



TO: District Volleyball Representatives
FROM: Sheila Henderson, Assistant Athletic Director
SUBJECT: Playoff Information

Congratulations to your playoff bound team. Since your school is advancing in the playoffs, we are calling your attention to the following information. Your assistance in submitting all requested information is appreciated.

1. **Certification of District Representatives:** The last dates for certifying the district champions to the League office is **October 29, 2011**. It is mandatory that the District Chair certifies the district representatives on the UIL volleyball webpage online at www.uiltexas.org/volleyball/forms as soon as they are determined.
2. **UIL Playoff Reporting Form:** This form is to be completed online at www.uiltexas.org/volleyball/forms by ALL playoff teams. The winning school should fill out the form after their first playoff game and each game won thereafter. There are two parts to this form. Immediately following your game, you are required to report the winning school name and score online. The next school day the coach will need to go back online and complete the next round playoff form. This information is very important in updating the playoff brackets. We will also use this information in our official record book.
3. **Team Information Form for State Tournament:** Teams qualifying for the Regional Tournament must fill out the team information form online at www.uiltexas.org/volleyball/forms. Failure to submit this form may result your school not appearing in the State Volleyball Tournament program. This form must be submitted on the Web site no later than: **Wednesday, November 9.**

Failure to submit this information could result in a range of penalties as described in Section 27(b) of the UIL Constitution and Contest Rules.

4. **Team Pictures for State Tournament:** Teams advancing to the regional tournament must email (pictures@uiltexas.org) the three items requested below. The subject of your email must include your **school name**. Failure to submit this information will result in your school not having pictures in the State Volleyball Tournament program. **The following materials must be received in our office no later than November 9.**
 - Team Picture (5x7 color photo), email to pictures@uiltexas.org.
 - Picture of Head Coach (head and shoulder shot), email to pictures@uiltexas.org.
 - School mascot or school logo (camera ready art work if possible, if not a copy of the mascot from your letterhead, etc.) email to pictures@uiltexas.org.

Failure to submit this information could result in a range of penalties as described in Section 27(b) of the UIL Constitution and Contest Rules.

5. **Sites:** Sites for all rounds of playoffs are to be selected by the teams involved. See Section 1208 (q) of the UIL Constitution and Contest Rules. If schools cannot agree, they must flip a coin.

Neutral Sites: A site mid-point or near mid-point, or a site agreed on by both schools as neutral, is a neutral site. Unless mutually agreeable, a site cannot be neutral if its distance from either school is more than two-thirds the total distance between the two schools.

Home and Home Basis: Are those sites near home schools selected by the two schools involved OR the actual home playing court. A court selected as the home site, other than the actual home court, should not be an unreasonable distance from the visiting school's home court.

Mid-Point Sites: Unless mutually agreed otherwise, post-district contests in the team sports of baseball, basketball, soccer, softball and volleyball shall be at a mid-point site for schools located more than 100 miles apart.

6. **Post-Season Warm-up Games:**

- a. Teams can schedule a warm-up game after district certification and before their first playoff game if they have not reached their 23-game allowable season limit. This game can be scheduled like any other regular season game.
- b. Teams that have exhausted their 23-game allowable season limit are given a UIL one game exception under the following conditions:
 - The one-game exception can be used only by the first place teams in 1A, 2A, and 3A conferences.
 - The one-game exception can be played only at the end of your school day on Friday or last day of instruction (**with no loss of school time**) or anytime on Saturday.

7. **Bi-District Playoffs:** There will be a one-match playoff. The match must be played on either **Monday or Tuesday, October 31st and November 1st**. The winning team is REQUIRED to report the score immediately following the game online at www.uiltexas.org/volleyball/forms.

8. **Area Playoffs:** The one-match playoff must be played on **Thursday-Saturday, November 3-5**. The winning team is REQUIRED to report online the score and win/loss record immediately following the game. The online Playoff Reporting Form can be found online at www.uiltexas.org/volleyball/forms.

9. **Regional Quarterfinal Game:** There will be a one-match play-off. The match must be played on either **Monday or Tuesday, November 7-8**. The winning team is REQUIRED to report the score immediately following the game online at www.uiltexas.org/volleyball/forms.

10. **Regional Tournament: Friday and Saturday, November 11-12.** Sites for all conferences can be found on the UIL website at www.uiltexas.org/volleyball/regional-sites.

- **Entry Fees** - Fees are determined by each regional director. The League office suggests that fees be kept to a minimum.
- **Game Time** - The regional director will determine the schedule for the regional tournament.
- **Draw** - The bracket in the manual indicates the regional qualifiers and illustrates exact pairings for the regional tournaments.
- **Housing** - Each school is responsible for its own housing.

• **Entry forms** - Each district representative is responsible for sending team information to the regional director immediately after the district representatives are certified. UIL does not send team information to regional sites.

11. **Certification of Regional Champions:** The last dates for certifying the regional champions to the UIL office is **November 12**. A representative from each winning team should contact Sheila Henderson, UIL State Volleyball Tournament Director (**cell: 512-626-3398**) on Saturday night after the regional tournament.
12. **Police protection:** Adequate police protection should be provided for all playoff games, whether the game is played at a neutral site or on the home court of one of the teams.
13. **Officials:** In all conferences at all playoff levels, except regional tournaments and state tournaments, officials are to be obtained by the two schools involved. If neutral officials are requested through UIL, the **home team** must make the request. Schools must go to the UIL website to request officials online at www.uil texas.org/form/officials-request/volleyball.php.
14. **Contracts:** All playoff arrangements between two schools should be made in writing and signed to protect both parties.

Congratulations on a fine season. If we can be of assistance, please feel free to call us.