



# 2022-2023 **Competitive Dance Coaches Manual**



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The NAIA Competitive Dance Championship is under the direct control and supervision of the NAIA and the Competitive Dance Championship Committee.



## IMPORTANT DATES

### 2022-2023 COMPETITIVE DANCE SPORT CALENDAR

<b>SEPTEMBER 1</b>	<b>First allowable day of Practice &amp; Competition for NAIA Competitive Dance</b>
<b>JANUARY 15</b>	<b>DEADLINE</b> – Submitting Daktronics-NAIA Scholar-Athletes Award Nominations in SIDHelp
<b>FEBRUARY 25</b>	<b>NAIA QUALIFICATION DEADLINE</b>
<b>FEBRUARY 27</b>	<b>RELEASE</b> – Qualifiers for Competitive Dance National Championship
<b>MARCH 10-11</b>	<b>NAIA COMPETITIVE DANCE NATIONAL CHAMPIONSHIP</b>
<b>MARCH 11</b>	<b>RELEASE</b> – All America Honors at the National Championship Award Ceremony
<b>APRIL 26</b>	<b>COMPETITIVE DANCE COACHES ASSOCIATION BUSINESS MEETING</b> – Kansas City, Mo.
<b>JUNE 30</b>	<b>DEADLINE</b> – Submitting Daktronics-NAIA Scholar Team Award Nominations in SIDHelp

## FIVE-YEAR CHAMPIONSHIP CALENDAR

	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>
Qualification Deadline	February 25	February 24	February 22	February 28	TBD
National Championships	March 10-11	March 8-9	March 7-8	March 13-14	TBD

National Championship Website – [Click Here](#)



# PLAYING RULES AND REGULATIONS

## PLAYING RULES

In 2013, a National Cheer and Dance task force committee was elected comprised of commissioners, athletic directors, and coaches. This committee initiated the process of creating a rulebook specific for NAIA Competitive Dance. As of August 3, 2015, an official NAIA Competitive Dance Rulebook is established and can be found on the Competitive Dance Coaches Corner webpages.

NAIA Competitive Dance postseason competition must follow the official NAIA Competitive Dance Rulebook. Regular season competitions are not required to utilize the official NAIA Competitive Dance and Dance Rulebook.

## JURISDICTION OF COMPETITION OFFICIALS

More information regarding officials can be found in the NAIA Competitive Dance Rulebook.

The outcome of all contests is under the jurisdiction of the on-site officials and all disputes, protests, etc., must be settled directly with the Host Event Manager and Head Official. Please refer to the NAIA Competitive Dance Rulebook for the appeals process.

Officials for conference/Continental Athletic Conference (CAC) (formerly the Association of Independent Institutions)/unaffiliated grouping national qualifying contents shall be assigned by the conference/CAC/unaffiliated grouping or by policy established by the affiliated conference/CAC/unaffiliated grouping executive committee. Compensation is the responsibility of the host institution.

**NEW for 2022-23 Season:** Recommended pay for NAIA Competitive Dance Officials:

### Regular Season Comp. per Panel Judge:

Dual	\$100
Triangular	\$125
Quad	\$150
5-8 Teams	\$200
9+ Teams	\$250
Mileage / Per Diem	Please communicate with Official intent to cover travel costs

### Standardized Pay for Judge Roles:

Panel Judge Role	Based on Number of teams (Chart to left)
Head Judge Role	Additional \$50
Deductions Judge Role	\$25 + 1/2 panel Fee

## DIVISION OF COMPETITION

There will be one division of Co-ed Competitive Dance. Details regarding roster size, performance requirements, competition structure, etc. can be found in the NAIA Competitive Dance Rulebook.

## SEASON RECORDS

Win-loss records for all member institutions participating in Competitive Dance shall include ONLY those games played against a varsity program from an accredited, upper-level, degree-granting institution, and SHALL NOT include games against junior colleges, clubs, foreign (Canada excluded) or military teams.

## VIRTUAL COMPETITIONS

**Continued for the 2022-23 Season:** The allowance for one (1) virtual Dance competition to count towards the minimum number of competitions.

## ELIGIBILITY

For complete information regarding eligibility, refer to the NAIA Official Handbook.

**New for 2022-23 Season:** The first allowable date for competitive dance practice and/or competition is **September 1**.

1. 24 Week Season
  - a. Teams have 24 weeks to conduct their season, according to NAIA bylaws.
  - b. Sideline Dance is not an NAIA sport, and therefore not regulated by NAIA rules.
  - c. If the coach calls a practice and there is instruction given and/or equipment of the sport is used it counts as a practice. This plays into the 24-week season. A sideline Dance/Dance practice will NOT count toward the 24-week season as long as all skills performed during the practice relate to sideline Dance/Dance.
  - d. Dance can have no more than 3 break periods during that 24-week season, according to NAIA Bylaws.
2. Season of Competition
  - a. If a student-athlete competes in 3 dates during the 24-week season, the student-athlete will be charged a season of competition.
3. Club vs. Varsity (Declaration of Intent)
  - a. Club teams are not allowed to compete in Qualifying Competitions or at the National Championship.
  - b. If a team is declared Club by their Athletics Director but wish to change their status, the Athletics Director must notify the NAIA National Office at least four weeks in advance of their assigned Qualifying Competition date.

## ELIGIBILITY

All competitions must have a minimum of two teams from different schools present and both teams must be in the same division (i.e. at least 2 teams competing in Competitive Dance). There are no maximum limits on the number of teams in a division. Officials must be present and familiar with the rules being used and will be brought in at the cost of the host school. The NAIA Competitive Dance Rulebook does NOT need to be used to count a competition toward the minimum/maximum requirements during the regular season. This is similar to when another championship sport plays against an NCAA institution and the teams do not play with NAIA specific rules.

In order to qualify for NAIA postseason competition, 75% of minimum number of required competitions must use the NAIA Competitive Dance Rulebook.

All scores must be reported to the NAIA within 24 hours and should be posted on the school website under Schedule/Results. If the NAIA Competitive Dance score sheets are used, then the NAIA Competitive Dance Rulebook must be used.

Each team must compete in a minimum of **FOUR** competitions in order to be eligible for postseason competition. If a team competes in more than 10 competitions during the regular season, then they will have violated their declaration. Postseason competition begins with the Qualifying Competitions (not to be counted towards min/max competition numbers).

# CONDUCT IN COMPETITION

## EJECTIONS AND SUSPENSIONS

An ejection is an action enforced in conjunction with competition by a game umpire consistent with the playing rules in that sport. Ejections are not subject to appeal. Some sport rules allow protests through an official process outlined in each sport rule book.

Ejection reports must be completed by the NAIA game umpire ejecting a student-athlete or coach and the Athletic Director of the ejected student-athlete or coach. The form must be submitted to the NAIA within 48 hours after the completion of the contest.

[Ejection Report Form](#)

In the NAIA, any ejection in any sport carries a mandatory suspension of at least one game (see NAIA Bylaws Article VI, Section B, Item 7). In addition, the specific sport itself may also carry a suspension, as determined by rules of competition for that sport. If both an NAIA and sport rule suspension apply, the two suspensions run concurrently.

If a suspension is mandated by an NAIA bylaw it may be appealed starting with the Conference/CAC Commissioner. An institution must submit an appeal to their conference within 72 hours of the completion of contest. The conference will submit a recommendation to the NAIA within 72 hours of receiving the appeal from the institution. The Conduct and Ethics Committee is responsible for all appeals related to suspensions due to ejections of a coach and/or student-athlete.

Once an appeal with appropriate signatures has been submitted to the conference, the student-athlete/coach may continue to participate through the appeal process. If the appeal is not approved, then the student-athlete/coach must sit out of the next scheduled contest(s).

A suspended person cannot be in the competition venue the day of the contest or communicate with any team personnel or game umpires the day of the contest. The student-athlete/coach will be normally removed from the venue during a suspension. However, the game manager will use their best discretion on what is appropriate to risk management procedures regarding their venue.

Once an appeal with appropriate signatures has been submitted to the conference, the student-athlete/coach may continue to participate through the appeal process. If the appeal is not approved, then the student-athlete/coach must sit out of the next scheduled contest(s).

## POSTSEASON COMPETITION

### RESPONSIBILITIES OF PARTICIPATING INSTITUTIONS

#### OFFICIAL PARTY

The official party for dance is 24 (up to 16 athletes in uniform, four alternates, one head coach, one assistant coach and two athletic trainers). For expense purposes and all official functions, each team is allowed to account for their official party only. Any additional people above the official party number shall not be included for expense purposes or planning for official functions.

The deadline for certifying the official roster is prior to the first round of any postseason competition (conference/Continental Athletic Conference (CAC) (formerly the Association of Independent Institutions)/unaffiliated grouping, qualifying competition or national championship). Once the event begins, no athlete may participate who is not on the official roster.

An athlete may be replaced on the official roster between the affiliated conference/CAC/unaffiliated grouping competition/qualifying competition and the national championship by any eligible athlete whose name is included on the NAIA Official Eligibility Form for competitive dance during the current season. Any change made to a roster must be reported to the NAIA. The coach will need to hand-carry a copy of the eligibility form to each competition if a roster change is necessary.

For the national championship, roster changes are permissible between the prelims and the start of the final round only in the event of injury, illness or family emergency. Replacements are permitted from among eligible athletes only.

#### ROSTER CHANGES

A player may be replaced on the official roster between the Affiliated Conference/Continental Athletic Conference (CAC) (formerly the Association of Independent Institutions)/Unaffiliated Group tournament and the NAIA Competitive Dance National Championship by any eligible player whose name is included on the NAIA Official Eligibility Form for the current season. Again, the coach will need to hand-carry a copy of the eligibility form to each tournament if a roster change is necessary.

For Unaffiliated Group qualifying tournament plans that call for preliminary competition between conference teams, roster changes cannot be made once this preliminary competition begins. Unaffiliated group tournaments will follow the same roster change policies used for Affiliated Conference/CAC tournaments.





## EXPENSES

Each participating team shall be responsible for its own expenses en route to, during and from all postseason events.

## COACHES RESPONSIBILITY

The coach or designated person for each participating team must be in attendance and is responsible for their team at all times while at the site of the National Qualifiers and National Championship. This person shall accept the responsibility for the conduct of his student-athletes at the National Championship site, during the championship and at all activities connected with the team's participation. In case of property damage, the offending institution shall be held financially responsible.

## INSURANCE

Each participating team shall provide its own medical, hospitalization, travel and accident insurance for all members of its official party.

## REPORTING SCORES

Scores from National Qualifiers must be reported to the NAIA scoreboard via the NAIA Competitive Dance Statistical System within 24 hours of the conclusion of the event.

## NATIONAL QUALIFIERS

### ADMINISTRATION

The national championship qualifying competitions are planned and administered by each respective host under the leadership of the Competitive Dance Sport Manager.

If available, a conference/Continental Athletic Conference (CAC) (formerly the Association of Independent Institutions)/unaffiliated grouping's Competitive Dance chair(s) will serve as the administrator(s) for their respective national qualifying competition in cooperation with the host site athletics director. When not available, the host athletics director, or a designated person, may serve in this capacity. All national qualifying competitions must determine a winner.

All national championship qualifying competitions must include a contingency plan in case the competition cannot be completed on the originally scheduled date. The qualification deadline will not be extended because of weather.

### DATES AND SITES

Each conference/CAC/affiliated group is required to have a plan in place to alternate the hosting of their national qualifying tournament within the conference/CAC/affiliated group on an annual basis.

**Deadline for completion of NAIA Competitive Dance national qualifying competitions is February 25, 2023.**

### DETERMINING NATIONAL QUALIFIER HOSTS

Each Conference/Unaffiliated Grouping must submit a tournament plan no later than **November 1<sup>st</sup>** annually. Conference Commissioners will be contacted following the approval of qualification plans to determine who will be the host for that qualifying event. Only one plan should be submitted per conference/unaffiliated grouping. This Resource Page is available for qualifier hosts.

## FINANCES

The host site for all qualifying competitions is responsible for the following:

1. Compensation of officials, the compensation of officials will most likely also need to include travel expenses.
2. Ordering Awards, if applicable
3. Administrative expenses, including security, ticket personnel, and public address announcer, scorer, timer, etc.
4. Expenses of game administrator, if applicable.

## OFFICIALS

Officials for National Qualifiers will be selected by the Host. The National Assignor for Competitive Dance will be available to assist and help fill in gaps.

Officials must be registered through all NAIA Competitive Dance Officiating requirements. All postseason officials (qualifying competitions and national championship) should have worked two competitions that used the NAIA Competitive Dance Rulebook within a calendar year of his or her scheduled event.

## TEAM QUALIFICATION AND SELECTION

1. Scoring will follow the structure outlined in the NAIA Competitive Dance Rulebook.
2. Qualifying Competition Criteria
  - a. Teams and athletes competing must meet eligibility requirements set through the NAIA eligibility center.
  - b. Score criteria, divisions, score sheets, routine requirements, etc. will follow the same format outlined for the NAIA Dance & Dance National Championship.
3. Prelims/Finals: The competition will be a one-day event including both a preliminary round and a final round. Preliminary scores will seed the teams for the final round. If a qualifying competition host is hosting both a cheer and dance qualifier, the events must take place on 2 consecutive days unless approved by NAIA Sport Manager.
4. National Championship/Championship Qualifying Process
  - a. The top team from each qualifying competition automatically advance to the national championship as an automatic berth. Up to two automatic berths will be awarded to a conference/qualifying grouping based on the number of teams participating – 1 Auto berth per 6+ teams; 2 Auto berths per 12+ teams.
  - b. The placement and winners will be determined based on overall highest final score of each team.
  - c. 12 Dance teams will advance to the national championship.
5. The remaining at-large berths from each qualifying competition will be selected by the NAIA Competitive Dance Selection Committee:
  - i. Any declared varsity competitive Dance teams who competed at a conference competition and met the minimum number of competitions will be considered for the National Championships
  - ii. Criteria for Selection includes:
    1. Primary:
      - a. Season Average Scores
      - b. Conference Championship Scores
      - c. Informative bi-weekly committee phone call discussions and ratings
    2. Secondary:
      - a. Schedule: Strength (vs. stronger teams), Variety (duals & larger meets), Length (required number of competitions not done in condensed time frame)
      - b. Overall Contest Placements
      - c. Conference Record / Championship
      - d. Scoring Statistics (factoring in outlier scores, difficulty vs. execution scoring)

## CHAMPIONSHIP SELECTION APPEALS PROCESS

If there is misapplication of NAIA policy and procedures regarding tournament selection, an institution may appeal to the NAIA National Office.

### Criteria for filing an appeal –

1. A written appeal citing the specific NAIA policies and/or procedures that have been misapplied must be submitted to the NAIA National Office within 24 hours from the time the tournament field has been released.
2. Once an appeal has been submitted a response will be provided within 24 hours from receipt of appeal.
3. Appeals must be submitted and signed by the Athletics Director and President of the institution.

*NOTE – The NAC sport liaison will be on-site at the selection to listen to the discussion of tournament selection.*

The NAC liaison will report any concerns to the NAIA National Office immediately following the conclusion of the selection. The oversight committee will review ratings to prevent any ratings process violations or unethical use of the ratings process.

## NATIONAL CHAMPIONSHIP

### ADMINISTRATION

The NAIA Competitive Dance Championship is under the direct control and supervision of the NAIA and the Competitive Dance championship committee. The championship committee is responsible for the management of all performances and



the general welfare of participating teams and coaches. The NAIA Sport Manager, Host and the Championship Committee will conduct a tournament coaches' meeting, work with the Coordinator of Officials and coordinate both pre and post-championship ceremonies. The Championship Committee consists of three coaches who does not have team's competing in the national championship will be selected by the NAIA National Office.

National Championship Host determination will take place through a [bid process](#) facilitated by the NAIA National Office.

## FORMAT

The National Championship is a two-day event with the preliminary round completed on Friday and the final round completed on Saturday.

**New for 2022-23: National prelim performance order:** Teams receiving automatic bids will receive the last performance order spots determined by random draw. The remaining at large bids prelim performance order will also be determined by random draw for the earlier performances.

Team registration, a coaches' meeting and the open student athlete experience will be held prior to the start of competition. Time should be allotted on Friday morning before the preliminary round for all teams to practice.

## TEAM HOUSING

All participating teams **MUST** stay at the designated hotels. Failure to do so would make a team **INELIGIBLE** for participation.

## PARTICIPATION IN FUNCTIONS AT NATIONAL CHAMPIONSHIPS

All participating teams and individuals competing in a National Championship, including Opening Rounds, must attend all event functions including, but not limited to – Parade of Champions, coaches' meetings, Teaming Up for Character™ events and Student-Athlete Experience Events. Failure to comply will result in a penalty of a \$1,500 fine to the institution.

## INCLEMENT WEATHER POLICY

If inclement weather should cause travel delays for any team(s) competing in the National Championship, it will be up to the discretion of the NAIA Sport Manager and the Championship Committee to make changes to the National Championship schedule to accommodate such delays.

It is the responsibility of the host Medial Director/Athletic Trainer at NAIA Championship events to determine when an event should be suspended and when it is safe to return to play as the result of severe weather. The AT is to notify the NAIA Championship Manager who, in collaboration with the appropriate personnel (i.e. championship committee) will implement the predetermined action plan for both player and spectator safety.

## OFFICIALS

Four officials will be selected to work the NAIA Competitive Dance National Championship. Officials must be registered through the NAIA Competitive Dance Officials certification process. All postseason officials (qualifying competitions and national championship) should have worked two competitions that used the NAIA Competitive Dance Rulebook within a calendar year of his or her scheduled event.

The NAIA National Assignor will select the four officials and serve as the on-site Coordinator of Officials.

## RELATED INFORMATION

Prior to both the National Qualifiers and the NAIA National Championship, an information packet will be posted on the NAIA website for all potential qualifying teams to review, including specific instructions regarding transportation, housing, practices and all responsibilities upon qualification.

**Practice** – Teams will be assigned a practice time on Friday morning prior to the event. Practice times will be announced at the qualifiers call the week prior to the championship.

**Team Check-in & Coaches Meeting** – The first **OFFICIAL** function which all head coaches **MUST ATTEND** is the pre-championship meeting, conducted by the Host, NAIA Sport Manager and Championship Committee. This meeting is **MANDATORY** and will serve as a forum for all participating teams. The meeting will include a briefing by the NAIA National Supervisor of Officials.



**Student-Athlete Experience Event** – The opening event will be held the evening prior to the national championship. All teams and individual qualifiers must attend this event.

**Teaming Up for Character™** – The Teaming Up for Character™ event will be held in conjunction with the host community. One representative from your team or all athletes may be required to participate in this event.

**Awards** – Team trophies are presented to the champion, runner-up, third-place and fourth-place finishers.

**Radio, Television and Internet** – The broadcast of any postseason contest is governed by NAIA broadcast policies as printed in the NAIA Policy Handbook. This includes audio broadcasts and video broadcasts through conventional outlets and new media avenues. Third party carriers other than school/radio station of streaming audio on websites will be accessed the additional station feed charge. Below are the Competitive Dance postseason tournament rights fees:

<b>COMPETITIVE DANCE National Championship</b>	<b>RADIO/AUDIO/VIDEO STREAMING</b>	<b>TELEVISION</b>	<b>WEB BLOGGING</b>
<b>Commercial</b>	\$150/event + \$75 per*	\$500/event/station (live) \$250/event/station (delayed)	\$75
<b>Non-Commercial</b>	\$100/event + \$50 per*	\$250/day (live or delayed)	\$50

## TRAVEL

### SHORTS TRAVEL MANAGEMENT

Qualifying institutions are responsible for making their own travel arrangements to the National Championship.

The Official Travel partner of the NAIA is Short's Travel Management. Please contact **Short's Travel (816-323-6405)** to book your travel arrangements.

Short's Travel has contacts with charter air travel as well as charter buses for ground travel.

### NATIONAL CAR RENTAL

National Car Rental/Enterprise Rent-a-Car is offering special rates for the NAIA National Championship. Teams will be able to access these special rates by providing the special NAIA contract ID #XZ05146.

### MASTER'S TRANSPORTATION

Master's Transportation is the official provider of all shuttles/buses for your sale, lease and rental needs. Please contact Matthew Winston at **(816) 651-7121** or [Matthew@MastersTransportation.com](mailto:Matthew@MastersTransportation.com) for more information.

## NAIA POLICY HANDBOOK INFORMATION

The NAIA Policy Handbook can be found at [HERE](#). Please refer directly to the NAIA Policy Handbook for the following –

### Competition

- A. Declaration of Intent to Participate – Bylaws, Article I, Section L
- B. Frequency of Play and Scheduling – Bylaws, Article I, Section F
- C. Criteria for Countable Contests – National Administrative Council, Article XXV, Section A, Item 12
- D. Reporting Results – National Administrative Council, Article XXV, Section A
- E. Forfeits – National Administrative Council, Article XI
- F. Conduct in Competition Guidelines – National Administrative Council, Article IV
- G. Ejection Policy – Bylaws, Article VI Section B Item 7
- H. Drug Testing and Reinstatement Procedures – Bylaws, Article VIII

### Eligibility

- A. Definitions for Eligibility – Bylaws, Article V, Section B
- B. Eligibility Requirements – Bylaws, Article V, Section C
- C. Transfer Rules – Bylaws, Article V, Sections F-H
- D. Amateur Rules and Reinstatement – Bylaws, Article VII

### Recruiting & Financial Aid

- A. Recruitment – Bylaws, Article II, Section D
- B. Campus Visitations and Tryouts of Prospective Students – Bylaws, Article II, Section C
- C. Financial Assistance – Bylaws, Article II, Section B
- D. Financial Aid Limits – Council of Presidents, Article XII

## SUNDAY POLICY PLAY

As a matter of policy, NAIA Opening Round and National Championship competition will not be scheduled on Sunday. See NAIA Policy Handbook, National Administrative Council, Article XXIII for additional information.

## DRUG TESTING

Drug testing may be done at any randomly selected NAIA National Championship competition for performance enhancing drugs. In accordance with the guidelines set forth by the National Drug Testing and Education Committee, the National Office will select which championships will incorporate drug testing each year. Student-athletes may be tested before, during and/or after NAIA National Championships.

For more information regarding championship drug testing, the [National Administrative Council Drug Testing Policy Manual](#), the safety of supplements and over-the-counter medications and resources to increase awareness on your campus, please visit – [www.naia.org/wellness](http://www.naia.org/wellness)

### DRUG TESTING CONSENT FORM

Each academic year all eligible NAIA student-athletes must sign a [Drug Testing Consent Form](#) in which he or she consents to be tested for the use of drugs prohibited by the NAIA Banned Substance List to participate in any NAIA National Championship competitions. This consent form shall be administered by the institution.

To ensure all student-athletes participating in NAIA National Championship competitions have signed a consent form and such form is on record with the institution, a representative of each institution participating in any NAIA National Championship competition must sign an [Official Certification of Student-Athlete Consent Form](#) at check-in.

It is recommended that before the season begins that an institution has all student-athletes complete the form to minimize the possibility of issues occurring when the post-season roster is submitted at a NAIA National Championship.

## MEDICAL EXEMPTION FORM

The NAIA recognizes that some banned substances are used for legitimate medical purposes. Accordingly, the NAIA allows exemptions to be made for those student-athletes with a documented medical history demonstrating the need for regular use of such a drug. Exemptions may be granted for substances included in the following classes of banned drugs – Stimulants, anabolic agents, beta blockers, diuretics, peptide hormones, anti-estrogens, and beta-2 agonists.

### [Medical Exemption Form](#)

# REPORTING RESULTS AND STATISTICS

## REPORTING RESULTS/SUBMITTING SCORES

Mandated by the NAC, all contest results must be reported to the NAIA scoreboard within 24 hours of completion.

**New for 2022-23:** Regular Season Neutral Site Tournament Statistics: The host institution is responsible for recording official statistics, for all participating teams, for those sports in which a weekly national statistical report is conducted. This includes all contests for a tournament, classic, tri-match, or any multi-team event of the like that an institution hosts, regardless of the venue or if the host institution is competing. Those sports include men's and women's volleyball, football, men's and women's soccer, men's and women's lacrosse, men's and women's basketball, competitive cheer, competitive dance, softball, and baseball. The home team of a tournament, classic, tri-match or any multi-team event must provide statistical services for all games, regardless of the venue. Failure of this rule will result in ALL games played in said event will be a no-contest. \*\*In the sport of Competitive Dance, this requires institutions to post any non-NAIA competition and results to the schedule on the official team website.

Institutions failing to report results for two consecutive weeks, or four total weeks during the season will be subject to a monetary penalty. The first violation will continue to be a warning. Any second violation (first penalty), will be a \$500 fine. The third violation will be a \$1,000 fine and a loss of postseason awards. The fourth violation will be a \$1,000 fine and will be dealt with at the discretion of membership services. Fines will be due within 30 days of notification.

Competition scores and team rosters using NAIA Competitive Dance Rulebook must be reported in the [NAIA Competitive Cheer & Competitive Dance Stats System](#) and on the school web site under schedule/results. The host institution of the competition is the responsible party to submit all results from all institutions in the NAIA Competitive Cheer & Competitive Dance Stats System.

A link to the system login can be found on the NAIA SIDA webpage.

Competitions that are not scored with the NAIA Competitive Dance Rulebook must be posted on the school web site under Schedule/Results.

Video instructions on how to use the [NAIA Competitive Cheer & Competitive Dance Stats System](#) can be found at this [LINK](#).

Officials must be registered with all requirements for the NAIA Officiating certification, and have completed all steps for the sport of competitive Dance before being imported into the Stats System.

A recommended best practice is to make copies of officials' score sheets after collecting them to have a copy to hand back to the coach and a copy for the individual inputting scores into the Stats System.

Once scores are published, only the National Office will have the ability to make edits to competitions and scores reported.

The public database of scores and team rosters can be found as a link on the NAIA Competitive Dance sport webpage at [www.naia.org/Dance](http://www.naia.org/Dance)

Reporting team scores on the NAIA website provides greater team exposure to media, coaches, potential student-athletes and fans.

## STATISTICS

It is strongly recommended that the host institution be responsible for all teams' official statistics. The home team must notify opposing team at least 72 hours prior to contest if official stats will not be provided. The opposing team can file an appeal if

they feel an error was made in the official stats up to 72 hours after the conclusion of the contest. The appeal must be filed with the home team up to 72 hours after the contest and both teams must change the stats.

It is vital that sport records maintain a certain level of integrity and accuracy. The NAIA urges the official statistician for every sport to become familiar and have a working knowledge of the statistical manual.

## AWARDS

Nomination details and forms for the following national awards can be found [HERE](#).

### ALL-AMERICA

**New for 2022-23 Season:** NAIA All-America tryouts will be video recorded during a standard submission time between Thursday - Saturday prior to the National Championship. Submissions are due by 4:00 pm CST on the Saturday listed. Additional recording and submission information can be found as an appendix at the end of this document.

Recording Window: March 2-4, 2023 – **Final Submission deadline March 4, 2023 at 4:00 pm CST**

All-America honors will be announced at the National Championship Award Ceremony. Officials' scores will be averaged to create the total score for each athlete. The total score is what will be used to determine if an athlete receives All-America recognition. If a student athlete received an average 2.0 or below on any section of the score sheet, then the student athlete will be removed from All-America consideration. The requirements and scoring system will be as follows:

#### Dance All-America Minimum Requirements

Participants must perform the following advanced skills with superior technique. Leaps and Triple pirouette will be completed individually before they begin the audition and turn combination. The audition and turn combinations will be posted to [www.NAIA.org](http://www.NAIA.org) by the end of January each year.

1. Leaps: three leaps, two of which must be from the 3-5 pt range (please use the dance rubric to determine leaps). Please note: intermediate leaps linked together do not fall into the advanced category for the purposes of determining All-Americans.
2. Triple Pirouette
3. Turn Combination: Turn combination will be released at the same time as the audition combination.
4. Audition Combination: Consists of four 8-counts of Jazz, Pom and Hip Hop choreography. Dancers are being watched for proper technical execution, style and overall performance impression.
5. Dancers will hold one 8-count after the completion of the audition combination. Then they have one 8-count to prepare for the turn combination.

#### All-America Dance Scoring Rubric

Scores based on a 1-5 scoring system, with 5 being the best. If a student athlete received an average 2.0 or below on any section of the score sheet, then the student athlete will be removed from All-America consideration. An athlete must score at least a total of 12 in order to be considered for honorable mention; 14.5 to be considered for 2<sup>nd</sup> Team All-American; and one must score at least a total of 16 in order to be considered for 1<sup>st</sup> Team All-America.

#### New for 2022-23 Season:

##### Honors:

- 12-14.49 – Honorable Mention
- 14.5-15.99 – 2<sup>nd</sup> Team All-American
- 16 and above – 1<sup>st</sup> Team All-American

The Dancer with the highest overall score is named "Dancer of the Year". A tie for the highest score with 2 dancers will be named co-dancers of the year. Ties with 3+ athletes will be broken with a tie-breaker.

Scoring for dance will be as follows for each category:

3-5 pt. Range Leaps

5 – Superior height and landing, superior overall technique, strong toe point

4 – Good height with strong landing, overall good technique, strong toe point

- 3 – Average height and good landing, good toe point
- 2 – Weak skills with poor landing, weak toe point
- 1 – Poor skills with poor landing, flexed feet

#### Triple Pirouette

- 5 – Superior overall technique with superior execution and completion
- 4 – Good overall technique with strong execution and completion
- 3 – Average technique and execution and completion
- 2 – Weak overall technique with weak execution and completion
- 1 – Poor overall technique with weak execution and completion

#### Two 8-count Turns

- 5 – Superior form and technique, strong extension of arms and power and superior execution of all parts of the turn requirements, superior completion of combination
- 4 – Good form and technique, good extension of arms and power and good execution of all parts of the turn requirements, good completion of combination
- 3 – Average form and technique, good extension of arms and power and average execution of all parts of the turn requirements, good completion of combination
- 2 – Weak form and technique, poor extension of arms and power and weak execution of all parts of the turn requirements, weak completion of combination
- 1 – Poor form and technique, poor extension of arms and power and below average execution of all parts of the turn requirements, poor completion of combination

#### Dance Choreography

- 5 – Superior form and technique in all styles of dance, superior sharpness and placement in pom, superior style and lines in jazz, and superior levels and placement in hip hop, superior memory and performance
- 4 – Good form and technique in all styles of dance, strong sharpness and placement in pom, strong style and lines in jazz, and strong levels and placement in hip hop, good memory and performance
- 3 – Average form and technique in all styles of dance, good sharpness and placement in pom, good style and lines in jazz, and good levels and placement in hip hop, good memory and performance
- 2 – Weak form and technique in all styles of dance, average sharpness and placement in pom, average style and lines in jazz, and weak levels and placement in hip hop, average memory and performance
- 1 – Poor form and technique in all styles of dance, poor sharpness and placement in pom, poor style and lines in jazz, and poor levels and placement in hip hop, poor memory and performance

### CHAMPIONS OF CHARACTER INDIVIDUAL STUDENT AWARD

Each participating team shall nominate one student-athlete that has shown a documented display of exemplary character and sportsmanship during competition, on campus and in the community that exemplify the core values of Integrity, Respect, Responsibility, Sportsmanship and Servant Leadership.

The deadline for nominations is **March 1, 2023**. Download the **NAIA Champions of Character Award Form** [here](#).

### DAKTRONICS-NAIA SCHOLAR-ATHLETE

1. Nominee must be a sophomore or above in academic standing;
2. Nominee must have been in attendance at the nominating institution one full academic year at the time of the nomination deadline – January 15
3. Nominee has a minimum grade point average of 3.50 (on a 4.0 scale) at the time of the nomination deadline (for transfer students the GPA is only at current NAIA institution).
4. Nominee has been certified as eligible and is listed on the eligibility certificate submitted to conference eligibility chair.
5. Nomination form is complete and submitted through SIDHelp.
6. All the above information is to be received by January 15 to be eligible for national press release/website, certificate and honors database – All criteria must be met by this date.

NOTE – There are no statistical/playing requirements needed to receive this award. Daktronics-NAIA Scholar-Athlete nominations will continue to be filled out via the SIDHelp admin website at [www.naiasports.org/admin](http://www.naiasports.org/admin). You must have an account in order to fill out nomination forms as the forms are no longer available through coaches' manuals. SIDHelp is the only way to nominate student-athletes as a Daktronics-NAIA Scholar-Athlete.





If you do not have an account, please sign up and create your own. Access will be granted (usually) within 24 hours. Nominations will be processed entirely electronically. In order to complete a nomination, the student-athlete must have approved and signed a release of their cumulative grade point average for nominating purposes. If you or your sports information office does not have a signed release form from the nominated student-athlete on file, a blank document (PDF) will be available for download.

This release form does not need to be turned into the NAIA National Office. You are asked to retain it for your institutional records. The administrator nominating the student-athlete will sign electronically. To be eligible for listing on website, honors database or receive a certificate, forms **MUST BE SUBMITTED BY** January 15. LATE nominations will not be accepted.

### SCHOLAR TEAM AWARD

In recognition of academic achievement, the NAIA names a Scholar Team for all sports in which Scholar-Athletes are recognized. **Based on a cumulative 3.0 season GPA for the current academic year** on a 4.0 scale, all members of the team who appear on the eligibility certificate will be included in the GPA compilation.

The deadline for Scholar Team nominations is **June 30, 2023**. Download the **NAIA Scholar Team Award Form** [here](#).

### NAIA COACH OF THE YEAR AWARD

Each conference/CAC/unaffiliated grouping selects a Coach of the Year using its own method of determination.

#### National Coach of the Year

The National Coach of the Year is determined by a vote taken of all coaches through an online ballot after the national championship. Ballot includes all coaches participating in the national championship. The award will be given during the annual business meeting of the coaches.

### NATIONAL CHAMPIONSHIP AWARDS

The NAIA maintains a standardized awards program for all National Championships. National Championship awards are provided to the official parties of the top four teams. Team trophies are awarded to the National Championship team, second-place team and third and fourth-place teams.

### ORDERING AWARDS

Appropriate conference tournament awards are to be ordered by the conference chair and are the financial responsibility of the conference or the conference tournament host institution. Official NAIA awards **MUST** be ordered from:

#### Collegiate Awards

18081 E. Trafficway, Springfield, MO 65802

Contact – Brad Stout – [brads@collegiateawards.com](mailto:brads@collegiateawards.com)

## COACHES ASSOCIATION

### NAIA-COMPETITIVE DANCE COACHES ASSOCIATION (NAIA-CDCA)

The NAIA-Dance Coaches Association (NAIA-CDCA) is an organization of collegiate Dance coaches at NAIA institutions. NAIA-CDCA membership dues are paid by the institution as part of its NAIA membership dues for all people who receive all or part of their salary for responsibilities within the athletic department. The NAIA-CDCA studies and makes recommendations through legislation of all action affecting the organization and administration of the NAIA Dance program.

### MEMBERSHIP

Active membership shall consist of Competitive Dance coaches who are current members of the NAIA and are actively engaged in coaching Competitive Dance at an NAIA institution.

For purposes of voting by members, each active member institution in good standing is entitled to one vote.

### LEADERSHIP

Section I: The NAIA-CDCA elects officers who provide leadership for the Association. The officers shall consist of a President, 1<sup>st</sup> Vice President, 2<sup>nd</sup> Vice President, Secretary and Past President. The officers shall be elected from the acting membership of the Association at the annual business meeting and must represent NAIA member institutions in good standing.

**New for 2022-23 Season:** Section II: These five individuals shall make up the NAIA-CDCA Executive Committee.  
Secretary: elected to a two year term (may serve two consecutive terms)  
2nd VP: elected to a two year term (may serve two consecutive terms)  
1st VP: elected to a two year term- this position then moves to the President  
President: two year term: must first serve as 1st VP  
Past President: two year term served immediately following President

Section IV: The progression in office shall be from 1<sup>st</sup> Vice President to President to Past President. In the event a vacancy occurs, the normal progression from Secretary to President shall be accelerated to fill the vacant office. The NAIA-CDCA Executive Committee is empowered to appoint officers from the membership at large to fill a vacant position. Such an appointee shall remain in office until the next annual business meeting when a duly elected officer can be elected by the membership to fill the rest of the existing term or a new two-year term if elections are in order.

## DUTIES OF THE OFFICERS

Association at all official functions. The President shall plan the agenda and preside over all official business meetings of the NAIA-CDCA.

Section II: The duties of the 1<sup>st</sup> Vice President are to assume the leadership of the Association at all meetings and functions when the President is not in attendance.

Section II: The duties of the 2<sup>nd</sup> Vice President are to assume the leadership of the Association at all meetings and functions when the President and 1<sup>st</sup> Vice President are not in attendance.

Section III: The duties of the Secretary are to take minutes at all meetings of the NAIA-CDCA, submit the minutes to the NAIA National Office for circulation to the membership, maintain records and perform other duties as assigned by the President.

Section IV: The Past President shall serve on the Executive Committee of the NAIA-CDCA and act as a consultant to the President.

It is expected that each member of the Executive Committee be present for conference calls and meetings. Removal from the committee is possible based on inactivity.

NAIA Coaches Associations must have a quorum (at least 50% of eligible voters) in order for a sport motion to be heard by the National Administrative Council. All voting will be completed using an online process following the business meeting in order to ensure all head coaches have an opportunity to vote. Motions will still be presented and discussed at the Annual Business meeting. If desired, a "straw poll" can be taken by those present to determine if a motion will be opened for vote to the full coaches' association.

## ANNUAL MEETINGS

The NAIA-CDCA business meeting will be the last Wednesday in April at the NAIA National Office in Kansas City, Mo. The 2022-23 business meeting will be held on April 26, 2023.

**2022-2023 NAIA-CDCA OFFICERS**

President:	Bettina Herold, Point Park University (Pa.) <a href="mailto:bherold@PointPark.EDU">bherold@PointPark.EDU</a> ; (412) 392-8057
1st Vice-President:	RJ Conroy, University of the Cumberlands (Ky.) <a href="mailto:robert.conroy@ucumberlands.edu">robert.conroy@ucumberlands.edu</a> ; (606) 539-3523
2nd Vice-President:	Tasha Hinex, Oklahoma City University <a href="mailto:lhinex@okcu.edu">lhinex@okcu.edu</a> ; (405) 208-5424
Secretary:	Ashley Rowe, Aquinas College (Mich.) <a href="mailto:asr003@aquinas.edu">asr003@aquinas.edu</a> ; 616-632-2470
Past President:	Danelle Langeneckert, St. Ambrose University (Iowa) <a href="mailto:langeneckertdanellee@sau.edu">langeneckertdanellee@sau.edu</a> ; (563) 333-5861

**2022-2023 RULEBOOK COMMITTEE**

Dance Resource Advisor	Kimberly Campbell <a href="mailto:naiadanceliaison@gmail.com">naiadanceliaison@gmail.com</a>
Past President	Danelle Langeneckert, St. Ambrose University (Iowa) <a href="mailto:langeneckertdanellee@sau.edu">langeneckertdanellee@sau.edu</a> ; (563) 333-5861
2 <sup>nd</sup> Vice-President	Tasha Hinex, Oklahoma City University <a href="mailto:lhinex@okcu.edu">lhinex@okcu.edu</a> ; (405) 208-5424
NAC Sport Liaisons	Donnita Rogers, Langston University (Okla.), Athletic Director <a href="mailto:ddrogers@langston.edu">ddrogers@langston.edu</a>  Brittany Kellar, Ottawa University (Ariz.) Assistant Director of Athletics <a href="mailto:brittney.kellar@ottawa.edu">brittney.kellar@ottawa.edu</a>
At-large Coach	Ashley Rowe, Aquinas College (Mich.) <a href="mailto:asr003@aquinas.edu">asr003@aquinas.edu</a> ;
At-large Official	Vacant

**NAIA ALL-AMERICA RECORDING POLICY:**

## Recording:

- Must be recorded and submitted sometime between the Thursday–Saturday before the National Championship. Submissions deadline by 4 pm CST on the Saturday listed.

**Recording Window: March 2-4, 2023****Submission Deadline March 4, 2023 at 4:00 pm CST**

- Teams can schedule their recording for a time during this window that works best for their facility and administrator.
- Recommended the schools live stream is on while recording.
- An athletic administrator must be present during the recording to ensure athletes and coaches follow one consecutive recording for submission.

Note: If an athlete has an error, if the team so chooses to restart and re-record that is at the decision of the school and administrator. But, every athlete would then need to be re-recorded. The video cannot have any edits and must only show one attempt on all skills/stunt by each athlete.

- When submitting the documentation that lists the athletes, please note the form includes this administrator's signature for verification purposes.
- The recording submitted should not have any stops and starts and be one full video showing each candidate, following the NAIA All-American taping guidelines. Recordings will still be submitted through Hudl be that Hudl recording, or Recording Upload. In many gyms the placement of the Hudl camera does not get close enough as it would if the team used a device from half-way up their bleachers).
- An example video (and submission sheet) for exactly how the script, camera angles, camera distance and set up should be done will be posted by October first of each new rulebook year (2022, 2024, 2026, etc.).
- The NAIA Dance Coaches Executive Committee will be responsible for having this video in place.
- Videos submitted in an incorrect format, or where the evaluators cannot figure out who is trying out may be disqualified from contention.