



Sports Information Director Handbook

Disclaimer:

The purpose of this Handbook is to simplify major NCCAA awards by sport with: specific awards, where to find forms, due dates, and where to send. Even though it is intended to be accurate, remember that the NCCAA Handbook is the official document for all of these awards and will remain the final word if there are any discrepancies. Most of this information is found in each sport section of the Handbook as well as the Forms and Procedures Section.

NCCAA Important Dates and Deadlines

Sport	What's Due	To Whom	Due Date	Comment
ALL SPORTS	Eligibility Certificate	Your Region Chair or designate	Postmarked the day before the first scrimmage/contest	For more information check the handbook
ALL SPORTS	Hall of Fame Nomination	NCCAA National Office	Postmarked by March 25	See Awards Section
ALL SPORTS	Sport Ministry Award	NCCAA National Office	Postmarked by March 25	See Awards Section
ALL SPORTS	Student-Athlete of the Week	Director of Member Relations	Mondays, 5 p.m. Starts 8/31/09 and ends 5/24/10	Please give "per game" stats Email to jmalone@thenccaa.org OR Fax to 864-250-1141
ALL SPORTS**	Stats	National Statistician: stats@thenccaa.org Football stats: gjohnson@nwc.edu	Mondays, 5 p.m.	3 missed/late reports disqualifies you from playoffs **Soccer, volleyball, basketball, baseball, and softball email to stats@thenccaa.org Football email Greg Johnson at gjohnson@nwc.edu
Baseball DI	All-American	Start with region chair	May 10	Selected from All Region Teams
Baseball DI	All-Region	Contact your Region Sport Chair	May 10	For more information go to www.thenccaa.org/regioninformation.html
Baseball DI	National Player of the Year	National Chair	May 10	Chosen from each Region's Player of the Year at National Tournament Coaches meet
Baseball DI	Pitcher of the Year	National Chair	May 10	Chosen from each Region's Player of the Year at National Tournament Coaches meet
Baseball DI	Scholar Athlete Award	National Baseball Chair	Before the National Tournament begins May 18, 2010	Championship: May 19-22, 2010. Arington Foundation/Geneva College. Mason, OH
Baseball DI	Scholar Team Award	NCCAA National Office	May 31	
Baseball DI	Hank Burbridge Unlimited Potential Outstanding Christian Leadership Award	Each member of the Selection Committee	April 29	
Baseball DII	All-American			Selected from All Region Teams
Baseball DII	All-Region	Contact your Region Sport Chair		For more information go to www.thenccaa.org/regioninformation.html
Baseball DII	National Player of the Year			Chosen from each Region's Player of the Year
Baseball DII	Pitcher of the Year			Chosen from each Region's Player of the Year
Baseball DII	Scholar Athlete Award	National Baseball Vice-Chair	Before the National Tournament begins May 11, 2010	Championship: May 12-15, 2010. Arington Foundation. Mason, OH
Baseball DII	Scholar Team Award	NCCAA National Office	May 31	
Baseball DII	Hank Burbridge Unlimited Potential Outstanding Christian Leadership Award	Each member of the Selection Committee	April 29	

Basketball (M) DI	All-Region/All-American	Send to Region Chair	Differs by Region	Only the top five of each All Region team are eligible to be nominated for All-American
Basketball (M) DI	Pete Maravich Award	National Men's Basketball Chair	Before the National Tournament begins March 17, 2010	
Basketball (M) DI	Scholar Athlete Award	National Basketball Chair	Prior to National Championship meetings March 17, 2010	Championship: Mar. 18-20, 2010. Oakland City University. Oakland City, IN
Basketball (M) DI	Scholar Team Award	NCCAA National Office	May 31	
Basketball (M) DII	All-American	National Men's Basketball Chair	Tuesday, week of the National Championship at host hotel March 9, 2010	Only the top five of each All Region team are eligible to be nominated for All-American
Basketball (M) DII	All-Region	Differs by Region, check with your Region Sports Chair	Differs by Region	
Basketball (M) DII	Pete Maravich Memorial Award	National Men's Basketball Chair	Tuesday, week of the National Championship at host hotel March 9, 2010	
Basketball (M) DII	Scholar Athlete Award	National Men's Basketball Chair	Tuesday, week of the National Championship at host hotel March 9, 2010	Championship: Mar. 9-13, 2010 TBA
Basketball (M) DII	Scholar Team Award	NCCAA National Office	May 31	
Basketball (W) DI	All-American			Determined from All-Region teams
Basketball (W) DI	All-Region	Contact your Region Sport Chair		For more information go to www.thenccaa.org/regioninformation.html
Basketball (W) DI	Kathy Freese Award	National Women's Basketball Chair	March 4	Nominated by coach and must be a senior
Basketball (W) DI	Scholar Athlete Award	National Women's Basketball Chair	March 4	Championship: Mar. 11-13, 2010. Grace College. Winona Lake, IN
Basketball (W) DI	Scholar Team Award	NCCAA National Office	May 31	
Basketball (W) DII	All-American			Determined from All-Region teams
Basketball (W) DII	All-Region	Contact your Region Sport Chair		For more information go to www.thenccaa.org/regioninformation.html
Basketball (W) DII	National Player of the Year	National Women's Basketball Chair	Before the National Tournament begins March 10, 2010	Championship: Mar. 11-13, 2010. TBA
Basketball (W) DII	Scholar Athlete Award	National Women's Basketball Chair	By coaches meeting at National Championship March 10, 2010	
Basketball (W) DII	Scholar Team Award	NCCAA National Office	May 31	
Cross Country (M & W)	All-American			Top 15 finishers at National Cross Country Championship
Cross Country	Bullock Award (women)	Championship Meet Director	Postmarked by November 2	Championship: Nov. 14, 2009. Cedarville University, Cedarville, OH
Cross Country (M & W)	Scholar Athlete Award	Sports Chair		

Cross Country (M & W)	Scholar Team Award	NCCAA National Office	January 31	
Cross Country	Wheeler Award Form	Championship Meet Director	Postmarked by November 2	Championship: Nov. 14, 2009. Cedarville University, Cedarville, OH
Football	Scholar Team Award	NCCAA National Office	January 31	
Golf	All-American			Top 10 finishers in the National Golf Championship
Golf	Scholar Athlete Award	National Golf Chair	Monday prior to the National Championship Oct. 5, 2009	Championship: Oct. 12-13, 2009. Edgewater Beach Resort, Panama City, FL
Golf	Scholar Team Award	NCCAA National Office	January 31	
Indoor Track & Field (M & W)	All-American			The top three finishers in each event
Indoor Track & Field (M & W)	Scholar Athlete Award	National Indoor Track & Field Chair	Monday before the National Indoor Meet February 15, 2010	Championship: Feb. 20, 2010. Cedarville University. Cedarville, OH
Indoor Track & Field (M & W)	Scholar Team Award	NCCAA National Office	May 31	
Soccer (M) DI	All-American			All-Americans are chosen from All-Region teams via Region Chairs by Dec. 10
Soccer (M) DI	All-Region	Contact your Region Sport Chair	Done by beginning of National Championship December 2, 2009	For more information go to www.thenccaa.org/regioninformation.html
Soccer (M) DI	Kyle Rote, Jr. Award	National Men's Soccer Chair	November 1	
Soccer (M) DI	Scholar Athlete Award	National Men's Soccer Chair	Prior to National Tournament December 2, 2009	Championship: Dec. 2-5, 2009. Austin-Tindall Soccer Complex. Kissimmee, FL
Soccer (M) DI	Scholar Team Award	NCCAA National Office	January 31	
Soccer (M) DII	All-American			All-Americans are chosen from All-Region teams Awarded by: NSCAA
Soccer (M) DII	All-Region	Contact your Region Sport Chair		For more information go to www.thenccaa.org/regioninformation.html
Soccer (M) DII	Scholar Athlete Award	National Men's Soccer Chair	Prior to National Tournament November 12, 2009	Championship: Nov. 13-16, 2009. Austin-Tindall Soccer Complex. Kissimmee, FL
Soccer (M) DII	Scholar Team Award	NCCAA National Office	January 31	
Soccer (W) DI	All-American			All-Americans are chosen from All-Region teams
Soccer (W) DI	All-Region	Contact your Region Sport Chair		For more information go to www.thenccaa.org/regioninformation.html
Soccer (W) DI	Michelle Akers Award	National Women's Soccer Chair	November 1	Championship: Dec. 2-5, 2009. Austin-Tindall Soccer Complex. Kissimmee, FL
Soccer (W) DI	Scholar Athlete Award	National Women's Soccer Chair	November 1	
Soccer (W) DI	Scholar Team Award	NCCAA National Office	January 31	

Soccer (W) DII	All-American			All-Americans are chosen from All-Region teams
Soccer (W) DII	All-Region	Contact your Region Sport Chair		For more information go to www.thenccaa.org/regioninformation.html
Soccer (W) DII	Scholar Athlete Award	National Women's Soccer Chair	November 1	Championship: Nov. 13-16, 2009. Austin-Tindall Soccer Complex. Kissimmee, FL
Soccer (W) DII	Scholar Team Award	NCCAA National Office	January 31	
Softball	All-American	National Softball Chair	May 11	Championship: May 13-15, 2010. Palm Beach Atlantic University. West Palm Beach, FL
Softball	Scholar Athlete Award	National Softball Vice-Chair	May 11	
Softball	Scholar Team Award	NCCAA National Office	May 31	
Tennis (M & W)	All-American			Only those athletes who participate in the National Tennis Championship are eligible
Tennis (M & W)	Ministry Athlete	National Tennis Chair	May 2	
Tennis (M & W)	Scholar Athlete Award	National Tennis Chair	April 20	Championship: May 10-13, 2010, at the Mobile Tennis Center, Mobile, AL
Tennis (M & W)	Scholar Team Award	NCCAA National Office	May 31	
Track & Field (M & W)	All-American			The top three finishers in each event
Track & Field (M & W)	Scholar Athlete Award	National Track & Field Chair	Prior to the National Track & Field Meet May 5, 2010	Championship: May 6-8, 2010 TBA
Track & Field (M & W)	Scholar Team Award	NCCAA National Office	May 31	
Track & Field (M & W)	Wheeler Award	Championship Director	National entry deadline set by Championship Director	
Volleyball DI	All-American	National Volleyball Chair	Prior to National Tournament December 2, 2009	Only Top 6 from each region can be nomination
Volleyball DI	All-Region	Contact your Region Sport Chair		For more information go to www.thenccaa.org/regioninformation.html
Volleyball DI	Scholar Athlete Award	National Volleyball Chair	Prior to National Tournament December 2, 2009	Championship: Dec. 3-5, 2009. Kissimmee Civic Center, Kissimmee, FL
Volleyball DI	Scholar Team Award	NCCAA National Office	January 31	
Volleyball DI	Susan Hellings Award	National Volleyball Chair	Prior to National Tournament December 2, 2009	
Volleyball DII	All-American			Selected by National Volleyball Committee
Volleyball DII	All-Region	Contact your Region Sport Chair		For more information go to www.thenccaa.org/regioninformation.html
Volleyball DII	Scholar Athlete Award	National Volleyball Chair	Prior to National Tournament November 11, 2009	Championship: Nov. 12-14, 2009. Kissimmee Civic Center, Kissimmee, FL
Volleyball DII	Scholar Team Award	NCCAA National Office	January 31	

Note: Forms can be found in the [NCCAA Handbook](#).

NCCAA 2009-2010 CALENDAR

June 10	All Membership related forms are mailed out to all athletics directors/athletics secretaries
July 15	Membership Directory Participation forms are due
August 15	All dues and Statistical Fees (considered delinquent after this date)
August 15	DII Financial Aid Compliance Verification Form due
August 31	First Athlete of the Week nominations are due by 5 p.m.
September 12	Registrations due for Mission Possible Golf Classic
September 15	Declaration of Intent to Participate due
September 30	Administrators and Coaches Code of Ethics and Student-athletes Code of Conduct Forms due
October 5	Golf – Scholar Athlete Nomination Ballot
October 5	Mission Possible Golf Classic—Mill Spring, N.C. (fund raiser for the NCCAA)
October 12-13	NCCAA Golf Championship
November 1	Women’s Soccer DI - Michelle Akers Award Nomination Form
November 1	Women’s Soccer DI - Scholar Athlete Nomination Ballot
November 1	Women’s Soccer DII – Scholar Athlete Nomination Ballot
November 1	Men’s Soccer DI - Kyle Rote, Jr. Award Nomination Form
November 2	Women’s Cross Country - Bullock Award Nomination Form
November 2	Men’s Cross Country - Wheeler Award Nomination Form
November 11	Volleyball DII – Scholar Athlete Nomination Ballot
November 12-14	Volleyball DII Championship
November 12	Men’s Soccer DII – Scholar Athlete Nomination Ballot
November 13-16	Men’s Soccer DII Championship
November 13-16	Women’s Soccer DII Championship
November 14	Cross Country Championship
November 21	Victory Bowl Football Game
December 2	Men’s Soccer DI - Scholar Athlete Nomination Ballot
December 2	Men’s Soccer DI – All Region/All American completed
December 2-5	Men’s Soccer DI Championship
December 2-5	Women’s Soccer DI Championship
December 2	Volleyball DI – All region/All American nominations
December 2	Volleyball DI – Scholar Athlete Nomination Ballot
December 2	Volleyball DI – Susan Hellings Award Nomination Form
December 3-5	Volleyball DI Championship
January 15	Declaration of Intent to Participate for winter/spring sports amended
January 31	Scholar Team Award Nomination Ballots for all fall sports: golf, football, soccer, cross country, and volleyball
February 1	NCCAA Pro Am Golf entry forms due
February 15	Indoor Track and Field – Scholar Athlete Award Nomination Ballot
February 20	Indoor Track and Field Championship

March 4	Women's Basketball DI – Kathy Freese Award Nomination Form
March 4	Women's Basketball DI – Scholar Athlete Nomination Ballot
March 9	Men's Basketball DII – All Region/All American completed
March 9	Men's Basketball DII – Pete Maravich Award Nomination Form
March 9	Men's Basketball DII – Scholar Athlete Award Nomination Ballot
March 9-13	Men's Basketball Championship
March 10	Women's Basketball DII – National Player of the Year Award Nomination Form
March 10	Women's Basketball DII – Scholar Athlete Award Nomination Ballot
March 11-13	Women's Basketball DII Championship
March 11-13	Women's Basketball DI Championship
March 15	Declaration of Intent to Participate for spring sports amended
March 17	Men's Basketball DI – Pete Maravich Award Nomination Form
March 17	Men's Basketball DI – Scholar Athlete Award Nomination Ballot
March 18-20	Men's Basketball DI Championship
March 19-22	NCCAA Pro Am Golf
March 25	Hall of Fame Nomination Materials must be postmarked and sent
March 25	Sports Ministry Award application due
April 19	45 days before convention---all voting items will be sent by this date
April 28	Tennis – Ministry Athlete Award Nomination Form
April 28	Tennis – Scholar Athlete Award Nomination Ballot
May 3	Track and Field – Wheeler Award Nomination Form
May 4	Softball – All American Award Nomination Form
May 4	Softball – Scholar Athlete Award Nomination Form
May 5	Track and Field – Scholar Athlete Award Nomination Form
May 6-8	Track and Field Championship
May 10-13	Tennis Championship
May 11	Baseball DII – Scholar Athlete Award Nomination Ballot
May 12-15	Baseball DII Championship
May 13-15	Softball Championship
May 15	NCCAA Convention Pre Registration deadline
May 18	Baseball DI – Scholar Athlete Award Nomination Ballot
May 19-22	Baseball DI Championship
May 24	Final Athlete of the Week nominations are due by 5 p.m.
May 31	Scholar Team Award Nomination Ballots for all winter and spring sports: Basketball, Indoor Track and Field, Track and Field, tennis, softball, and baseball
June 4-5	NCCAA National Convention, Greenville, SC