



2007-2008 Girls Tennis Tournament Series Terms and Conditions

In accordance with Section 1.450 of the IHSA Constitution, the Board of Directors has approved the Terms and Conditions governing the 2007-2008 IHSA Girls Tennis Tournament Series.

I. SCHOOL CLASSIFICATION

Competition in the IHSA 2007-08 Girls State Tennis Tournament Series will be held for all member schools without classification.

II. DATES AND SITES

A. Sectional Tournaments: Sectional tournaments will be held on Saturday, October 13, 2007 at thirty-two (32) sites. In order to complete the tournament on Saturday, the local manager may, at his/her discretion if the number of entries warrant, elect to begin tournament play on Friday afternoon (after school hours). If the local manager wishes to begin the competition on Friday before 4:00 p.m., written consent of the principal from each participating school is required. Sectional managers will send to the principals from participating schools the ***IHSA Girls Tennis Request for Earlier Starting Time Form*** for their approval. This document is downloadable in the Forms section of the **Manual for Managers**.

B. State Final Tournament: The State Final tournament will be hosted by Prospect High School in Mt. Prospect (847-718-5232) on October 18-20, 2007. Matches will be played at District 211 and 214 schools. Tournament Central will be located at the Prospect High School Fieldhouse. Prospect Girls Athletic Director, Jean Rezny has been designated as the State Final Manager.

III. ON-LINE ENTRIES, WITHDRAWAL PROCEDURES, ELIGIBILITY, AFFIRMATIVE ACTION AND ON-LINE LIST OF PARTICIPANTS

The policy for Original Entry Deadlines, Late Entries, and Late Withdrawals shall be the policies and procedures regarding entry for all IHSA-sponsored sport/activities included in the 2007-2008 Entry Policies and Procedures.

A. On-Line Entries: All member schools must enter their school into the state series competition through the IHSA Schools Center on the IHSA Website at www.ihsa.org. The deadline for entry is September 1, 2007. All member schools should have received, in the mail in April of 2007, a 2007-2008 Entry Policies and Procedures that outlines the on-line entry

procedures for all IHSA-sponsored tournaments.

The IHSA Board of Directors eliminated the entry fees for all sports and activities starting with the 2005-2006 school year.

B. Late Entries: Any attempt to enter a sport or activity on-line after the established deadlines will be denied. Schools that wish to enter after the deadline will be considered late. To be considered for late entry, the Principal/Official Representative must contact the IHSA administrative officer in charge of that sport or activity. The penalty for late entry shall be a payment of \$100.00 for that sport/activity by the school.

C. Breach of Contract By-Law 6.041 (Withdrawal Procedure):

1. To withdraw without penalty, the Principal must notify the IHSA Office, in writing, of the school's withdrawal from the respective sport prior to the seeding meeting date and/or the date the List of Participants is due for that sport.

2. If a school withdraws after the seeding meeting date/List of Participants due date and/or does not show up for competition, the school will be charged a \$100.00 penalty. If applicable, the school may be charged for any additional financial loss sustained by the offended school(s) or the Association as a result of such breach.

D. Eligibility: All member schools in good standing may enter an individual(s) or a team under the provisions of IHSA By-law 3.054.

E. Affirmative Action Policy: Only girls shall be permitted to participate in the state series except as provided in the IHSA Affirmative Action Policy.

F. On-line List of Participants: Each school must complete the On-line List of Participants by midnight on Tuesday, October 9, 2007. If a school does not submit the On-Line List of Participants by the deadline, coaches and/or participants from the school are subject to penalties which could include, but not be limited to, being ruled ineligible to coach or compete in the State Series and/or charged \$100.00.

G. Team Entries: No more than two doubles teams and two singles players may represent each school. A player may not enter both the singles and doubles events.

IV. HOST FINANCIAL ARRANGEMENTS

A. Sectional Host School Expenses: Sectional host schools shall receive \$310.00 (if play begins on Friday a school will receive \$390.00) for hosting a meet; the host school shall pay all local meet expenses.

B. Contestant Expenses: Neither the State Association nor the local tournament management will assume responsibility for any contestant expenses of any kind.

V. TOURNAMENT ASSIGNMENTS AND SEEDING MEETINGS

A. Sectional Assignments: Sectional assignments can be found on-line at www.ihsa.org on the Girls' Tennis link.

B. Sectional Seeding Meeting:
1. The Sectional Manager will conduct a seeding meeting for each Sectional tournament on Wednesday evening, October 10, 2007. The purpose of this meeting is to determine seeds and draw up the playing schedule for the Sectional tournament.

2. The coach from each participating school, or a school representative, must attend this meeting. At this meeting coaches or representatives will seed the singles and doubles draws for the Sectional tournament using the competitor information submitted on-line by each school. This information will also be used for seeding the State Final Tournament. Schools are required to submit their on-line competitor information no later than midnight on the Tuesday preceding the Sectional tournament. Schools who fail to submit their information by the deadline may not be allowed to participate in the state series.

3. The Sectional Manager shall conduct the seeding meeting in accordance to IHSA seeding policies and with the directions as stated on the Sample Draw Sheet which can be found on the IHSA Girls' Tennis link under **Manual for Managers**.

4. Four, five or six singles players and four, five or six doubles teams shall be seeded at each Sectional tournament. There shall be no additional placement of players. A school is eligible to receive more than one seed in each event. If a seeded singles player withdraws or a seeded doubles team substitutes between the time of the seeding meeting and when Sectional play begins, the draw shall be redone. If the seeding is not done in accordance to IHSA seeding policy, the draw shall be redone.

5. At the Sectional tournaments, the draw for both singles and doubles shall be made so those competitors from the same school are placed in opposite halves of the bracket.

6. For proper point distribution, if a 32 draw is used, it will be used for both the singles and the doubles draw.

C. State Final Seeding Meeting:

1. Members of the IHSA Girls Tennis Games Committee will make drawings for State Final brackets in the IHSA Office on Tuesday, October 16.

2. The Committee shall prepare a list of no more than 32 seeded or drawn singles players and doubles teams based on information submitted on-line by coaches prior to the sectional seeding meetings and received by the IHSA Office. A draw of 128 will be used. United States Tennis Association rules shall be followed in assigning seeded entries in the proper positions in the brackets, except that effort shall be made to place winners and runners-up from the same Sectional and players from the same school in opposite halves of the bracket. This may not always hold true for third and fourth place Sectional qualifiers.

VI. TOURNAMENT STRUCTURE AND TIME SCHEDULES

A. Sectionals

1. Sectional Time Schedule:

Sectional tournaments will be held on Saturday, October 13. In order to complete the tournament on Saturday, the local manager may, at his/her discretion if the number of entries warrant, elect to begin tournament play on Friday afternoon (after school hours). If the local manager wishes to begin the competition on Friday before 4:00 p.m., written consent of the principal from each participating school is required. Sectional managers will send to the principals from participating schools the **IHSA Girls Tennis Request for Earlier Starting Time Form** for their approval. This document is downloadable in the Forms section of the **Manual for Managers**.

Immediately after competition has been completed, the Sectional tennis manager must complete and forward the on-line Winner Report to the IHSA office along with any other tournament reports as listed in the Girls Tennis Manual for Managers.

2. Sectional Match Disruption or Postponement:

a. Competitors should be prepared for any postponement of play due to inclement weather. If inclement weather causes play to be discontinued, the tournament manager shall have the authority to continue play indoors if available.

b. If indoor court fees are assessed to continue Sectional play, those schools involved in indoor court competition shall be responsible for payment of this fee at the time of play.

c. If a match is disrupted or postponement is necessary because of bad weather, play must be resumed at the complete set, game and point score. In other words, matches will not be replayed from the beginning, and the set, game and point score completed before postponement shall stand. (Point in play when match is called shall be a let.)

d. If weather does not permit a Sectional tournament to be completed on Saturday, the tournament shall be continued on Monday. No tournaments shall be played on Sunday. The tournaments must be completed by Monday. If circumstances do not permit a Sectional tournament to be completed by Monday evening, October 15, the top 4 seeded singles players and double teams shall advance to State unless they already have been defeated. If one of these players or double teams has been defeated, that singles player or doubles team would go to State in place of the seed.

B. State Final

1. State Final Time Schedule:

a. On Thursday, October 18, the 1st, 2nd and 3rd championship rounds and the 1st, 2nd and 3rd rounds of the consolation feed-in will be played. On Friday, October 19, the 4th and quarterfinal championship rounds and the 4th, 5th, 6th and 7th rounds of the consolation feed-in will be played. On Saturday, October 20, the semifinal and final championship rounds and the quarter, semi and final consolation feed-in rounds will be played.

b. All singles and doubles entries shall participate in the First Round of competition beginning Thursday, October 18, at 9:00 a.m.

c. All competitors who lose in Championship Rounds, beginning with Round 1, will be advanced into a feed-in bracket. Rules for feed-in play shall be those established by the United States Tennis Association.

Note: At the State Tournament the consolation feed-in tournament will be played only if the weather and indoor courts permit.

2. State Final Match Disruption or Postponement:

Competitors should be prepared for any postponement of play due to inclement weather. If inclement weather causes play to be discontinued, the tournament manager shall have the authority to continue play indoors. If a match is disrupted or postponement is necessary because of bad weather, play must be resumed at the complete set, game and point score. In other words, matches will not be replayed from the beginning, and the set, game and point score completed before postponement shall stand. (Point in play when match is called shall be a let.)

C. State Final School Packets:

At the State Final, school packets, which include important state final information, updates, state final passes, and programs may be picked up Wednesday, October 17, between

7:00 p.m. and 8:30 p.m. at the Prospect High School Fieldhouse and after 7:00 a.m. on Thursday morning, October 18, at Tournament Central located at the Prospect High School Fieldhouse.

VII. ADVANCEMENT OF WINNERS

The first four (4) places in both singles and doubles shall advance from each Sectional tournament to the State Final Tournament.

VIII. TOURNAMENT RULES

A. Scoring:

1. Sectional Tournament Scoring

a) Two points shall be awarded for each round in both singles and doubles, except that the winners of the third place matches shall be awarded one team point. Losers of semifinal matches in both singles and doubles at all Sectional tournaments shall play a match to determine third and fourth place. Regular scoring shall be used in all rounds of Sectional play (which will be two out of three tie break sets). If the tournament is taken indoors, "No-Ad" scoring shall be used except for Quarter Final, Semi Final and Final round matches in which regular scoring shall be used.

b) A default will be counted as a win, and the proper number of points will be awarded to the player(s) that win(s) by default.

c) A bye shall be counted as a win, and the proper number of points will be awarded to the player(s) that receive(s) a bye provided the player(s) win(s) the next match following the bye.

d) Points scored in the Sectional tournament shall not be used in determining school winners in the State Final.

e) The third place championship matches in both singles and doubles shall be played at the tournament site even if the competitors are from the same school.

2. State Final Tournament Scoring

a) Two points shall be awarded for each round in both singles and doubles, except that the winners of quarterfinal matches shall receive four points. Note: If the consolation feed-in bracket is eliminated, the winners of the quarterfinal matches shall receive two points.

b) One point in singles and one point in doubles shall be awarded to winners of each match in the feed-in bracket. If the consolation feed-in bracket is eliminated the consolation points will be awarded through the last completed round.

c) The "No-Ad" Scoring method shall be used in the 1st and 2nd championship rounds and all consolation feed-in rounds. If the tournament is taken indoors, "No-Ad" scoring shall be used except for Quarter Final, Semi Final and Final round matches in which regular scoring shall be used. When using the "No-Ad" Scoring method, a player need win only four points to win a game. If the score goes to three

points all (or deuce), the next point decides the game (it is game point for both players). The receiver has the right to choose to which court the service is to be delivered on the seventh point. If a No-Ad set reaches six games all, a 12 point tie breaker shall be used. The score-calling terminology for a match played in "No-Ad" may be either in the conventional terms or in singles number, i.e., "zero, one, two, three, (game point), game."

d) A default will be counted as a win, and the proper number of points will be awarded to the player(s) that win(s) by default.

e) A bye shall be counted as a win, and the proper number of points will be awarded to the player(s) that receive(s) a bye, provided the player(s) win(s) the next match following the bye.

f) The third place and championship matches in both singles and doubles shall be played at the tournament site even if the competitors are from the same school.

Note: One point will be awarded the 3rd-4th place match winner(s) regardless of whether or not the feed-in bracket is eliminated.

B. Team Ties: If teams are tied for first place at a Sectional tournament, the following procedure shall be followed to break the tie and determine the winner.

1. The team with the greatest number of qualifiers, as provided in A above, shall be the winner. (Each individual singles player and each two-player doubles team shall be defined as one qualifier.)

2. If still tied, the team with the most champions shall win;

3. If still tied, records of tied teams shall be compared on the basis of matches won per round, beginning with the semifinals and going in reverse with the team first discovered to have had the best record at a given round of those teams tied being the winner;

4. If still tied, the team with the best composite match records in direct competition at the meet with members of other tied teams shall win;

5. If still tied, the team winning the greatest percentage of games in the tournament, exclusive of games against its own members, shall win;

6. If still tied, the team whose members won the greatest percentage of games played by its members in the tournament shall win.

C. 12 Point Tie Breaker System:

Unless otherwise specifically provided in the IHSA printed instructions, the United States Tennis Association rules shall govern play in all tournaments. The 12 point tie breaker system as described in USTA rules shall be used for all matches in Sectional competition and in the championship feed-in brackets in the State Final. This system provides that Player A serves the first point (from right court); B serves points 2 and 3 (left and right); A serves points 4 and 5

(left and right); B serves point 6 (left) and after they change ends, point 7 (right); A serves points 8 and 9 (left and right); B serves points 10 and 11 (left and right); and A serves 12 (left). If points reach 6, all players change ends and continue as before. A serves point 13 (right); B serves points 14 and 15 (left and right) etc., until one player establishes a margin of two points.

Players change ends for one game to start the next set, with player B to serve first. Doubles follow the same pattern, with partners preserving the sequence of their serving turns.

D. Time Allotments:

1. Warm-up play at the Sectional and State Final Tournaments shall be 10 minutes in length and shall include both rallies and practice serves.

2. Ninety (90) seconds shall be allowed for a change of courts. This time begins when the final point of a game is completed. The players must be in position to play in the proper court at the end of the 90 seconds.

3. A minimum of twenty minutes rest will be granted competitor(s) between matches.

4. Competitors must report in person to the site director at Sectionals and the State Final.

5. In all three-set matches at both the Sectional and State Final level, a break not to exceed ten (10) minutes shall be permitted between the second and third sets.

E. Substitutions:

1. Sectional Tournaments: After the draw has been made for the Sectional tournament, substitutions may be made only in the case of injury, illness or ineligibility as certified to the IHSA by the principal of the player's school or circumstances considered to be beyond the control of the student-athlete which shall include but are not limited to incapacitating physical or mental circumstances, natural disasters or clearly erroneous advice provided to the student-athlete from a school authority. The substitute's name shall not have appeared on the original sectional singles or doubles draw sheet. No substitutions shall be made after play has begun in the Sectional tournament.

2. State Final Tournament: Substitutions will not be allowed for singles players who qualify for the State Final. A substitution for a member of a doubles team qualifying for the State Final may be made if (a) the principal of the player's school certifies to her injury, illness or ineligibility and (b) the substitute is eligible for the State Final tournament. Substitutes shall not have participated in the Sectional tournament and must have been listed on the school's List of Participants.

F. Coaching:

1. Coaching Provisions:

The following provisions for coaching will be employed:

a) Coaching may occur for a maximum of 90 seconds after all odd numbered games.

b) Coaching may occur for a maximum of 90 seconds after the first set.

c) Coaching may occur for a maximum of 10 minutes between the second and third sets.

d) Coaches may not enter the court enclosure.

2. If the tournament is moved indoors, one (1) eligible coach per team may be allowed to sit courtside at the net.

3. Violation of ineligible coaching or contact with the competing high school athlete during a Sectional or State Final match will be considered gross misconduct, and the team will be penalized a one point team deduction. There will be no warning for this penalty.

4. Eligible coaches may not use electronic communication/coaching devices (i.e., cellular phones, etc.) during a match, on or immediately near, the vicinity of the player's court.

5. State Final Coaching:

At the State Tournament, eligible high school girls tennis coaches shall follow this procedure.

a. **A maximum of four (4) girls tennis coaches shall be allowed on the state final roster.** Only coaches whose names appear on the List of Participants will be allowed to coach unless written notification from the school's principal verifies the eligibility of a coach. **Schools may only submit the names of those coaches who are in compliance with IHSA by law 2.070.**

b. Eligible coaches shall receive a coaching pass in their team packet.

c. The eligible coach shall wear the coaching pass on the outside of her or his clothes while coaching.

d. Only coaches wearing this pass will be allowed to coach.

e. During the quarterfinals, semifinals and championship matches in the State Finals, one coach per school will be allowed to be seated at center court for coaching purposes for both the singles and doubles competitions.

G. Games Committee:

The State Final Manager shall determine the Games Committee for the State Final Tournament. The Girls' Tennis Games Committee shall have discretionary authority to assign point penalties and/or eject players for unsportsmanlike conduct in accordance with the Tennis Code of Conduct.

H. Refusing to Play:

If a third place or championship match in either singles or doubles is not played because a player(s) refuses to play, the Sectional manager shall report the incident to the IHSA office.

I. Competitor's Apparel:

All players shall wear only school issued uniforms for competition during the Sectionals and the State Final. All wearing apparel including head gear shall be devoid of commercial advertising except for the manufactures' labels that shall not exceed two (2) inches in height and two (2) inches in width. It may appear only once on each piece of wearing apparel. In addition, no visible apparel may be worn under the uniform shorts and/or shirts except spandex. Only schools' and/or players' names may be printed on competitor shirts. Members of doubles teams shall wear school uniforms that are of similar color and/or marking. Participants will not be permitted to compete in illegal attire. Sectional and/or State Final site managers shall have authority to assess penalties for unsportsmanlike conduct, under the Point Penalty System, for failure to comply with this requirement.

NOTE: All uniforms must have some school designation (i.e. school name, logo, mascot or monograms) visibly printed on the uniform.

J. Tennis Balls:

The IHSA will provide Wilson tennis balls at the Sectional and State Final Tournament. This ball will be the official ball and must be used.

K. Point Penalty System:

The IHSA Point Penalty System shall be followed at all Sectional Tournaments and the State Final Tournament.

IX. TOURNAMENT POLICIES

A. State Final School Packets:

At the State Final, school packets, which include state final passes, may be picked up Wednesday, October 17, between 7:00 p.m. and 8:30 p.m. at the Prospect High School Fieldhouse and after 7:00 a.m. on Thursday morning, October 18, at Tournament Central located at the Prospect High School Fieldhouse.

B. State Final Coaching Passes

1. A maximum of four (4) girls tennis coaches shall be allowed on the state final roster. Only coaches whose names appear on the List of Participants will be allowed to coach unless written notification from the school's Principal verifies the eligibility of a coach. **Schools may only submit the names of those coaches who are in compliance with IHSA by law 2.070.**

2. Eligible coaches shall receive a coaching pass in their team packet.

3. The eligible coach shall wear the coaching pass on the outside of her or his clothes while coaching.

4. Only coaches wearing this pass will be allowed to coach.

C. Damage to Property or Equipment:

If contestants or people from any school entered in a state series are found guilty of carelessness or maliciously breaking, damaging or destroying property or equipment belonging to the host school, such school shall be held responsible for costs incurred in replacing or repairing such property or equipment.

D. Media Requirements:

1. Rights Fees for TV and Radio:
a) Television Rights Fees to be charged by Local Managers and/or the IHSA are contained in the IHSA Television Policy.

b) Radio Fees:
Sectional Contest = No Charge
State Final = No Charge

c) Policy regarding media requirements for each Local Manager is contained in the current IHSA Handbook.

2. Media Provisions:

a) Provide Space
Space shall be set aside to provide for news media representatives covering the state series whether they are from newspapers, radio stations, commercial television stations, and/or cable television stations.

b) Radio and TV Originators

It is the responsibility of the Local Manager to accept applications, approve requests to originate and make cancellation refunds for television, according to the IHSA TV Policy.

3. Media Personnel Requirements:

Photographers or television personnel with cameras may enter the tennis courts to take pictures provided that:

a) The individual is wearing the IHSA photographers pass;

b) The individual reports to the site manager and shows the pass;

c) The individual stays on an empty court if one is available;

d) The individual remains seated at the net post or against the fence when taking pictures;

e) The individual only walks behind the court when the competitors are changing ends and;

f) The individual refrains from speaking to the competitor(s).

E. Tobacco Products:

No coach, player or any other person connected with a team shall be permitted to use tobacco products in the competition area, either during practice or while a contest is in progress.

F. Use of Inhalers:

A student with asthma may possess and use his/her medication during an IHSA competition, while under the supervision of school personnel, provided the school meets the outlined procedures of self administration in the Illinois school code.

G. Alcoholic Beverages and IHSA State Series:

The possession, distribution, sale and/or consumption of alcoholic beverages are prohibited at the site and on any affiliated property of any IHSA state series contest. State series hosts are required to make all state series contest sites and any affiliate property, including parking lots, fan accommodation areas, and other school or event venue property, alcohol free zones on the date or dates of any IHSA event being held at the site. Violation of this policy by an event host will subject the host to a penalty for violation of IHSA by-law 2.020. Such penalty may include but not necessarily be limited to prohibition against subsequent event hosting assignments. Violation of this policy by a non-hosting member school will subject the school to penalty for violation of IHSA By-law 2.020. Patrons of any IHSA state series contest determined to be in violation of this policy will be removed from the premise, and law enforcement officials will be called as warranted. No ticket refunds will be granted in such cases.

X. AWARDS

A. Sectional Awards

1. A team award will be presented to the winning school in each Sectional and four individual medals will also be awarded for the top four singles and top four doubles teams in the individual tournament.

2. The school winner will be determined in accordance with the point system described in VIII.

B. State Final Awards

In the state final tournament, first, second and third place team awards will be presented to the winning schools along with individual medallions for the qualifying state players of the top three teams. In addition, one Superintendent's, one Principal's, and one Athletic Director's medallion for each of the top three teams will be awarded. Medallions for the individual competition will be presented to the first six finishers in both the singles and doubles tournament.

The school winners will be determined in accordance with the point system previously explained. Duplicate awards will be presented in case of ties for the last qualifying spot.

XI. OFFICIALS

At the State Final Tournament, provisions will be made for USTA officials to call matches from the quarterfinals through the finals in both the singles and doubles finals.