the United States and resides outside the 50 United States OR an individual residing in a U.S. Territory having its own National Volleyball Federation with which the participant is affiliated.
Resident Foreign Participant	A person who is not a citizen of the United States and resides in one of the 50 United States and holds "resident" versus "visitor" status. Proof of "Resident" status includes providing documentation substantiating enrollment and attendance in an educational institution in the United States (excludes on-line courses) OR proof of employment in the United States AND a corresponding physical residence address (excludes a P.O. Box or "care of" address). A copy of a current student or work visa is required for the duration of eligibility.
Foreign Participant Release	Written approval by a foreign participant's National Volleyball Federation of origin for that person to affiliate or participate with USA Volleyball.

## POLICY:

**Concurrent registration with more than one National Volleyball Federation is prohibited.**

- A **Resident Foreign Participant**, who has competed in international competition representing his/her country/federation of origin (i.e. Youth National Team, Junior National Team, Senior National Team, or other "elite" team that has represented that country in international competition) is required to have a written release from that volleyball federation of origin before he/she can become a registered member of a Regional Volleyball Association.
- This would not apply to a participant who has been in continuous legal residence in the United States and unaffiliated with a foreign national volleyball federation for greater than two years.

## FOREIGN PARTICIPANT ELIGIBILITY

Subject to the above Table of Definitions, a **Resident Foreign Participant** (residing legally in the United States, e.g. exchange student) may participate if she/he is a duly registered member of a USA Volleyball Regional Volleyball Association (RVA) and follows all event participation policies and registration procedures.

A **Non-Resident Foreign Participant** shall not be eligible to participate.

## FOREIGN TEAM ELIGIBILITY

**Foreign Team** Participation for National **Junior** Competitions (e.g. USA Volleyball Junior National Championships, National Qualifiers and all Qualifying Events):

- A Foreign Team (registered with its National Volleyball Federation) may participate if it duly applies for and is accepted in compliance with the event's regulations, is not representing its country in an official capacity, and the federation of origin grants permission for participation.
- Foreign Teams must purchase foreign participant insurance, which will be provided by USA Volleyball. The expense shall be debited to the event at cost and shall be added to the entry fee.
- Each member of a Foreign Team shall have in his/her possession(s), and shall have previously filed with the Event Director, the following documents:
  - Photo identification (Driver's license, passport or comparable government issued document); and
  - A signed copy of the USA Volleyball Code of Conduct and Waiver and Release of Liability (provided on page 2 of the Foreign Participant Registration form).
- Additionally, for junior-age competitions, each foreign player (of a foreign team) must also possess and have on file with the Event Director:
  - Copy of birth certificate or Government Issue Identification with birth date; and
  - USA Volleyball's "Consent for Medical Treatment & Release" form, signed by the player's parent or legal guardian.

## FOREIGN TEAM REGISTRATION

This applies to **ALL NON-USA** Volleyball members or Member Organizations (Puerto Rico, American Samoa, Guam, U.S. Virgin Islands).

### ***Required Individual Forms***

- **Players and Staff:** Foreign Participant Registration Form, which includes the Code of Conduct on page 2
- **Players and Staff:** Copy of photo ID (i.e. Passport)
- **Players Only:** Medical Release and Liability Form (without notary unless the event is held in Florida)
- **Players Only:** Copy of Birth Certificate (note, a passport will also fill this requirement)

### ***Required Team Forms/Fees***

- Entry Form
- Foreign Summary Team Participation Form
- \$100 US Dollars for Insurance
- A letter of good standing from their volleyball federation

***NOTE: If any foreign teams attend your tournament, please collect all of the required paperwork and insurance checks. You will then forward the paperwork and insurance checks to the USAV Office, Attention: Kristy Cox. Foreign teams are required to complete the paperwork and pay the insurance fee only once during the current season.***

# TOURNAMENT REQUIREMENTS

## OFFICIALS

All pool play and playoff bracket matches must have a USAV-certified official as the first referee.

All Gold Pool (3<sup>rd</sup> pool) matches in Open divisions, Gold brackets in Open divisions, and semifinal and final matches of Gold Level National, USA and American divisions, must have USAV-certified first and second referees.

- It is recommended that there be first and second referees for Gold Level quarterfinals in Club divisions.

## AWARDS

Each NQ will give a team plaque or trophy to each first, second, and third place teams in the Gold level of each Open, National (12 & Under Only), USA and American division.

NQs will give an individual award of minimal value (non-merchandise such as a plaque, trophy or medal) to each player on each first, second and third place teams in the Gold level of each Open, National (12 & Under Only), USA and American division.

NQs may give additional awards.

NQs will not select All-Tournament teams.

## TEAM ENTRY REQUIREMENTS

The date a NQ receives an entry application does not automatically determine the team's acceptance into the tournament. All entry requirements must be met.

Each individual NQ may have additional entry requirements. These requirements shall be clearly specified in the respective NQs entry procedure documents and information.

## TEAM ACCEPTANCE CRITERIA

NQs will accept teams who have met all entry requirements until available space is filled, or the deadline date, whichever comes first, based on the following criteria:

- Postmark or electronic date of complete entry requirements, as specified by each event.
- Strength.
- Number of teams per club per division, with a maximum of two teams per club, per division, unless additional space is available.
- Entries from the host state where the NQ is conducted.

After the deadline date teams may be accepted at the discretion of the tournament director.

If a division is filled to capacity by the time a team completes the entry process, the NQ may offer teams denied entry into an Open division the opportunity to move into a National (12 & Under Only), USA or American division, if space is available. A NQ may also offer teams denied entry in a National (12 & Under Only), USA or American division the opportunity to move into an Open division if space is available.

Under no circumstance is a team that is denied entry into any division guaranteed a berth in any other division.

## **TRAINERS**

Each NQ must provide athletic trainers during all hours of competition and for at least 45 minutes prior to the beginning of competition each day.

## **PROTEST COMMITTEE**

Each NQ must have an on-site Protest Committee consisting of the Head Official, the NQ Tournament Director or his/her designee, and another qualified person to rule on protests lodged by teams regarding officiating.

- No Protest Committee member can coach a team in the tournament.

## **ETHICS AND ELIGIBILITY**

The NQ's are part of the USA Volleyball Junior National Championships. Participants, individual or team, may access normal Due Process channels should their eligibility to participate be in question. Procedures, including appeal options, are outlined in the Bylaws of USA Volleyball. Bylaws can be found in the current issue of the *USAV Official Guidebook* (Guidebook). The Guidebook is available through Regional Commissioners, from the USA Volleyball National Office, at the Event Championship Desk, and on the USAV website at <http://www.usavolleyball.org>.

### ***Event Arbitrators***

Event Arbitrators are appointed by USAV for each NQ. They are the first level for hearing and resolving ethics and eligibility issues at a specific USA Volleyball event. Teams or individuals accused of committing violations of ethics or eligibility rules and regulations at a NQ must meet with the Event Arbitrator(s) for resolution of the accusation.

The authority for the Event Arbitrator begins with the arrival of a team and individual participants in the event's city or forty-eight (48) hours prior to the first day of competition, whichever is earlier, and shall continue through the duration of the event, through its conclusion.

Decisions of the Event Arbitrator shall be conveyed immediately to the affected parties and may be appealed to the Event Ethics and Eligibility Appeals Committee appointed for each event of USA Volleyball.

### ***Event Ethics and Eligibility Appeals Committee***

Each NQ must have an Event Ethics and Eligibility Appeals Committee. Each committee has three members, one of whom shall meet the USA Volleyball definition as a domestic athlete.

Each committee acts on appeals of decisions the Arbitrator makes during the NQ.

If the committee finds that a violation requires further review or more serious discipline, it may file a recommendation with the Member Organization that the team represents, with the USAV Corporation Ethics and Eligibility Committee, or with both organizations for extended disciplinary measures.

### ***USA Volleyball Age and Identity Falsification Policy*** **(BOD Approved 01/2004)**

Any player in question must provide proof of identity and age eligibility if requested by an NQ staff member or a USAV Arbitrator.

For all USAV corporation events, any person who alters a document that certifies the age or identity of a participant, or falsifies any statement that lists the age or identity of a participant, will be penalized as follows:

- Any Team Representative, Coach, Program Director or responsible adult found to be party to such action shall be:
  - Immediately suspended from registration with USAV and barred from further participation in the event; and
  - Barred from participation in any USAV events, in any capacity, for a minimum of two (2) years; and
  - Placed on a minimum probation of one additional year, to run consecutively with the suspension.
- A junior player who knowingly plays in a lower age classification than he or she is actually eligible for, or an adult player who knowingly plays in a higher age classification than he or she is actually eligible for, or any player who knowingly misrepresents his or her identity shall be:
  - Immediately suspended from registration with USAV and barred from further participation in the event; and
  - Barred from participation in any USAV events, in any capacity, for a minimum of two (2) years; and
  - Placed on a minimum probation of one additional year, to run consecutively with the suspension.

When age or identity falsification is discovered and confirmed during an event, these penalties shall be the required minimum penalty imposed by the Event Arbitrator or the Event Ethics and Eligibility Appeals Committee.

The Event Arbitrator or the Event Ethics and Eligibility Appeals Committee shall file a report of any age or identity violation, along with a recommendation for penalty, with the Corporation Ethics and Eligibility Appeals Committee and with the registering Member Organization.



## **CHAPTER 2**

# **NATIONAL QUALIFIER DIRECTORS**

# PREPARING FOR NATIONAL QUALIFIER EVENTS

## NATIONAL QUALIFIER INFORMATION REQUIREMENTS

The following information must be provided to all interested parties:

### *USAV National Qualifier Policies*

- Ethics and Eligibility information.
- GJNC qualification procedures and bid numbers.
- Penalties for not using a bid.
- Team roster requirements.
- Awards.
- Tournament format.
- Open, National, USA and American Division selection criteria.
- Minimum team entry requirements.
- Team entry selection criteria.
- Team acceptance criteria.
- Warm-up procedures.
- Tie breaker procedures.
- Team officiating responsibilities.
- Frozen Player information.

### *Tournament Information*

- Process and deadlines for submitting tournament entry fees, forms, seeding and any other required entry application information.
- USAV Events Department recommends that the entry deadline date for NQ events be no earlier than February 1<sup>st</sup> of the current year, or 45 days prior to the first day of competition, whichever is earlier.
- The number of teams that will be accepted for all age divisions in the current season's NQ event.
- Team check in procedures, including procedures for teams arriving late.
- Coaches' meeting information, if one is scheduled.
- Refund Policy.
- Tournament play schedule.
- Format description.
- Round-to-round advancement (flow chart).

## Recommended Facility Space Requirements

It is recommended that a NQ have enough space for:

- 24 teams each in the Open divisions;
- 64 teams each in the 14 - 18 & Under USA and American divisions; and
- 48 teams in the 12 - 13 & Under National (12 & Under only), USA and American divisions.
- Competition conducted in four-team pools, with no more than two (2) pools or thirteen (13) matches scheduled on one court in one day.

All facilities must conform to the safety guidelines in the current USAV Domestic Competition Regulations.

## Equipment Requirements

All courts must meet minimum court quality and size standards as stated in the current USAV Domestic Competition Regulations. Officials will enforce USAV National Rules and ground rules.

## EVENT STAFF MEMBERSHIP REQUIREMENTS

All adults contracted by the QD for onsite NQ Event staff, commonly referred to as the “Championship Staff,” within the NQ Event must be verified by the QD as having a current, cleared USAV-approved membership and background screen.

## ONLINE REGISTRATION AND RESULTS REPORTING REQUIREMENTS

Online team entry registration systems used by all NQs will have the same fields as specified by the Events Department. All team participant data and competition results, regardless of division, must be able to be exported in a sequence determined by the Events Department to allow for seamless importing. Required fields and reporting sequence of these fields will be communicated to the QDs by December 31<sup>st</sup> of the year leading into the current Qualifier season.

- Registration records need to be made available two weeks prior to the start of the event (or two weeks prior to the start of the respective weekends if event is held over multiple weekends), and again after the conclusion of the event.
- Reported results used for seeding will be made accessible to USAV, all Coaches, Club Directors or Club Representatives upon request.
- Final event competition results must be made available to USAV in a format requested by the Events Department no later than three days upon completion of the event or specific weekend of completion for that event.

## REFUND AND WITHDRAWAL POLICY

For teams accepted in to an event, each NQ will set its own refund policy and clearly state the policy in its entry information.

These policies apply to all teams denied entry into an NQ that have completed the entry requirements:

- A team that is denied entry either because there are too many teams for a division, or because there are too few teams for a division and the division is being eliminated, will receive a full refund of its entry fee.
- If the division a team applies to is combined with applicants in one or more other divisions to make a division different from the one the team applied for, that team will have the option to play in the new division or withdraw from the NQ with a full refund of its entry fee.
- The NQ will notify any teams affected by an elimination or combination of divisions within 24 hours of the entry deadline.

## OFFICIALS

The NQ will appoint a head official for the tournament, who will be part of the Protest Committee. The head official will instruct all officials to enforce the Coaching Standards outlined in the USAV Domestic Competition Regulations.

## USAV ARBITRATOR

USAV may appoint up to one Arbitrator per city, per weekend, to perform duties specified solely by USAV during the NQ.

The QD will be responsible for the following:

- Providing, at no cost, credentials for the Arbitrator to all venues and meeting space involved with the NQ Event.
- Providing, at no cost, parking passes for the Arbitrator at all venues if needed.
- Providing, at no cost, internet access for the Arbitrator in the main venue during the hours of competition.
- Providing assistance to USAV in arranging a hotel room for the Arbitrator at a property in as close proximity to the main venue, such room cost to be at the expense of USAV.

All other expenses of the Arbitrator shall be the responsibility of USAV.

## USAV EVALUATOR

USAV may appoint up to one person of their choice to perform evaluation duties (Evaluator) specified solely by USAV during the NQ.

The QD will be responsible for the following:

- Providing, at no cost, credentials for the Evaluator to all venues and meeting space involved with the NQ.
- Providing, at no cost, parking passes for the Evaluator at all venues if needed.
- Providing, at no cost, internet access for the Evaluator in the main venue during the hours of competition.
- Providing assistance to USAV in arranging a hotel room for the Evaluator at a property in as close proximity to the main venue, such room cost to be at the expense of USAV.

All other expenses of the Evaluator shall be the responsibility of USAV.

## USAV BRANDING

As a nationally sanctioned event, each NQ has certain levels of responsibility to brand its event, following our required branding initiatives. Although the specifics of cooperating with USAV to brand the NQs more significantly have yet to be determined, each NQ is required to include the USAV logo to identify its event in the following ways:

- Place the USAV NQ logo (provided by USAV) on the NQ web site (with USAV prior approval).
- Use of at least two pop-up banners (provided by USAV). Each NQ is to supply a high resolution logo of its event.

Further recommendations for branding each NQ include:

- Display the USAV NQ logo on the NQ entry unit (with USAV prior approval).
- Display vinyl USAV logos at the NQ (one roll of vinyl logos provided by USAV annually).
- Add the USAV NQ logo to printed materials (with USAV prior approval).
- Add the USAV NQ logo to emails (with USAV prior approval).
- Include the USAV NQ logo on marketing materials such as flags or pennants (with USAV prior approval).
- Hand out the USAV “Why USAV” pamphlet to attendees (pamphlets provided by USAV).

In addition, each NQ will provide USAV prominently located booth space for the display and promotion of USAV programs; space to be at least 8’ x 8’. USAV will be responsible for any costs associated with this booth (i.e. tables, chairs, electricity, etc.). USAV will communicate with the NQ its intent – or not – to use the allotted booth space no later than 30 days prior to the start of the NQ. USAV will only promote USAV programs at this booth space.

## USAV HIGH PERFORMANCE TRYOUT SESSION

The NQ will provide, at no cost to USAV, the use of up to 8 courts for a USAV High Performance (HP) tryout session (Tryout). The Tryout is a stand-alone activity conducted by USAV to select individual players for its various HP programs. Requirements to host a HP Tryout are specified to each weekend of competition of the NQ.

- The Tryout will be conducted at a time other than the times of the NQ.
- Not less than 60 days prior to the start of the NQ, USAV and the QD will determine a mutually acceptable date, time and place for the Tryout.
- Should USAV want to use more than 8 courts for the Tryout, the QD will provide use of additional courts, provided that:
  - USAV High Performance Department submits a written request to the QD specifying the number of additional courts requested, no later than 7 days prior to the Tryout date; and
  - Any additional courts requested are available, given the other requirements of the NQ.
    - Incremental costs to the NQ associated with providing any additional courts, including costs for additional facility rental, if any, and ice, supplies, trainers and any other related costs that the NQ incurs will be invoiced to USAV and payment made to the NQ by USAV within 30 days of receipt of such invoice.
- No Tryout will exceed one session of up to 5 hours length.
- If USAV requests the services of an athletic trainer for the Tryout, the NQ will provide these services at no cost to USAV, beginning 30 minutes prior to the start of the Tryout, and ending 30 minutes after the completion of the Tryout, or when no further services are required by the athletes at the Tryout, whichever time is greater.

- Not less than 30 days prior to the start of the NQ, the QD will provide USAV with logistical information as requested by USAV staff. USAV staff will provide this requested list of required information no less than 60 days prior to the start of the NQ. If the information provided by the QD should change at any time after the information was originally provided to USAV, the QD will immediately inform USAV of said change(s).
- On its event website, the QD will post a link to the USAV HP tryout page. USAV will provide this link to the QD no less than 60 days prior to the start of the NQ.

## USAV SANCTION REQUIREMENTS

All events sanctioned by USAV must adhere to the rules and regulations as contained in the Domestic Competition Regulations, the current USA Volleyball Official Guidebook including but not limited to the sections titled, "Special Information Concerning the USAV Championship Events," "Definitions and Guidelines for RVA-Sanctioned Regional and Interregional Competition," "Minimum Standards for Junior Second Referees," "Minimum Standards for Junior Scorekeepers," and other standards printed in the NQ and National Event Pre-Tournament Manuals.

All volleyball team competition included in a NQ must be approved by USAV. A license fee will apply to all volleyball team entry fees, including team competition in non-bid award divisions and exhibitions, unless a waiver is granted by USAV.