



# American Collegiate Hockey Association Manual

(2023-24 Season: Revision July 2023)

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# Part One

## Constitution

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### **ARTICLE I            NAME**

The name of this Association shall be the American Collegiate Hockey Association (ACHA). It may be referred to as either the 'Association' or the 'ACHA.' [2012]

### **ARTICLE II            PURPOSE AND MISSION**

#### **Section 1    Purpose**

The purpose of the Association is to be an organization of collegiate affiliated programs, which provides structure, regulates operations, and promotes quality in collegiate ice hockey. The activities of the Association shall be limited at all times to those specified in Section 501(c)(3) of the Internal Revenue Code.

#### **Section 2    Mission**

- A.    The ACHA's primary mission is to support the growth of collegiate hockey. The ACHA identifies standards which serve to unite and regulate teams at the collegiate level.
- B.    The ACHA shall emphasize academic performance, institutional sanction, eligibility criteria, standards of play and opportunities for national competition.
- C.    The ACHA shall promote all aspects of collegiate hockey, stressing the personal development of individual student athletes as well as national recognition for member organizations.

## Part Two

# Administrative Bylaws

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### **ARTICLE I      MEMBERSHIP**

#### **Section 1    Definitions**

Board of Directors: The Board of Directors, and their duties, are defined in Part Two, Article IV of this Manual. [2012]

Bylaws: Part Two of this Manual. [2012]

Coach-In-Chief: The Coach-In-Chief, and his/her duties, is defined in Part Two, Article XI of this Manual. [2012]

Commissioners: The Commissioners, and their duties, are defined in Part Two, Article VII of this Manual. Each Division shall have its own Commissioner. [2012]

Executive Committee: The Executive Committee, and their duties, is defined in Part Two, Article XII, Section E of this Manual. [2012]

Executive Director: The Executive Director, and his/her duties, are defined in Part Two, Article V of this Manual. [2012]

Manual: This entire document, including all Parts, Articles, Sections, and Appendices. [2012]

Member Program: A college or university as defined in Part Two, Article I, Section 2. [2012]

National Tournament Director: The National Tournament Director, and his/her duties, is defined in Part Two, Article IX of this Manual. [2012]

Officers: The Officers, and their duties, are defined in Part Two, Article VI of this Manual. [2012]

President: The President, and his/her duties, is defined in Part Two, Article VI of this Manual. [2012]

Referee-In-Chief: The Referee-In-Chief, and his/her duties, is defined in Part Two, Article VIII of this Manual. [2012]

Secretary: The Secretary, and his/her duties, is defined in Part Two, Article VI of this Manual. [2012]

Treasurer: The Treasurer, and his/her duties, is defined in Part Two, Article VI of this Manual. [2012]

Vice Presidents: The Vice Presidents, and their duties, are defined in Part Two, Article VI of this Manual. [2012]

Voting Representative: The individual of the Member Program who is designated to vote on matters submitted to Membership vote. [2012]

Men's Division One: may also be referred to herein as "M1" or Men's D1."

Men's Division Two: may also be referred to herein as "M2" or Men's D2."

Men's Division Three: may also be referred to herein as "M3" or Men's D3."

Women's Division One: may also be referred to herein as "W1" or Women's D1."

Women's Division Two: may also be referred to herein as "W2 or Women's D2."

## **Section 2 Member Programs**

- A Any two-year (M2, M3, W2) or four-year (M1, M2, M3, W1, W2) college or university that is located in the United States, its territories or possessions, with an approved and active ice hockey team is eligible for full membership in the Association. Upon (1) compliance with all provisions of this Manual and all Policies and Procedures of the Association and (2) majority voting approval by then-current Member programs, such college or university shall be deemed a Member Program and entitled to all rights and privileges of that status. [2003, 2012, 2015]
- B Any two-year (M2, M3, W2) or four-year (M1, M2, M3, W1, W2) college or university that is not located in the United States, its territories or possessions, with an approved and active ice hockey team is eligible for full Membership in the Association IF it is sponsored by an existing conference within the ACHA that will accept

the incoming college or university as a full member of said conference. Upon (1) compliance with all provisions of this Manual, all Policies and Procedures of the Association and (2) majority voting approval by then current Member programs, such college or university shall be deemed a Member Program and entitled to all rights and privileges of that status. [2018]

- C In order for a Member Program to be eligible with separate campuses, there MUST be a central administration/registrar. Teams with separate campuses and/or separate administrations/registrars MUST compete as separate teams. [2003, 2012]
- D Member Programs shall not be eligible for participation in regional or national tournaments during its first year of Membership. Member schools adding an additional team will be immediately eligible for post-season play. Note: Former Member Programs will be considered a first-year team after one season of non-membership status. [2012]
- E NCAA varsity programs shall not be eligible for Membership in the ACHA. [2003]

### **Section 3 Voting Rights**

Each Member Program shall designate one Voting Representative and one Alternate Voting Representative. Each Member Program shall be entitled to one vote on each matter submitted to Membership vote. [2012]

### **Section 4 Dues**

Member Programs shall be required to pay the Association registration fee(s) by September 30th. There will be a \$75 per month late fee for Member Programs owing dues to the ACHA after this date. [2012]

### **Section 5 Benefits**

- A Member Programs will benefit from participating in the organization by any or all of the following: national affiliation, national information system - newsletter, national standards, national rankings, national tournaments, national awards, national program recognition, recruiting recognition, technical assistance, and affiliation with USA Hockey. [2012]

- B. For insurance coverage purposes, all local ACHA leagues seeking affiliation must complete the Affiliation form and submit it to the corresponding Commissioners by August 1<sup>st</sup> of each year. The Affiliation form to be distributed for discussion. The Affiliation grants local league officers and officials ACHA insurance and D&O coverage benefits. [2006, 2012]

## **Section 6 Operational Standards**

### **A. Student-Athlete Requirements**

1. ACHA student-athletes must maintain a cumulative GPA of at least 2.00 (on a 4.00 scale) by the beginning of a student-athlete's second year of eligibility.
2. Players shall participate only for the Member Program they attend. Member Programs sharing facilities such as "Club Sports participation" for any reason or by school mandate cannot be included for the parent ACHA team. [2005, 2012]

### **B. Team Requirements**

1. Annually, Member Programs shall submit an affidavit to verify affiliation in good standing. Approved hockey teams are eligible for full membership with all rights and privileges. [2012]
2. Teams must have a non-player head coach. Failure to have a non-player head coach will result in suspension of ACHA benefits. [2003]
3. USA Hockey liability insurance is required with a copy of USA Hockey prior to the first game of each season. This includes submitting the following player and coach information for the entire team: full name, home address (address, city, state and zip code), phone number, email address, date of birth and gender. Failure to provide accurate or complete information may cause a failure of coverage. [2012, 2015]
4. Member Programs shall also be required to comply with all membership requirements as specified in the Manual. [2012]



5. Teams shall participate in organization meetings, provide timely response to requests for information/feedback by the ACHA Board and staff and compliance with all administrative procedures. [2012]
6. Teams must adhere to all ACHA standards, policies and procedures.
7. Annual submission of the ACHA eligibility form including an affidavit from the university/college verifying affiliation in good standing is due by October 31st. Teams are recommended to submit their eligibility form before their first game of the Fall Semester. [2012]
8. Submission of the second semester ACHA eligibility form including an affidavit from the university/college verifying affiliation in good standing is due by January 31st. Teams are recommended to submit their eligibility form before their first game of the Winter/Spring Semester. [2012]
9. Annual submission of final play results and player statistics is due by the annual meeting in April. Player statistics shall include goals, assists, and penalty minutes; goaltender statistics shall include saves and goals against average. [2012]

C. Recruitment

Each member program of the ACHA shall have the option of utilizing a non-binding ACHA letter of intent in recruiting student-athletes for their college/university and the hockey program. [2012]

D. Ethics

1. No staff member (i.e., Head Coach, Assistant Coach, General Manager, Trainer, Faculty Advisor, booster) from an active ACHA team shall recruit other collegiate member players or staff during the active year (the active year shall be defined as the term from September 1 through August 31 for a given season). This shall include both ACHA teams as well as other

sanctioned collegiate hockey teams (NCAA, NAIA, non-ACHA-club, CIS, etc). Teams that have been suspended, are under probation, or are perceived as 'not in good standing' with either the school or the ACHA, will be subject to the above provisions for the entire active year, provided that team has played at least one regular-season game (regular-season game shall be defined as any sanctioned game with referees after September 1). [2012]

2. A playing member of a Team shall be defined as a player on a roster at any time during said season. [2012]
3. A Team will be allowed to contact a player during a season only after that player has either:
  - a. Dis-enrolled from the former school;
  - b. Enrolled at a new school (only the new school will be allowed to contact that player); or
  - c. Received a written release that has been submitted through an ACHA Commissioner's office. The head coach of the current school is not required to sign for the release, but the current school, including head coach, will be notified of the player's intention. [2012]
4. These ethics rules are in effect regardless of which party initiates the contact. [2012]
5. Teams that have been contacted by a current player shall immediately end the contact and notify their respective Commissioner of the contact as soon as possible, including the date, time, and method of contact from the player, in order to protect the Member Program. [2012]
6. Any violation of this policy by a staff member will result in a minimum one-year suspension from the ACHA,

with the exact length to be determined by the ACHA Board of Directors. [2005]

7. The violating institution will be subject to an immediate suspension of membership benefits as outlined in the ACHA Manual. [2005]

E. Team Behavior

1. Any Member Program using an ineligible player in any game shall forfeit the game in which the player participated and may be subject to suspension of membership benefits by action of the ACHA Board of Directors or Commissioner. [2012]
2. It is the responsibility of all Member Programs to monitor player behavior at hotels, restaurants, rinks, etc., to ensure the ACHA is viewed in a positive manner. Any confirmed damages are the sole responsibility of the teams and Member Programs directly involved, and restitution is expected to be paid immediately. [2012]

F. Incidents

An ACHA Incident Report format shall be provided for reporting to the appropriate ACHA Commissioner's office by fax, mail, or email any incidents involving players, coaches, teams, officials or referees. An Incident Report must be completed for each separate incident and submitted to the appropriate division Commissioner within 48 hours.

## **Section 7 Affiliation**

Member Programs seeking initial membership in the ACHA must meet all membership requirements as stated in Part Two, Article I. [2012]

## **Section 8 Financial Aid**

- A. Student- athletes may receive only financial aid which has been properly channeled through the college/university financial aid office or other college/university office. Financial aid shall be awarded on a need basis only as determined by the United States Department of

Education Standards for Financial Assistance Program Formula as applied to each institution.

- B. Additionally, student- athletes may not receive financial aid or monetary disbursement of any kind from the ACHA program he/she represents nor from any booster club or sponsor affiliated with the ACHA hockey program.
- C. Failure to adhere to the financial aid policy will result in immediate suspension of the Member Program from all membership benefits in the ACHA for a one-year period. The Board of Directors will review and act upon requests for reinstatement. [2012]

## **Section 9 Suspension of Membership Benefits**

- A. Membership affiliation and benefits may be suspended or withdrawn for non - compliance with any ACHA rules or regulations. Suspension of benefits may include removal of Member Program participation in national ranking and tournament, probationary status for one or more seasons, or forfeiture of games for violation of player eligibility requirements. [2012]
- B. All Member Program suspension of benefits for violations shall be decided by the respective division Commissioner of the ACHA. [2012]
- C. All Member Program suspension of benefits may be appealed in writing within 15 days to the ACHA Board of Directors who shall convene an Appeals Committee consisting of three coaches of Member Program teams. [2012]
- D. All appropriate documents shall be distributed to each member of the Appeals Committee by the Executive Director or Commissioner. The Appeals Committee shall decide to deny, uphold or modify the appeal. The Appeals Committee shall render a decision within 15 days of receipt of appeal. The decision of the Appeals Committee is final.
- E. Any Member Program whose ACHA benefits are suspended or revoked by the Board of Directors shall be subject to an additional \$300.00 re -instatement fee, per occurrence, upon readmission. [2005, 2012]

## **ARTICLE II            LOGO**

The ACHA logos, wordmarks, art, name and name brand is the sole property of the American Collegiate Hockey Association. Any commercial use of the ACHA Logo must be approved by the Executive Director of the ACHA in writing. If the ACHA logos, wordmarks, art, name and/or name brand is/are used commercially, the ACHA will receive ten percent (10%) of gross revenues received by the Member Program (unless agreed in writing otherwise) as a licensing fee. The Member Program agrees to maintain and adhere to equal or greater standards of quality of the licensed goods as the ACHA maintains, and the ACHA retains the right to revoke the license for failure to maintain such standards of quality. [2012, 2018]

## **ARTICLE III           GOVERNANCE**

### **Section 1**

The affairs of this Association shall be governed by the Board of Directors.

### **Section 2**

The principal office of the Association shall be the principal office of the current elected Association President.

## **ARTICLE IV           BOARD OF DIRECTORS**

### **Section 1**

The Board of Directors manages the business and affairs of the ACHA and has the authority to establish policies and procedures for the operation of the organization and its services.

### **Section 2**

The Board of Directors shall be the officers of the Association elected by the membership. These persons shall be the President, Vice President for Men's Division 1, Vice President for Men's Division 2, Vice President for Men's Division 3, Vice President for Women's Division 1, Vice President for Women's Division 2, Secretary, and Treasurer. The Past President shall serve ex-officio without vote.

### **Section 3**

As members of the Board of Directors, the officers of the Association shall be elected for two- year terms. Elections shall be conducted at the annual meeting of the Association according to the following conditions:

- A. Candidates may run for office or be nominated by submitting a written statement to the Association Office three weeks in advance of the annual meeting of the Association.
- B. Only candidates who have signified their consent to serve shall be nominated or elected to office.
- C. For the office of President, candidates must have previously served as a member of the ACHA Board of Directors for at least two years. [2002]
- D. Officers shall be elected by simple majority of members present and voting at the Association annual meeting. The election of the Division Vice-Presidents will be done at the Division breakout meetings. [2005]
- E. New officers shall take office upon the completion of the business of the annual meeting in progress, except for ACHA representatives to USA Hockey. [2007]
- F. A vacancy occurring in any such office shall be filled for the unexpired term by the person selected by the Board of Directors.
- G. Any officer may be removed from office only for cause at the annual meeting of the Association. The removal requires a majority vote of members in attendance of the Association annual meeting after the officer has an opportunity to be heard.
- H. Any officer who ceases to be a sanctioned representative of a member program shall automatically forfeit his/her office and membership on the Board of Directors.

## **Section 4**

The Board of Directors shall have the power and responsibility to:

- A. Interpret, define and explain all provisions of these Bylaws and Association's Policies and Procedures.
- B. Manage the business and affairs of the Association and have the authority to establish management policies for the operation of the Association and its programs and appointments.
- C. Replace ACHA Staff Members in the event of a vacancy between annual meetings.
- D. Manage the appointment of an Executive Director.
- E. Receipt of reports from the Executive Director.
- F. Call meetings of the Association.
- G. Admit new members.
- H. Impose and enforce penalties for violation of the Bylaws or Policies and Procedures.
- I. Remove any penalties for violation of the Bylaws or Policies and Procedures.
- J. Appoint committees from the Board and/or the membership representatives, supervise committee work, and receive reports.
- K. Control the financial plan for the organization.
- L. Establish and collect membership/registration fees and other funds of the Association.
- M. Budget and direct the expenditures of the Association.
- N. Audit all books, vouchers, receipts and records of the Association.

- O. Determine who shall be authorized from time to time on the Corporation's behalf to sign checks, drafts, or other orders for payment of money; to sign acceptances, notes, or other evidences of indebtedness; to enter into contracts; or to execute and deliver other documents and instruments.
- P. Select a Don Spencer Service Award recipient to recognize exceptional service to the ACHA.
- Q. Develop a plan for participation in future World University Games including the selection of coaching staff, scheduling tryout camps, and organizing practice times.
- R. Approve the types and kinds of ACHA recognition and awards for its participating divisions. [2005]
- S. Select members to the ACHA Hall of Fame. The entire nominating procedure will be developed and maintained on the ACHA website. [2007]

## **Section 5**

The Board of Directors shall engage a Certified Public Accounting (CPA) firm to assist with the accounting of the organization's finances, to prepare an annual compilation of the organization's financial statements, and to prepare the annual Form 990. [2013]

## **ARTICLE V            EXECUTIVE DIRECTOR**

### **Section 1**

The Board shall appoint an Executive Director who shall serve as the administrative officer of the Association. The Executive Director shall be responsible for the administration of approved Association policies and activities and subject only to the directives issued by the Board or any of its authorized committees.

### **Section 2**

The Executive Director shall serve as a representative of the organization in matters where the Board has not designated another person as an organizational representative. [2005]



### **Section 3**

Other specific responsibilities of the Executive Director shall include chairing the Ranking Committees, representing the ACHA in matters with USA Hockey and the American Hockey Coaches Association, and promotion and marketing of the ACHA. [2005]

## **ARTICLE VI      OFFICERS**

### **Section 1**

The Officers of this Association shall have the following powers and responsibilities:

- A. The President shall preside at all meetings of the membership and the Board of Directors. The President shall be responsible for setting meeting agendas and supervising the general progress of the Association. Further the President shall serve as an ex-officio member of all committees (except the Ranking Committees) and exercise all duties and power of the Board of Directors when it is impractical for him/her to obtain a vote of the Board of Directors. He/she shall promptly report such actions to the Board of Directors.
- B. The Vice-President – Men's Division 1 shall serve as a member of the Executive Committee and assume all duties of the President in his/her absence (in odd numbered years.)
- C. The Vice-President – Men's Division 2 shall serve as a member of the Executive Committee and assume all duties of the President in his/her absence (in even numbered years.)
- D. The Vice-President – Men's Division 3 shall serve as a member of the Executive Committee and assume all duties of the President in his/her absence should the M1 and M2 Vice Presidents be unable to so serve.
- E. The Vice-President – Women's Divisions (W1/W2) shall serve as a member of the Executive Committee and assume all duties of the President in his/her absence should the M1, M2 and M3 Vice Presidents be unable to so serve.
- F. The Secretary shall maintain and keep minutes of all meetings of the membership and the Board of Directors. In addition,

the Secretary shall serve as a member of the Executive Committee and maintain organizational records as may be required.

- G. The Treasurer shall report on the financial status of the Association as requested. In addition, the Treasurer shall be responsible for presenting an annual budget to the membership at the Association's annual meeting. The treasurer shall serve as a member of the Executive Committee.
- H. The Past President shall serve as an ex-officio member of the Board of Directors and the Executive Committee without vote. He/she shall also serve as chairperson of a nominating committee for the Board of Directors if needed.

## **ARTICLE VII      COMMISSIONERS**

### **Section 1**

Commissioners shall be nominated by the Executive Director.

### **Section 2**

Commissioners shall be approved and appointed by the Board of Directors to facilitate the operations and management of each division's membership services and programs.

### **Section 3**

The Commissioners shall be responsible to the Executive Director in the performance of duties.

### **Section 4**

Responsibilities of the Commissioners include promotion of membership, providing technical assistance to leagues and member programs, following up on player and team registration and eligibility issues, facilitating resolution of member concerns during the season, assisting in the organization and operation of regional and national tournaments, representing the ACHA at special events, and other duties assigned from time to time by the Board of Directors.

## **ARTICLE VIII      REFEREE-IN-CHIEF**

### **Section 1**

A Referee-in-Chief shall be nominated by the Executive Director and approved by the Board of Directors.

### **Section 2**

Specific duties of Referee-in-Chief shall be as designated in this manual. The Referee-in-Chief shall be responsible to the Executive Director in the performance of duties. [2005]

## **ARTICLE IX      NATIONAL TOURNAMENT DIRECTOR**

The Board shall appoint a National Tournament Director. The National Tournament Director will assist with standardizing and running the yearly tournaments for all ACHA divisions. This position shall be a four-year term and can be automatically renewed by the ACHA Board of Directors. The ACHA Board of Directors, at their sole discretion, reserves the right to replace the National Tournament Director at any time. The National Tournament Director shall not have voting rights on the ACHA Board of Directors or have the ability to bind the ACHA contractually or financially. [2005]

## **ARTICLE X      ACHA REPRESENTATIVE TO USA HOCKEY**

### **Section 1**

After elected by the membership at the Association's annual meeting, the Board shall appoint one person as the USA Hockey Representative. The USA Hockey Representative(s) will serve as a liaison between the ACHA and USA Hockey. [2012; 2023 per USAH Policy]

### **Section 2**

The USA Hockey Representative shall serve a two-year term. [2007, 2012]

### **Section 3**

The ACHA representatives to USA Hockey shall take office after the conclusion of the USA Hockey Annual Congress (June).

## **ARTICLE XI        COACH-IN-CHIEF**

### **Section 1**

A Coach-in-Chief shall be nominated by the Executive Director and approved by the Board of Directors. The position shall be a four-year term and shall renew automatically subject to Executive Director and Board of Directors' approval. [2007]

### **Section 2**

Specific duties of the Coach-in-Chief shall be as designated in this manual. The Coach-in- Chief shall be responsible to the Executive Director in the performance of duties. [2007]

### **Section 3**

General Duties of the Coach-in-Chief will include, but are not be limited to: plan and schedule coaching education and professional development opportunities for coaches of the ACHA; promote USA Hockey's coaching program and organize coaching [accreditation] clinics in conjunction with other ACHA/USA Hockey events; serve as liaison to USA Hockey's Coaches Section; organize, communicate and/or participate in college hockey fairs and information seminars for student-athletes bound for ACHA colleges and universities; and assist as directed in the recruitment, selection and development of coaches for ACHA sanctioned events. [2007]

## **ARTICLE XII        COMMITTEES**

The standing committees of the Association shall be:

- A. Rules Committees
  1. Men's Division 1
  2. Men's Division 2
  3. Men's Division 3
  4. Women's Division 1
  5. Women's Division 2 [2016]
  
- B. Rankings Committees
  1. Men's Division 1 (Chairperson: M1 Commissioner)
  2. Men's Division 2 (Chairperson: M2 Commissioner)
  3. Men's Division 3 (Chairperson: M3 Commissioner)  
[2005]

4. Women's Division 1 (Chairperson: W1 Commissioner)  
[2005]
  5. Women's Division 2 (Chairperson: W2 Commissioner)  
[2016]
- C. Tournament Committees
1. Men's Division 1
  2. Men's Division 2
  3. Men's Division 3
  4. Women's Division 1
  5. Women's Division 2 [2016]
- D. Awards Committees
1. Men's Division 1
  2. Men's Division 2
  3. Men's Division 3
  4. Women's Division 1
  5. Women's Division 2 [2016]
- E. Executive Committee (Members of the Board of Directors)

## **ARTICLE XIII      POLICIES AND PROCEDURES**

### **Section 1**

The Member Programs of the Association shall establish and maintain Policies and Procedures, which shall delineate standards and directives for Association activities and operations.

### **Section 2**

Changes to the Policies and Procedures may be formulated and initiated by the Board of Directors but must be approved by majority vote by those in attendance at any Association meeting. All proposed changes in the Manual must be distributed in the announcement of the membership meeting.  
[2005, 2012]

## **ARTICLE XIV      PROVISION FOR CHANGE IN THE BYLAWS**

The Bylaws may be amended by the affirmative vote of two-thirds of the Member Programs of the Association present at a meeting publicized two weeks in advance. A presence of a majority of Member Programs shall

constitute a quorum. Proposed changes shall be included in writing with a meeting announcement. [2005, 2012] If a Member Program makes a Motion to change the Bylaws or Operations guidelines, an individual from the Member Program which sponsored the Motion must be present at the meeting. If a Member Program is not present, the Motion will be tabled. [2022]

## **ARTICLE XV        MEETINGS**

### **Section 1**

Member Programs of the Association shall meet no less than annually to function as the corporate body of the Association. [2012]

### **Section 2**

The Annual Meeting of the Association Membership shall be held during the American Hockey Coaches Association Annual Convention.

Members in good standing may submit items for the agenda at the Annual Meeting under the following procedure:

- A     Proposed agenda items from member teams or leagues must be submitted to the ACHA by February 15. Only agenda items from the ACHA Board of Directors will be considered after this date. Submissions will only be accepted from current ACHA Member Programs or leagues in good standing.
- B     The membership will be polled on the proposed agenda items via e-mail (Survey Monkey). All polls will end on March 1. The poll data will be used by the Board of Directors to assist in determining the agenda items to be included in the general meeting at the National Convention.
- C     An Agenda submission must be sponsored by a minimum of 5-member organizations or a league representing at least 6 members of the organization. An agenda item can also be sponsored and submitted by the Board of Directors or an ACHA committee.
- D     All Agenda items must be submitted in presentation form complete with details, including but not limited to:

1. Explanation of issue with current by-law or policy, or need for a new by-law or policy. Explanation of negatives that will be eliminated by the proposed change.
2. Reasoning supporting the item.
3. Projected positive outcomes of the item.
4. Detailed funding requirements and funding source(s) for proposed change/addition, if applicable.
5. Explanation of administration and oversight of proposed change/addition.

### **Section 3**

All regular meetings of the Association membership and the Board of Directors shall be announced in writing at least two weeks in advance. Special meetings of the Board of Directors may be convened by the president or by another officer and two members of the board providing written notice is given at least four days in advance. Only business specified in the notification shall be conducted at a special meeting.

### **Section 4**

The procedure of meetings shall be governed by Robert's Rules of Order except where altered within the Association Bylaws.

### **Section 5**

Decisions shall be made by majority of the vote cast except where a greater proportion is required by the Bylaws.

### **Section 6**

At all meetings of the Board of Directors, a simple majority of the Board members shall constitute a quorum.

### **Section 7**

Each member of the Board of Directors in attendance shall have one vote.

### **Section 8**

At no time shall proxy votes be acceptable at meetings of the General

membership or Board of Directors.

1. Virtual participation and voting can only occur in Divisional meetings and those votes cast may not adopt any policies which extend beyond that Division into the greater ACHA membership. [2022]
2. No ACHA Division shall be compelled to accept virtual participation or related voting, nor the adoption of motions from another ACHA Division which utilized absentee votes in its final count. [2022]
  - a. Virtual participation & voting in any ACHA Division shall occur only if that Division approves the adoption of absentee voting.
  - b. That motion to adopt virtual participation & voting must be reviewed and passed in advance of the meetings in which the absentee votes shall be cast and counted.
  - c. The adoption of virtual participation & voting should be subject to review and reapproval by the Division every 3 years.
  - d. Virtual participations must be approved in advance of the Annual Division meeting. That approval must be in writing by the Divisional Commissioner for the virtual participation by a program.
  - e. As with in-person participation each program may designate only one individual who may vote for the program. That individual must be pre-designated by the ACHA program attending virtually and accepted by the Commissioner in writing no less than 48 hours in advance of the Divisional meeting.
  - f. Virtual voting may be used only for Divisional motions published in advance of the National meeting.
  - g. Virtual votes may not be applied for purposes of electing Divisional officers.
3. Virtual ballots may only be cast by ACHA member programs certified to be in good standing by the ACHA Director of Hockey Operations prior to the Divisions meeting. Teams are limited to one ballot cast for each motion by the ACHA Divisional team. [2022]



## **Section 9**

A meeting of the Board of Directors may take place via conference call in lieu of a meeting.

### **ARTICLE XVI      FISCAL YEAR**

The fiscal year for the Association shall begin July 1. Non-profit corporate tax papers (IRS Form 990, etc.) shall be filed corresponding to this date.  
[2005]

### **ARTICLE XVII      DISSOLUTION**

In the event the American Collegiate Hockey Association finds it necessary or desirable to dissolve or cease to function as a non - profit corporation, all remaining assets shall be distributed to an organization or organizations, to be selected by the Board of Directors, which qualify as exempt organizations within the meaning of Section 501 (c) (3) of the Internal Revenue Code of 1954 or any succeeding provision of Federal Tax Law.  
[2005]

## Part Three

# Operating Policies

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### **ARTICLE I            OPERATIONAL STANDARDS**

#### **Section 1    Applying for ACHA Membership**

- A. Universities and colleges seeking 1) initial admission to the ACHA, 2) to establish a new program in a different division of the ACHA from that in which they are currently playing, or 3) to move an existing ACHA program from one division to another, must complete the ACHA Application Form.
- B. The ACHA Application Form can be requested from and must be submitted to the ACHA Director of Hockey Operations.
- C. There will be a non-refundable application fee of \$300.00 USD.
- D. Upon receipt of the application and application fee by the ACHA Director of Hockey Operations, the application will be reviewed by the ACHA Director of Hockey Operations, the respective Division Vice-President and the respective Division Commissioner on behalf of the ACHA. The ACHA will seek to render a decision on acceptance or denial of the application within fifteen (15) business days.
- E. Teams may apply only once per season.
- F. Once an applicant has been approved, the Member Program must give their written acceptance within five (5) business days.
- G. For teams seeking admission to Men's Division 1 and/or Women's Division 1, there are application deadlines. No applications will be considered for Men's Division 1 and/or Women's Division 1 after the respective deadline has passed for that season, including applications from existing ACHA teams in other divisions.
- H. Any Member Program that has given their written acceptance but does not play in the upcoming season will not be eligible for the National Tournament during the upcoming season. [2018]

## **Section 2 Eligibility and Appeals**

### **A. Student Athlete Eligibility [2005, 2012, 2016]**

1. ACHA student-athletes must maintain a cumulative GPA of at least 2.00 (on a 4.00 scale) by the beginning of their second year of eligibility.
2. Players shall participate only for the Member Program that they attend. Member Programs sharing facilities/programs such as but not limited to "Club Sports participation" for any reason or by school mandate cannot be included for the parent ACHA team.
3. ACHA student-athletes must meet guidelines as established in each of the following Divisional Policy Sections included in this Manual.
4. Student-athletes who have played or been rostered on teams in these professional leagues or any other league that is categorized as a semi-professional or professional league [2022], shall not be eligible to participate in the ACHA [2015, 2017]:
  - a. NHL (US)
  - b. AHL (US)
  - c. ECHL (US)
  - d. SPHL (US)
  - e. FHL (US)
  - f. LNAH (Canada)
  - g. KHL (Russia)
  - h. HHL (Russia)
  - i. DEL (Germany)
  - j. SM-Liga (Finland)
  - k. SHL (Sweden)
  - l. Eredivisie (Netherlands)
  - m. Git-Ligaen (Norway)
  - n. Extraliga (Slovakia)
  - o. Extraliga (Czech)
  - p. Any Tier 1 European League
5. Female student-athletes who have played or been rostered on teams in these professional leagues or any other league that is categorized as a semi-professional or professional league [2022], shall not be eligible to participate in the ACHA [2015, 2017]:

- a. NWHL (US)
  - b. CWHL (Canada)
  - c. WHL (Russia)
  
- 6. Former CHL players are eligible to participate in the ACHA under the following guidelines and restrictions:
  - a. Players listed on a CHL game roster for a total of 10 or less games are eligible to compete in the ACHA and must follow #7 below [clarified 2021].
  - b. Players listed on a CHL game roster for a total of 11 or more games are not eligible to compete in the ACHA.
  - c. ACHA teams will be limited in the number of former CHL players allowed to be on their roster during a season, as follows:
    - i. ACHA M1 teams – limited to 5 former CHL players on a roster per season;
    - ii. ACHA M2 teams – limited to 3 former CHL players on a roster per season; and
    - iii. ACHA M3 teams – limited to 1 former CHL player on a roster per season.
  - d. “Listed on a CHL game roster” means the player’s name appeared on a sanctioned CHL game sheet. [2018]
  
- 7. Student-athletes who have rostered on teams in the following organizations shall be eligible to participate in the ACHA, however will utilize a year of eligibility for each year the student-athlete was rostered in the following organizations [2015]:
  - a. NCAA (US)
  - b. CHL (QMJHL, OHL, WHL) (Canada)
  - c. Any Tier 2 Team (Europe)
  
- 8. Student-athletes who have participated on teams in the following organizations shall be eligible to participate in the ACHA, however will utilize a year of eligibility for each year the student-athlete participated in the following organizations (One year of competition for these student-athletes is defined as participating in more than 20% of the scheduled games that season):
  - a. ACHA (US)
  - b. CIS (Canada)

9. Student-athletes who have exhausted their NCAA eligibility (in any division) shall not be eligible to participate in the ACHA. [2018]
10. ACHA student-athletes shall be required to complete the ACHA registration process, which includes electronic submission of player information and acknowledgement of the ACHA player agreement at the beginning of each season or whenever added to the player roster prior to playing a game.
11. ACHA student-athletes must be at least 18 years old before participating in any ACHA sanctioned events including team practices, games or tournaments. [2019]
12. Any team challenging the eligibility of any player in a regional/national tournament shall do so in writing to the Executive Director, President of the Board of Directors, or Divisional Commissioner. If a player's eligibility is challenged by another team, the ACHA reserves the right to petition the registrar of the player's university to verify the eligibility of a player.

B. Appeals Process for Eligibility.

1. Ruling on a Player's eligibility is a function of the Divisional Commissioner. [2012]
2. The Divisional Commissioner's ruling may be appealed by a team within 15 days to an Appeals Committee consisting of the ACHA Executive Director, ACHA President, and respective ACHA Divisional Vice President. The appeal must be 1) in writing; 2) from a team; and 3) accompanied by a receipt showing payment to the ACHA of an appeal fee in the amount of \$250.00 USD (payments can be made at shopacha.com). If the appeal is successful, \$200.00 USD will be refunded to the appealing team. All appeal fees collected by the ACHA will be designated for distribution to charity. [2012, 2018]

3. The Appeals Committee shall render a decision within 15 days of receipt of appeal. The decision of the Appeals Committee is final. [2012]
- C. Appeals Process for Discipline.
1. Ruling on a Player's discipline is a function of the Divisional Commissioner. [2018]
  2. Ruling on a Player's supplemental discipline is a function of the Director of Hockey Operations. [2018]
  3. The Divisional Commissioner's ruling on discipline or the Director of Hockey Operations ruling on supplemental discipline may be appealed by a team within 15 days to an Appeals Committee consisting of the ACHA Executive Director, ACHA President, and respective ACHA Divisional Vice President. The appeal must be 1) in writing; 2) from a team; and 3) accompanied by a receipt showing payment to the ACHA of a non-refundable appeal fee in the amount of \$250.00 USD (payments can be made at shopacha.com). If the appeal is successful, \$200.00 USD will be refunded to the appealing team. All appeal fees collected by the ACHA will be designated for distribution to charity. [2018]
  4. The Appeals Committee shall render a decision within 15 days of receipt of appeal. The decision of the Appeals Committee is final. [2018]

### **Section 3 Team Uniforms/Equipment**

- A. All players must wear NCAA approved facemask and helmet.
- B. All players must wear the same color equipment at regional and national tournaments.
- C. All players must display an ACHA logo helmet sticker located on the helmet in a position specified by division commissioners. (rear lower-right or rear lower-left of the helmet)
- D. Any team participating in an ACHA-sanctioned tournament without properly displayed ACHA logos shall be assessed a fine of \$500.00.
- E. Any variation of these dress code rules must be approved by the appropriate Divisional Commissioner.

## **Section 4 Schedules**

Any ACHA team which fails to honor a confirmed scheduling commitment except under an act of God shall have membership benefits suspended immediately and declared ineligible for rankings and national tournament consideration. In addition, the ACHA Board of Directors or Divisional Commissioner may levy fines on programs found in violation of justifiable game cancellation standards. An Incident Report must be filed with the ACHA office on each contentious game cancellation incident. Any disputes regarding the circumstances under which games are cancelled shall be reviewed by the ACHA Board of Directors and/or Commissioner. An Incident Report must be filed with the ACHA office and Divisional Commissioner on each contentious game cancellation incident.

## **Section 5 Conferences**

ACHA member teams can only be members of one conference recognized by the ACHA. [2018]

## **Section 6 Teams/opponents based in United States**

ACHA member teams are not allowed to play United States-based hockey teams that are not members of USA Hockey consistent with USA Hockey rules. [2018]

## **Section 7 Transgender Policy**

The ACHA adopts the provisions and policies set forth in "NCAA Inclusion of Transgender Student-Athletes" published August 2011 by the NCAA Office of Inclusion (and any amendments thereto) as if fully set forth herein. [2018]

# **ARTICLE II RULES OF PLAY**

## **Section 1**

The ACHA will use the rules of play specified in the NCAA Ice Hockey Rules & Interpretations Rule Book unless specified below or otherwise in the Divisional Policies and Procedures: [2001]

- A. Teams shall be permitted to have the option of dressing a maximum of 19 skaters and not more than three nor less than two goaltenders.
- B. All overtime play during the regular season shall be 4 on 4, unless specified otherwise herein. [2007, 2018]

- C. Spitting at an opposing player, fan, or official is an automatic game disqualification. [2007]
- D. The one referee, two linesmen system is an approved officiating system for all ACHA games. [2009]
- E. Should the NCAA implement a rule to allow the wearing of half-shields, the ACHA shall defer the implementation of this rule for ACHA play until the issue can be considered by member schools and discuss and vote on the issue no sooner than the following annual meeting of the Association. [2012]

## **Section 2**

The ACHA Policies and Procedures for student-athletes receiving disqualification (DQ) penalties shall be the same procedures and suspensions as required by the NCAA rules.

## **Section 3**

All disqualification penalties shall be reported to the Divisional Commissioner with weekly score reports on each ACHA and non-ACHA game. This requirement shall include DQ information on players in exhibition games as well as in post-season tournament play. [2012]

# **ARTICLE III      RANKINGS**

## **Section 1**

The ACHA will provide a ranking service to its members on a regular basis.

## **Section 2**

The decisions of the Ranking Committee are final and may not be appealed.

# **ARTICLE IV      NATIONAL TOURNAMENTS**

## **Section 1**

The ACHA shall sponsor annually a national tournament competition to provide a focal challenge in intercollegiate competition, to support positive recognition for collegiate hockey, and to showcase the achievements of individual programs and their players.



## **Section 2**

The names of the tournaments shall be the:

- A. ACHA Men's Division 1 National Championships
- B. ACHA Men's Division 2 National Championships
- C. ACHA Men's Division 3 National Championships
- D. ACHA Women's Division 1 National Championships
- E. ACHA Women's Division 2 National Championships

## **Section 3**

The ACHA shall assign officials to officiate all tournament games.

## **Section 4**

Team uniform policies for national tournaments shall comply with the standards stated in Part Three, Article I, Section 2, of this Manual.

## **Section 5**

The ACHA, through a contracted vendor, shall sell exclusive tournament souvenir apparel on site. A prime location spot shall be reserved for apparel vendor.

## **Section 6**

The tournament host shall supply the ACHA with 3 complimentary hotel rooms for its staff at the Official Host hotel, or a similar hotel. The rooms will start one day previous to the Tournament start and end one day after the Tournament concludes. [2007]

## **Section 7**

The ACHA will furnish the awards for the National Tournament. The tournament host shall pay for the awards for the National Tournament. [2007]

## **Section 8**

Any broadcasts (audio, video, etc.) from an ACHA Sanctioned Event (specifically National Tournaments, Regional's, Showcases, etc.) are the sole property of the ACHA. Any broadcast or rebroadcast not initiated by the ACHA must be cleared in writing by the respective Commissioner prior to the events. Fees may be assessed for the broadcast or rebroadcast of these events. [2007]

## **ARTICLE V            AWARDS**

### **Section 1**

Annually the ACHA will recognize outstanding individuals in each Division in the following categories:

- A.     ACHA All-Athletic
- B.     ACHA All-Academic
- C.     ACHA Honorable Mention All- Academic
- D.     ACHA Player of the Year
- E.     ACHA Coach of the Year.

### **Section 2**

At the end of the regular season, the ACHA Commissioner, Vice-President, or Executive Director will solicit, from all teams in good standing, nominations for any and all of the award categories. Nominations must be accompanied by the appropriate documentation.

### **Section 3**

The head coach is responsible for submission of end of year award nominations.

### **Section 4**

The ACHA Commissioner, Vice- President, or Executive Director will distribute copies of the nomination material to the Divisional Awards Committees to select annual national awards finalists.

### **Section 5**

The ACHA Executive Director will review and certify the results of the awards and announce the award recipients prior to the ACHA Annual Meeting.

## **ARTICLE VI      TRAVEL AND EXPENSE POLICY**

### **Section 1    Purpose**

To ensure that employee travel is consistent with the business objectives of the American Collegiate Hockey Association. In addition, this document also ensures fair and equitable treatment of employees by defining procedures for authorized business travel and guidelines for expense reimbursement. For the purposes of this document, the term "employee" refers to all employees, volunteers, and contractors that are working in the capacity of doing business for the ACHA.

### **Section 2    Overview**

- A.    A critical balance must be sought when requesting travel. This is the ACHA's need for cost effectiveness and the employee's need for quality services and support. Employee travel should be via the lowest cost alternative and consistent with good business practices. Neither luxury, nor substandard modes of transportation and accommodations should be used.
- B.    Employee travel and the expenses associated with it, will be authorized only in circumstances which are clearly consistent with the mission of the ACHA. It will be the responsibility of the Executive Director to ensure that all employee travel meets this objective and that reimbursement made only for actual, reasonable business expenses in connection with authorized travel as defined in this document. In order to maintain control over expenditures, any expense submitted which does not comply with the guidelines of this procedure will not be reimbursed, unless accompanied by a valid exception by the appropriate Commissioner. Expense reports must be submitted in a timely manner, within 60 days.

### **Section 3    Air Travel**

- A.    Air travel will be via the most direct and economical means, accommodating the needs and preferences of the employee. Deviations from the lowest fare must have Executive Director approval.
- B.    Use of "Non-Refundable" airfares is recommended. These fares are usually considerably less expensive than refundable un-restricted fares. In most cases, if the travel must change or the trip canceled all together, the funds can be used as a credit toward future travel, less a service charge imposed by the airline.
- C.    Business class travel is not permitted. All employees will fly least

expensive economy class including international flights, as well as domestic.

- D. Employees may retain all benefits from frequent flyer club memberships. All dues for such clubs must be paid by employee.
- E. Employees choosing to use personal modes of travel between cities serviced by regularly scheduled airlines, will be reimbursed based on least expensive airfare or actual expenses, whichever is less.

#### **Section 4 Auto Rental**

- A. Employees can request either compact or intermediate size cars. Rentals for other types of cars are not permitted except with manager approval. Luxury, premium and specialty car rentals will be reimbursed only at the intermediate car rate.
- B. Wherever possible employee must refill gasoline prior to returning rental car for drop off. Gas charges at the rental locations average 50% more than independent filling stations.

#### **Section 5 Personal Auto Reimbursement**

- A. Employees are only authorized to use his/her automobile if they have both a valid drivers license and current comprehensive auto insurance, including liability. If not, the employee is not authorized to travel for the company.
- B. When an employee uses his/her personal automobile on approved company business, the company will pay .30 cents per mile. Company will also reimburse all actual auto tolls and parking fees, with a receipt.
- C. Mileage from employee's home to regular assigned work location is not a reimbursable expense. However, if the employee goes directly from home to another work assignment other than the regular work location, and the distance to the work assignment is greater than the distance to the regular work location, the employee can expense the difference.
- D. The employee assumes the responsibility for all parking and traffic fines.

## **Section 6 Lodging**

- A. All company authorized accommodations must meet with industry accepted business travel standards with reference to comfort, convenience and cost. Employees are free to make their own arrangements, however the ACHA will NOT reimburse for more than \$150.00 per night base rate, unless approved by the Executive Director.
- B. The employee is responsible for confirming that the rate being charged is also the rate listed on the travel itinerary. Any discrepancies should be reported immediately to the travel agency.
- C. All hotel reservations will be guaranteed to your personal credit card. It is the employee's responsibility to cancel hotel reservations within the hotel cancellation policy time frame. This can be done by contacting the travel agency or the hotel directly. You must obtain a cancellation number when canceling a hotel reservation. The company will not reimburse hotel "no-show" fees, unless approved by the Executive Director.

## **Section 7 Meals and Entertainment**

- A. Actual, reasonable, and necessary costs for meals will be reimbursed if the ACHA business is conducted at the event.
- B. Entertainment expenses are reimbursable only with Executive Director approval, and must meet the following conditions:
  - 1. The employee's specific assignment requires the entertainment of the company's customers or potential customers, or others as appropriate.
  - 2. The entertainment expense is fully receipted (original receipts required).
  - 3. Expenses are authorized by the appropriate Commissioner.
  - 4. The persons entertained, the place and the purpose of the entertainment must be clearly specified.

5. Gratuities should normally be in the range of 10-12% of the cost of the services provided. If the quality of services is exceptional, a gratuity up to a maximum of 15% may be considered. It should be noted that gratuities must always be calculated before sales tax is applied. A single gratuity will not exceed \$50.00
6. Non-reimbursable expenses include, but are not limited to: alcoholic beverages, airline club dues, rental car club membership fees, airline head seat rental, in-room movies, fines for traffic violations, insurance on life or personal property, purchase of clothing and/or other personal items, expenses for family, child, pet, home and property care while on a trip.

## **ARTICLE VII      ALCOHOL AND SUBSTANCE ABUSE POLICY**

### **Section 1**

The ACHA has a "Zero Tolerance" Policy. There will be no alcohol, marijuana or any illegal substance consumed by student-athletes, coaches, or team staff at any ACHA sanctioned event, which includes transportation to or from said event. Violation of this policy may incur the following penalties on the ACHA Team:

- A. Maximum \$1,000 fine.
- B. Indefinite suspension of those individuals in violation.
- C. One-year prohibition from ACHA post-season play.

## Part Four

# Men's Division 1 Policies

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## ARTICLE I TEAM ELIGIBILITY REQUIREMENTS

### Section 1 Membership Composition

Members of Men's Division 1 shall be four-year University or college sanctioned ice hockey teams. [2003]

### Section 2 Men's Division 1 Membership Classification

Men's Division 1 members shall be those teams which comply with player eligibility and other requirements as specified for Men's Division 1 teams in the ACHA Manual. [2003]

### Section 3 Membership Requirements

- A. Teams interested in joining Men's Division 1 must complete the ACHA Application Form by November 1 for entrance the following season. No teams will be considered for Men's Division 1 after the deadline has passed for that season, including ACHA Men's Division 2 or 3 teams.
  - 1. Applications can be requested from the ACHA Director of Hockey Operations.
  - 2. Any Member Program that has given their written acceptance but does not play in Men's Division 1 for that upcoming season will not be eligible for the National Tournament during the upcoming season. Should that Member Program wish to join Men's Division 1 another time that Member Program must reapply for acceptance and may not do so until 2 complete seasons have passed (starting with the upcoming season as season number one). [2012]
- B. Returning Men's Division 1 Member Programs must declare their intent to remain in Men's Division 1 in writing by July 1 to be eligible for the National Tournament for the upcoming season. [2007, 2012]

- C. Any team which has had their Membership Benefits suspension upheld may be expelled after 30 days from Men's Division 1. After expulsion, a Member Program must petition like a new team to be re-admitted into Men's Division 1. [2012]

D. Payment of Dues - \$2,200.00 USD [2023]

- E. All required information must be turned into the Commissioner's office before a Member Program's first game of the season:

1. Season Schedule
2. Head Coach picture and bio
3. ACHA dues paid prior to the due date
4. ACHA website roster entered on league website (<https://lsadmin.hockeytech.com/login/>) (including player name (first and last), jersey #, position, height, weight, address, hometown, birth date, academic major, and last team played for (before current team).
5. Completion of online registration process through the league website (<https://achareg.usahockey.com/login>), including each player submission of waiver player agreement and eligibility form.
6. Player academic eligibility form completed and directly submitted to the M1 commissioner by the school registrar prior to the due date.
7. Non-compliance will result in forfeiture of games until all of the above requirements have been met. [2012]

- F. While all Men's Division 1 Member Programs should strive to reach these membership requirements, all existing teams receive a grandfather on all items. Any new Member Program failing to meet these requirements could petition Men's Division 1 for an exception. [2012]

1. Main Hockey Team on Campus (No NCAA Program)
2. Web Site - \$25.00 USD fine/month
  - a. All teams shall maintain and update web sites throughout the season.
  - b. Web Sites must include:
    - i. Roster
    - ii. Schedule w/ game times and location
    - iii. Arena Location & Directions
    - iv. Ticket Prices & Packages
    - v. Link to ACHA site



- G. Game Day Requirements
1. Locker Room Standards - \$50.00 USD fine/game
    - a. Private room for all visiting teams
    - b. Private Shower Access for visiting teams
    - c. Shower and room should be in same room
  2. Matching Equipment / Uniforms – All outer (Showing) equipment shall be matching team colors. - \$50.00 USD fine/game
  3. Teams shall roster no less than 16 players/game - \$50.00 USD fine/game
  4. Private Referee room - \$50.00 USD fine/game
  5. National Anthem shall be played - \$50.00 USD fine/game
  6. Starting Line Up shall be read on the overhead PA - \$25.00 USD fine/game
  7. Line Up Card provided to Referee and Game Announcer - \$25.00 USD fine/game
  8. Game Announcer - \$25.00 USD fine/game
  9. Ice cut after warm up and between each period - \$50.00 USD fine/game
  10. Game Protocol posted for referees and visiting team - \$25.00 USD fine/game
  11. All players shall be dressed appropriately when entering and leaving a game facility - \$50.00 USD fine/game
    - a. Team uniform (i.e. Track Suit)
    - b. Collared shirt & Dress Pants

#### **Section 4 Membership Restrictions**

While all Men's Division 1 Member Programs should strive to reach these membership standards, all existing teams receive a grandfather on all items. Any new team failing to meet these standards could petition Men's Division 1 for an exception. [2012]

- A. Teams should not have a competing NCAA team at the same university.
- B. Minimum Seating Capacity 500
- C. Minimum Budget - \$50,000
- D. Minimum Attendance
  1. Three Hundred (300)/game or the greater of 3% or \$3,000 of budget on Marketing/PR
  2. Marketing and PR Plan submitted to league office each year.

- E. Game Day Requirements
  - 1. Main Event - All games shall be played as the main attraction at facility.
- F. Game Times shall be prime time
  - 1. Between 6 and 9pm start on weekdays
  - 2. Between 1 and 9pm start on Saturdays
  - 3. Between 1 and 5pm start on Sunday
  - 4. Prime start times can be waived with Minimum ticket sales of 300 for game.
- G. Game Protocol
  - 1. Game protocol should stick as close to NCAA guidelines as possible.
  - 2. If 60 minutes countdown to start time cannot be put on clock because of rink conflicts, the corresponding time should be put up when the clock is available.
- H. Travel
  - 1. Travel over 120 miles shall be by coach bus, plane, train or other non-player driven transportation.
  - 2. Hotel accommodations provided by team.

## **Section 5 Men's Division 1 Operation Standards**

- A. Teams shall have a game protocol sheet available to officials and the visiting team before the start of the game. (See NCAA Rulebook, SECTION 10) [2015]
- B. Reporting Scores:
  - 1. MUST be texted or phoned in immediately upon completion of game by the home team (ACHA Men's Division 1 game) or road team if you are playing a non-Men's Division 1 team.
  - 2. Include ALL GAME DISQUALIFICATIONS with your score
  - 3. \$20.00 USD fine for late scores
- C. Score sheets
  - 1. List the 6 starting players then the rest of the roster in numerical order
  - 2. Are to be emailed or texted each Monday by 5:00 PM EST
  - 3. Must use official ACHA score sheet

4. \$20.00 USD fine for late/incorrectly filled out Score sheets

D. Fines

1. \$20.00 USD per occurrence unless specified for:
  - a. Late scores
  - b. Late score sheets
  - c. Incorrectly filled out Score sheets or Non-ACHA score sheet used
  - d. Other items as determined by the Commissioner in writing to team representatives. [2003]

E. Game Contracts

A signed ACHA game contract is required. Game contracts shall be issued by the Home Team, or by the Host (i.e. Tournaments). Teams should include information on cancellation dates and appropriate cancellation fees and penalties. No financial reimbursements will occur unless specified on the game contract. Both participating teams shall keep copies of the game contracts on file and will produce a copy upon request by the ACHA Office. Any team unable to produce a copy upon request will be subject to a fine up to \$1,000.00 USD and/or Suspension of Membership Benefits as outlined in Part Two, Article I, Section 9. [2007]

F. Cancelled Games

ACHA M1 teams that (1) cancel a scheduled game with another ACHA M1 team on or after August 1 of the season in which the game is scheduled (i.e., after August 1, 2017 for games scheduled to be played during the 2017-2018 season), (2) cancel a scheduled game with another ACHA M1 team for any reason other than an Act of God or force majeure (i.e., an extraordinary event or circumstance beyond the control of the ACHA M1 team, such as a war, strike, riot or crime), OR (3) voluntarily forfeit a scheduled game with another ACHA M1 team for any reason shall be immediately disqualified from participating in the ACHA M1 national championship tournament for that season AND may be expelled by the M1 Commissioner from ACHA M1.

A scheduled game is defined as conference games; a game for which there is a signed contract between the teams; or a

game which appears on the published schedules of both teams.

A forfeit is considered voluntary if it does not directly result from an eligibility or disciplinary determination by the ACHA M1 Commissioner. [2014, 2017]

- G. For the exception of makeup games, games cancelled due to weather, a team cancelling on an opponent, and other forces beyond a team's control, any ACHA M1 game scheduled in-season after January 1 of the same season will be considered an exhibition game (does not count in rankings, not eligible for serving DQs, game stats do not count, etc.). [2018]

## **ARTICLE II            PLAYER ELIGIBILITY REQUIREMENTS**

### **Section 1    General Player Eligibility**

- A. For schools where ACHA and NCAA hockey programs exist at the same institution, an NCAA rostered player may not participate in the ACHA during the same season. An NCAA rostered player is defined as any player who is listed on the eligibility list filed with the NCAA or their respective league for that season, regardless of whether or not the player participated in any games or was listed on any game sheet. Players who are red-shirted shall also be included in this rule.
- B. Evidence of the eligibility of each player shall be submitted by the registrar of each team's university by January 31. [2012]
- C. No Men's Division 1 player may be added to a team roster after February 15.
- D. Men's Division 1 – Student-athlete transfers between schools shall require written consent along with coach-to-coach communication followed by a written release signed by all parties.

- E. Eligibility Clock - Beginning with the 2017-2018 season, a student-athlete will have five calendar years in which to play up to five seasons of competition. The five-year clock starts:

1) when the student-athlete is rostered on a collegiate team (rostered covers either practice or game competition), regardless of level (ACHA, NCAA, NAIA, etc.),

OR

2) when the student-athlete turns 21 years of age, regardless of whether or not the student-athlete has played college hockey,

whichever event occurs first.

Thereafter, the eligibility clock continues, even if the student-athlete spends an academic year in residence as a result of transferring, if the student-athlete does not attend school or even if the student-athlete goes part-time during his college career.

Further, the redshirt rule will no longer be in effect or utilized. [2018]

## **Section 2 Men's Division 1 Academic Requirements**

- A. Men's Division 1 student-athletes shall have five (5) years of ACHA eligibility. If, however, the student-athlete was on an NCAA DI, DII, DIII or a Canadian University (CIAU) roster, the student-athlete is restricted to five (5) years of ACHA Men's Division 1 play, minus his time at the NCAA DI, DII, DIII or Canadian University (CIAU) level. [2018]

An NCAA player who has completed his NCAA DI, DII or DIII eligibility (four years) shall not be permitted to participate on an ACHA team at the university where he completed his NCAA career or for any other ACHA DI team.

ACHA student-athletes attending and playing on a two-year Junior College shall have three (3) years of the allotted five (5) years of ACHA eligibility. If the student athlete subsequently transfers to a four-year university or college, he will be permitted to complete his five (5) year eligibility minus the time spent on a National Junior College Athletic Association (NJCAA) roster. [2017]

- B. Student-athletes shall be enrolled in a program of study leading to a baccalaureate degree or equivalent degree as determined by the regulations of the university. Men's Division 1 student-athletes may be enrolled in a second baccalaureate degree or graduate program providing the student is enrolled at the same Institution he/she attended as an undergraduate during the immediate preceding season and the student has eligibility remaining as specified in paragraph 1 of this section. Student-athletes in graduate programs cannot start playing ACHA M1 hockey if they have not previously played ACHA M1 hockey at their university. The intent of the "graduate student in ACHA M1" exception is to permit current ACHA M1 student-athletes who have completed their undergraduate degree program before exhausting their ACHA M1 eligibility to continue playing ACHA M1 hockey as a graduate student for whatever period of eligibility they have remaining. [2017]
- C. Student-athletes must enroll in a minimum of 12 credit hours and drop to no lower than 9 credit hours during each semester of competition. A player who drops below 9 credit hours during a semester becomes immediately ineligible to continue competition. An equivalent standard shall be applied to institutions utilizing a quarter system.
- D. Student-athletes must successfully complete (take and pass) a minimum of 9 credits each semester to be eligible for play in the following semester. This applies to the fall semester only. [2003]
- E. Each Men's Division 1 student-athlete participating in consecutive semesters of competition after the first academic year must have successfully completed (taken and passed) 24 semester hours or equivalent in the previous 12 months or in the previous academic year. [2003]
- F. (Effective immediately upon the conclusion of the 2017-2018 season)  
No student-athlete may participate in more than five national tournaments (including regional tournaments).
- G. A senior in the last semester or quarter prior to graduation is not required to meet the 12 credit or equivalent hour minimum, provided the Commissioner is notified in writing by an official Team Representative.
- H. Student-athletes who transfer are not subject to residence status requirements but each year played in intercollegiate competition shall be counted as a year of eligibility.

- I. Student-athletes who transfer, in order to be eligible to play for their new team, must have been eligible to play for their previous team at the time they transferred. If they were not so eligible, they cannot play for their new team until they satisfy all eligibility requirements as if they had previously played for their new team.
- J. A new student-athlete coming in mid-year is eligible to play in games after January 1<sup>st</sup> as long as the student-athlete was eligible to play at his prior school prior to transferring. [2018]

## **ARTICLE III        RULES OF PLAY**

### **Section 1    NCAA Rule Book Exceptions for Men's Division 1**

- A. The ACHA will email a copy of the NCAA Rule Book each season per team. [2020]
- B. In case of tie games at the end of regulation time, a five-minute, 3-on-3, overtime shall be played. In the event of a tie after an overtime period, a shootout shall take place. [2017]
- C. All games where a Men's Division 1 team is the home team shall use a shootout at the conclusion of a tied game. Shootout format to be used is in Appendix B of the NCAA Rulebook. [2006]

### **Section 2    Men's Division 1 Provisions**

- A. All Men's Division 1 teams will use a standardized ACHA score sheet for all games.
- B. All Men's Division 1 teams shall have a game protocol sheet available to officials and the visiting team before the start of the game.

## **ARTICLE IV        RANKING PROCEDURES**

### **Section 1    Men's Division 1 Ranking Provisions**

- A. Before November 1, Men's Division 1 will rank via a Coaches' ranking. Coaches' ranking ballots will be disseminated by the ACHA Division 1 Commissioner and/or ranking committee no later than Monday at 5:00pm EST. All ballots will be due to the commissioner and/or ranking committee by Tuesday at 12:00pm EST. Coaches' ranking and/or computer ranking results will be released no later than Wednesday at 12:00pm EST. [2023]
- B. After November 1, Men's Division 1 will rank on a national basis with one (1) national Computerized Ranking Average. Ties will be broken by Computerized Ranking B. <http://www.ushsho.com/acharank.htm>.

[2014] Men's Division 1 rankings shall include the top 25 teams. Other teams receiving votes shall be listed at the end of the ranking announcement. [2023]

- C The ACHA M1 computer ranking will not be released until after November 1 of each season.
- D The ACHA M1 computer ranking and individual M1 team records shall be compiled using results of only those games played by ACHA M1 teams against other ACHA Men's Division I collegiate teams. [2014]
- E The ACHA M1 computer ranking will count overtime and shootout results (whether wins or losses) as ties for computer ranking purposes. [2014, 2018]
- F If a team has 3 or more home games in one season compared to total number of away games in one season, that team will have points taken away from them in the ACHA Division 1 computer poll. The number of points used as a penalty will be determined at the ACHA National meeting. This penalty will be determined at the start on Sept 1, 2020 because all schedules will be final for the 2020-2021 season at that time. [2019]
- G When the weekly ACHA M1 computer rankings are released to the general public, the scores and computations that are utilized to determine said weekly rankings should also be disseminated at the same time. [2014]
- H Men's Division 1 rankings shall be completed on a weekly basis. There will be a Preseason Poll during the first week of October with the results available in mid-October. The first rankings shall be completed and announced by October 18.
- I Any teams that were not in the Top 25 for the tournament qualifying ranking, and which lose their first game at nationals, shall be placed in the final voting pool along with spot 25. [2023]
- J Final ranking determined by slotting at National Tournament and computer ranking (i.e., the 4 quarter-finalist losers will be ranked 5-8 based on higher computer ranking). [2012]



## **Section 2    Ranking Committee Composition**

Before November 1, The Head Coach of each registered Men's Division 1 team shall constitute the Ranking Committee for Men's Division 1. In extraordinary circumstances the Head Coach may designate a subordinate to submit the vote through a designated e-mail process. The Men's Division 1 Commissioner, or other person designated by the Board of Directors, shall conduct the ranking process. [2023]

## **Section 3    Ranking Eligibility**

To be eligible for ACHA ranking, Men's Division 1 teams must schedule at least 50% of their games against other ACHA teams.

## **Section 4    Reporting Results**

Teams shall phone in results immediately upon completion of game or they shall be fined. Any team missing two deadlines in a season will be excluded from the ranking and tournament selection procedure for that season.

## **Section 5    Ranking and Score Distribution**

Results of rankings and scores of all games shall be distributed to members in good standing on a weekly basis.

# **ARTICLE V            NATIONAL TOURNAMENT**

## **Section 1    Tournament Format**

- A    A twenty-four (24) team, single- elimination structure will be utilized for the ACHA Men's Division 1 National Championships. In this structure, teams shall advance to the next round by winning. The teams winning the semi-final games shall advance to the National Championship Game. [2023]
- B    The host team shall have the option to be scheduled to play during the final two game slots on the days when they play. The number one seeded team will not be scheduled to play on the first game of the day. All games are to be played to a winner.
- C    Wednesday: Practices for 16 teams (teams ranked 9-24) [2023].

- D. Thursday: Tournament begins: 8 games (16 teams ranked 9- 24). Practices held for teams ranked 1-4. [2023]
  - E. Friday: 4 tournament games (teams ranked 1-4 plus teams ranked 13-20 winning on Thursday). Practices held for 8 teams (teams ranked 5-8 plus teams ranked 9-12/21-24 winning on Thursday).[2023]
  - F. Saturday: 4 tournament games (teams ranked 5-8 plus teams ranked 9-12/21-24 winning on Thursday). Practices held for 4 teams (winners of game 9, 10, 11, & 12).[2023]
  - G. Sunday: 4 tournament games (winners of Game #9 vs Game#13; #10 vs #14; #11 vs #15; and Game #12 vs Game #16) [2023]
  - H. Monday: Semi-finals (2 games)
  - I. Tuesday: Championship Game
- See Appendix B for a sample of the National Tournament schedule. [2023]

## **Section 2 Selection of Sites**

- A. Sites for Men's Division 1 shall be selected two years in advance to facilitate scheduling.
- B. A Committee made up of 5 persons (M1 Commissioner, M1 Vice-President, President, Executive Director, and Secretary) would determine the site of future National Tournaments. The deadline for bids will be June 15. A site will be selected by July 15. [2020]
  - 1. March 2024. St. Louis, MO [2023]
  - 2. March 2025. St. Louis, MO [2023]

## **Section 3 Selection of Teams**

- A. Bids to compete in the regional/national tournaments shall be extended to teams based on national rankings as determined by the ACHA Rankings Committees.
- B. All decisions by the Rankings Committee are final and may not be appealed (See Part 3, Article III, Section 2). Teams shall accept or decline the bid in writing within 12 hours.
- C. Ties will be broken by removing the highest and lowest votes until the tie is broken.

- D. Automatic National Tournament bids
1. 2 years at the Men's Division 1 level (with minimum 6 M1 teams), as a league
  2. Eligible for automatic berth during year two
  3. 100% ACHA Men's Division 1 membership
  4. Regular-Season Champions or Playoff Champions, in accordance with rules established by each respective ACHA M1 conference (must be decided 17 days prior to nationals or bid is null). If a conference elects to award their autobid to their Playoff Champion, the conference commissioner must advise the M1 Commissioner in writing of such intent on or before August 1 of each season (i.e., on or before August 1, 2017 for an autobid to 2017- 2018 Nationals).
  5. Member teams must play a minimum of 20 ACHA Men's Division 1 games (if any team fails, bid is null) and 10 league games. [effective 2017-18]
- E. Minimum number of games must be played by deadline for bids (must be decided 17 days prior to nationals or bid is null). [2011]
- F. (*Effective immediately upon the conclusion of the 2022-2023 SEASON*), Member teams must play a minimum of 20 ACHA Men's Division 1 games with at least ten of those minimum twenty M1 games being road games (if any team fails, bid is null) and 10 league games. [2023]
1. For purposes of paragraph D (#5), a road game shall be defined as "a game played at an opponent's rink, shall not include conference playoff games and must be played before the final ranking." [2023]
- G. Current team's schedules as of September 1 will be utilized to verify leagues with automatic bids. Non-compliant leagues will lose their auto bid for that season, with no chance of reinstatement until the following season. [2011]

- H. All teams within the league must be compliant and in good standing with the ACHA or the league does not receive an automatic berth for that season. [2020]
  - 1. Current Qualified Leagues:
    - a. CHMA – College Hockey Mid-America [2008]
    - b. ECHA – Eastern Collegiate Hockey Association
    - c. ESCHL – Eastern States Collegiate Hockey League [2008]
    - d. GLCHL – Great Lakes Collegiate Hockey League [2012]
    - e. MCH – Midwest College Hockey [2020]
    - f. NECHL-Northeast Collegiate Hockey League [2009]
    - g. WCHL – Western Collegiate Hockey League [2015]
    - h. WHAC - Wolverine-Hoosier Athletic Conference [2020]
- I. The host team shall receive an automatic berth
- J. Should a team receiving an automatic berth not be ranked in the Top 24, then the lowest ranked team will be bumped from the tournament. This will continue until all automatic berth teams have been moved into the Top 24. [2023]

#### **Section 4 Men's Division 1 Tournament Seeding**

Tournament seeding for the 24-team format shall be determined by the Computerized Rankings Average. Ties are broken by the Computerized Rankings Average B. [2023]

#### **Section 5 Men's Division 1 Officiating System**

A three-person or four-person officiating system shall be utilized in the ACHA national tournaments. This system shall incorporate the use of one referee and two linesmen, or two referees and two linesmen.

#### **Section 6 Rules of Play**

- A. All advancement games, Semi-Final games, and the National Championship Game shall be played to a winner per NCAA rules.
- B. Unless otherwise specified in this manual, in case of tie games at the end of regulation time, a five-minute, 4-on-4, overtime shall be played in all consolation games. In the event of a tie after an overtime period, a shootout shall take place.

- C. In the event of ties in records in tournament competition, the higher standings will be determined by slotting at the National Tournament and computer ranking (i.e. The 4 quarter finalists will be ranked 5-8 based on higher computer ranking).

## **Section 7 Men's Division 1 All Tournament Recognition**

The Commissioner shall organize an all-tournament team awards committee, which shall select the First and Second All-Tournament Teams and a Tournament MVP. Awards shall be furnished and paid for by the host.

## **Section 8 Operation Standards**

- A. The host for each national tournament sponsored by the ACHA shall be responsible for having a certified Athletic Trainer (ATC) present at each tournament game. [2004]
- B. The host shall supply a head statistician so that all games are scored and updated for coaches to review including a cumulative stat update, which will help in the selection of the All- Tournament team. [2005]
- C. The host shall provide a media room, equipped with computers, fax machine, telephone, refreshments and food. Press kits should be provided and should include a tournament schedule, program, a press release on each team, and a release on the history of the tournament. [2003]
- D. The permanent trophy for the Men's Division 1 National Champion shall be the Murdoch Cup. The current National Champion shall retain possession of the Murdoch Cup from the conclusion of the National Championship game until the next Pre-Tournament Press Conference. The trophy is the property of the ACHA and shall be surrendered upon notice to any member of the ACHA staff. The National Champion shall also be awarded a smaller replica of the Murdoch Cup, which shall be the permanent property of the National Champion. Team trophies shall also be awarded for 2nd Place. [2003]
- E. Trophies are to be furnished by the ACHA from the same manufacturer each year to provide consistency and delivered to the tournament to be displayed in a public place throughout the tournament. The host shall pay for the awards for the National Tournament up to \$2,000. [2005, 2007]

- F. A Press Release from the ACHA to all major local media outlets with follow- up phone conversations must take place several weeks prior to the tournament in an effort to help the host team publicize the event. [2005]
- G. A trophy ceremony shall follow the National Championship game. Team trophies and All-Tournament Awards shall be handed out during the ceremony. A written script for the trophy ceremony shall be provided to the Public Address Announcer. [2003]

## **ARTICLE VI      ACHA RECOGNITION**

### **Section 1    Awards**

- A. Men's Division 1 shall also have an All-Rookie Team (one (1) team consisting of one goalie, two defensemen and three forwards) and a Rookie of the Year Award.
- B. The All-Athletic, All-Academic, and All-Rookie selection committee shall consist of a chairman, three coaches selected from each of the Men's Division 1 leagues (CHMA, CSCHL, ECHA, ESCHL, GLCHL, MCH, NECHL, WCHL, & WHAC) and three coaches selected from among the independent Men's Division 1 teams. [2020]
- C. All nominations for Coach of the Year will be sent to the Awards Committee and a slate of finalists will be forwarded to the Men's Division 1 Commissioner who will distribute a ballot to the membership.
- D. The Head Coach of each program will cast one vote for the following:
  - 1. Player of the Year
  - 2. Coach of the Year
  - 3. Rookie of the Year

## Appendix A Men's Division 1 Committees

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### A. Committee Makeup

1. The Men's Division 1 Rules Committee shall consist of:
  - a. Chairman
  - b. 1 coach CHMA (1 alternate)
  - c. 1 coach CSCHL (1 alternate)
  - d. 1 coach ECHA (1 alternate)
  - e. 1 coach ESCHL (1 alternate)
  - f. 1 coach GLCHL (1 alternate)
  - g. 1 coach MCH (1 alternate)
  - h. 1 coach NECHL (1 alternate)
  - i. 1 coach WCHL (1 alternate)
  - j. 1 coach WHAC (1 alternate)
  - k. 1 coach independent (1 alternate)
2. The M1 Rankings Committee shall consist of:
  - a. Chairman = Commissioner
  - b. Before November 1, All Men's Division 1 Head Coaches (one per team)
  - c. After November 1, national Computerized Ranking Average
3. The M1 Tournament Committee shall consist of:
  - a. Tournament Director
  - b. Commissioner
  - c. Other
4. The Men's Division 1 Awards Committee shall consist of:
  - a. Chairman
  - b. 3 coaches CHMA
  - c. 3 coaches CSCHL
  - d. 3 coaches ECHA
  - e. 3 coaches ESCHL
  - f. 3 coaches GLCHL
  - g. 3 coaches MCH
  - h. 3 coaches NECHL
  - i. 3 coaches WCHL
  - j. 3 coaches WHAC
  - k. 3 coaches independent

### B. Committee Duties

1. The Men's Division 1 Awards Committee shall select the following:
  - a. 4 Player- of-the- Year Candidates

- b. 4 Coach- of- the- Year Candidates
  - c. 4 Rookie- of-the-Year Candidates
  - d. 5 Goalies
  - e. 10 Defenseman
  - f. 15 Forwards
  - g. 2 Rookie Goalies
  - h. 4 Rookie Defenseman
  - i. 6 Rookie Forwards
2. Once the slate of candidates has been forwarded along, the Commissioner and Assistant Commissioner will select the 1st, 2nd, and 3rd team for ACHA All-Athletics, and the 1st team All-Rookie.
- a. The Player-of-the-Year, Coach-of-the-Year, and Rookie-of-the-Year will be voted on by all Men's Division 1 Head Coaches.
  - b. The awards are to be based on regular-season play, including league playoffs (CHMA, CSCHL, ECHA, ESCHL, GLCHL, MCH, NECHL, WCHL, & WHAC) but not including the M1 National Tournament.



# Appendix B Men's Division 1 National Championship Sample (2024 Template with 24 Teams and 23 Games)



## 2024 ACHA MEN'S DIVISION 1 NATIONAL CHAMPIONSHIPS

GAME	DAY	DATE	TIME	HOME TEAM	SCORE	VISITING TEAM	SCORE
1	THU	3/7	10:15 AM	#13 Seed		#20 Seed	
2	THU	3/7	11:15 AM	#12 Seed		#21 Seed	
3	THU	3/7	1:30 PM	#14 Seed		#19 Seed	
4	THU	3/7	2:30 PM	#11 Seed		#22 Seed	
5	THU	3/7	4:45 PM	#15 Seed		#18 Seed	
6	THU	3/7	5:45 PM	#10 Seed		#23 Seed	
7	THU	3/7	8:00 PM	#16 Seed		#17 Seed	
8	THU	3/7	9:00 PM	#9 Seed		#24 Seed	
9	FRI	3/8	10:15 AM	#4 Seed		Winner of Game 1	
10	FRI	3/8	1:30 PM	#3 Seed		Winner of Game 3	
11	FRI	3/8	4:45 PM	#2 Seed		Winner of Game 5	
12	FRI	3/8	8:00 PM	#1 Seed		Winner of Game 7	
13	SAT	3/9	10:15 AM	#5 Seed		Winner of Game 2	
14	SAT	3/9	1:30 PM	#6 Seed		Winner of Game 4	
15	SAT	3/9	4:45 PM	#7 Seed		Winner of Game 6	
16	SAT	3/9	8:00 PM	#8 Seed		Winner of Game 8	
17	SUN	3/10	10:15 AM	Winner of Game 9		Winner of Game 13	
18	SUN	3/10	1:30 PM	Winner of Game 10		Winner of Game 14	
19	SUN	3/10	4:45 PM	Winner of Game 11		Winner of Game 15	
20	SUN	3/10	8:00 PM	Winner of Game 12		Winner of Game 16	
<b>ACHA MEN'S DIVISION 1 NATIONAL SEMI-FINAL #1</b>							
21	MON	3/11	4:45 PM	Quarter-Final Winner		Quarter-Final Winner	
<b>ACHA MEN'S DIVISION 1 NATIONAL SEMI-FINAL #2</b>							
22	MON	3/11	8:00 PM	Quarter-Final Winner		Quarter-Final Winner	
<b>ACHA MEN'S DIVISION 1 NATIONAL CHAMPIONSHIP GAME</b>							
23	TUE	3/12	8:00 PM	Semi-Final Winner		Semi-Final Winner	

## Appendix C Guidance Regarding Implementation of ACHA M1 Eligibility Rule Change

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### GUIDANCE TO ACHA M1 COACHES REGARDING IMPLEMENTATION OF ACHA M1 ELIGIBILITY RULE CHANGE

#### **OLD RULE {Article III, Section 2.A}**

1. Student- athletes shall be limited to four years of eligibility. [2011]

#### **NEW RULE (approved by M1 membership vote of 20-15 on April 30, 2017)**

1. Men's Division 1 student-athlete shall have five (5) years of ACHA eligibility. If, the student- athlete was on an NCAA DI, DII, DIII or a Canadian University (CIAU) roster the student-athlete is restricted to five (5) years of ACHA Men's Division 1 play, minus his time at the NCAA DI, DII, DIII or Canadian University (CIAU) level.
2. An NCAA player who has completed his NCAA DI, DII or DIII eligibility (four years) shall not be permitted to participate on an ACHA team at the university where he completed his NCAA career or for any other ACHA DI team.
3. ACHA student athletes attending and playing on a two-year Junior College shall have three (3) years of the allotted five (5) years of ACHA eligibility. If the student athlete subsequently transfers to a four-year university or college, he will be permitted to complete his five (5) year eligibility minus the time spent on a National Junior College Athletic Association (NJCAA) roster.

#### **IMPLEMENTATION**

**Prospective Application** - The five-year eligibility rule for ACHA M1 will be applied prospectively and not retroactively. Student-athletes who have exhausted four (4) years of eligibility as of the conclusion of the 2016-2017 season will not be permitted to play a fifth year of ACHA M1 hockey (i.e., 2016-2017 seniors will not be awarded a bonus fifth year of eligibility to play in 2017-2018).

**Eligibility Clock** - Beginning with the 2017-2018 season, a student-athlete will have five calendar years in which to play up to five seasons of competition. The five-year clock starts 1) when the student-athlete is rostered on a collegiate team (rostered covers either practice or game competition), regardless of level (ACHA, NCAA, NAIA, etc) OR 2) when the student-athlete turns 21 years of age, regardless of whether or not the student-athlete has played college hockey, ***whichever event occurs first***.

Thereafter, the eligibility clock continues, even if the student-athlete spends an academic year in residence as a result of transferring, if the student-athlete does not attend school or even if the student-athlete goes part-time during his college career.

As a result of the prospective application, the first season in which a fifth-year student-athlete can participate in ACHA M1 play will be the 2018-2019 season.

# Years Played as of the 2016-17 season	Final Season of Eligibility To play in M1	Final Season of Eligibility To play in M2/M3
0	2021-2022	2021-2022
1	2020-2021	2020-2021
2	2019-2020	2019-2020
3	2018-2019	2018-2019
4	2016-2017	2017-2018
5	2016-2017	2016-2017

**New M1 Programs in 2017-2018** - Fifth-year student-athletes from programs entering M1 for the 2017-2018 season (Calvin College, New York University and University of Nevada, Las Vegas) will not be able to play ACHA M1 hockey in 2017-2018.

**ACHA M2/M3 Players** - Fifth-year student-athletes from ACHA M2/M3 programs will not be able to play ACHA M1 hockey in 2017-2018.

Further, please be advised in light of the vote by the ACHA M1 membership, the ACHA Executive Board unanimously voted to amend the Operational Standards in the ACHA Manual to state that the five year eligibility provision applies to all five ACHA Divisions with an effective date of August 1, 2017.

**Redshirt Rule** – Beginning with the 2017-2018 season, the redshirt rule will no longer be in effect or utilized.

**Graduate Students** - Beginning with the 2018-2019 season, M1 student-athletes will be limited to two (2) years of play while enrolled in a second baccalaureate degree or graduate program at the same Institution he/she attended as an undergraduate during the immediate preceding season and the student has eligibility remaining. The intent of the "graduate student in ACHA M1" exception is to permit current ACHA M1 student-athletes who have completed their undergraduate degree program before exhausting their ACHA M1 eligibility to continue playing ACHA M1 hockey as a graduate student for whatever period of eligibility they have remaining, up to two (2) years.

**Nationals** – Beginning with the 2018-2019 season, no M1 student-athlete may participate in more than five (5) national tournaments (including regional tournaments).

**NAIA Hockey** – The ACHA Executive Board unanimously agreed ACHA student-athletes who transfer to a NAIA Hockey program are subject to a one-year residency rule. Therefore, a student-athlete who has been rostered on an ACHA roster and thereafter transfers to an NAIA Hockey program cannot participate in any NAIA Hockey activities for 365 calendar days from the time the student-athlete enrolls at the NAIA Hockey program's institution. During the one-year residency rule period, the student-athlete must take the minimum credit requirement at the NAIA Hockey level to maintain eligibility.

Further, student-athletes who are rostered on a NAIA Hockey program will have four (4) years of eligibility.

A NAIA Hockey player who has exhausted his NAIA eligibility shall not be permitted to participate on an ACHA team at the university where he completed his NAIA career or for any other ACHA MI team.





FAQ'S TO ACHA M1 COACHES  
REGARDING IMPLEMENTATION OF ACHA M1 ELIGIBILITY RULE CHANGE

Q: Player X just completed his fourth year of ACHA M1, M2, or M3, or NCAA equivalent, eligibility at the conclusion of the 2016-17 season. Can Player X play ACHA M1 in 2017-2018?

A: NO.

Q: Player X just completed his fourth year of ACHA M1 eligibility at the conclusion of the 2017-18 season. Can player X play ACHA M1 in 2018-2019?

A: YES, but his eligibility will expire with the 2018-2019 season.

Q: Player X played two years of college hockey in 2015-2016 and 2016-2017. He took the 2017-2018 year off from school. How many years of ACHA M1 eligibility does Player X have remaining?

A: UP TO TWO and will expire with the 2019-2020 season.

Q: Player X just completed his third year of non-ACHA college hockey in 2016-2017 and now wants to transfer to play ACHA M1 in 2017-2018. How many years of ACHA M1 eligibility does Player X have remaining?

A: UP TO TWO and will expire with the 2018-2019 season.

Q: Player X just completed his second year of non-ACHA college hockey in 2016-2017 and now wants to transfer to play ACHA M1 in 2017-2018. How many years of ACHA M1 eligibility does Player X have remaining?

A: UP TO THREE and will expire with the 2019-2020 season.

Q: Player X just completed his first year of non-ACHA college hockey in 2016-2017 and now wants to transfer to play ACHA M1 in 2017-2018. How many years of ACHA M1 eligibility does Player X have remaining?

A: UP TO FOUR, and will expire with the 2020-2021 season.

Q: Player X is a 22-year old freshman who never played college hockey until 2017-2018. How many years of ACHA M1 eligibility does Player X have remaining?

A: UP TO FOUR, and will expire with the 2020-2021 season. . Player X's five-year eligibility clock began to run when he turned 21 years old (2016-2017 season), even though he was not playing college hockey at the time.

Q: Player X is a 21-year old freshman who never played college hockey until 2017-2018. How many years of ACHA M1 eligibility does Player X have remaining?

A: UP TO FIVE, and will expire with the 2021-2022 season. . Player X's five-year eligibility clock begins to run at the earlier of when he turned 21 years old (2017-2018 season), or when he is rostered on a collegiate team (rostered covers both practice or game competition).

Q: Player X is a 20-year old student who never played in a college hockey game but was on a college hockey practice squad for 2016-2017. How many years of ACHA M1 eligibility does Player X have remaining?

A: UP TO FOUR, and will expire with the 2020-2021 season. Player X's five-year eligibility clock began to run when he is rostered on a collegiate team (rostered covers either practice or game competition).

## Part Five

# Men's Division 2 Policies

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## ARTICLE I TEAM ELIGIBILITY REQUIREMENTS

### Section 1 Membership Composition

Members of Men's Division 2 shall be 4-Year University, 2-year Junior Colleges or colleges sanctioned by the ACHA. [2016]

### Section 2 Men's Division 2 Membership Classification

Men's Division 2 members shall be those teams which comply with player eligibility and other requirements as specified for Men's Division 2 teams in the ACHA Manual. [2003]

### Section 3 Membership Requirements

- A. New teams to M2 must apply for admission to the ACHA and make an annual declaration of Men's Division 2 status by May 1. [2018]
  - 1. Existing Men's Division 2 teams moving to Men's Division 1 or Men's Division 3 must notify the M2 Commissioner by May 1 preceding the year of the move. [2011]
- B. Payment of Dues - \$1,700.00 USD. The dues are to be paid to the ACHA treasurer by September 30. [2018]
- C. All required information must be on the ACHA website before the team's first game: [2019]
  - 1. Season Schedule
  - 2. ACHA website roster entered on league website ([www.achahockey.org](http://www.achahockey.org)) (including player name (first and last), jersey #, position, height, weight, address, hometown, birth date, academic major, and last team played for (before current team)).

3. Completion of online player registration process through the league website (www.achahockey.org), including each player electronic submission of waiver and player agreement.
  4. Player academic eligibility form completed and directly submitted to the M2 commissioner by the school registrar prior to the due date.
  5. Non- compliance will result in fines and removal from rankings until all of the above requirements have been met. [2019]
- D. Any team with players ending their season with a game disqualification that cannot be served (e.g. due to graduation or no future ACHA participation), shall be responsible for a \$100 fine per disqualification.

## **ARTICLE II            PLAYER ELIGIBILITY REQUIREMENTS**

### **Section 1    General Player Eligibility**

For teams where ACHA and NCAA hockey programs exist at the same institution, an NCAA rostered player may not participate in the ACHA during the same season. An NCAA rostered player is defined as any player who is listed on the eligibility list filed with the NCAA or their respective league for that season, regardless of whether or not the player participated in any games or was listed on any game sheet. Players who are red-shirted shall also be included in this rule.

- A. No Men's Division 2 player may be added to a team roster after January 31.
- B. Any player participating in six games with an ACHA Men's Division 1 team in any given year cannot return to the Men's Division 2 roster during that year or participate in M2 games. [2011]
- C. All player transfers between M2 teams, or from another ACHA team to an M2 team, must be approved by the M2 Commissioner. The transferring player is not eligible until approval is received from the Commissioner, and normal penalties for playing games with an ineligible player will apply. [2011]
- D. Any participant moving from his existing ACHA team to a team represented by a coach or staff member of the event team, or to a team represented



with players on the event team, will need to sit out two semesters of ACHA play before becoming eligible to play at the new team. [2011]

## **Section 2      Men's Division 2 Academic Requirements**

- A. Men's Division 2 student-athletes shall be enrolled in a program of study leading to an associate, baccalaureate, masters, or doctoral degree as determined by the regulations of the university or college. Men's Division 2 student-athletes shall be degree seeking according to that school's definition of degree seeking and carry a minimum credit requirement of nine (9) semester hours (or the equivalent quarter hours) for undergraduates and six (6) semester hours (or equivalent quarter hours) for master or doctoral candidates. All players must be taking at least nine (9) credit hours per semester (or quarter equivalent) at the school that they are playing for. For grad students, the required number would be six (6) credit hours per semester (or quarter equivalent) [2019]
- B. ACHA student athletes must maintain a cumulative GPA of at least 2.0 by the beginning of the student's second year of eligibility.
- C. Special student-athlete cases must have certification of full-time status from the Dean and/or school Registrar.
- D. Men's Division 2 student-athletes must successfully complete (take and pass) the minimum of required credit hours each semester (or equivalent quarter hours) as outlined in Part Five, Article II, Section 2, Paragraph A, in both the Spring and Fall semesters or equivalent quarter to be eligible for play the following semester or quarter. [2006]
- E. ACHA student athletes attending a two-year Junior College shall have three (3) years of the allotted five (5) years of ACHA eligibility. If the student athlete subsequently transfers to a four-year university or college, he will be permitted to complete his five (5) year eligibility minus the time spent on a National Junior College Athletic Association (NJCAA) roster. [2016]
- F. A senior in the last semester or quarter prior to graduation is not required to meet the required semester or quarter hour minimum.
- G. In order to be eligible to play for their new school, transfer students must have been eligible to play for their previous team at the time they transferred. If they were not so eligible, they cannot participate until they satisfy all eligibility requirements as if they previously played for new team.
- H. No student-athlete may participate in more than five (5) national tournaments (including regional tournaments). [2006]

### **Section 3    Men's Division 2 Game Protocol**

- A. No team shall enter the ice until the game officials are on the ice.
- B. Fifteen pucks per team shall be supplied by the arena or host for warm-ups.
- C. Teams shall enter the ice on a clean ice surface.
- D. A minimum 8-minute warm-up period shall be held. The warm-up period shall be timed on the game clock.
- E. 20-minute FIRST period
- F. -----Ice cut-----
- G. Only starting 5 players go directly on ice, remaining players to go directly to bench.
- H. Any needed stretching can take place off-ice before gate doors are open.
- I. 20-minute SECOND period
- J. -----Ice cut-----
- K. Only starting 5 players directly on ice, remaining players to go directly to bench.
- L. Any needed stretching can take place off-ice before gate doors are open.
- M. 20-minute THIRD period
- N. If tied after Regulation, teams remain on ice for 2-minute timed rest period followed by 5 minute (3 on 3) sudden death overtime\*[2022]
- O. All intra-divisional games (M2 vs. M2) will have a shootout if the game remains tied after the 5-minute OT. All cross-divisional games (M1 or M3 vs. M2) will be listed as a tie if no team scores in the OT period. [2022]
- P. Shootouts will be 3 players from each team. Home team has the choice of going first or second. After that it will be sudden-death rounds until a winner is determined. All rostered skaters must participate before a player can shoot for a second time. [2022]

- Q. Players serving a penalty in OT that has time remaining on the penalty clock will not be permitted to participate in the shootout. [2022]
- R. This OT rule only applies to the ACHA regular season. Postseason play will be governed by rules determined for Regional and National play. [2022]
- S. Shake Hands and then leave ice surface
- T. General Items
  - 1. Host or Arena shall supply clock operators and scorekeeper as needed.
  - 2. Host or Arena can opt for arena music between periods or between whistles for fans
  - 3. Host or Arena can remove any fans deemed "rowdy" or "unruly" or a threat to any of the "on ice" participants or fans or staff.

## **ARTICLE III RULES OF PLAY**

### **Section 1 NCAA Rule Book Exceptions for Men's Division 2**

- A. Men's Division 2 will use a 3-on-3, 5-minute sudden death overtime if game is tied after regulation. [2022]
  - 1. All interdivisional games (M2 vs. M2) will have a shootout if the game remains tied after a 5-minute OT. All interdivisional games (M1 or M3 vs. M2) will listed as a tie if the no teams scores in the OT period
  - 2. Shootouts will be 3 players from each team. Home team has the choice of going first or second. After that it is will be sudden death rounds until a winner is determined. All rostered skaters must participate before a player can shoot for a second time.
  - 3. Players serving a penalty in OT that has time remaining on the clock will not be permitted to participate in the shootout.
  - 4. This rule only applies to the ACHA regular season. Postseason play will be governed by rules determined for regional and national play.

### **Section 2 Men's Division 2 Provisions**

- A. Men's Division 2 teams must have a minimum of three (3) person officiating system during the regular season. The recommended system is 1 referee, 2 linesmen. [2023]

- B. Men's Division 2 games shall consist of three (3) twenty (20) minute periods.
- C. Pucks (not less than 15) to be supplied by home team for pre-game warm-ups.
- D. Teams participating at the Men's Division 2 National Tournament may dress nineteen (19) skaters and three (3) goaltenders, or, twenty (20) skaters and two (2) goaltenders.
- E. All ACHA Men's Division 2 teams must use ACHA score sheets.
- F. All ACHA re-scheduled or late season add on games must be submitted to M2 Commissioner no later than January 31st.
- G. All teams are required to play all assigned games at All ACHA Regular Season and Post Season Events, Nationals & Regionals, Showcases. Forfeiting these games can result in a ban from ACHA post-season play for 5 (five) years.

Rationale: Regional Playoffs is part of the National Championship Tournament. Accepting bid for Regionals is a financial commitment to participating at Nationals if the team qualifies. This includes all scheduled games at Regionals and at Nationals (Pool Play, Semi Finals or Finals). Showcase events are included in this description.

## **ARTICLE IV            RANKING PROCEDURES**

### **Section 1    Men's Division 2 Ranking Provisions**

- A. Men's Division 2 shall be divided into four (4) geographic regions to be approved by the Vice President - Men's Division 2 and the regional tournament coordinators. In case of disputes on regional assignments, the Men's Division 2 Commissioner is authorized to settle disputes.
- B. Teams will be ranked by computer on a regional basis taking into effect, both strength of schedule, win-loss percentage, and goal differential. [2016]
- C. Men's Division 2 rankings shall include the top 20 teams. [2016]
- D. Teams must be in good standing to be eligible for ranking consideration.

- E. All teams must declare on Team Pre-Season Application if team will be participating in Ranking and therefore will be accepting bid for Regional and National Tournament. All teams completing the season as an actively ranked team shall automatically accept the Tournament bid participating in Regional and National Tournament playoffs which are one in the same. Failure to fulfill this commitment can result in suspension of Post Season Play for up to 2 years.
- F. Men's Division 2 Regional rankings will be as follows:
  - 1. Each team must report its home games by the following Monday at midnight.
  - 2. Division 2 rankings will be posted each Thursday by 11:59pm EST.
  - 3. First Ranking will be published the first Wednesday in November.
  - 4. The Final Ranking Date will be announced at the Annual Meeting, during the M2 Division Meeting [2020]

## **Section 2 Ranking Eligibility**

- A. Teams must have completed the required minimum number of games (16 x M2 games and 18 ACHA games total [2019] by the end of the final ranking period in order to be eligible for the ACHA post-season. [2020]
  - 1. Regional Playoffs is part of the National Championship Tournament. Accepting bid for Regionals is a financial commitment to participating at Nationals if the team qualifies.

## **Section 3 Reporting Results**

- A. Teams shall report results weekly by Monday night 11:59PM (local time) to the Commissioner with results along with all Game Misconducts and DQ's. Reports should be provided to the Commissioner by email or text.
- B. On-line reporting of scores and stats must be completed each Monday at midnight for the week prior. Teams that fail to report scores can be subject to fines, removal from rankings, probation, and possible suspension.
- C. If a team plays in a league tournament (playoff) game during the

rankings period, and the game goes to overtime, the ACHA will regard that game as a tie in terms of rankings and the ACHA website. [2019]

## **Section 4 Rankings Distribution**

Results of rankings and scores will be posted on the ACHA website. [2019]

## **Section 5 Ranking Penalties**

- A. A post-calculation penalty will be utilized in M2 computer rankings for games forfeited because of use of ineligible players or game forfeiture. In addition to forfeiting the game, the penalty will be a 0.25 deduction per player per game in the ranking. For example, 1 player in 1 game = 0.25 deduction; 2 players in 1 game = 0.50 deduction; 1 player in 2 games = 0.50 deduction. [2018]

# **ARTICLE V NATIONAL TOURNAMENTS**

## **Section 1 Tournament Format**

- A. Following the Final Regular Season Ranking, the top 2 teams in each Region will receive an automatic berth to National Tournament. Four Twelve- team Regional Tournaments will decide the remaining eight teams for the Men's Division 2 National Championships. Teams Ranked 3-14 will meet at Selected Regional Sites for National Tournament Regional Playoffs.
  - 1. Regional tournament play is the first round of competition in the national championship tournament. As such, teams committing to attend the regional tournament are committing to participate in the entire national championship tournament. Teams who win the regional tournament are expected to attend the national championship tournament in their respective seeding. Any team who refuses to complete the commitment (e.g. winning the regional tournament but refusing to attend the national tournament) will be subject to severe sanctions by the ACHA Men's Division 2 Commissioner, up to and including removal from consideration for participation in future national tournaments.
- B. The Men's Division 2 National Tournament format shall consist of a single tournament involving the four teams receiving the highest ranking in each of the four regions. The tournament shall be a five-day event which shall be held in mid- March, on dates determined by the tournament host and the ACHA Men's Division 2 Commissioner. The #1 Seeds for each Pool will be Randomly Selected at National Meeting. After the #1 Seeds for the four Pools are drawn, the rest of the pools and the semifinal matchups will be

inserted to ensure that if all four teams from a region were to advance to the semifinals that the matchups would be #1 vs. #4 and #2 vs. #3. [2019]

Pool A	Pool B	Pool C	Pool D
West 1	Northeast 1	Central 1	Southeast 1
Northeast 2	Central 2	Southeast 2	West 2
Central 3	Southeast 3	West 3	Northeast 3
Southeast 4	West 4	Northeast 4	Central 4
Semi Final's as follows		Pool A vs. D	Pool B vs. C
<b>2024 Nationals</b>			

- C. Teams participating at the Men's Division 2 National Tournament may dress nineteen (19) skaters and three (3) goaltenders, or, twenty (20) skaters and two (2) goaltenders. Teams not meeting this requirement will not be eligible. [2008]
- D. All teams are responsible for playing in their allotted time slots for all National Tournament, including Regional, games for any reason. There is no provision for rescheduling of these games. [2007]
- E. Bids to compete in the National/Regional Tournaments shall be extended to teams based on the computerized regional rankings and results of the Regional Tournament games. There is no provision for rescheduling these games. [2016] Teams will indicate if they accept or decline a bid in writing, a minimum of one (1) week before the final ranking. [2019]

## Section 2 Regional Tournaments

- A. Should this Region have a National Host team, that Host team shall assume the 1st or 2nd Regional BYE moving the 2nd place team to participate in Regional Playoffs in the 3rd position.
- B. Final Regular Season Ranking will be games through February 11, 2024.
- C. Regional Playoffs will be held February 23-24-25, 2024.
- D. National Championship will be held March 11-15, 2024.
- E. FORMAT & SELECTION OF TEAMS Following the Final Regular Season Ranking [2022]:
  - 1 Determination of National Auto bids: Following the Final Regular Season Ranking, the top 2 teams in each Region will receive an automatic berth to National Tournament.

- 2 Regional Selections: The regionals will consist of 12 teams. The #3 seed through #10 seed will receive an invitation to their respective Regional Tournaments. Seeds #11-#14 will be filled by the teams in the following order.
- 3 If one (1) or more of the league auto bids are not needed then the next highest ranked team in the regional ranking will receive the invitation to participate.
- 4 Leagues are required to meet the following qualifications in order to be eligible for a Regional auto bid from their league:
  - a. The League must maintain at least eight (8) member teams. If a league is tiered, an autobid from said league can be awarded only if 1) the tier is comprised of at least eight (8) or more M2 teams ("qualifying tier") and 2) the team receiving the autobid plays within that league's qualifying tier. Leagues are given a one (1) season "grace period" if a team leaving the league results in the member teams being reduced to seven (7). [2023]
  - b. Each league that is eligible for an auto bid must submit, in writing, if the league's intention is to use their regular season champion or their tournament champion as the recipient of the auto bid. This must be received no later than Oct. 1<sup>st</sup>
5. All member teams must complete the following for the ACHA to be eligible:
  - a. Payment of ACHA Dues
  - b. Completion and submission of both Fall and Spring Eligibility forms
  - c. All coaches & players must be properly registered on the ACHA website.
  - d. Complete game schedule on the ACHA Website
6. The selection of the team to receive the League auto bid must be completed by a minimum of 10 days prior to the date of the first game of the Regionals.
7. If the team that secures the league auto bid declines to accept the bid, league will NOT be able to give the auto bid to another team in the league.

F. FORMAT for the Regional Tournament [2022]

- Day 1: #7 seed vs. #14 seed  
           #8 seed vs. #13 seed  
           #9 seed vs. #12 seed  
           #10 seed vs. #11 seed
- Day 2: #3 seed vs. Lowest remaining seed  
           #4 seed vs. 2nd Lowest remaining seed



#5 seed vs. 3rd Lowest remaining seed  
#6 seed vs. 4th Lowest remaining seed  
Day 3: Highest remaining seed vs. Lowest remaining seed  
2nd Highest remaining seed vs. 2nd Lowest remaining seed

- G. Following these series of Games, the FOUR teams qualifying for Nationals from each region will re-shuffle to their Final Ranking order to claim National bids.
- H. Should there be a National Tournament Host team, that team shall receive either one of TWO Nationals/ Regional automatic byes in their region. Team Ranked second in this Region will move into third slot for Regional Playoffs.
- I. Above schedule will be determined by Commissioner, M2 VP, and Regional Tournament Coordinator to give every opportunity to honor mandated needs.
- J. ACHA M2 Commissioner & M2 VP will assign a local Tourney Director to oversee on-ice activities.
- K. On Ice referee decisions are final.

### **Section 3 Men's Division 2 Tournament Seeding**

The Men's Division 2 National Tournament format shall consist of a single tournament involving the four teams receiving the highest ranking in each of the four regions. Tournament seeding will be determined at the national meeting for the upcoming season via random selection and will be posted prior to the beginning of the season.

### **Section 4 Tournament Player Eligibility**

- A. Evidence of the eligibility of each player shall be submitted by the registrar of each team's university by February 8 or prior to National Tournament Team Selection.
- B. Any team challenging the eligibility of any player in a regional/ national tournament shall do so in writing to the Tournament Director, the Executive Director, or the President of the Board of Directors, or Commissioner a minimum of 48 hours prior to the start of the Tournament. [2023]

### **Section 5 Men's Division 2 Officiating System**

A four-person officiating system shall be utilized in ACHA Regional/National Tournaments. This system will incorporate the use of two referee and two linesmen. [2019]

## **Section 6 Rules of Play**

- A. In the case of tie games at the end of regulation time, a ten-minute overtime shall be played in Pool play games. [2019]
- B. Teams are awarded 2 points for a win, 1 point for a tie, zero points for a loss, including games requiring overtime. There are no points awarded to a team for a loss in overtime.
- C. In the event of ties in records in tournament competition, the higher standings will be determined by the following criteria in order until the tie is broken:
  - 1. Head to Head competition;
  - 2. Number of wins;
  - 3. Fewest goals against in all tournament games;
  - 4. Goal differential in all tournament games;
  - 5. Fewest penalty minutes;
  - 6. Most periods won in Pool play, determined by plus minus in goals;
  - 7. Quickest goal recorded on score sheet in Pool play;
  - 8. Single coin flip by the Commissioner.
- D. In cases where multiple teams are tied at the end of pool play, all teams proceed through the tie breaker list, and the calculation of tiebreakers does not restart as teams are eliminated.

## **Section 7 Men's Division 2 All-Tournament Recognition**

The M2 Commissioner & M2 VP or their assigned representatives shall organize an all-tournament team awards committee which shall select first and second all-tournament teams and a tournament MVP

## **Section 8 Operation Standards**

- A. The host team for each regional/national tournament sponsored by the ACHA shall be responsible for having an attending physician or certified EMS personnel present at each tournament game.
- B. The ACHA shall designate an official tournament scorer for the event. The Men's Division 2 Commissioner shall determine if goal judges shall be used in any or all games.

**Addendum**  
**Fine Structure for Eligibility forms**

In order to promote timely completion and submission of eligibility forms, the following structure will be enforced.

Fall Semester- Form must be postmarked by Oct. 31st. If submitted electronically, must be emailed by Oct 31st. A fine of \$25 for each week after the deadline that the form is not submitted, until the end of the semester - The final week of the semester will be determined by the final weekend before the final ranking of the semester

Spring Semester- Form must be postmarked by Jan 31st. If submitted electronically, must be emailed by Jan. 31st.

A fine of \$25 for each week after the deadline that the form is not submitted, until the end of the semester - The final week of the semester will be determined by the final weekend before the final ranking of the semester. Penalties for missing either of the semesters- If a team has not submitted their form by the end of the semester the following will occur: They will be removed from rankings consideration and they will be ineligible for ACHA postseason play. They will be placed on ACHA probation, until the form has been received. Penalties for missing both semesters -If a team does not submit their forms in either of the semesters the following will occur -They may be suspended from the ACHA until the forms are received-If forms are received, the ACHA reserves the right to place the team on probation for following season. [2019]

## Part Six

# Men's Division 3 Policies

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## ARTICLE I TEAM ELIGIBILITY REQUIREMENTS

### Section 1 Membership Composition

Members of Men's Division 2 shall be 4-Year University, 2-year Junior Colleges or colleges sanctioned by the ACHA. [2003]

### Section 2 Men's Division 3 Membership Classification

Men's Division 3 members shall be those teams which comply with player eligibility and other requirements as specified for Men's Division 3 teams in the ACHA Manual. [2003]

### Section 3 Men's Division 3 Competition Committee [2022]

ACHA M3 Competition Committee which meets on an ad hoc basis with the M3 Commissioner, and other ACHA executives, to communicate and coordinate activities within Men's Division 3 and ensure that the interests of M3 membership are represented / acted upon.

The Competition Committee will help formulate operational guidelines within M3 – to include rankings guidelines, the format for the selection of a National Tournament field and the conduct of the National Championship Tournament.

To ensure the Competition Committee remains a transparent, vibrant organization within ACHA M3 which continues to effectively represent the interests of M3 Conferences and Independent teams.

- a. Each M3 Conference will have a representative designated to attend M3 Competition Committee meetings to speak / vote on behalf of their Conference.
- b. Additionally, Independent teams will also have a voting representative participate in each Competition Committee meeting.
- c. To ensure that each of these groups is properly represented for every meeting, The Conference Commissioner shall identify a "primary person" who will participate / vote in each meeting.
  - i. In addition, they will provide a "secondary (backup) person" who will participate if the primary contact is unable to attend.

- ii. Independents will vote among themselves for their Competition Committee voting representative (along with a back-up person) to ensure their interests are heard & considered; with the goal of having all Conference and the Independents being an active participant at Competition Committee meetings.
- d. To provide sufficient planning time to achieve this goal of representation by all elements of M3, the M3 Commission will publish a meeting schedule in advance of the upcoming season.

#### **Section 4    Membership Requirements**

- A. Current M3 teams must make an annual declaration of Men's Division 3 status by May 1.
- B. New teams to M3 must apply for admission to the ACHA and make an annual declaration of Men's Division 3 status by August 1. [2018]
- C. Payment of Dues - \$1,400.00 USD. [2021]
- D. Dues must be paid to the ACHA Treasurer by October 31. Failure to pay dues on time can result in a fine, exclusion from ACHA post-season, probation, and possibly removal from the ACHA. [2018]
- E. All required information must be turned into the Commissioner's office before the team's 1st game of the season:
  - 1. Season Schedule on ACHA website [2018]
  - 2. ACHA website roster entered on league website ([www.achahockey.org](http://www.achahockey.org)) (including player name (first and last), jersey #, position, height, weight, address, hometown, birth date, academic major, and last team played for (before current team)).
  - 3. Player academic eligibility form completed and directly submitted to the division commissioner by the school registrar prior to the due date. [2014]
  - 4. Completion of online player registration process through the league website ([www.achahockey.org](http://www.achahockey.org)), including each player electronic submission of waiver and player agreement.

5. Non-compliance will result in fines until all of the above requirements have been met. [2003, 2018]
6. Teams that do not meet the deadlines for eligibility forms and team dues will be fined \$200.00 USD. This fine must be paid before the end of the season or the team will not be eligible for post-season. Failure to pay will result in the team being placed on ACHA probation and potentially suspension. All fines collected pursuant to this paragraph are to be remitted to charity. [2018]
7. If the above requirements are not completed by end of the final ranking period, the team is subject to being excluded from ACHA post-season, placed on probation, and possibly removal from the ACHA. [2018]

## **Section 5 Membership Restrictions**

Inclusion in Men's Division 3 shall be limited to those teams:

- A. From colleges and universities with total undergraduate student bodies of less than 10,000, unless said college or university fields more than one (1) ACHA team, in which case the school may divide its undergraduate student body total by the number of ACHA teams it fields, and if the resulting number is less than 10,000, then the school may place one (1) team in Men's Division 3.
- B. Which have never been affiliated with the ACHA or have been members of Men's Division 2 for no more than three (3) seasons and have not participated in, nor have been invited to participate in, the Men's Division 2 National Tournament within the previous three (3) seasons. Exceptions to this rule will be considered on a case-by-case basis. [2018]
- C. Teams from colleges and universities with undergraduate student bodies greater than 10,000 or which have been members of Men's Division 2 for more than three (3) seasons, but have not participated in, nor been invited to participate in, the Men's Division 2 National Tournament within the previous three (3) seasons, may petition the ACHA for a waiver and, if granted, can compete in Men's Division 3 for one (1) season under that waiver. Exceptions to this rule will be considered on a case-by-case basis. [2018]

- D. Men's Division 1 teams and former Men's Division 1 teams are ineligible for membership in Men's Division 3 without first competing in Men's Division 2 for at least three (3) seasons.
- E. Effective 2019-2020 season, there is a moratorium on participation in M3 ACHA games by Canadian colleges or Universities. [2019]

## **ARTICLE II            PLAYER ELIGIBILITY REQUIREMENTS**

### **Section 1    General Player Eligibility**

- A. For Men's Division 3, where ACHA and NCAA hockey programs exist at the same institution, an NCAA or NAIA rostered player may not participate in the ACHA during the same season. A player on an NCAA or NAIA roster is defined as any player who is listed on the eligibility list filed with the NCAA or NAIA or any of its respective leagues for that season, regardless of whether or not the player participated in any games or was listed on any game sheet. Players who are red-shirted shall also be included in this rule. [2018]
- B. Any ACHA non-D3 player may move to Division 3, if they have not played more than 6 games at either Division 1 or Division 2 in the current season. Division 3 teams will be limited to adding a maximum of 3 players per semester that are moved from a higher level. No player may be added to a Division 3 roster, regardless of games played after January 31st. [2010]
- C. Any team found by the ACHA to have used ineligible player and that has not self-reported the use of ineligible player by November 15th may be removed from the rankings for the rest of that season (and therefore will not be eligible for the Regional or National tournament). If a team does self-report or has other extenuating circumstances, it will be up to the Commissioner to decide their eligibility for rankings, Regional and National Tournament. [2009]
- D. A Men's Division 3 student-athlete shall have five (5) years of ACHA eligibility. A player that participates in 20% or more of the team's games will be assessed a year of eligibility. [2016]
- E. No student-athlete may participate in more than five (5) national tournaments (including regional tournaments).

## **Section 2 Men's Division 3 Academic Requirements**

- A. Men's Division 3 student- athletes shall be enrolled in a program of study leading to a baccalaureate, masters, or doctoral degree as determined by the regulations of the university or college. Multiple undergraduate degrees are not allowed.
- B. Student- athletes must enroll in a minimum of 9 credit hours during each semester of competition. A player who drops below 9 credit hours during a semester becomes immediately ineligible to continue competition. An equivalent standard shall be applied to institutions utilizing a quarter system.
- C. Men's Division 3 student- athletes must enroll in and successfully complete a minimum of nine (9) credits each semester for associate and baccalaureate degree students or six (6) credits each semester for masters, doctoral or professional degree students, to be eligible for play in the following semester. An equivalent standard shall be applied to institutions utilizing a quarter system.
- D. A senior in the last semester or quarter prior to graduation is not required to meet the required semester or quarter hour minimums. A player can invoke this waiver once in their ACHA career. [2010]

## **ARTICLE III RULES OF PLAY**

### **Section 1 Men's Division 3 Provisions**

- A. Men's Division 3 teams do not need to comply with the two (2) goaltender minimum rule but can dress no more than nineteen (19) skaters if they dress only one (1) goaltender.
- B. Men's Division 3 games shall consist of three (3) periods, each of which shall be twenty (20) minutes long.
- C. In the event a game is tied at the end of regulation time, a five minute, sudden-death overtime shall be played. If the game remains tied at the end of the five-minute overtime, the game shall be recorded as a tie for the purpose of ACHA D3 rankings. All overtime games will be 3-on-3. [2022]
- D. Teams may have a shoot-out as part of local conference rules or when playing a non-D3 team. [2014]



- E. If a team forfeits one (1) or more games against ACHA teams prior to playing (not enough players, don't feel like coming, etc.), they are immediately not eligible for post-season for that season and also placed on ACHA probation for the rest of the season and next one.

If a team forfeits any games for similar reasons during the probation time, the team will be subject to review for ACHA status. However, if the team cancels more than four (4) weeks in advance, those forfeits would not count toward the numbers. Further, if the team that has been "forfeited on" is willing and able to reschedule with the offending team, the forfeit will not count toward the number. Weather related cancellations ARE NOT part of this provision. School imposed sanctions that result in the forfeits will be reviewed on a case-by-case basis.

For computer ranking purposes, games involving a forfeit will be handled as follows: the winning team will be credited with a 5-0 win; the forfeiting team will be credited with a 5-0 loss.

## **ARTICLE IV      RANKING PROCEDURES**

### **Section 1      Ranking Eligibility**

- A. Men's Division 3 teams must complete and submit a minimum of sixteen (16) game schedule against ACHA Men's Division 2 or ACHA Men's Division 3 teams by October 25th to the ACHA website. Failure to submit the schedule in full and on time will result in that team not being eligible for regional/national play.
- B. Men's Division 3 teams must compete in a minimum of sixteen (16) games against ACHA Men's Division 2 or ACHA Men's Division 3 by the conclusion of the final ranking period. A minimum of 12 of the 16 games must be played against ACHA Men's Division 3 opponents [2022]
- C. Any ACHA Men's Division 3 team that does not meet the sixteen (16) game minimum standards may not be considered for the final rankings that determine participation in the M3 national tournament.

- D. There shall be no stipulation of a minimum amount of games per each half of the hockey season.

## **Section 2 Reporting Results**

Teams shall report results weekly on Monday. Teams failing to submit season schedule and/or report results by the 25th of each month beginning each October shall be excluded from the rankings. Any team missing two deadlines in a season will be excluded from the ranking and tournament selection procedure for that season.

## **ARTICLE V NATIONAL TOURNAMENTS**

### **Section 1 Tournament Format [2022]**

- A. 16 team, Pool Play (4 pools of 4 teams) will be utilized for the M3 National Championship Tournament.
- B. Each Pool (A,B,C,D) will conduct a round robin tournament with the team with the most points (2-win,1-tie,0-loss) advancing to the semi-finals.
- C. Teams will be placed in each pool based upon their final ranking
  - Pool A (1,8,9,16)
  - Pool B (2,7,10,15)
  - Pool C (3,6,11,14)
  - Pool D (4,5,12,13)
- D. Semi-Final Games will place Pool A vs Pool D and Pool B vs Pool C with the highest ranked team being declared the home team.
- E. The Championship Final will place the winner of Pool A vs Pool D against the winner of Pool B vs Pool C with the highest ranked team being declared the home team.

## **Section 2    Selection of Teams [2022]**

- A.    At Large Bids to compete in the National Tournament will be extended and based upon a national computer ranking system and the Top 16.
- B.    Should a team receiving an automatic berth (see below) not be ranked in the Top 16, then the lowest ranked team will be bumped from the tournament. This will continue until all automatic berth teams have been moved into the Top 16.

## **Section 3    Automatic Tournament Bids - League Requirements [2022]**

- A. 2 consecutive years at M3 level (Competition Committee can approve for year 1)
- B. minimum 6 teams & 10 league games
- C. 100% ACHA Membership
- D. Regular Season Champion/Standings or Playoff Tournament
- E. Team must be in the Top 25 of rankings to qualify

## **Section 4    Player Eligibility**

- A.    A player cannot have been rostered, during the current season, on any NCAA score sheet to be eligible for regular season play or play in the National Tournament
- B.    Evidence of the eligibility of each player shall be submitted by the registrar of each team's university by the final ranking date, or prior to National Tournament Team Selection, whichever is earlier.

## **Section 5    Men's Division 3 Officiating System**

The ACHA Regional/National tournament must use an approved ACHA official system. The official system will be determined by the D3 Commissioner, D3 Vice-President and regional tournament coordinators. [2012]

## **Section 6 Rules of Play**

- A. Teams participating at the Men's Division 3 Regional and National Tournaments may dress nineteen (19) skaters and three (3) goaltenders, or, twenty (20) skaters and two (2) goaltenders. [2009]
- B. In case of a tie games at the end of regulation time, a ten-minute overtime shall be played in all preliminary games (Tuesday-Thursday) and will be 5 on 5 with Goalies changing ends at the start of the overtime.
- C. Teams are awarded 2 points for a win, 1 point for a tie, zero points for a loss, including games requiring overtime. There are no points awarded to a team for a loss in overtime.
- D. In the event that either of the two Semifinal Games or the National Championship Game is tied at the end of regulation time, the ice will be resurfaced followed by twenty (20) minute sudden -death overtime. If the game remains tie at the end of the twenty (20) minute overtime, there will be an ice-cut followed by twenty (20) minute sudden-death overtime. The goalies will switch ends at the completion of each overtime period starting with the second overtime. There will be a resurface after the third period and between each overtime period. This process will continue until a winner has been determined. [2010]

## **Section 7 Men's Division 3 All Tournament Recognition**

The host team shall organize an all-tournament team awards committee which shall select first and second all- tournament teams and a tournament MVP.

## **Section 8 Operation Standards**

- A. The host team for each Regional/National Tournament sponsored by the ACHA shall be responsible for having a certified athletic trainer present at each tournament game.
- B. Each host shall make provisions for arranging media coverage for the tournament event and accommodating the broadcast representatives of each participating program.

## Part Seven

# Women's Division 1 Policies

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## ARTICLE I TEAM ELIGIBILITY REQUIREMENTS

### Section 1 Membership Composition

Members of the Women's Division 1 shall be a four-year University or college sanctioned ice hockey teams. [2003]

### Section 2 Women's Division 1 Membership Classification

Women's Division 1 members shall be those teams which comply with player eligibility and other requirements as specified for Women's Division 1 teams in the ACHA Manual. [2003]

### Section 3 Membership Requirements

- A New teams interested in joining Women's Division 1 must complete the ACHA Application form anytime between September 1 and April 1 for entrance to the following season. No teams will be considered for Women's Division 1 after the deadline has passed for that season, including ACHA Women's Division 2 teams.
- B Returning annual application and intent for the National Tournament of Women's Division 1 status by August 15. New teams registering after August 15 must declare their divisional status when returning the New Team Membership form.
- C Annual payment of season membership dues by September 30th. Dues are \$1,800.00 USD. There will be a \$75 late fee per month for teams owing dues to the ACHA after this date. November 1 is the final deadline for payment of Women's Division dues each season. After the November 1 deadline programs shall be deemed "not in good standing" and shall be removed from all ACHA material and lose membership privileges. [2018]
- D Schedules are to be submitted at the beginning of the year by September 1. [2020]
- E Rosters are due to the Commissioner by the team's first game or October 1st.

- F. Adherence to Operational Standards as outlined in Part 2, Administrative Bylaws of this Manual.
- G. Women's Division 1 teams who do not submit team/player requirements and registration materials by the appropriate deadline shall be deemed not in good standing with the ACHA Women's Division 1 until the paperwork is received and assessed a monetary fine of \$10 per week.
  - 1. Teams who have been granted extensions shall not be assessed fines for submission of paperwork until after their extension has expired.
  - 2. Late paperwork fines shall accrue until paperwork is received or until the first day of the National Tournament that season. If you have any late paperwork or fines, you will not be allowed to compete at Nationals.
  - 3. Unpaid late paperwork fines shall remain outstanding and the team will not be eligible for future ACHA membership until the fine is paid.

#### **Section 4 Women's Division 1 Team Operational Standards**

- A. Part 3, Article I, Section 4 of this Manual describes the penalty for not honoring a confirmed scheduling commitment. For the Women's Division 1, "justifiable game cancellation standards" means that in addition to penalties levied in Part 3, Article I, Section 4, any ACHA Women's Division Team which fails to honor a confirmed scheduling commitment (confirmed with a signed game contract or other verification, including e-mail) except under an Act of God or circumstances outside their control, without giving twenty- eight days' notice, is responsible to pay for all costs associated with the game, including ice rental fees and referees.
  - 1. Teams that do not do the cancelling will record a 1-0 win/forfeit online. These games will not count towards rankings. [2022]
  - 2. After September 1, if you cancel a game your team will be responsible for the following fees: [2022]
    - a. First weekend, after September 1 and outside of 28 days notice, there will be a \$1,000 fine paid to the ACHA and your team will not be eligible for Nationals.
    - b. Second weekend, after September 1 and outside of 28 days notice, there will be a \$1,500 fine paid to the ACHA and your team will not be eligible for Nationals.
    - c. Third weekend, after September 1 and outside of 28 days

- notice, the team will be fined the full cost of the ice costs paid to the ACHA.
- d. If your team cancels less than 28 days before the scheduled games, the team is responsible for the fines (same as outside of 28 days) paid to the ACHA and the ice costs paid to the home team.
  - e. If teams are mutually agreeing to cancel the game, both teams are fined \$1,000 paid to the ACHA.
- 3. Rescheduling and adding games is acceptable without a fine. No new regular season games can be added after January 31<sup>st</sup>. Exceptions can be made with the Commissioner's discretion. [2022]
  - 4. Any game scheduled as of September 1<sup>st</sup> will count towards a team's minimum requirement for Nationals eligibility.
  - 5. If a current team fails to adhere to the requirements of the division, they will be put on probation, which mean the team is not in good standing, they are not allowed to go to National. If after two season they fail to adhere to the provisions, they team will be released from the division. Ex: If a team fail to adhere in the 2021-22 season, they will be on probation for the 2022-23 season. If the team till fails to adhere by the Fall of 2023, they will be immediately released from the division. [2022]
    - a. If a team forfeits a scheduled game, that forfeited game will not count towards the minimum requirement for Nationals eligibility.
- B. All Women's Division 1 players must wear same color jerseys and socks during all ACHA games. Women's Division 1 players are required to wear equipment that must match your university color scheme (i.e., if your university colors are blue and white, red pants, yellow helmets, or green gloves are prohibited).
  - C. All teams must adhere to the ACHA's official game day requirements and protocol as voted on by the members which will be distributed to all member teams.
  - D. Reporting Scores:
    - 1. Only ACHA games shall be recorded in the ACHA Website. This includes any game against an ACHA W1 or W2 team.
    - 2. Must be texted to Commissioner immediately upon completion of game by the home team or road team (if playing a non-ACHA W1 team).

3. Games must input into the system within 24 hours after the game for games played Friday or Saturday, and midnight for games played on Sunday.
4. Include ALL GAME Disqualifications with your texted score and follow up with an email. The email must include teams, DQ player, reason, and copy of scoresheet.
5. There shall be a \$25 fine for late texted scores, inputted scores, or unreported DQ's.

## **Section 5 Team Communication Structure**

The head coach is the team's ACHA representative. All communication to the ACHA administration shall be directed through the coach. Players or other members of traveling parties shall not approach ACHA administrators regarding issues that are more appropriately addressed with official team contacts. Any violation of this rule may result in forfeit of a bid to the national tournament and/or suspension of membership within the ACHA. No player may participate in rankings.

## **ARTICLE II PLAYER ELIGIBILITY REQUIREMENTS**

### **Section 1 General Player Eligibility**

- A. Any player that is an NCAA or CIS ice hockey rostered player may not participate in the ACHA Women's Division 1 during the same season, unless a transfer from a different school. Non-compliance will result in a forfeiture of all games in which an ineligible player was used. [2018]
- B. No Women's Division 1 player may be added to a team roster after January 31.
- C. For schools with multiple ACHA Women's Division teams, player movement between teams is as follows:
  1. A player on the Division 2 team may move up to the Division 1 team any time until the general roster deadline of January 31. Once that player plays in five (5) Division 1 games, they are locked into the Division 1 team. [2022]
  2. A player on the Division 1 team may only move down to a Division 2 team if they have played less than five (5) games until the general roster deadline of January 31. [2022]
  3. Exception: goaltenders are allowed to move up or down, with written notification to the Commissioner, until January 31.



## **Section 2 Women's Division 1 Academic Requirements**

- A. Women's Division 1 student athletes shall be enrolled as a full-time student (as defined by the University) in a program of study leading to an associate, baccalaureate, masters, and doctoral, professional, or equivalent degree, as determined by the regulations of the university or college.
- B. Women's Division 1 student athletes must enroll in a minimum of twelve (12) credit hours for undergrad students, or a minimum of six (6) hours for masters, doctoral, or professional degree students. An equivalent standard shall be applied to institutions utilizing a quarter system.
- C. Women's Division 1 student athletes must successfully complete (take and pass) a minimum of (9) credits each semester for baccalaureate degree students or six (6) credits each semester for masters, doctoral or professional degree students to be eligible for play. An equivalent standard shall be applied to institutions utilizing a quarter system.
- D. Women's Division 1 student athletes in the last semester or quarter prior to completing their degree are required to enroll in a minimum of three (3) credit hours.
- E. Fall eligibility will be based on final grades and credits from January to August. Spring eligibility is based on grades and credits from September to December.

## **ARTICLE III RULES OF PLAY**

### **Section 1 NCAA Rule Book Exceptions for Women's Division 1**

Women's Division 1 teams do not need to comply with the two (2) goaltender minimum rule but can dress no more than nineteen (19) skaters if they dress only one (1) goaltender.

### **Section 2 Women's Division 1 Provisions**

A. All regulation pre-game on-ice warm-ups in Women's Division 1 games shall be fifteen minutes (15:00) long, running time. All regulation periods in Women's Division 1 games shall be twenty minutes (20:00) long, stop-time. Home team shall provide notice of time to ice either by way of clock rundown or verbal notice to team. Said provision shall include officials as well. [2023]

- 1. Any game length that is less than three twenty-minute (20:00) stop-time periods shall be deemed a forfeit for the home team, with the following exception: A game that is curfewed by rink management

(after the allotted 1 hour, 50 minutes), or otherwise suspended for a reason out of control of the participating teams, after the game is halfway through the third period would count as a regular game. Teams will need to readjust to the regulation ice periods three Twenty (20) minute periods for the 2011-2012 season. [2010]

- B. All games in Division 1 league playoffs, national tournaments and showcases shall be played with 20-minute periods. [2009]
- C. A team must roster 15 total committed skaters, including 1 goalie. A team must dress 10 skaters and 1 goalie to participate in ACHA league games, National Tournament, or showcase. You may not play with less than 10 skaters and 1 goalie. [2022]
- D. Only the American National anthem will be played prior to game, unless mutually agreed on by both coaches. [2022]
- E. All ACHA Women's Division 1 games require certified on-ice officials by USA Hockey (Level 3 or Higher), NCAA, NIHOA, or other nationally recognized and sanctioned officials' organization.
- F. During the regular season teams may employ either a two (2) person officiating system with two referees, or a three (3) person officiating system with one referee and two linesmen.
- G. All Women's Division 1 team must play mandatory 3-v-3 five-minute stop-time overtime in the event of a tie after regulation play in all regular season games unless there is a written exception on a signed game contract. [2016]
- H. Games between a Women's Division 2 team and a Women's Division 1 team shall be played according to Women's Division 1 rules, even if the Division 2 team is the home team. These games shall not count for number of ACHA games nor be used for ranking purposes for the Division 1 team but may count or be used for ranking purposes for the Division 2 team.

## **ARTICLE IV            RANKING PROCEDURES**

### **Section 1    Women's Division 1 Ranking Provisions**

- A. Women's Division I will rank on a national basis with one (1) national Ranking Committee. This division shall use computer rankings. Weekly rankings will begin and will continue weekly when games are played, until the final ranking, which will be posted at least two (2) weeks prior to the start of the National Tournament. [2018]

B. Women's Division I rankings shall include the top 15 teams.

C. Final rankings will post by 6:00pm on Tuesday.

## **Section 2 Ranking Eligibility**

ACHA Women's Division 1 teams need to compete in a minimum of 18 games to be eligible for the National Tournament. A minimum of 8 different ACHA teams must be played to be eligible for the National Tournament.

## **Section 3 Ranking and Score Distribution**

Results of the weekly rankings and scores of all games shall be distributed to members in good standing in each division on Tuesday by 6:00 pm EST.

# **ARTICLE V NATIONAL TOURNAMENTS**

## **Section 1 Sponsorship**

A. The ACHA shall sponsor annually a national tournament competition to provide a focal challenge in intercollegiate competition, to support positive recognition for collegiate hockey, and to showcase the achievements of individual programs and their players.

B. The name of the tournament shall be the ACHA Women's Division 1 National Championships.

## **Section 2 Tournament Format**

A. The Women's Division 1 National Tournament shall consist of a single tournament involving ten (10) teams.[2020]

B. The tournament shall be a five-day tournament to be held in March. Pre-tournament events, such as the Coaches' Meeting, scheduled for the evening before the start of the W1 tournament and shall also be considered part of the official tournament schedule.[2020]

C. After the final rankings, tournament schedule will be determined. Number one (1) and number two (2) seeds will get bye to day three (3) of the tournament. Day one (1) would be #6 vs #7, #5 vs #8, #4 vs #9, and #3 vs #10. Day two (2) would be the losers from Day one (1) low vs high seeds. Day three (3) is #1 vs highest seed, #2 vs 2nd highest seed, then low vs high for other winners from Day two (2).[2020]

D. On Day four (4), the remaining teams will play in the semi-final games with

the highest seed vs the lowest seed for one game and the second highest seed vs the second lowest seed for the second game. The ACHA Women's DI Championship played on Sunday.[2020]

### **Section 3 Selection of Sites**

The selection of the tournament site will be done by the ACHA Executive Director. The ACHA Executive Director will solicit bid proposals and select from the application pool received.

### **Section 4 Selection of Teams**

- A. Invites to compete in the national tournaments shall be extended to teams based on national rankings as determined by the ACHA Rankings Committees. Teams must be in good standing with the league to be eligible.
- B. All decisions by the Rankings Committee are final and may not be appealed. Teams shall accept or decline the bid in writing within 24 hours.
- C. In the event of a tie in the national ranking, the computer ranking with the Max Goal differential of 1 will be used to break the tie. [2018]
- D. Any Women's Division 2 team that returns to Women's Division 1, after having moved to Women's Division 2 for two seasons or less, will be on probation for 1 year and ineligible for the Women's Division 1 National Championship. Women's Division 2 teams moving up to Women's Division 1 who have been a member of Women's Division 2 for three seasons or more, OR who have never participated in Women's Division 1, shall be eligible for the Women's Division 1 National Championship immediately. [2008]

### **Section 5 Women's Division 1 Tournament Seeding**

- A. The tournament champion from any ACHA Women's Division 1 Affiliate League which has six teams or more will receive an automatic bid to the ACHA Women's Division 1 National Championship. Each Affiliate League's tournament champion will be ranked according to their current national ranking for seeding at the ACHA National Championship. If an Affiliate League's champion is unranked, they will receive the lowest tournament seed at the National Championship. If more than one team earns an automatic bid that was not listed in the Top 8, they will stay in order of which they were ranked and replace the appropriate ranking spot. The criteria for ranking these teams will be:
  - 1. head-to-head competition;
  - 2. wins against ranked teams;
  - 3. strength of schedule. [2008]

- B. League must complete League Playoffs by the last ranking period to grant the champion an automatic bid to the ACHA Women's Division I National Tournament.
- C. All teams will be seeded in the order in which they are nationally ranked. Play shall be an eight team, best of three series for the preliminary round, followed by Semi-Final games, and Championship game. [2008, 2016]

## **Section 6 Women's Division 1 All-Tournament Recognition**

The national tournament director shall organize an all-tournament team awards committee which shall select first and second all-tournament teams and a tournament MVP. Awards shall be furnished and paid for by the ACHA.

## **Section 7 Operation Standards**

- A. The ACHA National Tournament Director shall work with the host site to ensure the National Tournament meets the needs of the Women's Division 1 membership.

# **ARTICLE VI ACHA RECOGNITION**

## **Section 1 Awards**

- A. Annually the ACHA Women's Division 1 will recognize outstanding individuals in the following player categories:
  - 1. All-American (by position with honorable mention)
  - 2. Academic All-American
  - 3. Zoe M. Harris Award
  - 4. All-American Team (by position with honorable mention)
  - 5. All-Rookie Team (by position) [2022]
  - 6. Rookie of the Year [2022]
- B. The first team All-Conference selections from each league will be the nominees for All-American. Independent teams limited to 3 forward, 2 defense, 1 goalie. The Coach of the Year will be chosen from nominations submitted by the membership.
- C. The Zoe M. Harris Award will be presented to the Division I Player of the Year. This award will be chosen from the All-Americans. Coaches are encouraged to submit material on their player that they feel most exemplifies this award. They are limited to two submissions.
- D. The ACHA Women's Divisions will recognize its Academic All-Americans who have achieved significant scholastic achievement over their college careers.

All Juniors and Seniors at four-year institutions, who have achieved a cumulative Grade Point Average of 3.50 or higher on a 4.00-point scale, shall receive this award. The Spring Eligibility Forms shall determine the recipients of this award.

- E The number of Awards Committee members will increase to 7. The 7 will be made up of 2 coaches from each conference, and 1 coach from the independent teams. The coaches from the conferences and independent teams will rotate and not be the same coach every year. Conferences can decide which coaches are on the committee. Committee members due to the Commissioner by January 31st. [2023]

## Part Eight

# Women's Division 2 Policies

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### ARTICLE I TEAM ELIGIBILITY REQUIREMENTS

#### Section 1 Membership Composition

Members of Women's Division 2 shall be 4-Year University, 2-year Junior Colleges or colleges sanctioned by the ACHA. [2016]

#### Section 2 Women's Division 2 Membership Classification

Women's Division 2 members shall be those teams which comply with player eligibility and other requirements as specified for Women's Division 2 teams in the ACHA Manual. [2003]

#### Section 3 Membership Requirements

- A. Returning members of Women's Division 2 must declare their renewal status by August 1 annually.
- B. New teams to Women's Division 2 must apply for admission to the ACHA and make an annual declaration of Women's Division 2 status by August 1. [2018]
- C. Annual payment of season membership dues by September 30. Dues are \$1,350 USD [2021]. There will be a \$75.00 USD late fee per month for teams for teams owing dues to the ACHA after this date. After the September 30 deadline, programs shall be deemed "not in good standing" and shall be removed from all ACHA material and lose membership privileges. [2018, 2019]
- D. Before the start of each season, a document summarizing the key deadlines and requirements for all W2 teams will be delivered to the team contact of record. The purpose of this document is to help teams see all deadlines and fines associated with missing those deadlines in one place. All teams are required to review this document with a representative of their college/university, who must sign and return the document to the Women's Division 2 Commissioner via email by October 15 to acknowledge the expectations of the team's participation in the ACHA. It is unacceptable for a Women's D2 team to operate outside the purview of the college or university. [2022]

1. No player, coach or team manager may be the point of contact who signs this season overview document. This must be an employee of the school that the club team reports to. Examples of appropriate contacts to sign off include: Club Sports Director, Athletic Director, Student Activities Director, etc. [2022]
  2. Teams that fail to submit this signed document to the Women's D2 Commissioner via email by October 15 will be fined \$500 and considered not in good standing until resolved. As with all other fines, any outstanding fines not paid by the final ranking date of the season will result in a team not being eligible for Nationals in that season. [2022]
- E. Schedules are to be submitted to the Commissioner before a team's first game of the season.
- F. Lack of intent to participate in the National Tournament must be submitted via email to the Women's Division 2 Commissioner by October 1 of each season. Any team that does not state their lack of intent to participate by October 1 and qualifies for the National Tournament but opts not to attend will be ineligible for Nationals the following season and will be fined \$500. [2023]
- G. Women's Division 2 teams that do not meet the deadlines for eligibility forms and team/player requirements and registration materials prior to their first scheduled game or October 15 (whichever comes first) shall be fined \$200.00 and shall be deemed "not in good standing" until the fine is paid and paperwork received. [2022]
1. Teams may request an extension, in writing via email prior to the deadline, to the Women's D2 Commissioner. Teams that have been granted an extension will only be fined if they fail to submit their eligibility form after the established due date for the extension.
  2. All fines must be paid prior to the end of the regular season (before the final ranking period ends) or the team will not be eligible for that season's National Tournament and may face possible suspension.



## Section 4 Women's Division 2 Team Operational Standards

- A. Honoring scheduled game commitments is a requirement. Any ACHA Women's Division 2 Team that fails to honor a confirmed scheduling commitment (confirmed with a signed game contract or other verification, including e-mail agreement to play or a game scheduled on the ACHA website) except under an Act of God or circumstances outside their control, without giving twenty-eight days' notice, is responsible to pay for all costs associated with the game, including, but not limited to, ice rental fees and referees.
1. If a team forfeits more than two (2) games in a season, regardless of whether these games were scheduled in the same weekend or different weekends, they are no longer eligible for Nationals in that year. [2018]
    - a. Any team not eligible for Nationals would not count in the required number of teams to qualify for a league auto bid (see separate sections regarding conference auto bids). [2023]
  2. A team will be fined \$300 for their third forfeit and every forfeit after that in a given season. [2018]
    - a. Any fines not paid by the women's breakout meeting at Naples in April will result in a team being not in good standing with the ACHA.
  3. After 3 forfeits in the same season, a team is automatically "not in good standing" with the ACHA and will be placed on probation until the end of the next season. While on probation in the next season, any forfeit immediately disqualifies the team from Nationals that season. [2020]

Clarifying example: If a team forfeits 3 games in the 2020-21 season, they are immediately ineligible for 2021 Nationals and are on probation until the end of the 2021-22 season. If they forfeit one game in 2021-22 season while on probation, they are again not eligible for 2022 Nationals.
  4. If a game is cancelled within the 28-day window, it must be communicated to the Commissioner. Any game cancelled in this window is a forfeit until the Commissioner says otherwise. 'Acts of God' causing a game to be cancelled will not result in penalty. Other situations must be communicated to the Commissioner for review.

- B. All Women's Division 2 players must wear same color jerseys and socks during all ACHA games. A \$25 USD fine per game will result in failing to do so. [2022] Women's Division 2 players are encouraged, but not required to wear same color helmets, and hockey pants for season games.
- C. Game Day Requirements. Teams will be fined \$25 USD per game for violating one or multiple game day requirements. Fines must be paid prior to the end of the regular season or the team will not be eligible for the National Tournament in that season. [2022]
  - 1. Locker rooms standards: Private rooms provided for all visiting teams
  - 2. Must use official ACHA scoresheet
  - 3. Scoresheet must be correctly filled out
- D. Reporting Scores
  - 1. Only ACHA games between two W2 teams shall be recorded on the ACHA website. [2019]
  - 2. All game information must be entered into Pointstreak by the home team within 24 hours after games played Friday or Saturday, and by midnight for games played Sunday.
  - 3. Scores must be texted to the Commissioner by the home team immediately after a game.
  - 4. There shall be a \$10 fine for each late texted score, late entered scores online, or late unreported DQ's.
  - 5. Include ALL GAME Disqualifications with your texted score and follow up with an email. The email must include teams, DQ player, penalty details, and copy of scoresheet.
- E. Voting at the Annual Meeting [2022]
  - 1. Women's D2 teams shall be permitted to participate in and vote on division specific policies remotely during the W2 breakout session that takes place during the ACHA Annual Meeting.
  - 2. The Commissioner will set up an option (such as Zoom) for teams to call in, which shall be sent out via email in advance of the meeting. The day and time of the breakout session will be pre-determined.

3. Note: This option for remote voting does not include voting for the General Session of the ACHA Annual Meeting. All voting for proposals that impact to all five ACHA divisions must be conducted in person. W2 teams are still encouraged to attend the Annual Meeting in person to vote on ACHA proposals.

## **Section 5 Team Communication Structure**

- A. Each team may only have one representative to communicate directly with the ACHA and must be identified at the start of the season. These team representatives are the only ones entitled to speak directly to the ACHA. This role can be served by the Head Coach, Assistant Coach, team captain, etc.
- B. All communication to the ACHA administration shall be directed through this individual. Players or other parties shall not approach ACHA administrators regarding issues that are more appropriately addressed with official team contacts. Any violation of this rule may result in forfeit of a bid to the national tournament and/or suspension of membership within the ACHA.
- C. The main contact for Women's Division 2 teams is the division Commissioner. The Commissioner shall acknowledge receipt of any emails within 72 hours.

## **ARTICLE II PLAYER ELIGIBILITY REQUIREMENTS**

### **Section 1 General Player Eligibility**

- A. Non-compliance with ACHA player eligibility rules will result in a forfeiture of all games in which an ineligible player was used.
- B. Any player that is an NCAA or CIS ice hockey rostered player may not participate in the ACHA Women's Division 2 during the same season. This rule applies to any NCAA or CIS ice hockey player regardless of whether or not the NCAA or CIS and ACHA programs exist at the same institution. An NCAA or CIS ice hockey rostered player is defined as any player who as any player who is rostered in any game, exhibition or otherwise, for their respective team regardless if they actually skated in that game. Players who are red-shirted shall also be included in this rule. [2015]
- C. No new Women's Division 2 players may be added to a team roster after January 31. To add new players to a roster after October 31 for the remainder of the fall semester, the following procedures must be completed:

1. From November 1 through January 31, the following procedures for adding a player to a W2 roster must be completed – in their entirety – by Monday at 11:59 PM for the player to be eligible to participate in the upcoming weekend of games [2019]
    - i. The player must complete all online registration steps, as required by Women's Division 2.
    - ii. The team must add the registered player(s) to its ACHA website roster.
    - iii. The team must create a new Academic Eligibility Form, listing only the player(s) being added to the roster, and submit that file to the school registrar.
    - iv. The school registrar will complete the supplemental Academic Eligibility Form and mail it to the W2 Commissioner.
    - v. The W2 Commissioner will review all Academic Eligibility Forms received by the Monday deadline and verify that the player is fully registered with the ACHA and the team's ACHA roster is updated.
    - vi. If all requirements have been met at that time, the W2 Commissioner will approve the request and inform the team no later than Thursday at 9:00 PM.
  2. If there is missing information or incomplete steps, the W2 Commissioner will inform the team of the deficiency by Thursday at 9:00 PM; the player/coach will not be approved for the current week and the request must be re-submitted by the deadline of the following week.
  3. If the roster addition does not meet W2 requirements, the W2 Commissioner will inform the team of the denial of the roster addition by Thursday at 9:00 PM
- D. For schools with multiple ACHA Women's Division teams, player movement between teams is as follows:
1. A W2 player may move up to the W1 team at any point until January 31. A W1 player may only move down to W2 if she has played in less than 5 games of the W1 scheduled games for that season. [2022]

2. A W1 player may only move down to W2 if they have been rostered (defined as listed on the game scoresheet) in 3 or fewer of the W1 team's scheduled games for that season. Additionally, any movement of a W1 player down to a W2 roster must take place prior to December 1. W1 players may not move down to W2 rosters after December 1. [2023]
3. Schools with both W1 and W2 teams can double roster one
  - i. goaltender in case of an emergency until Jan. 31.

## **Section 2 Women's Division 2 Academic Requirements**

- A Women's Division 2 student athletes must be enrolled in a minimum of six (6) credit hours, regardless of academic level, at all times, at the university or college at which the team is located. Women's Division 2 student-athletes do not need to be considered degree-seeking students by the institution. An equivalent standard shall be applied to institutions utilizing a quarter system. For guidance, an average full-time student typically enrolls in 5 courses worth 3 credits each (15 credits).
- B Women's Division 2 student athletes must successfully complete (i.e., pass) a minimum six (6) credits per semester or twelve (12) credits each academic year to be eligible for play in the following semester or year. An equivalent standard shall be applied to institutions utilizing a quarter system.
- C Women's Division 2 student athletes in the last semester or quarter prior to completing their degree are required to enroll in a minimum of three (3) credit hours. Teams must submit prior notice to the Women's D2 Commissioner if a player is entering their final semester and will only be enrolled in 3 credits.
- D Fall eligibility will be based on final grades and credits from January to June. Spring eligibility is based on grades and credits from July to December.

## **ARTICLE III RULES OF PLAY**

### **Section 1 NCAA Rule Book Exceptions for Women's Division 2**

- A Women's Division 2 teams must comply with the NCAA game rules except:
  1. Women's Division 2 teams do not need to comply with the two (2) goaltender rule but can dress no more than nineteen (19) skaters if they dress only one (1) goaltender.

2. Team maximum dress requirements are 19 skaters and 2 goaltenders; or 18 skaters and 3 goaltenders.
- B. Women's Division 2 teams must start a game with 6 eligible players in uniform excluding goaltenders. Failure to meet this requirement shall result in a forfeit to the offending team. Teams wishing to play with 5 players may request via writing special permission from the Commissioner to play the game.

## **Section 2 Women's Division 2 Provisions**

A All regulation pre-game on-ice warm-ups in Women's Division 2 games shall be at least five minutes (5:00) long. The maximum regulation warmup time shall be ten minutes (10:00) long, running time. The length of on-ice warm-ups, falling between 5 and 10 minutes, shall be determined by the home team.

B All regulation periods in Women's Division 2 games must be twenty minutes (20:00) long, stop-time. The home team shall provide notice of what time visiting teams and referees shall step onto the ice either by way of clock rundown or verbal notice to team. To avoid confusion, the "game time" listed on the website should be the time everyone takes the ice.

C Home teams must plan accordingly so that all games are played using 20-minute periods. Any game length that is less than three twenty-minute (20:00) stop-time periods shall be deemed a forfeit for the home team, with the following exception: A game that is curfewed by rink management, or otherwise suspended for a reason out of control of the participating teams, after the game is halfway through the third period would count as a regular game.

D Ice cuts will be determined according to available ice; at least one resurfacing is recommended but not required. As referenced above, a game that is played until there are 10 minutes remaining in the third period will count as a regular game if rink management curfews the game. Any game ended before this point will be a forfeit for the home team.

E All ACHA Women's Division 2 games require appropriately certified officials. Officials must maintain active USA Hockey membership (Level 3 or higher) and be able to provide proof of testing or certification for the NCAA rulebook (active NCAA, NIHOA, or other nationally recognized and sanctioned organization's membership certifications appease this requirement). [2022]

F On-ice officials' mechanics and systems shall be consistent with NCAA rulebook procedures. Approved officiating systems for the regular season are two referees-zero linesman, two referees-one linesman, and two referees-two linesmen. [2022]

G If after regulation time (three, 20-minute periods) a game is tied, all Women's Division 2 teams must play one five-minute, 3-on-3 period. If after five minutes of OT the game remains a tie, the game is recorded as a tie. Shootouts shall not be used to determine a winner [2022].

H Games between a Women's Division 2 team and a Women's Division 1 team shall be played according to Women's Division 1 rules, even if the Division 2 team is the home team. These games will not be used for rankings purposes, and do not count toward a W2 team's minimum number of W2 ACHA games.

### **Section 3 Women's Division 2 Game Protocol**

- A. No team shall enter the ice until the game officials are on the ice.
- B. Fifteen pucks per team shall be supplied by the arena or host for warm-ups.
- C. Teams shall enter the ice on a clean ice surface.
- D. The warm-up period shall be at least 5 minutes. This will be the time listed on the schedule.
- E. 20-minute FIRST period
- F. --- Ice Cut Optional ---
- G. Only starting 6 players go directly to the ice, remaining players go directly to the bench.
- H. Any needed stretching can take place off ice before gate doors are open.
- I. 20-minute SECOND period
- J. --- Ice Cut Recommended ---
- K. Only starting 6 players go directly to the ice, remaining players go directly to the bench.
- L. Any needed stretching can take place off ice before gate doors are open.
- M. 20-minute THIRD period.
- N. If tied after regulation, teams remain on the ice for 2-minute timed rest period.
- O. Followed by 5 minute (4 on 4) sudden death overtime
- P. Off Ice
  - 1. Host or Arena shall supply clock operators and scorekeeper as needed
  - 2. Host or Arena can opt for arena music between periods or between whistles for fans.
  - 3. Host or Arena can remove any fans deemed "rowdy" or "unruly" or a threat to any of the "on-ice" participants, fans, or staff.

## **ARTICLE IV RANKING PROCEDURES**

### **Section 1 Women's Division 2 Ranking Provisions**

- A. Women's Division 2 shall be divided into four geographic regions (Northeast/Southeast/Central/West) for ranking purposes. Team region

assignments shall be reviewed and proposed by the Vice President and Commissioner after the ACHA Annual Meeting each year for the upcoming season. [2019, 2020]

1. If a current W2 member team in good standing is in consideration to be moved from their current region to a different region for the upcoming season, the team will be notified via email from the Commissioner no later than April 15.
2. All appeals to rulings or decisions made by the division Commissioner may be made to the Appeals Committee via the proper procedure, outlined earlier in this manual.

B. Women's Division 2 will rank each region by using an independent computer ranking system. [2018, 2019]

1. The Commissioner shall be responsible for coordinating the compilation of the rankings (teams, scores, etc.) with the rankings provider.
2. The W2 computer rankings shall be compiled using results of only games played between two ACHA women's D2 teams, and only teams in good standing and meeting all eligibility requirements shall be listed in the ranking. [2019]
3. A team that declares they will not accept a bid to Nationals by the Nov. 1 deadline will not be included in the published rankings for the remainder of the season.
4. Games that are ruled forfeits shall not be recorded in the computer ranking. It will remain on the ACHA schedule on the website to reflect the forfeit. The forfeiting team will lose .25 points to their total computer ranking score for each forfeit. [2023]
  - The forfeiting team will also forfeit the game counting for unique opponents and total games played related to eligibility requirements for Nationals. The team that gets forfeited against will still be able to count the game towards their total games and unique opponents.
5. Goal differential for all games recorded in the computer ranking for purposes of determining invitations to Nationals will be capped at 7. [2023]



C The Women's Division 2 will publish rankings on the following schedule:

1. One in November, one in December, one in January, two in February, one in March. [2018, 2019]
2. Each ranking period will end at 11:59pm on a Sunday night, and will include all games played up until that point. Any game that is not completed or reported by that time will not be included in that ranking period but will appear in the next ranking period
3. The final ranking period will close at least two weeks before the start of the National Tournament.
4. The Commissioner will announce the official dates of each ranking period in June ahead of the upcoming season

## **Section 2 Ranking Eligibility**

A. ACHA Women's Division 2 teams must compete in a minimum of fourteen (14) games per season against at least eight (8) different ACHA W2 teams to be eligible for an invitation to the National Championship. [2022]

B. A W2 team may play up to two (2) W1 teams to contribute towards their minimum of 8 unique opponents required to be eligible for Nationals. Those games would be counted towards their unique opponents and unique games, but not factored into the computer ranking. [2023]

## **Section 3 Ranking and Score Distribution**

Results of monthly rankings and scores of all games shall be distributed to members in good standing in each division within one week of the completion of the ranking process.

# **ARTICLE V NATIONAL TOURNAMENTS**

## **Section 1 Sponsorship**

- A. The ACHA shall annually sponsor a National tournament to feature the top teams in Women's Division 2. The tournament will provide a focal challenge in intercollegiate competition, to support positive recognition for collegiate hockey, and to showcase the achievements of individual programs and their players.
- B. The location will be approved by the ACHA Board of Directors and announced at the ACHA Annual Meeting.
- C. The name of the tournament shall be the ACHA Women's Division 2 National Championships.

## **Section 2 Tournament Format**

- A. The Women's Division 2 National Tournament shall consist of a single tournament involving sixteen (16) teams. [2021]
- B. All teams will be guaranteed 3 games.
- C. The tournament shall be a five-day tournament. Days 1-3 will be reserved for pool play, day four will be reserved for the semi-final matchups, and day five will be reserved for the championship game.
- D. Pre-tournament events, such as the mandatory Coaches' Meeting scheduled for the evening before games begin, shall also be considered part of the official tournament schedule
- E. The sixteen invited teams will be divided into four pools with four teams in each pool. Teams will play the other three teams in their pool. [2021]
- F. To qualify to play in a semi-final game, a team must win their pool. The format would follow: winner pool A vs winner of pool C, and pool B winner vs pool D winner.
- G. Tournament policies, rules and regulations will be emailed to all teams participating in Nationals ahead of the event. This document is the official manual, and this information trumps all other sources of information around the tournament

## **Section 3 Selection of Teams**

- A. Invites to compete in the national tournaments shall be extended to teams based on national rankings, and automatic bids for identified league winners.
- B. The ACHA shall extend an invitation to Nationals (auto bid) to any ACHA recognized W2 league/conference.
  - 1. A recognized W2 league/conference is defined as the following [2021]:
    - A recognized W2 league must have received a formal ACHA league designation by applying to the ACHA.
    - Applications for new league designations are to be submitted to the W2 Commissioner for review no later than April 1 to be considered for the next season.
    - The league must consist of 6 or more W2 ACHA-registered teams belonging to the same W2 region, all in good standing with the ACHA.

- At the time of application, at least 6 of the teams must have been ACHA-registered and in good standing for no less than two years consecutively, and the aggregate win percentage of all proposed league members must be .6 or greater against divisional-region opponents for the previous two seasons. The Commissioner will evaluate league application and determine designation status accordingly.
- A league in good standing with the ACHA is awarded one auto bid to the National Tournament. Recipient of the auto bid is determined by the membership of the league itself, ex. by league playoff championship, league standings, league rankings, etc. The league must notify the ACHA how their auto bid will be determined via writing by Sept. 1 for that season.
- Once a league receives designation, at least 6 teams must remain in good standing with the ACHA at all times to maintain overall league standing. Additionally, to count towards an auto bid, the league/conference must have at least 6 teams declared to attend Nationals. [2023]
  - Clarifying example: if you have 8 teams in your conference, at least 6 must intend to go to Nationals. If you have 6 teams and one or more declare they are not going to Nationals, the conference will not receive an auto bid.
- If something changes for a conference mid-season that affects their ability to meet the 6 team minimum to qualify for a league auto bid, a conference may submit a waiver request to the W2 Commissioner to consider allowing the conference to keep their auto bid. [2023]
- A recognized league/conference can only give their auto bid to a team ranked in the Top 70% of their region's final ranking of that season. [2023]
  - Example: Ranking period #5 - Southeast Division
  - Team X wins CHE Playoffs, granted Auto bid; That playoff winner must be ranked in top 70% of rankings of top 10 of 15 teams to count.
  - Ranking #5 – ranking of Team X that won CHE playoffs is ranked #11. Team X would not receive auto bid.
- At the discretion of the commissioner, a league not in good standing is subject to possible fines, possible loss of their auto bid, or loss of overall league designation.

C Teams shall accept or decline the bid in writing within 24 hours of being invited.

1. All teams must declare their intent to participate or not in the National Tournament by November 1 of each season. If a team declares that they will attend Nationals, and declines an invitation, that team will lose one season of eligibility for Nationals.
  2. Teams may not rescind their declaration to participate after November 1, even if it is before invitations to Nationals go out.
- D. In the event of a tie in the national ranking, the computer ranking with the Max Goal differential of 1 will be used to break the tie. [2018]
- E. Women's Division 2 teams are not eligible for participation in the national tournament during their first year of membership. The exception to this rule is if the schools already has an existing ACHA team in another division, the W2 team will be immediately eligible for post-season play (see Part 2, Article 1, Section 2, Part D of this manual). Note: Former Member Programs will be considered a first-year team after one season of non-membership status.
- F. Any Women's Division 2 team that returns to Women's Division 1, after having moved to Women's Division 2 for two seasons or less, will be on probation for 1 year and ineligible for the Women's Division 1 National Championship. Women's Division 2 teams moving up to Women's Division 1 who have been a member of Women's Division 2 for three seasons or more, OR who have never participated in Women's Division 1, shall be eligible for the Women's Division 1 National Championship immediately.

#### **Section 4      Women's Division 2 Tournament Seeding**

- A. Invitations to Nationals will be determined by the computer rankings, and a set number of teams from each region will be invited: the top five teams ranked in the Northeast, the top five teams ranked in the Southeast, the top three teams ranked in the West, and the top three teams ranked in the Central region [2021]. The exception is as follows:
1. As defined in Section 3 of this manual, recognized W2 leagues will receive an automatic bid towards the National Tournament. If a team earns an automatic bid and was not ranked in the top positions of their region invited to nationals, they will be placed in the lowest seeded position and the team that was ranked in that position by the computer ranking will be bumped out. [2019, 2020]
  2. In the event that there is more than one team in which this applies, the team with the highest winning percentage will take the higher seed.
  3. Recognized conferences must maintain at least 6 teams in good standing with the ACHA that are all declared to participate in

Nationals to be eligible for an auto bid. If one team of the 6 minimum teams is not intending to go to Nationals as of the October 1 deadline or after, the league/conference is not eligible to receive an auto bid. [2023]

- B. If any of the invited teams decline their invitation, the spot will be offered to the next highest ranked team, in the respective Region. As stated in Section 3, there is a penalty for declining an invitation to nationals.
- C. Northeast #1, Northeast #2, Northeast #3, Northeast #4, Northeast #5, Southeast #1, Southeast #2, Southeast #3, Southeast #4, Southeast #5, Central #1, Central #2, Central #3, West #1, West #2, West #3. [2021]
- D. Pools will consist of the following [2021]:
  - Pool A – NE1, SE2, W3
  - Pool B – SE1, W2, C3
  - Pool C – W1, C2, NE3
  - Pool D – C1, NW2, SE 3The fourth team in each pool will be decided by a draw of the 4th and 5th seeds in the NE and SE region.

## **Section 5      Player Eligibility**

- A. Evidence of the eligibility of each player shall be submitted by the registrar of each team's university using the eligibility form that was given to each team's main point of contact by the Women's Division 2 Commissioner.
- B. Any team challenging the eligibility of any player in a regional/national tournament shall do so in writing to the Commissioner.

## **Section 6      Women's Division 2 Officiating System**

A three-person officiating system shall be utilized in ACHA National tournaments. This system shall incorporate the use of one referee and two linesmen.

## **Section 7      Rules of Play**

- A. The National Tournament games shall consist of three (3) periods, each of which shall be twenty (20) minutes long, with resurfacing between each period.
- B. In the event of ties in records in tournament competition, the higher standings will be determined by below. In cases where multiple teams are tied and move to pool play tiebreakers, all teams proceed through the tie breaker list, and the calculation of tiebreakers does not restart as teams are eliminated. The winners of the semifinal games would proceed to the finals at which the higher seed team would be the Home team.

- Head to head competition;
  - Number of wins;
  - Fewest goals against in all tournament games;
  - Goal differential in all tournament games;
  - Fewest penalty minutes in all tournament games; and
  - Coin flip by the Commissioner, called in the air by the higher seeded team.
- C. Unless otherwise specified herein, in case of a tie in pool play games at the end of regulation time, a five-minute overtime shall be played. In the event a pool play game remains tied at the conclusion of the five-minute overtime period, the game will be recorded as a tie.
- D. In the event of a tie in semifinal or championship, we will resurface followed by twenty-minute, 5 v 5, sudden-victory overtime. If still tied after the first over time we will repeat the process until a winner is identified.

## **Section 8 Women's Division 2 All-Tournament Recognition**

The ACHA National Tournament Director shall organize an All-Tournament Team Awards Committee which shall select first and second all-tournament teams and a tournament MVP. Awards shall be furnished and paid for by the ACHA.

## **Section 9 Operation Standards**

- A The Women's Division 2 Commissioner shall maintain a "National Tournament Standards Manual" which shall be provided to the ACHA National Tournament Director in order to communicate the requested minimum operational standards of the tournament. This document shall be updated each year following the tournament and annual meeting.
- B The National Tournament Standards should include, but are not limited to, information supporting the following:
1. The host for each national tournament should work with the National Tournament Director to develop the game schedule in accordance with the official game format outlined in this document. Final approval of the game schedule shall come for the ACHA National Tournament Director.
  2. The host for each national tournament should be responsible for having a Certified Athletic Trainer present at each tournament game in accordance with the standards in the tournament manual. This information should be outlined in a Medical Emergency Plan

and submitted to the ACHA National Tournament Director prior to the tournament.

3. The host should utilize experienced minor off-ice officials and designate an official tournament scorer(s) and game announcer(s) for the event.
4. All official tournament communication with participating teams shall come from the ACHA National Tournament Director rather than the host, in order to maintain one standard of communication and provide the ACHA an opportunity to verify information before it is communicated to teams.
5. All National Tournament teams are required to stay at the list of lodging provided by the ACHA. Not doing so will result in a \$1,000 fine
6. The host should make provisions for arranging media coverage for the tournament event and accommodating the broadcast representatives of each participating program.

## **ARTICLE VI ACHA RECOGNITION**

### **Section 1 Awards**

- A. Annually, the ACHA Women's Division 2 will recognize outstanding individuals in the following player award categories:
  1. All-Athletic - Two teams, First and Second, will be selected by player position for All-Athletic awards, plus Honorable Mention selections of any position.
  2. All-Academic - All Women's Division 2 Juniors and Seniors at four-year institutions, and students in their last semester at two-year institutions, who have achieved a cumulative Grade Point Average of 3.50 or higher on a 4.00-point scale, shall receive this award. The Spring Eligibility Forms shall determine the recipients of this award.
  3. Zoe M. Harris 'Player of the Year' Award
  4. Community Playmaker - For her contributions to her school and/or community on a volunteer basis or in a leadership role
  5. Off-Ice MVP - For her contributions to her team off the rink, as a team officer or other leadership role
  6. Coach of the Year
- B. Following the final ranking, nominations will be solicited from all teams in good standing for any and all of the award categories. The nomination

materials will describe each award's criteria and the information requested regarding each nominee. Note: Nominations not accompanied by the appropriate documentation may not be properly evaluated.

- C. Any coach may nominate players for end of year awards, and all coaches of nationally-ranked teams are strongly encouraged to submit at least two nominations of players from their own team.
  - 1. Each team shall be limited to nominating one player for the Player of the Year Award and three players for the All-American Awards.
  - 2. Teams cannot submit nominations for their own coach for Coach of the Year. Nominations should be for a Head Coach and contain information to describe a coach's contributions to the team and the ACHA.
  - 3. Any nominee for the Player of the Year Award who is not selected will automatically be considered for the All- American Awards.
  - 4. If a coach does not submit nominations, the committee can submit and consider additional participants deserving to be considered.
- D. Annually, coaches of the Women's Division 2 will be asked to participate in the Competition Committee (Award Voting Committee), which will be organized by the Women's D2 Commissioner and Vice President. This committee will be tasked with reviewing and voting on each award submission.
  - 1. Award committee members may not vote for their own team's players, or for themselves for Coach of the Year, when voting during the committee voting process. [2020]



## Appendix D Women's Division 2 Committees

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### A. Committee Makeup

1. Women's Division 2 Competition Committee shall consist of:
  - a. Women's Division Vice-President [CHAIRMAN];
  - b. Women's Division Assistant Commissioner;
  - c. Four (4) Coaches from the East Region (as designated by the Commissioner or Assistant Commissioner); and
  - d. Four (4) Coaches from the West Region (as designated by the Commissioner or Assistant Commissioner).
2. Women's Division Awards Committee shall consist of:
  - a. Women's Division Vice President (CHAIRMAN); and Members of the Women's Division 2 Competition Committee.

## Part Nine

# ACHA Staff & BoD Directory

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### AMERICAN COLLEGIATE HOCKEY ASSOCIATION

**2023-24 Season – as of July 1, 2023**

P.O. Box 866, Troy, MI 48099-0866

#### ACHA STAFF DIRECTORY

***Executive Director***

**CRAIG BARNETT**

814-449-9868

[cbarnett@achahockey.org](mailto:cbarnett@achahockey.org)

***Director of Hockey Operations***

**DAVE KURTZ**

252-801-3539

[dkurtz@achahockey.org](mailto:dkurtz@achahockey.org)

***Asst. Director of Hockey Ops & Events***

**BRANDON RUSS**

252-908-3768

[bruss@achahockey.org](mailto:bruss@achahockey.org)

***Communications Manager***

**CHRIS PERRY**

405-488-4048

[cperry@achahockey.org](mailto:cperry@achahockey.org)

***Men's Division 1 Commissioner***

**BRIAN MORAN**

248-762-0865

[bmoran4@achahockey.org](mailto:bmoran4@achahockey.org)

***Men's Division 2 Commissioner***

**JON ECCLES**

435-512-9250

[jeccles@achahockey.org](mailto:jeccles@achahockey.org)

***Men's Division 3 Commissioner***

**DEREK CONNER**

252.801.3539

[dconner@achahockey.org](mailto:dconner@achahockey.org)

***Women's Division 1 Commissioner***

**MOLLY MAHONEY**

269-267-5153

[mmahoney@achahockey.org](mailto:mmahoney@achahockey.org)

***Women's Division 2 Commissioner***

**TAYLOR HADLEY**

978-877-2113

[thadley@achahockey.org](mailto:thadley@achahockey.org)

***USA Hockey Representative Emeritus***

**AL MURDOCH**

515-290-0389

[amurdoch@achahockey.org](mailto:amurdoch@achahockey.org)

***USA Hockey Representative***

**CHRIS VAN TIMMEREN**

616-292-7787

[chrisvt@achahockey.org](mailto:chrisvt@achahockey.org)

***Coach-in-Chief***

**LARRY ROCHA**

603-380-4273

[lrocha@achahockey.org](mailto:lrocha@achahockey.org)

***Referee-In-Chief***

**ED GIACOMUCCI**

610-505-9330

[referee@achahockey.org](mailto:referee@achahockey.org)

## **ACHA BOARD OF DIRECTORS**

### ***President***

**PAUL HEBERT**

[phebert@achahockey.org](mailto:phebert@achahockey.org)

### ***Secretary***

**DAVE JURASEK**

[djurasek@achahockey.org](mailto:djurasek@achahockey.org)

### ***Treasurer***

**JIM MARTIN**

[jmartin@achahockey.org](mailto:jmartin@achahockey.org)

### ***Men's Division 1 Vice-President***

**GORDIE SCHAEFFLER**

[gordie@achahockey.org](mailto:gordie@achahockey.org)

### ***Men's Division 2 Vice-President***

**PAUL LOWDEN**

[plowden@achahockey.org](mailto:plowden@achahockey.org)

### ***Men's Division 3 Vice-President***

**STEVE HYJEK**

[shyjek@achahockey.org](mailto:shyjek@achahockey.org)

### ***Women's Division 1 Vice-President***

**ASHLEY HARPER**

[aharper@achahockey.org](mailto:aharper@achahockey.org)

### ***Women's Division 2 Vice-President***

**KEN DEMING**

[kdeming@achahockey.org](mailto:kdeming@achahockey.org)

## Part Ten

# ACHA Social Media

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Website:

[www.achahockey.org](http://www.achahockey.org)



Facebook:

<https://www.facebook.com/achahockey1991>



Twitter:

@achahockey – General ACHA news and information

@achamensd1 – Men's Division 1 scores, news & updates

@achamensd2 – Men's Division 2 scores, news & updates

@achamensd3 – Men's Division 3 scores, news & updates

@achawomensd1 – Women's Division 1 scores, news & updates

@achawomensd2 – Women's Division 2 scores, news & updates