

Atlantic Lacrosse Conference

2022-2023 Handbook



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EXECUTIVE COMMITTEE

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(Multiple At Large members can be in place as deemed necessary by the President and approved by the Executive Committee.)



MEMBERSHIP & REGIONAL BREAKDOWN

Division 1

- (1) University of Tennessee – Knoxville, Tennessee
- (2) West Virginia University – Morgantown, West Virginia
- (3) Liberty University – Lynchburg, Virginia
- (4) Virginia Tech – Blacksburg, Virginia
- (5) North Carolina State University – Raleigh North, Carolina
- (6) East Carolina University – Greenville, North Carolina
- (7) Clemson University – Clemson, South Carolina
- (8) Temple University – Philadelphia Pennsylvania
- (9) University of Pittsburg – Pittsburgh Pennsylvania
- (10) James Madison University – Harrisonburg, Virginia

North Region

Liberty University

Temple University

University of Pittsburgh

James Madison University

West Virginia University

South Region

University of Tennessee

Virginia Tech

Clemson University

NC State University

East Carolina University

Division 2

- (1) University of North Carolina at Charlotte – Charlotte, NC
- (2) Wake Forest University – Winston-Salem, NC
- (3) Appalachian State University – Boone, NC
- (4) University of North Carolina Wilmington – Wilmington, NC
- (5) Coastal Carolina University – Conway, SC
- (6) Elon University – Elon, NC
- (7) Davidson College – Davidson, NC
- (8) The Citadel – Charleston, SC
- (9) College of Charleston, Charleston, SC

North Region

UNC Charlotte

Appalachian State

Davidson College

Wake Forest

Elon

South Region

College of Charleston

UNC Wilmington

The Citadel

Coastal Carolina



TEAM RESPONSIBILITIES

The following requirements must be followed to remain in good standing with the Atlantic Lacrosse Conference (ALC) and the Men's Collegiate Lacrosse Association (MCLA).

By failing to adhere to the below-listed national and conference responsibilities, the ALC and MCLA retain the right to cancel games. The team is also subject to probation, suspension and/or expulsion from the ALC and/or the MCLA, and other sanctions. Additional penalties may apply, some of which are listed below.

MCLA RESPONSIBILITIES

1. Must submit team information for membership to the MCLA by May 31st date specified. Application must be submitted as required by MCLA. MCLA dues are included in annual ALC dues.

NON-COMPLIANCE PENALTY: \$100.00 fine

2. All MCLA member teams are subject to and responsible for any fees, fines or other sanctions resulting from failure to abide by MCLA or ALC requirements and deadlines.

3. All teams must have an adult, non-playing coach on the sidelines during each ALC/MCLA game.

4. The MCLA requires that all MCLA teams play a minimum of eight games versus other MCLA teams. Six of these games must be unique, same-division opponents.

NOTE: To be eligible for an MCLA National Championship at-large bid, teams from Division 1 must schedule at least three unique, out-of-conference games in their respective division. Division 2 teams must schedule at least two unique, out-of-conference games in their respective division.

NON-COMPLIANCE PENALTY: Teams failing to schedule minimum number of games are ineligible for postseason play via the MCLA at-large bid process.

5. HOME (or HOST) Teams shall provide a regulation lacrosse playing field in compliance with NCAA rules. Per the NCAA lacrosse rulebook, any deviations from the regulation playing field must be communicated in advance to visiting team and agreed upon in writing prior to game day.

6. All teams must have uniforms and equipment that meet the NCAA requirements.

7. The HOME (or HOST) Team shall provide a scorer's table, three chairs, two clocks, game horn, adequate supply of water, NOCSAE game balls, shot clock, and appropriate personnel (i.e. scorer and timekeeper) at each ALC/MCLA game.

8. Alcoholic beverages are prohibited at all ALC/MCLA game sites.

9. Adhere to NCAA regulations regarding the use of tobacco at game site.

10. Post the game score on the MCLA Website within one hour of the end of the game and player statistics on the MCLA website within 72 hours of the end of the game.

11. Post helmetless photograph of each player and roster on the MCLA Website: One week prior to the team's first scheduled MCLA game

12. Post team and coaches' photographs on the MCLA Website: Prior to the team's first scheduled MCLA game

ALC RESPONSIBILITIES

1. Team must have a representative at the annual Fall ALC Meeting in September.

2. Teams must pay first installment of ALC dues to the ALC Treasurer no later than November 1st. The remainder of the dues is payable to the ALC Treasurer within terms specified on 2nd dues invoice (to be sent to teams).

3. Must submit copy of MCLA Certified TEAM ROSTER to the ALC Competition Coordinator by date and in the format required by ALC policy.

NOTE: All games played prior to roster submission will be deemed a forfeit loss.

4. All players/coaches must approve the online ALC CODE OF CONDUCT FORM (players & coaches) and ALC PLAYER ELIGIBILITY DECLARATION FORM (players only) by date specified or seven days prior to first game. No player is allowed to participate in any ALC competition until Code of Conduct and Eligibility forms are submitted and confirmed.

NOTE: All games in which player participated prior to submission of required materials will be deemed a forfeit loss.

5. Any player added to the roster after submission of certified roster is not allowed to participate until approval of eligibility is received by the ALC Competition Coordinator. The certified MCLA roster form must be used to submit new player information and uploaded, along with completion of the online ALC CODE OF CONDUCT and ALC PLAYER ELIGIBILITY DECLARATION FORMS.

NOTE: All games in which player participated prior to submission of required materials will be deemed a forfeit loss.

6. Any player who becomes ineligible during course of the season must be reported to the ALC Competition Coordinator. The player must be removed from competition immediately.

NOTE: All games in which player participated once ineligible will be deemed a forfeit loss.

7. All teams must attend all regular season, conference tournament, and national tournament games as scheduled.

NOTE: Team deemed not in good standings with the ALC. This includes being declared ineligible for post-season competition (ALC & MCLA) and/or ALC & MCLA awards. Penalty may extend to subsequent seasons. Team responsible for no contest or forfeiture will also bear responsibility for any costs incurred related to contest in effect at time of notification.

8. Home Team must submit final game score to national web site (mcla.us) within one (1) hour of completion of the game. Game stats need to be posted on the mcla.us website within 72 hours.

NOTE: \$50 fine per failure

9. Each team must provide the ALC Competition Coordinator with an electronic copy of their schedule by October 15, using the online form. Designated team representative, head coach, and institution administrator responsible for program must sign it prior to uploading. Please see the ALC Schedule Template on the last page of this handbook.

10. The HOME Team shall provide access to qualified medical personnel at all games (certified athletic trainer). Host teams are responsible for compliance at neutral-site games. Medical personnel must be introduced to visiting team coaching staff at least one hour prior to start of game.

11. The HOME Team shall film all home games and make broadcast accessible to all ALC teams upon request.

12. The ALC Division champions and teams receiving at-large bids by the MCLA must represent the ALC at the MCLA National Championship.

13. All teams must participate in the identification and nomination process for All Conference and All American recognition as provided

for within game reports and ballot nominations requested towards close of regular season.

NOTE: Teams that fail to turn in their All Conference Nomination form by the stated deadline will not have any players considered for All Conference, All American, and Scholar All American honors.

14. Must abide by all MCLA/ALC eligibility regulations, policies, and deadlines. Of particular importance is submission of certified roster on proper form to the ALC Competition Coordinator, within dates specified and in manner proscribed by the ALC. All teams must submit:

a) A certified team roster scanned and uploaded at least seven days prior to the team's first MCLA game to the ALC Competition Coordinator. This form requires a signature and seal from your schools registrar that confirms each players status as a full time student

b) A second certified roster must be submitted by April 15th. All teams participating in post-season play must have in their possession a copy of certified roster while competing in conference or national postseason play.

c) The ALC Competition Coordinator may request a coach's review and confirmation of each player's class schedules at a date subsequent to each school's final drop/add date for the spring semester. The intent of this requirement is to confirm that all participating students are maintaining a minimum of 12 credit hours (full time status).

NOTE: Eligibility is based on student being enrolled as a "full time" as recognized by each educational institution.



SCHEDULING RESPONSIBILITIES

1. The ALC requires member teams to play each team in their respective region every year.
2. Teams must play a minimum of four games versus ALC same-division opponents. The mandatory regional games are included within this requirement.
3. Teams must notify conference administration via the online Game Change Process and opposing team via designated team representative of any situations requiring change of game time or location. The only acceptable exception to this policy is late occurring weather-related problems.
Refer to fees as defined in the Game Change Process. Failure to provide notification will be grounds for forfeiture.
4. Should any event require cancellation or change of game time or location that occurs less than 72 hours prior to scheduled game time, team-requiring change must notify individually the Conference Assigning Authority and Competition Coordinator as well as opposing team via designated team representative. All available means of communication must be used until a confirmation of change is received from the officials and the opposing team representative.
Refer to fees as defined in the Game Change Process. The team cancelling or changing a game shall incur all costs associated with the canceled or changed game.



ACCOUNTABILITY STANDARDS

Conference member teams are required to abide by rules and regulations as determined by the ALC and or MCLA. The Executive Committee of the ALC has structured penalties for failure to comply with specific team obligations.

First Tier (Deadly Sins: \$500.00 fine for each occurrence)

- Failure to send a representative to annual ALC Fall Meeting (TBD)
- Failure to pay 1st Installment of ALC dues by due date
- Failure to pay 2nd Installment of ALC dues by due date
- Failure to submit 1st certified team roster by due date
- Failure to submit 2nd certified team roster by due date
- Failure to submit electronic copy of schedule by due date (10/15)
- Cancelling required regional game without reschedule.

These fines are in addition to any fines that may be imposed by the MCLA.

All deadly sins subject team to additional sanctions such as probation as determined by the ALC and/or MCLA.

Second Tier (\$100.00 fine for each occurrence)

There is an additional 50% added to the fine for missing the same deadline in consecutive seasons.

- Late submission of ALC player forms
- Failure to submit annual team responsibilities form (10/15)
- Late submission of MCLA annual team profile update. (11/1)

These fines are in addition to any fines that may be imposed by the MCLA and teams are subject to additional sanctions as determined by the ALC and/or MCLA.



PROBATION PROGRAM

All ALC teams must abide by team responsibilities and obligations. If a team fails to honor those obligations, it is subject to sanction by the ALC and/or the MCLA. The ALC Probation Program specifies the conference sanctions as defined by the nature, extent, and history of the team's failures. The Executive Committee of the ALC is responsible for determining probation status levels. An offending team has the option to appeal its assigned status.

Level 1: Voting privileges revoked

- Minimum two deadly sins in one season

Level 2: Level 1 + ineligible for postseason play and individual awards

- Minimum three deadly sins in one season
- Prior year probation + additional minimum one deadly sin
- Allowing an ineligible player to participate in MCLA game

Level 3: Level 2 + ineligible for postseason play & awards for two years

- Prior year probation + additional minimum three deadly sins

Level 4: Level 3 + recommendation for expulsion from ALC

- Egregious Act or
- Three consecutive years of probation or
- Prior year probation + minimum five deadly sins



ALC & MCLA ELIGIBILITY PROCESS

ALC Conference Eligibility Process

1. Establish your team roster.
2. Have each player complete the online ALC Eligibility Declaration Form.
3. Have each player AND coach complete the online ALC Code of Conduct Form.
4. Use the Team Roster Template to list all players with the following information which is required for the MCLA and ALC Eligibility Process and ALC Tournament Program: Name, Student Number, Position, Jersey Number, Height, Weight, Eligibility Year, Class Year, Home Town, Home State, and High School. (Student number will not be listed in program or published online. For administrative use only.)

MCLA National Eligibility Process

(NOTE: Due to COVID and the restrictions placed on teams for the 2020 and 2021 seasons, the MCLA has made allowance of 2 additional years of eligibility to rostered players. The MCLA may need to adapt the Eligibility Process as needed.)

1. Ensure all of your players are fee paid, school eligible students carrying at least 12 credit hours during the regular season of play. Graduate students must be classified as full-time to be eligible.
2. Go to <http://mcla.us/backend> and log in. If you need your team's log-in information, contact the Competition Coordinator.
3. Click on "Players" on the menu once you log in

4. You will see a list of players currently there from the previous season. You do not need to re-enter these players.

5. To activate returning players click on the File Folder Icon next to their name. Update any personal information that may need to be updated. At the bottom of the screen on the pull down menu, click on the previous year season. To the right of that click on ACTIVE if you are activating that player for the current season. Click on UPDATE and you are done. You will be re-directed back to the roster.

6. For new players click on ADD on the far top right of the menu bar. From there you will fill in their vitals. Be sure to completely fill out the fields.

7. It will continue to return to the same field for you to enter other new players. Once you are done click back on PLAYERS on the menu bar and you can view the roster and see the new players you have added. Click on the FILE FOLDER icon next to the new players to either make them ACTIVE or NOT ACTIVE for the current season.

8. Once you are done and have all of the players you need, click on PLAYERS once again on the MENU bar and then click on ELIGIBILITY FORM on the top right of the menu bar. This will create a ROSTER that you have to take to your registrar to have certified. This is the Roster that must be scanned and uploaded, after certification.

The roster will be locked as soon as you print off the roster from the ADMIN site. THIS IS CRITICAL!! You will not be able to make changes until your existing roster is approved by the ALC.

The 2nd Eligibility Check will operate the same way. All you have to do is log on and print off your ELIGIBILITY ROSTER and have it certified by your registrar once again. This deadline for the 2nd certification roster is April 15. ALL TEAMS ARE REQUIRED TO SUBMIT THEIR 2ND ROSTER, NOT JUST THOSE WHO ADVANCE TO THE PLAYOFFS.

IF YOU NEED TO MAKE A ROSTER CHANGE, CONTACT THE COMPETITION COORDINATOR IMMEDIATELY TO ENSURE THAT PLAYER BECOMES PROPERLY ACTIVATED FOR MCLA PLAY.



APPEALS PROCESS

All teams may appeal any action by the ALC Executive Committee by submitting a formal letter to the ALC President within 14 days of notification of said action. Please ensure to provide all relevant information pertaining to the situation. The ALC executive committee will consider the appeal and a majority vote will decide if the appeal is approved or denied.



GAME CHANGE PROCESS

Any schedule changes submitted are regarded as a CHANGE REQUEST.

There is no guarantee until reviewed that a requested change can be accommodated. The ALC will do all it can to accommodate requests but our ability to do so is limited by the resources available to us.

Teams must also be aware that a simple change in game time can have a domino or ripple effect in that they can impact other games with other teams. A time change can result in an originally assigned official being unable to accommodate new game time. In this event, our assignors then have to identify a replacement official who may have already been assigned to a different game that day. In turn, that official will have to be replaced as well. To that end, it is critical for teams not to assume a change is guaranteed when submitted.

In addition, teams must recognize that any game change significantly increases the possibility of confusion and error. The last thing we want or need is for teams to show up for a game with no officials on hand or for officials to be a game site with no teams there.

There will be no game changes processed unless the online game change form has been submitted.

1) Teams must complete all team-to-team communication regarding changes before the schedule change process begins. This includes both teams being in full agreement as to the requested change.

2) The team requesting the change is responsible for submitting the online form. Jim Mills (Competition Coordinator) and Rick Wooten (CAA) will receive the request.

3) The Online Game Change Form must be used to request a change

4) Submit the online game change request for each game to be changed, individually.

5) Once the request is submitted, the CAA will then attempt to make changes within the region he is responsible or will forward the request to the appropriate regional assignor.

6) If able, the CAA will make changes to the original game in the Arbiter System. Teams will be sent a confirmation of the change. It will be the team's responsibility to review and monitor their schedules on Arbiter and MCLA Admin sites to confirm that a change was completed and correctly applied. If the change cannot be accommodated, the CAA will contact the team requesting the change to inform them.

7) During the regular season, the Treasurer will forward invoices periodically to each team for game change fees. It is required that these invoices be paid promptly and within terms. No teams will be allowed to participate in post-season play until all outstanding invoices are paid in full.

8) The Competition Coordinator will update the MCLA site for all successful game changes; teams will receive an automated email and must return to the MCLA Admin site to approve the change.

9) The above procedure applies to game changes made known at least 72 hours prior to game time.

10) For changes within 72 hours of the game, team requesting the change must first submit the online request and then notify opposing team AND Rick Wooten at (cell) 919-672-8500 or (home) 919-598-

3252). The cost associated with game changes are based on when the game change has been received and the type of change.

12) If a game is canceled due to weather, there may be no charge to reschedule the game provided it is rescheduled within one week of the canceled game. If the game is rescheduled after one week, game change fees will be added. In either situation, a game change form must be submitted immediately.

NOTE: The MCLA requires teams who have scheduled an OOC game to have a back-up field available in case of weather. Unless the officials cancel a game that has already begun, teams who have scheduled an OOC opponent are expected to play the game. When extenuating circumstances are involved (i.e. tornado, high winds, etc), it is a good practice to communicate directly with you Div. Director.

Change definitions:

1. Minor change: time and location (not requiring reassignment of officials)
2. Major change: addition, cancelation, date change, or adding officials (requiring reassignment of officials)

Change fees

The following fees are associated with game changes requested 4+ days from the game:

Addition: \$100 + referee fees

Cancelation: \$100

Time: \$50

Location: \$50

Date: \$50

The following fees are associated with game changes requested less than 4 days from the game:

Addition: \$200 + referee fees

Cancelation: \$200

Time: \$50

Location: \$50

Date: \$100



ALC POST SEASON

ALC Tournament Qualification (Div1)

1. Post season eligibility will be determined regionally. All games played within region (defined as North or South) are mandatory and are qualifying games for postseason.

2. All teams must play a minimum of five ALC teams of comparable division. These are defined as required games. Additional required games outside of a team's region do not impact tournament qualification unless Tie Breaker Process comes into play (see below).

3. All teams must play a minimum of eight MCLA teams/games. These can be all ALC teams or can include out-of-conference (OOC) games. For Division I teams, all eight games must be played vs. Division I MCLA teams. For Division 2, a game against a Division 1 or a Division 2 program will count towards this requirement.

NOTE: While not impacting ALC tournament qualification, MCLA DI teams must play three out-of-conference teams within their Division to qualify as a potential At-Large team for MCLA National Tournament. D2 teams only need to meet the requirement of 2 OOC games. The winner of the ALC Tournament will receive an Automatic Bid to the MCLA National Tournament as long as 50% of its divisional membership meet the MCLA standard for out-of-conference games (D1 = 3 / D2 = 2)

ALC Tournament Structure (Div1)

1. Six total teams will qualify for post-season play. The top seed from each region will receive a bye, and will automatically advance while the 2nd seeded teams will host the 3rd seeded teams where the winner will become eligible for the ALC Tournament. The game between the 2nd and 3rd seeded teams

will take place quarter final weekend, one week prior to the ALC tournament.

2. The ALC tournament will be held the last weekend in April. The remaining four teams will have a semifinal and championship game. A coin toss will be held to determine jersey colors for Championship game.

ALC Tournament Qualification (Div2)

1. Post season eligibility will be determined by each team playing one another during the season and seeding based on the resulted outcomes of those games.

3. All teams must play a minimum of eight MCLA teams/games. These can be all ALC teams or can include two out-of-conference (OOC) games. For Division I teams, all eight games must be played vs. Division I MCLA teams.

NOTE: While not impacting ALC tournament qualification, MCLA DI teams must play three out-of-conference teams within their Division to qualify as a potential At-Large team for MCLA National Tournament. The winner of the ALC Tournament will receive an Automatic Bid to the MCLA National Tournament as long as 50% of its divisional membership meet the MCLA standard for out-of-conference games (D2 = 2)

ALC Tournament Structure (Div2)

1. Six total teams will qualify for post-season play. The top seed from each region will receive a bye, and will automatically advance while the 2nd seeded teams will host the 3rd seeded teams where the winner will become eligible for the ALC Tournament. The game between the 2nd and 3rd seeded teams will take place quarter final weekend, one week prior to the ALC tournament.
2. The ALC tournament will be held the last weekend in April. The remaining four teams will have a semifinal and championship game. A coin toss will be held to determine jersey colors for Championship game.

Regional Tie Breaker System (Div1 & Div2)

In event two teams have identical records in mandatory qualifying games (MQGs):

- **Head-to-head game results define seeding**

In event three teams have identical records in mandatory qualifying games:

- **Process intent is to first identify #1 team of the three teams. Once that team has been identified, Tie Breaker Process will revert to first definition to define two teams will be utilized to define teams as #2 and #3.**

- 1. Winning Percentage (record) in MQGs**
- 2. Head-to-head game results**
- 3. Average goals-allowed in regional mandatory qualifying games.**
- 4. Average goals-allowed in divisional games (North or South Divisions).**
- 5. Average goals-allowed in all ALC games (w/in appropriate Division I)**
- 6. Coin Flip**



CONFERENCE AWARDS

All-Conference Awards (Div1 & Div2)

Nominations forms will be sent out and collected from the head coach of each team. Each coach would only be nominating their players.

An All-Conference selection committee will be created in order to finalize the results. The All Conference Teams will be structured as follows:

- ALC First Team consisting of: 3 Attack, 3 Midfield, 3 Defense, 1 Goal, 1 FOGO, 1 Defensive Specialist and 1 Long Stick Midfielder
- ALC Second Team consisting of: 3 Attack, 3 Midfield, 3 Defense, 1 Goal, 1 FOGO, 1 Defensive Specialist and 1 Long Stick Midfielder
- ALC Third Team consisting of: 3 Attack, 3 Midfield, 3 Defense, 1 Goal, 1 FOGO, 1 Defensive Specialist and 1 Long Stick Midfielder
- Honorable Mention for players to be determined by the ALC Selection Committee.

In addition each coach must rank his nominations in their order of recommendation e.g.. 1st nomination is my best and most deserving of an award, etc., there would also be a segment for recommendations for other players on other teams if the coach felt it appropriate, however this is not mandatory.

Each coach will also nominate a Defensive; Offensive; Coach, Rookie and Specialty Positions (ie. Face-off, short stick defensive midfielder and LSM) Player of the Year and NOT necessarily from his team but for the whole league.

The selection committees will consist of a minimum of four coaches or other qualified observers.

ALL-TOURNAMENT TEAM SELECTION PROCESS (Div1 & Div2)

The ALL ALC CHAMPIONSHIP TOURNAMENT TEAM will be selected by dedicated observers at the tournament determined by the Executive Board. Observers will watch all games played. The All Tournament Team will consist of: 3 Attack, 4 midfielders (can include specialist), 3 defense, and 1 goalie.

The teams will be announced at the conclusion of the Championship game.

MCLA Scholar Athletes (Div1 & Div2)

Player must have a cumulative GPA of a 3.2 or higher. 3.19 doesn't cut it. The unofficial transcript must show the players spring semester grades. The player must be on one of the All Conference teams.

Team:



***Officials' Fees for Mandatory Region games are automatically split 50/50**

***If ALC team is hosting a neutral site game between 2 non-member teams, the hosting ALC team will be charged officials fees. If an ALC team is playing an non-member team at another ALC team site the ALC team playing the game will be charged. It is up to the ALC teams involved in these situations to compensate each other as appropriate.**

***All Div1. teams must have a home game scheduled for quarterfinal weekend (April 22nd).**

[illegible]

The above schedule has been reviewed and approved by those signed below. Home facilities will be available and travel to away games is approved and in compliance with applicable policy of reporting team's institution administration.

Team Rep

Name: _____

Signed

Date: _____

Head Coach

Name: _____

Signed

Date: _____

Admin

Name: _____

Signed

Date: _____

