



# **TMS 2015 College Table Tennis Championships**



# **Athlete Handbook**



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For more information about college table tennis or the National  
Collegiate Table Tennis Association (NCTTA), visit  
**[www.nctta.org](http://www.nctta.org)**



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# Welcome

## To The 2015 College Table Tennis National Championships

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The 2015 Championships caps off another exciting season of college table tennis. More than 250 athletes from around the US and Canada will participate in this year's Championships in Eau Claire, Wisconsin. Get ready for 3 jam-packed days of fun and intense table tennis action!

The College Table Tennis Championships crown champions in 7 different events: Men's and Women's Singles, Men's and Women's Doubles, Men's/Coed Team and Women's Team. No matter which event or events you are participating in, you should be proud just to have reached the National Championships and to be counted among the elite players at the college level today.

Many people have worked long and hard planning and organizing the Championships and countless more work hard throughout the event to make it a success. All of the tournament staff have important jobs to do and for the most part will be very busy. Remember that they are working hard so that every athlete, including you, has an opportunity to play their best and enjoy the championship experience.

Without the athletes and coaches, there would be no Championships, and we need your help to make the event run smoothly. That's where this handbook comes in. It is your guide to all kinds of Championships related information, including responsibilities, schedules, and what to expect throughout the weekend. This guide is the first place you should turn to if you have a question or need information about how things will run.

2015 Championships  
Organizing Committee

# Registration

Registration is the first thing you should do after arriving at the Championships site. By checking in at registration, you let the tournament staff know that you have arrived safely and are ready to participate in the Championships. Registration is also where you will pick up your accreditation badge (credential), tournament t-shirt and other important information about the Championships.

All athletes and coaches must check in with registration *individually*. You must register and pick up your access badge before being allowed to enter the venue.

**All athletes must have checked in at Registration a minimum of one hour before competing.**

It is not necessary to check in every day.

Since individual travel schedules vary, two different registration times and locations are provided.

## Registration Schedule

**Thursday, April 9**

**3:00pm – 7:00pm**

In the breakfast room to the right of the front desk in the Clarion Hotel.

**Friday April 10**

**7:30am – 5:00pm**

At the Registration Desk at the main entrance of the Competition Venue.

# Accreditation (Credentials)

The purpose of accreditation is to identify and register all persons involved in the Championships. Your accreditation badge (credential) grants admittance to the venue, so please keep it with you at all times. The accreditation process helps to uphold the integrity of the Championships by allowing athletes, team delegations, staff, and media to perform their functions in a secure environment.

All athletes and coaches should receive their badges at registration. If your accreditation badge is lost or stolen, please report it immediately to tournament officials. If you find another person's accreditation badge, please turn it in immediately to tournament staff.

Accreditation badges are color coded to indicate which group the wearer belongs to. Badge colors include blue for athlete/coaches and others are:

**UMPIRES**

**OFFICIALS AND VIPS**

**STAFF AND VOLUNTEERS**

**MEDIA**

# Lodging

The official hotel for athlete lodging is:

Clarion Hotel Campus Area

**Address:** 2703 Craig Road  
Eau Claire, WI 54701

**Phone:** (800) 472 3297

# Transportation

Regular shuttle service will be provided throughout the Championships. Shuttles will run between the **Championships Hotel** and the **Competition Venue** according to the following schedule:

**Thursday, April 9:** 7:30 PM – 9:00pm

**Friday, April 10:** 7:30am to 10:00pm

**Saturday, April 11:** 7:30am to 7:00pm

**Sunday, April 12:** 7:30am to 5:00pm

MSP airport shuttle will pick up from McPhee gymnasium on this day

Other transportation information consult:

<http://nctta.org/champs/2015/documents/2015TransportationFAQ.pdf>

Transportation will run continuously during this time unless noted

Pickup is outside the main entrance of the hotel. Transit time to the venue is about 5 minutes.

If the bus is not available, the competition venue is within walking distance (20 minutes)

## Meals

The competition schedule does not have any built-in breaks for meals. Matches will run continuously throughout the day. However, all athletes will have breaks when they are not playing matches and are free to eat meals or snacks during this time.

### **Breakfast**

Athletes are free to arrange their own breakfast plans.

### **Lunch**

When an event spans across lunchtime, lunch will be provided for the athletes participating in the event. This means that for NCTTA singles and doubles participants, lunch will be provided on Friday and Saturday. For NCTTA team participants, lunch will be provided on Saturday and Sunday.

Meal tickets will be included with each athlete's registration materials. Meals will be available at the Hilltop Cafeteria about a 3 minute walk from the playing venue. . Meal tickets will not be replaced, so please don't lose them.

### **Dinner**

Dinner will be provided Saturday at the tournament banquet; athletes are free to make their own dinner plans other days. A variety of food options are within walking distance of the Championships Hotel and competition venue.





# Banquet

The Championship Banquet will be held at **9:00 PM on Saturday, April 11 in the Clarion tournament hotel in the Northwoods Ballroom.** Many awards will be presented at the banquet and it's a great opportunity to get to know some of the other athletes at the Championships.

Your athlete credential grants you admittance to the banquet, so please bring it with you to the dinner.

Recommended attire is Dressy Casual. If you wear your athletic gear you will feel out of place.



# Lead Event Staff

## **Tournament Director**

Willy Leparulo

## **NCTTA Technical Delegate**

Kagin Lee

## **Competition Manager**

Ed Hogshead

## **Referee**

Deepak Somarapu

## **Deputy Referees**

Yelena Karshtedt & Randy Kendle

## **Production Coordinators**

Ed Hogshead & Joseph Wells

## **Results Coordinators**

Diana Hogshead & Dan Wang

## **Volunteer Coordinators**

Alex Tollison & Willy Leparulo

## **Media Coordinator**

Willy Leparulo

## **Registration Coordinator**

Shelly Huang

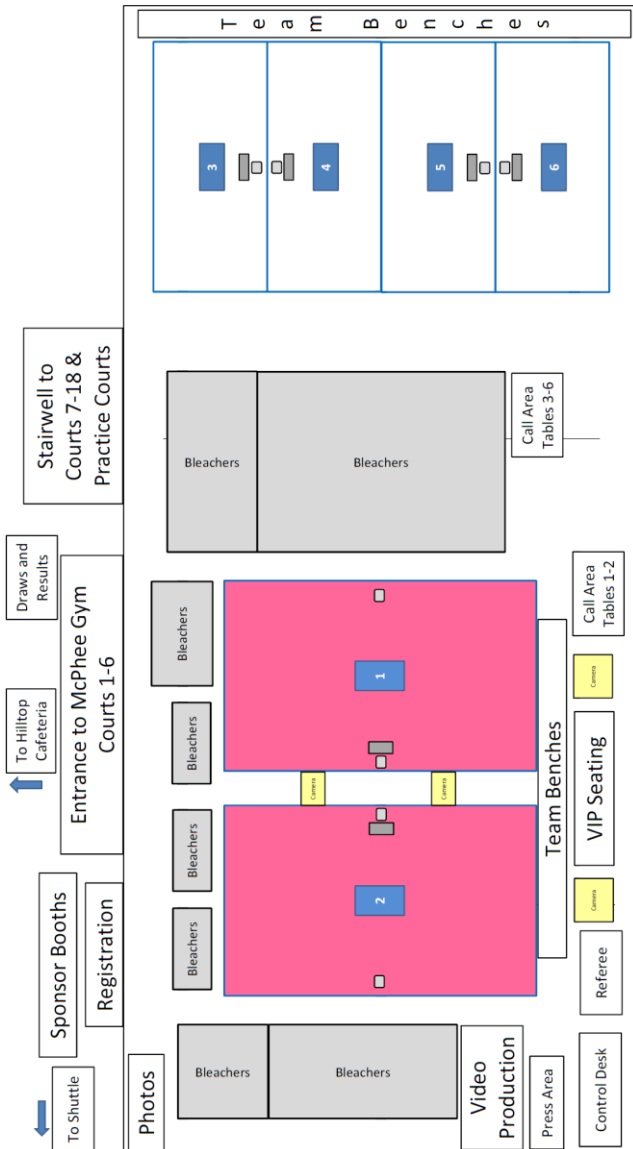
# Competition Venue

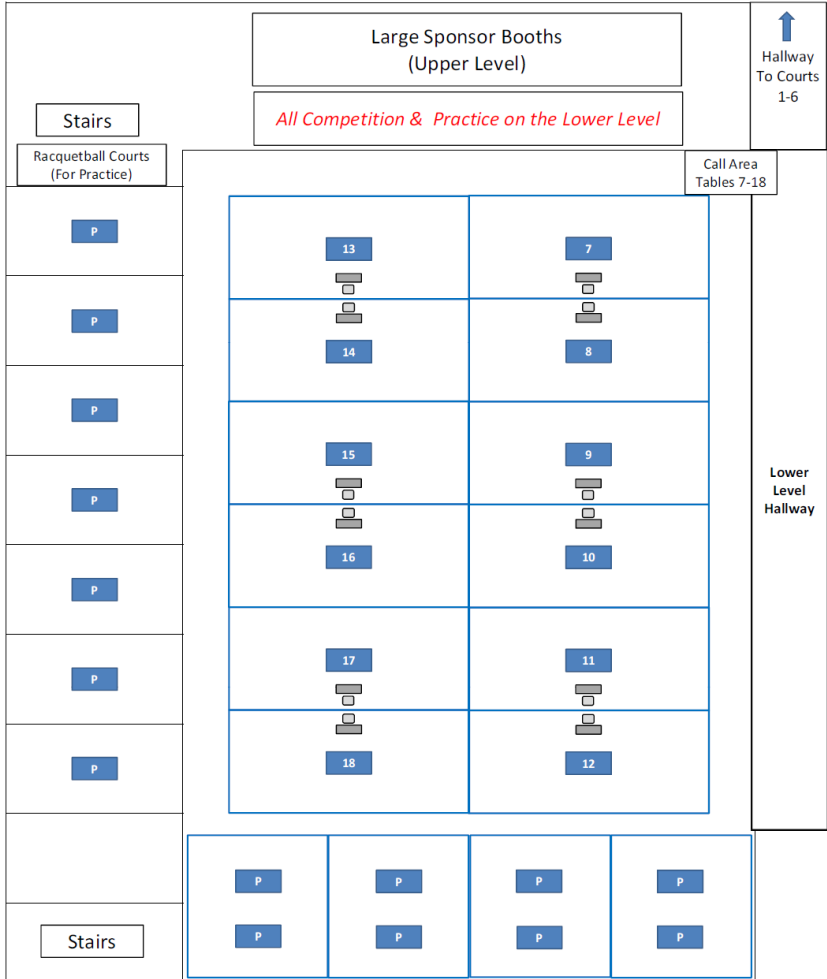
**University of Wisconsin- Eau Claire  
McPhee Center  
509 University Drive  
Eau Claire, WI 54701**

The McPhee Center is located on upper campus, houses classrooms and offices for faculty in the department of kinesiology as well as athletics. It will serve as the competition venue for the TMS 2015 College Table Tennis Championships.

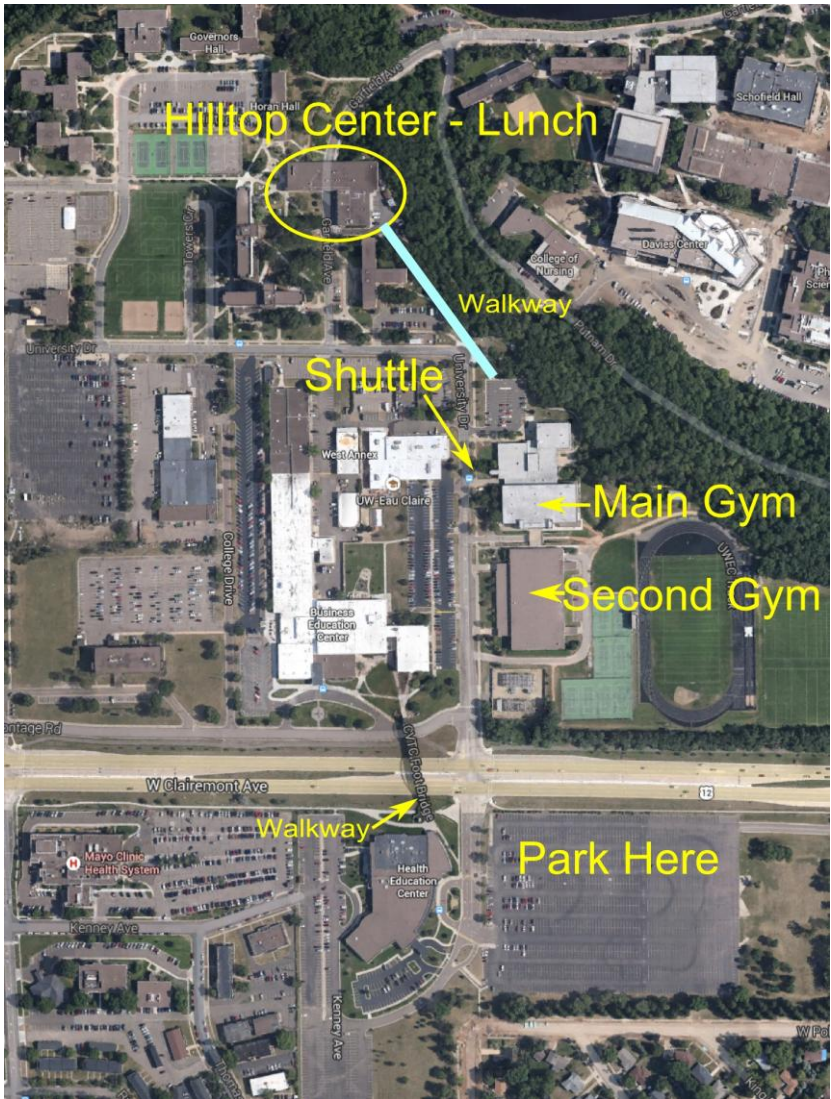


# Venue Floor Plans





# Area Map



# Competition Information

## Singles/Doubles Athlete Meeting

*Thursday, April 9 at 7:00 pm in the Clarion Tournament Hotel in the Eau Claire Room*

All athletes and team leaders *must* attend.

## Team Captains Meeting

*Friday April 10 at 2:00pm in the Championship venue.*

In Room 162 a lecture hall in the 2<sup>nd</sup> gym.

All team coaches and captains *must* attend.

## Field of Play Equipment

Tables: 2 Joola show tables, 32 Joola SC-3000

Balls: Double Fish 40+ (white)

Flooring: Gerflor rubberized table tennis flooring, plus wood and rubberized sports court

## Training Schedule

Training will be held at the Competition Venue on **April 9th from 7:30pm – 9pm**. During the competition, fifteen tables are set aside for practice in a designated Practice Area at the far end of the venue (see *Venue Floorplan*).

## Balls for Training

Balls for practice will be available from the volunteers supervising the Practice Area. Please return these balls when you leave the Practice Area.



## **Venue Gluing Policy**

***No gluing of rackets allowed in the playing hall at any time!*** See the Racket Control section for details.

## **Medical Assistance**

If you need medical assistance, request help at the main desk of the facility (not the competition control desk).

## **Results Area**

Updated draws, time schedules and results will be posted throughout the competition in the Results Area (see *Venue Floorplan*). This is probably the first place you should check if you are in need of information, schedules or other specifics. Results can also be found on the Championships web site.



# Competition Schedule

## Thursday – April 9th

- 3:00 pm Registration in hotel foyer (ends 7pm)
- 7:00 pm Athlete Meeting (Clarion Hotel, Eau Claire Room)
- 7:30 pm Open Training (until 9pm)

## Friday – April 10th

- 7:30 pm Venue Opens for Registration and Warm-Up
- 8:50 am Men's Singles Begins
- 9:30 am Women's Doubles Begins
- 11:00 am Men's Doubles Begins
- 12:30 pm Women's Singles Begins
- 2:00 pm Team Captains Meeting, room 162,
- 2:30 pm Men's and Women's Doubles Finals
- 4:00 pm Opening Ceremonies, Team Competition Begins
- 9:00 pm Competition Wraps for the Day

## Saturday – April 11th

- 8:00 am Venue Opens for Warm-Up
- 8:50 am Team Competition Continues
- 11:00 am Women's and Men's Singles Elimination Rounds
- 3:00 pm Women's and Men's Singles Semifinals and Final
- 7:00 pm Competition Wraps for the Day
- 9:00 pm Banquet and Award Ceremonies  
(Clarion Hotel, Northwoods Ballroom)

## Sunday – April 12th

- 8:00 am Venue Opens for Warm-Up
- 8:50 am Team Competition Elimination Rounds
- 2:00 pm Women's Team Finals, Men's/Coed Team Finals,  
followed immediately by Award Ceremonies

Event times listed are often approximate and/or subject to change.  
Please check competition schedules posted online or in the Draws  
and Results Area for specific match times.

# Competition Procedures

## Competition Schedule

All matches are scheduled at specific times and tables. Each player and/or team should consult the bulletin boards in the Draws and Results Area for match times.

## Match Check-In

For round robin singles matches, all athletes shall report to their assigned table, where they will meet with their umpire.

For knockout rounds in singles and doubles, athletes shall check in to the call area corresponding to their assigned table. For all team contests, the team captain shall report on behalf of the team.

Athletes and team captains competing on tables 3 through 18 must report 5 minutes before their scheduled match time.

For matches assigned to tables 1 or 2, athletes and captains must report to the call area 15 minutes before match time. All players, and all team members participating in a team contest, must report with their rackets and uniforms, to be inspected by officials prior to the match.

**Players are expected to report on time for their matches; players will not be paged and are subject to immediate default if they are not at the assigned place.**

## Warm-up

Athletes who are preparing for the next scheduled match have priority for use of the practice tables. Warm-up on the competition tables is limited to two (2) minutes. The competition tables are for match play only. ***No practicing on the competition tables after 8:50am.***

## Match Completion

After the match, athletes and coaches will exit the field of play. Only athletes and coaches scheduled to play a match are authorized to be in the competition area.

## Athlete Staging and Presentation

Tables 1 and 2 will be streamed online, so the match procedure will be more formal. 15 minutes prior to match time, report to the call area with your racket and uniform. In a team contest, all team members in the lineup must report. The officials will check your racket and uniform at the desk. Once your equipment has been checked, place all of your belongings in the coaching area of your court and return to the desk. The umpire will lead as you walk into the court with your opponent, to be presented on the streaming broadcast. If your name is announced during the presentation, you are requested to acknowledge the introduction. Be aware that all activity on tables 1 and 2 will be broadcast and recorded. Officials may adjust play order to better suit match presentation.

## Opening Ceremonies

All athletes should report to the athlete staging area in the main gym at 3:45 on Friday to prepare for the opening ceremonies. Ushers will direct you to line up for the procession. When cued, follow the escorts as directed to en-

ter the field of play. During the opening ceremonies, the announcer will introduce each team. You are requested to acknowledge the introduction when your team is announced.

## **Victory Ceremonies**

Singles and Doubles Victory Ceremonies will take place at the awards banquet Saturday evening. Team Victory Ceremonies will be held immediately following the final round of matches.

## **Access to the Competition Areas**

***Only those scheduled to compete in the current round of play will have access to the field of play.*** For singles and doubles matches, each player or pair and one coach will have access to the field of play. For team contests, only the players included on the team roster plus one coach will have access.

# **Racket Control**

## **Racket Testing**

All players are required to use equipment that meets ITTF rules and regulations. Any match may be selected for VOC racket testing (using the MiniRAE Lite), including random tests throughout the competition without warning.

## **Penalties**

If your racket fails the racket test, you may present a second racket for testing. If you fail to present a second racket, or if the second racket fails testing, you will be defaulted from that match. Any racket that fails testing will be held by tournament officials.

In the event that your racket is accidentally damaged and must be replaced during a match that is subject to VOC testing, your replacement racket will be tested at the conclusion of the match. Failure during a post-match racket test will result in an automatic default of that match.

## Repeat Offenses

Subsequent use of a failed racket, without successfully fixing the problem that led to the test failure, will result in disqualification from the Championships. A player that fails multiple tests, even with different rackets, may also be disqualified.

## Racket Preparation

Complete gluing of a sheet of rubber is not permitted in the playing venue. Minor repair such as fixing a loose flap of rubber may be done in the playing venue, but only under the supervision of the referee. ***Only water-based glue or dry glue sheets may be used.***

To help ensure that your racket will pass the testing procedure, we recommend that you take the following precautions:

- Use only water-based glues
- Thoroughly air out your rubber for several days before use

## Voluntary Testing

You may request a voluntary racket test with no penalty to see whether your racket will pass. Voluntary testing will be available Thursday evening during Open Training at the competition venue (see *Competition Schedule*), and during the competition when testing personnel is available.

# Competition Rules

## Match Rules

- ITTF rules will apply unless otherwise specified.
- All matches will be best 3 out of 5 games, except for Men's and Women's Singles Semifinals and Finals which will be 4 out of 7.

## Team Contests

- Team Contests will be the best 3 out of 5 individual matches according to the *NCTTA Rules and Regulations*. Each team contest will consist of 4 singles and one doubles match, as necessary.
- In the preliminary round-robin stages, all 4 singles matches will be played out regardless of the score in the contest. The doubles match will only be played if necessary to decide the outcome.
- In the elimination rounds, matches will be played only until one team wins 3 matches. However, do not delay a 4th match waiting for the 3rd to finish; if the tables are free, start both matches. When the 3rd match ends, if the team contest has been decided, the 4th singles match will be stopped and the match will not count.

## Uniforms

In team matches, *matching shirts must be worn by all team members at all times*. No player is allowed to play without a proper team uniform. For singles matches, participants should wear a shirt with their school name or logo on it (this could be the same as the team uniform). Doubles teams must wear matching shirts. *Uniforms cannot be white as the ball color is white.*

## Seeding

Seeding will be based on NCTTA ratings. For team seeding, teams are ranked using the method described at <http://nctta.org/content/rankings>.

## Men's and Women's Singles Event Formats

Preliminary Stage: The top men and women will be seeded directly into the Championship stage. The remaining men and women will be divided into round robin groups of 3 or 4 athletes. The winner and runner-up of each group (top 2) will advance into the Championship stage. The remaining athletes will be placed into the consolation bracket.

Championship Stage: Single elimination

Consolation Stage: Single elimination

## Doubles Event Format

Men's doubles pairs and women's doubles pairs will play in a single elimination (SE) tournament draw.

## Team Event Format

Preliminary Stage: Teams will be divided into round robin groups of 3 or 4 teams.

Progressive Knockout Stage: Top 2 teams in each group will advance to the Championship Draw (Draw A). Group winners will receive favorable draw positions. For men's/coed teams, 3rd place finishers in each group will advance to a separate draw (Draw B), and 4th place finishers in each group will play in another separate draw (Draw C). For women's teams, 3rd and 4th place finishers in each group will advance to Draw B.

All draws in the second stage will be progressive knockout brackets. In Draw C and Draw B of both men's/coed and women's team brackets, all teams will continue playing until their final place is determined. In championship brackets, final

placement will be determined for 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> place. For remaining teams in championship brackets, men's/coed placement will be determined up to 5<sup>th</sup>, 7<sup>th</sup>, 9<sup>th</sup> and 11<sup>th</sup> place; women's placement will be determined up to 5<sup>th</sup> and 7<sup>th</sup> place.

## Team Rosters

Every team will submit their Final Ordered Roster online by Tuesday, April 7, at 11:59pm Eastern Time. This will be done using the same [link](#) as was used during division/regional competition. The Final Ordered Roster sets the playing order of your team for the entire championship

Teams that fail to submit a Final Ordered Roster by the deadline forfeit their right to choose their roster order. Their Final Ordered Roster will be constructed for them, in order of decreasing player strength according to NCTTA ratings (strongest player at the top).

## Order of Play in Team Contests

The NCTTA Player Selection Form is used to indicate which players on your Final Ordered Roster will participate in a given team contest and which two players will form the doubles pair.

NCTTA rules apply to the Player Selection Form. In particular, the order of players on the form must be derived from the Final Ordered Roster, re-ordering is not allowed. The player in the first singles slot must be part of the doubles pairing for a team.

Female players may be included on both a school's men's/coed and women's team. However, if both teams are scheduled to play at the same time, the same player cannot be included on the Player Selection Form for both team contests.

***Player Selection Forms are due 30 minutes prior to scheduled start time for each team contest.*** They must be submitted to the Control Desk (see *Venue Floorplan*). The referee will log the time of submission. Sometimes teams will be scheduled to play back-to-back matches; Player Selection



Forms must still be submitted by the deadline. Submit forms for two matches at once if you need to.

## **Default Lineups**

Before team competition gets underway, every team is required to submit a Default Player Selection Form for team contests online in a similar fashion to the ordered player lineup. This form must be submitted by Tuesday, April 7, at 11:59pm.

This default lineup will be used in the event a team does not submit a Player Selection Form for a particular round. Teams that fail to submit a default lineup by the deadline and then fail to submit a match selection form for a particular round, forfeit their right to choose who plays.

## **Appeals**

A player or team disagreeing with the interpretation of competition rules by a match official can appeal this decision to the Tournament Referee. The decision of the Referee is final.

A player or team who wishes to contest a ruling concerning Championship procedures or conduct not covered by the competition rules can appeal to the Jury consisting of the Tournament Director, Technical Delegate and Competition Manager. Such appeals must be submitted in writing and accompanied by a \$25 protest fee. If the jury decides in favor of the appeal, the protest fee is returned.

Any appeal relating to a team or team match can only be made by that team's captain.

# Making Every Moment Count

## **NCTTA is Serious About Making Every Moment Count for You**

During the competition the NCTTA will make every effort to see that you have an opportunity to compete at the highest level and that your experience is memorable and enjoyable.

## **Making Every Moment Count for Your School**

Remember that while you are at the Championships you are representing your college or university. Do your best to behave in a way that reflects positively on your institution.

## **Making Every Moment Count for Others**

Every competitor takes his or her matches seriously. When you're not playing be mindful of the other matches going on and avoid doing anything that would distract or interfere with the match. When you are playing, exhibit good sportsmanship at all times.

## **Making Every Moment Count For the Spectators**

The Championships are open to the public and spectators are expected throughout the event. They're there to watch you play and cheer you on so treat them respectfully.

## **Making Every Moment Count for Yourself**

Make the most of the Championships. By competing hard, trying your best and taking pride in your effort and being part of an once-in-a-lifetime experience, you will create memories that will last a lifetime.



# Congratulations!

Congratulations on qualifying for the Championships and being here to represent your school. Thanks for taking the time to read through this handbook. By now you should have a better understanding of and appreciation for the College Table Tennis Championships.

**Now let's go play some table tennis!**

A large graphic featuring the year "2015" in white on a blue wave-like background. Below it, the text "TMS College Table Tennis Championships" is written in blue.

**2015**  
**TMS**  
**College Table Tennis**  
**Championships**

