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## **2024-25 GIRLS GYMNASTICS TOURNAMENT MANAGER'S MATERIALS KEY POINTS OF REVIEW**

- Schools are assigned to one of four Regionals. Three teams from each Regional advance to the Finals Tournament and one Regional team may qualify for team competition. This team will be determined once all Regional scores are submitted to the MHSAA on the Saturday of Regional competition. The team will be the best fourth place team score (from all four Regionals) and the score must be above 140.
- Tournament Opt-Out Due Date is Friday, February 21, 2025 at 4 p.m.
- Regional Tournaments are held on Saturday, March 1, 2025 starting at 10 a.m.
- The Finals Tournament Team competition is held on Friday, March 7, 2025 starting at **2 p.m.**
- The Finals Tournament Individual competition is held on Saturday, March 8, 2025 – Both Division 1 and Division 2 competition will start at **12 noon.**
- Admission for Regionals is \$7.00 per person and for Finals \$11.00 per person each day.
- The MHSAA assigns judges at the Regional and Finals levels.

**PLEASE ALSO SEE THE PARTICIPATING SCHOOL TOURNAMENT INFORMATION.**

# GIRLS GYMNASTICS TOURNAMENT MANAGER'S MANUAL

## (Alphabetical by topic)

**ADMISSION:** Ticket prices for the MHSAA Gymnastics Tournament are \$7.00 per person at the Regional level and \$11.00 per person (per day) at the Finals. Digital tickets will be sold for each contest via GoFan. A ticket allows the purchaser entrance to all competition that day. All spectators are expected to pay an admission charge at all levels of the tournament. The policies of the local host site shall prevail with respect to pets/animals. In the absence of local host policy, animals or pets shall not be permitted to enter MHSAA tournament venues, including spectator and team areas. However, properly marked or documented service animals which are leashed or harnessed at all times may accompany spectator paying admission or attending with other approved team or school personnel. Individuals who bring service animals are asked to bring their own waste disposal bags and request special seating in advance of the event if this is needed.

All team members who are eligible to compete with their qualifying team at Finals must enter the facility together with their coach in order to be considered part of that team for admission purposes.

**AWARDS PRESENTATION:** Regional and Finals Managers should make arrangements for a brief awards presentation. Presenters may be school administrators, Tournament Managers or Representative Council members. Awards presentations at the Finals shall include teams, all-around and individual event recognition. Only awards approved by the MHSAA are to be presented to student athletes at MHSAA meets and tournaments.

**COMMUNICATION WITH PARTICIPATING SCHOOLS:** All tournament managers shall provide information packets to participating teams including time schedule, location of facility, locker room assignments, parking policies, restaurant and hotel information. In addition, information regarding the availability of equipment and type of equipment to be used as well as a warm-up schedule should be provided. The Finals Manager should prepare packets of the listed information for each Regional Manager to share with all schools which will be represented in the Finals Tournament.

**CONCUSSION PROTOCOLS:** "Any athlete who exhibits signs, symptoms, or behaviors consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion, or balance problems) shall be immediately removed from the contest and shall not return to play until cleared by an appropriate health care professional."

The language above, which appears in all National Federation sports rule books, reflects a strengthening of rules regarding the safety of athletes suspected of having a concussion. This language reflects an increasing focus on safety and acknowledges that the vast majority of concussions do not involve a loss of consciousness.

This protocol is intended to provide the mechanics to follow during the course of contests when an athlete sustains an apparent concussion.

1. The officials will have no role in determining concussion other than the obvious one where a player is either unconscious or apparently unconscious. Officials will merely point out to a coach that a player is apparently injured and advise that the player should be examined by a health care professional for an exact determination of the extent of injury.
2. If it is confirmed by the school's designated health care professional that the student did not sustain a concussion, the head coach may so advise the officials during an appropriate stoppage of play and the athlete may reenter competition pursuant to the contest rules.
3. Otherwise, if competition continues while the athlete is withheld for an apparent concussion, that athlete may not be returned to competition that day but is subject to the return to play protocol.
  - a. The clearance may not be on the same date on which the athlete was removed from play.
  - b. Only an MD, DO, Physician's Assistant or Nurse Practitioner may clear the individual to return to activity.
  - c. The clearance must be in writing and must be unconditional. It is not sufficient that the M.D., D.O., Physician's Assistant or Nurse Practitioner has approved the student to begin a return-to-play progression. The medical examiner must approve the student's return to unrestricted activity.

- d. Individual school, districts and leagues may have more stringent requirements and protocols including but not limited to mandatory periods of inactivity, screening and post-concussion testing prior to the written clearance for return to activity.
4. Following the contest, an Officials Report shall be filed with a removed player's school and the MHSAA if the situation was brought to the officials' attention.
5. Member schools are required to complete and submit the forms designated by the MHSAA to record and track head injury events in all levels of all sports.
6. In cases where an assigned MHSAA tournament physician (MD/DO/PA/NP) is present, his or her decision to not allow an athlete to return to activity may not be overruled.

**Return to Activity & Post-Concussion Form –**

<https://www.mhsaa.com/portals/0/documents/health%20safety/returntoplay.pdf>

**DATES/TIME SCHEDULE:**

**Regionals:** Saturday, March 1, 2025 starting at 10:00 a.m.

Four sites: Rockford  
Holt  
Plymouth/Salem (host)  
Birmingham Groves

**Finals:** Grand Rapids Kenowa Hills High School

Friday, March 7, 2025 Team Competition – **2:00 p.m.**

Saturday, March 8, 2025 Individual and All-Around Competition - Both Division 1 and Division 2 competition will start at **12 noon**.

- A blind draw method shall be used for setting up warm-up schedules and Order of Competition at all Regionals. The same rotation for warm-up will be used for competition. See warm-up schedule in Tournament Manager's materials and Gymnastics PSTI.
- The host school will provide comparable equipment for warm-up and competition.
- Following the National Federation Rule Book requirement for delay of meet, a penalty of 1.0 would be assessed for a team or individual who is not ready to compete.
- Gymnastic team members who are non-competitors at the Regionals and/or Finals are restricted from the competition floor.

**ENTRY FORM:** Only those schools assigned to your tournament are allowed to compete. Requests for other entries must be referred to the MHSAA Office before competition is granted. Deadlines have been established and are expected to be maintained. The Master Eligibility List and Roster constitute complete entry into the Gymnastics Tournament Series. Qualifying scores which are earned after the Opt-Out Due Date (4 p.m. on Friday, February 21, 2025) may not be used for Regional qualifying. Additions or updates to the Master Eligibility List (except transfer students who enroll after the dates in Regulation I, Section 9 [F] – February 1, 2025 for winter sports) may be accepted by the Tournament Manager if submitted and received prior to the start of competition for any team in the first level of that tournament to which the school is assigned. All players on the Master Eligibility List submitted are eligible for tournament play even if the individual names are not on the roster.

**FINALS TOURNAMENT QUALIFIER:** A Finals Tournament individual qualifier will not be replaced if that individual declines the opportunity or cannot, for any reason, compete at the Finals Tournament. Gymnasts who are entered into the MHSAA Team Finals must have participated in the MHSAA Regional Tournament or have previously achieved a regional individual qualifying score.

Individuals or teams which are defeated by an ineligible opponent or teams which allowed one or more ineligible students to participate; or teams or individuals found to be in violation of contest limitations or maximums do not advance in MHSAA tournaments. If placements in MHSAA tournaments are vacated as a result of an individual being ineligible or a team allowing one or more ineligible students to participate, other individuals or teams neither advance to those placements or receive awards for those places.

**FINANCES/EXPENSES:** The Financial Report Form must be returned to the MHSAA as soon as possible following the completion of the tournament. All revenue and approved expenses should be included in the report. Approved Expenses of member schools which host MHSAA Gymnastics Tournaments will be reimbursed, plus the site will receive \$600 or 10% of gross ticket sales, whichever is greater. The site will also retain a portion of revenue from MHSAA merchandise sales and 100% of revenue from concessions. No additional rental fee is appropriate. Hospitality rooms, lunches at drawings for order of competition, refreshments for teams, etc., are not to be included in tournament expenses to the MHSAA. The MHSAA does not reimburse workers who are hired by the local tournament manager for any activity which produces revenue for the local site. This includes concession workers, sellers of programs or merchandise and parking attendants. By Representative Council action, the MHSAA is not permitted to reimburse tournament hosts for refreshments served to coaches and other invited guests. Such hospitality is generous and recommended, however the host school will assume the financial responsibility.

Payment by check or money order should be made payable to the Michigan High School Athletic Association, Inc. and sent to 1661 Ramblewood Drive, East Lansing, Michigan 48823. All MHSAA tournament sports sites are subject to audit. These sites are to be randomly selected and require documentation of all income and expenses. Tournament expenses different from regular season host site expenses in that same sport will require justification before expenses are approved for payment to or retention by the host site.

**INCLEMENT WEATHER:** Prior to the tournament date, the tournament manager should have the home phone/cell phone number of each coach or school personnel and should also know the time each team will depart from their home school to travel to the tournament site. This information will assist the tournament manager if he/she must contact competing teams to notify them of a later starting time or of a rescheduled date.

If weather is inclement, management is encouraged to consider delaying competition for a few hours. If, after a reasonable delay, fewer than 60% of the scheduled teams/individuals have not arrived, the tournament must be rescheduled. If 60% or more of the scheduled teams/individuals are present, the tournament is to be conducted on the day scheduled. Managers must also contact judges if there are delays of if the tournament is rescheduled.

If a MHSAA tournament meet or contest is postponed or suspended because the facility becomes unusable as a result of acts of person or nature, and the playing rules require that the meet or contest must be played or resumed, the meet or contest must be played or completed on the first available subsequent date, at the same facility. If that facility is unavailable at any future time within the tournament schedule, MHSAA staff shall determine if other facility options are available.

**INJUNCTION, RESTRAINING ORDER, PROTESTS:** Managers are reminded of the following statement adopted by the Representative Council and which is in effect for all MHSAA Tournaments: "In the interest of fairness to all participants, if an injunction or restraining order is served or presented at an MHSAA tournament site and such purports to require the eligibility of or participation by a student or team which a school and/or the MHSAA has ruled to be ineligible under MHSAA regulations, the on-site tournament manager is to suspend the entire competition (team competition) or events in which that student is intending to participate (individual competition)." If the meet has begun, it shall be completed.

Protests will not be reviewed by the MHSAA. All disputes must be decided at the site before the contest proceeds. The judges will make the final decision regarding meet events. The Tournament Manager will resolve all next contest concerns.

**INTERNET STREAMING:** The broadcast and streaming rights of MHSAA post-season tournament events belong exclusively to the N-F-H-S Network, Bally Sports Detroit, the M-H-S-A-A, and those media outlets which have pre-arranged to secure those rights. Managers: Please post the sign (found at the end of these materials).

Teams participating in MHSAA Tournaments are prohibited from streaming live video of any portion of an event over the Internet - including using social media platforms like Periscope and Facebook – or any other method. Likewise, individual spectators are also prohibited from streaming video through any means.

Participating schools are responsible for informing their students, parents and other fans of this policy and to

assist the MHSAA upon request in enforcing it. Participating schools are asked to help promote where their particular game may be viewed when being streamed by the MHSAA, one of its television partners, or a media outlet which has pre-arranged to secure such rights.

**JUDGES:** The MHSAA Gymnastics Judges Selection Committee will use recommendations by coaches and athletic directors as well as judges' schedules to assign judges to each Regional site and the Finals site. Should a judge decline a contract, the MHSAA will find a replacement. Regional Tournament Managers are urged to pay fees to judges on tournament day as indicated on the Manager's Financial Report. The MHSAA will reimburse Tournament Hosts when the financial statement is submitted. Finals checks for judges will be provided by the MHSAA. There is one major change from previous years for officials assignments made through Arbitrator. We have transitioned to assigning officials using the main MHSAA Arbitrator group (#107891) for postseason assignments. If you have not had access to this group in the past, you will see an invitation to be added in the upper righthand corner of your page in the dropdown menu once you have logged in. Please accept that invitation in order to view and pay the officials assigned to your games.

Gymnastics judges are required to wear a white blouse/shirt or top and black skirt or dress slacks. Any additional garments such as a blazer shall be black. Judges must wear their MHSAA Official's emblem in the area of the left pocket of the blouse or jacket/blazer or display the emblem in a clear vinyl badge holder suspended by a black lanyard around the neck.

**LOCKER ROOM PRIVACY POLICIES:** Using devices of any kind to capture or transmit images is strictly prohibited in locker rooms, dressing areas, training rooms, weigh-in rooms, showers, restrooms, or other areas where there is expectation of privacy during MHSAA tournament events. Tournament managers or athletic directors that discover such use should move immediately to have the device removed and inform the head coach or athletic director of the identity and nature of the activity of the person involved.

**MEDIA NOTES:** For information on credentials, drones, locker room privacy policy, microphones, photographers, flash photography, postgame interviews, press box, results, streaming (audio and video), and videotaping, go to this [Media/Streaming Information PDF](#).

Here are a few important sections, some specific to gymnastics:

- **PHOTOGRAPHY** - The use of electronic flash/strobe equipment is prohibited in gymnastics.
- **RESULTS/SCORE REPORTING** – Tournament results should be reported to the MHSAA immediately after games, not the next morning. Scores of bracketed tournaments should be entered in the Score Center on the MHSAA web site or emailed to [results@mhsaa.com](mailto:results@mhsaa.com). Host schools are responsible for informing local media and the major daily newspapers.
- **STREAMING – AUDIO & RADIO** – Outlets are required to submit a broadcast application for postseason events with the MHSAA. Approval or denial emails will be sent to both the outlet and host school. Outlets are encouraged to check with the host school before applying to check on space/equipment needs. There is no limit to the number of outlets that may stream audio – as long as the host can accommodate them. In the regular season, outlets do not need to submit broadcast applications but need permission from the host school to provide an audio stream.
- **STREAMING - VIDEO (REGULAR SEASON)** – Video streaming during the regular season is allowed by the home/host school in a couple of different ways. If the home/host school is a member of the NFHS Network, they must stream games to the NFHS Network first and foremost. They can also produce a stream to broadcast on a school-controlled page (separate from the NFHS stream). Additionally, NFHS Network members can partner with local media to broadcast regular season home games on the media outlet's channel/website. Schools that are not members of the NFHS Network can stream regular season home games to a school-controlled webpage. Refer to the Multimedia Regulations for more information.
- **STREAMING - VIDEO (POSTSEASON)** - The broadcast and streaming rights of MHSAA post-season tournament events belong exclusively to the NFHS Network, Bally Sports Detroit, the MHSAA, and those media outlets which have pre-arranged to secure those rights.

**MEDICAL EMERGENCY POLICY:** Host school Tournament Managers should follow all local school district policies regarding medical emergencies for participating athletes, coaches, student and adult spectators for competition conducted in school facilities. It is advised that AED devices be readily available during tournament competition. In addition:

- Trainers are an allowed expense and encouraged, but not required.
- All MHSAA concussion protocols will be followed.
- MHSAA policy on tornado watches and warnings shall be followed.
- MHSAA policy on managing heat and humidity shall be followed.

When MHSAA tournament contests are conducted at non-school facilities, plans should be developed for the following needs and/or circumstances:

- Student, coach and spectator shelter for outdoor events
- Host facility emergency equipment such as AED's, fire escape, etc.
- Emergency communications, i.e. phone numbers, school administration contact
- Coordination with facility management regarding evacuation, first aid, on-site responsibilities
- Medical transport or first responder contact procedures
- Proximity/directions of nearest medical facility

#### **Tournament Medical Incident Report –**

<https://www.mhsaa.com/sites/default/files/2022-06/medical%20incident.pdf>

**MEDICAL EMERGENCY POLICY:** Host school Tournament Managers should follow all local school district policies regarding medical emergencies for participating athletes, coaches, students, and adult spectators for competitions conducted in school facilities. It is advised that AED devices be readily available during tournament competitions. In addition:

- Trainers are an allowed expense for the tournament host and are encouraged but not required.
- If your school requires immediate and continuous attention, you are encouraged to bring your own certified athletic trainer (at your school's expense) to cover your team's needs and to also assist in the event if called upon. Your school's certified medical professional may not overrule certified medical professionals provided by tournament management.
- All MHSAA concussion protocols will be followed.
- MHSAA tornado watches and warnings shall be followed.
- MHSAA policy on managing heat and humidity shall be followed.

When MHSAA tournament contests are conducted at non-school facilities, plans should be developed for the following needs and/or circumstances:

- Student, coach, and spectator shelter for outdoor events.
- Host facility emergency equipment such as AEDs, fire escapes, etc.
- Emergency communications, i.e., phone numbers and school administration contact.
- Coordination with facility management regarding evacuation, first aid, and on-site responsibilities.
- Medical transport or first responder contact procedures.
- Proximity/directions of nearest medical facility.
- If your school requires immediate and continuous attention at post season TEAM competitions, you are encouraged to bring your own certified athletic trainer (at your school's expense) to cover your team's needs and to also assist in the event if called upon. Your school's certified medical professional may not overrule certified medical professionals provided by tournament management.

**IMPORTANT NOTE: For all MHSAA tournaments conducted at either school or non-school facilities, an Automated External Defibrillator (AED) is required to be within visible distance of the event.**

**MERCHANDISING:** Concession stands, whether operated by school or non-school groups, must confine sales to non-alcoholic beverages, edible items and general school spirit items that were available at regular-season home contests. The selling of tournament-related merchandise is limited to programs offered by the MHSAA

and its authorized vendors, which may be in contact with you regarding their availability. Such programs may include, but are not limited to, the following categories: T-shirts, DVDs and photograph. Regardless of the availability of such authorized programs, schools may not produce their own tournament-specific merchandise items to sell at MHSAA tournament sites. Raffles and 50-50 drawings are not allowed.

*Use of MHSAA Logo* – The MHSAA logo and acronym are registered trademarks. MHSAA tournament trophy designs are also copyrighted. Use of these legally protected marks requires written permission of the MHSAA. Contact the MHSAA Communications Director for additional information.

**NOISEMAKERS:** Use of artificial noisemakers is prohibited at MHSAA indoor tournament competition. Tournament managers have the authority to restrict use of any devices which in their judgment disrupt the integrity of the competition, compromise judge's rulings or cause significant problems for other spectators. Body paint, bare chests or helium filled balloons are not allowed. Smoking is not allowed at the site.

**OPT-OUT DUE DATE:** The Tournament Notification Form be posted online and the Opt-Out Due Date deadline is 4 p.m., Friday, February 21, 2025. Any entry received after the deadline date and time but received before the event schedules have been drawn up, may be accepted only when accompanied by a \$50 late entry fee. All late entry fees will be retained by the host school. No late entries will be accepted after 4 p.m. on Tuesday, February 25, 2025.

**PROGRAM:** Managers must provide a program listing names of teams and competition schedule. If local advertising is used, it should not mention tobacco, liquor or gambling. Locally produced programs must identify the MHSAA as the sponsor of the tournament, using the camera-ready materials provided by the MHSAA at mhsaa.com. Please forward a copy of the program to the MHSAA as soon as possible.

**50-50 RAFFLE POLICY:** MHSAA tournament hosts can conduct 50/50 raffles provided the host site manager requests and receives the appropriate license from the State of Michigan.

<https://www.michigan.gov/cg/raffles>

**REPORTING REGIONAL QUALIFIERS:** Each Manager will complete the Report of Qualifiers and email it to the MHSAA and the Finals Manager immediately following the Regional Tournament (Saturday afternoon). Regional Managers will submit a report to the MHSAA and the Finals Manager which will include the eight qualifiers in each event, the six all-around qualifiers and Entry Forms from winner, runner-up, and third place teams, along with the Entry Blank and Master Eligibility Lists for those teams.

One additional Regional team may qualify for team competition. The team will be determined once all Regional scores are submitted to the MHSAA on the Saturday of Regional competition. The team will be the best overall fourth place team score and the score must be above 140.0. The following procedure must be followed:

- a. All Regional hosts must email their results to the MHSAA on Saturday, March 1, 2025.
- b. Once scores are received, MHSAA staff will place on the website by the following day, the name and score of the team that will advance to the Team Finals competition.

Managers are required to provide complete individual and team results of their tournament to all competing schools in the tournament and to the MHSAA on the forms indicated. Please complete all of the form as this information is necessary in establishing Regional qualifying scores for the subsequent year.

**SCORES ARE FINAL:** The meet referee shall assist with and verify the meet results by signing the official scoresheet making the meet results final.

**SPORTSMANSHIP:** When a student is disqualified during a contest for flagrant or unsportsmanlike conduct, that student shall be withheld by his/her school for the remainder of that day of competition and for at least the next day of competition for that team. When a coach is disqualified during a contest for unsportsmanlike conduct, that coach shall be prohibited by his/her school from coaching for the remainder of that day of competition and from coaching at or attending at least the next day of competition for that coach's team.

Failure of the school for any reason to enforce this regulation will prohibit the school from entry in the next MHSAA tournament for that sport, or from the remainder of the current tournament if the disqualification occurs during a MHSAA tournament or during the last regular season contest.

Disqualifications from one season carry over to the next season in that sport for undergraduates and coaches, or the next season in any sport for seniors. If the playing rules for a sport specify an additional penalty or more rapid progression, or use of such a progression for other violations, the playing rules apply.

Any coach who is disqualified for unsportsmanlike conduct two or more times during a season, any player who is disqualified for unsportsmanlike conduct three or more times during a season, and any coach or player who is ejected for spitting at, hitting, slapping, kicking, pushing or intentionally and aggressively physically contacting an official at any time during that season is not eligible to participate in the MHSAA tournament for that sport that season. If the tournament disqualifying ejection for that individual occurs during the MHSAA tournament, that player or coach is ineligible for the remainder of that tournament.

If a team is removed from competition in protest, the contest is forfeited to the opponent and the coach and principal of the removed team must appear before the Executive Committee to indicate why additional action should not be taken. The Executive Committee may also require the appearance of personnel from other schools and game officials.

If the coach is ejected from the contest and an assistant coach, or an assigned school representative is not available to continue as the coach the event is terminated and forfeited to the opponent. When a contest is interrupted or it ends prematurely because of breakdown of proper sportsmanship and whether or not the on-site officials forfeit the contest to one team, one or both schools may be subjected to any or all, but not limited to, the following: censure, probation with competition, probation without competition, forfeiture, loss of privilege of revenue sharing, expulsion. In addition, it may be required of one or both schools that their coaches and administrators appear before the Executive Committee to indicate why additional action should not be taken.

**Team Spectators Sports Celebrations** – During contests, officials will penalize under applicable sportsmanship or playing rules those student-athletes or coaches who leave the field of play and contact or approach spectator areas for celebration. Each school shall assign an acceptable number of adult crowd control supervisors to be stationed in front of its student cheering sections.

At the conclusion of contests, prior to or after awards are presented, athletes shall not enter spectator areas or physically contact spectators in the stands. Similarly, spectators shall not run on the floor. Athletes shall not enter spectator areas and physically contact spectators in the stands. Any cost for repair or replacement to facilities damaged as a result of celebrations shall be paid by the school involved directly to the host facility within 30 days of the bill being submitted to the school. MHSAA reimbursement or revenue sharing will be withheld until paid by the offending school. Future tournament hosting privileges or school reimbursements to offending schools may be withheld if payment is not made.

**TEAM LIMITS:** Each school with four or more gymnasts competing at the Finals Tournament will receive a maximum of three coach floor passes. Schools with three or less gymnasts competing at the Finals Tournament will receive a maximum of two floor passes.

**TOBACCO AND ALCOHOL POLICY:** Use of alcohol or tobacco, including e-cigarettes or other smoking devices, is prohibited at MHSAA tournament events by players, coaches and spectators. Managers should stress in coaches meetings that they are not to use tobacco at the tournament venue.

**TROPHIES/MEDALS:** Tournament managers will receive both trophies and medals together in one shipment from ESCO. The box containing the trophies and medals should be opened immediately upon delivery and inspected for accuracy in quantity and engraving. Tournament managers should contact ESCO directly at 1-800-852-4266 with any questions or problems regarding trophy and medal shipments.

**Regional** – A trophy will be presented to the winning team along with 15 team medals. Division 1 and Division 2 medals will be presented to the first eight place finishers in each event for individual awards. In addition, 1<sup>st</sup> through 6<sup>th</sup> place medals will be awarded in All-Around competition in Division 1 and Division 2. There will be no extra medals provided for tie positions at Regional Tournaments. If there are ties in 1<sup>st</sup> through 8<sup>th</sup> place in the



four events or 1<sup>st</sup> through 6<sup>th</sup> place in All-Around, the Tournament Manager will notify the MHSAA on the form provided.

**Finals** – Trophies will be presented to the Champion and Runner-up teams, along with 15 team medals each. Division 1 and Division 2 medals will be awarded to the 1<sup>st</sup> – 10<sup>th</sup> place finishers in each event for individual awards. In addition, 1<sup>st</sup> through 10<sup>th</sup> place medals will be awarded in All-Around in Division 1 and Division 2 competition. In case of ties, duplicate medals will be ordered and mailed to the gymnasts. Only MHSAA approved awards are to be presented to student-athletes at MHSAA tournaments. If a school wishes to purchase additional Regional or Finals medals, they can be ordered by using the Additional Medal Order Form.

**Extra Medal Order Form** – [https://www.mhsaa.com/sites/default/files/Administrators/medal\\_form.pdf](https://www.mhsaa.com/sites/default/files/Administrators/medal_form.pdf)

**WARM-UP POLICY:** A touch warm-up procedure will be used at all Regional sites and the Finals site. Each competitor will be allowed a touch warm-up prior to her event. The following touch warm-up procedure has been adopted and is required by the MHSAA Gymnastics Committee. It shall be used at all MHSAA gymnastics tournaments.

**Vault** – Prior to a team competing in the vault event, there can be a team touch or there can be an individual touch. If individual touch is the choice, each gymnast will be allowed one or two vaults just prior to her competition while the judges are scoring the previous competition. If it is a team touch, all vault competitors on a team are allowed a touch prior to team competition.

**Bars** – Individual touch (on deck). When the meet begins, the first two competitors will be allowed their touch separately. They will be allowed 30 seconds each (excluding bar sets). The third gymnast will be allowed her touch while the judges are scoring the first routine. The fourth gymnast will be allowed her touch warm-up during the scoring of the second routine, etc. The fall timer will time warm-up. It is to everyone's advantage for coaches to help each other when two schools' individual competitors are placed together on bars for touch and competition.

**Beam** – Individual touch (on deck). When the meet begins, the first two competitors will be allowed their touch separately. They will be allowed 30 seconds each. The third gymnast will be allowed her touch while the judges are scoring the first routine. The fourth gymnast will be allowed her touch warm-up during the scoring of the second routine, etc. The fall timer shall time warm-ups beginning when the previous competitor leaves the matted beam area.

**Floor Exercise** – Team or individual touch. If a team touch is chosen, all team members competing on floor will be allowed a group team touch prior to their team competing on floor. If the team has chosen individual touch (on deck), the first two competitors will be allowed two tumbling passes and one dance each when the meet begins. The third gymnast will have her touch while the judges are scoring the first routine. The fourth will touch during the scoring of the second routine, etc.

**Coaches – On Deck Method** – It is the responsibility of the coach to have their gymnasts ready for their touch so it does not interfere with the progress of the meet. If your gymnast is not ready to touch in the on-deck spot, she will forfeit her touch.

**Regional and State Hosts** – Please inform your timers at beam and bars that it is their responsibility to time the touch warm-ups.

**WITHDRAWAL POLICY:** Tournament management is to contact the MHSAA office if a school withdraws or fails to show for scheduled competition after the Opt-Out Due Date for team sports or the pairings, heat assignments or flights are determined for individual sports of the first level of the MHSAA tournament in that sport. The MHSAA staff person responsible for the sport will request from the school principal a written explanation for the no-show/withdrawal. If the reason is determined to be unacceptable by MHSAA Staff, the MHSAA Executive Director will place the school on probation for the next two school years. A second offense within the two-year probationary period will cause the school to be prohibited from tournament play in that sport for the two years following the second offense.

**YOUTH PROTECTION POLICY:** During the MHSAA Tournament events, the MHSAA expects all designated managers, volunteer or paid staff assisting in the event, officials or any other personnel to follow local school district policy and state statute regarding the mandatory reporting of child abuse, bullying, hazing and sexual harassment. A report of such activity shall be made to legal authorities and to the MHSAA Executive Director or his designee.

SCHOOL \_\_\_\_\_ COACH \_\_\_\_\_ DATE \_\_\_\_\_

COACH'S CELL # \_\_\_\_\_ WORK# \_\_\_\_\_ HOME# \_\_\_\_\_

## 2025 GIRLS GYMNASTICS REGIONAL ENTRY

(Team or Individual)

We hereby enter the following girls as individual qualifiers (in the DIVISION designated) in the Girls Gymnastics Regional Tournament. The DIVISION designated CANNOT be changed after the Opt-Out Due Date. We certify that these gymnasts have equaled or bettered the established qualifying scores in the events we have checked. Please send this information to your Regional Manager by the Opt-Out Due Date.

### Division 1 Gymnasts

A gymnast who has EVER competed in a non-school competition at the USAG Level 8 or above, USAIGC – Intermediate Optional Level or the USAIGC Open Optional Level, a Y Program at Level 8, an AAU-Michigan qualifying meet judged at Level 8 or Xcel Sapphire Level.

**OR**

A gymnast who has competed in USAG Optional 7 or USAIGC Developmental Optional Level or Level 7 equivalent Y Program or Xcel Diamond Level since Jan. 1, 2023.

### Division 2 Gymnasts

All other gymnasts will be considered Division 2 competitors. NOTE: A Division 2 Gymnast can choose to compete in Division 1, regardless of her experience. The decision must be made before the entry form is submitted to the Regional Manager. The designation of Division 1 or Division 2 must appear on the Team and Individual Qualifier Forms for each gymnast entered in the MHSAA Tournament Series and cannot be changed after the entry due date.

OUR TEAM HAS QUALIFIED TO COMPETE AT REGIONALS. IN THE EVENTS WE HAVE LESS THAN FIVE QUALIFIED, WE HAVE MARKED "TEAM" IN THE BOX OF OUR CHOSEN COMPETITOR.

\_\_\_\_\_ **TEAM QUALIFIED FOR REGIONALS, PLEASE CHECK.**

**QUALIFICATION OF TEAM SCORE: 120.0**

CHECK EACH EVENT FOR WHICH THE CONTESTANT GYMNAST HAS QUALIFIED.

1.	LAST NAME	FIRST NAME	DIVISION	VAULT	BARS	BEAM	FLOOR EX
				7.9	6.7	7.4	7.8
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.							
12.							

### VERIFICATION OF GYMNASTS QUALIFYING SCORES

Explanation of Requirement: The following page must be completed by the coach to substantiate verification of each individual gymnast's qualifying scores. The FOUR DATES on which the gymnast met or bettered the qualifying score must be recorded in the boxes provided for each competitor for each event. **THE COACH AND ATHLETIC DIRECTOR'S SIGNATURE MUST APPEAR AT THE BOTTOM OF THE NEXT PAGE.**

**VERIFICATION OF GYMNASTS' 2024-25 QUALIFYING SCORES**  
**(Also Serves As ENTRY FORM for INDIVIDUAL Qualifiers)**

Division:		Grade:	
Contestant's Name:			
Vault 7.9	Bars 6.7	Beam 7.4	Floor Ex. 7.8
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /

Division:		Grade:	
Contestant's Name:			
Vault 7.9	Bars 6.7	Beam 7.4	Floor Ex. 7.8
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /

Division:		Grade:	
Contestant's Name:			
Vault 7.9	Bars 6.7	Beam 7.4	Floor Ex. 7.8
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /

Division:		Grade:	
Contestant's Name:			
Vault 7.9	Bars 6.7	Beam 7.4	Floor Ex. 7.8
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /

Division:		Grade:	
Contestant's Name:			
Vault 7.9	Bars 6.7	Beam 7.4	Floor Ex. 7.8
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /

Division:		Grade:	
Contestant's Name:			
Vault 7.9	Bars 6.7	Beam 7.4	Floor Ex. 7.8
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /

Division:		Grade:	
Contestant's Name:			
Vault 7.9	Bars 6.7	Beam 7.4	Floor Ex. 7.8
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /

Division:		Grade:	
Contestant's Name:			
Vault 7.9	Bars 6.7	Beam 7.4	Floor Ex. 7.8
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /

Division:		Grade:	
Contestant's Name:			
Vault 7.9	Bars 6.7	Beam 7.4	Floor Ex. 7.8
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /

Division:		Grade:	
Contestant's Name:			
Vault 7.9	Bars 6.7	Beam 7.4	Floor Ex. 7.8
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /

**SCHOOL** \_\_\_\_\_ **DATE** \_\_\_\_\_

**Coach's Signature:** \_\_\_\_\_ The appearance of my signature attests that qualifying scores were met by these named gymnasts on the dates printed and are placed in the proper DIVISIONS as described in the Participating School Tournament Information.

**Athletic Director's Signature:** \_\_\_\_\_ The appearance of my signature attests that qualifying scores were met by these named gymnasts on the dates printed and are placed in the proper DIVISIONS as described in the Participating School Tournament Information.

**2025 GIRLS GYMNASTICS  
MANAGER'S REPORT OF REGIONAL QUALIFIERS TO FINALS**

REGIONAL \_\_\_\_\_ HELD AT \_\_\_\_\_

MANAGER \_\_\_\_\_ DATE OF TOURNAMENT \_\_\_\_\_

Managers list in order of finish of all teams. The top 3 teams qualify.

	<u>SCHOOL</u>	<u>SCORE</u>
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____
11.	_____	_____
12.	_____	_____
13.	_____	_____
14.	_____	_____
15.	_____	_____

**THIS INFORMATION MUST BE COMPLETED:**

No. of Schools Represented _____	No. of Div 1 Vault Participants _____	Div 2 _____
No. of Div 1 Individual Participants _____	No. of Div 1 Bar Participants _____	Div 2 _____
No. of Div 2 Individual Participants _____	No. of Div 1 Beam Participants _____	Div 2 _____
No. of Full Teams _____	No. of Div 1 Floor Ex Participants _____	Div 2 _____

MANAGER \_\_\_\_\_ Date of Report \_\_\_\_\_  
(Signature)

**EMAIL THIS INFORMATION, THE ELECTRONIC SCORING FILE AND A COPY OF YOUR GYMNASTICS REGIONAL PROGRAM TO KATHY VRUGGINK WESTDORP AT THE MHSAA (kwestdorp@mhsaa.com) ON SATURDAY, MARCH 1, 2025.**

**2025 FINALS GYMNASTICS**  
TEAM ENTRY (for team competition on Friday)

**MANAGERS GIVE TO COACHES OF QUALIFYING SCHOOLS**

This form to be completed by coaches of Champion, Runner-Up, Third Place and Wildcard teams.

REGIONAL \_\_\_\_\_ HELD AT \_\_\_\_\_

SCHOOL \_\_\_\_\_ COACH \_\_\_\_\_ PHONE NO. \_\_\_\_\_

Each Regional qualifying team is assured 5 entries in each event regardless of whether each gymnast qualified individually. Coach, you may select any five team members from your Master Eligibility List to compete in each event for team competition.

Please list below the gymnasts who will compete for your team. A scratch meeting will be held on Friday prior to the start of the tournament should you need to make adjustments in competitors in any event.

NAME		DIVISION	GRADE	VAULT	BARS	BEAM	FLOOR EXER.	ALL-AROUND
LAST	FIRST							
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
13.								
14.								
15.								



Email to the Finals Manager immediately.



## 2025 GYMNASTICS

### MEDAL ORDERS FOR GYMNASTS INVOLVED IN TIES

Gymnastics Tournament Held at \_\_\_\_\_ Date \_\_\_\_\_

Tournament Manager \_\_\_\_\_

NOTE: Regionals -There will be no extra medals provided for tie positions at Regional Tournaments. If ties occur in 1st through 8th place on an event, an extra medal may be ordered by completing this form. If a tie in All-Around occurs, an additional medal may be ordered.

Finals-In case of ties, duplicate medals will be awarded. See the General Information Bulletin for a complete explanation of medal honors. If ties occur in All-Around or an event, an extra medal may be ordered by completing this form.

The following persons were involved in ties and are entitled to receive medals for the event listed below:

	<u>EVENT</u>	<u>DIVISION</u>	<u>PLACE</u>	<u>NAME</u>	<u>SCHOOL</u>
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____
6.	_____	_____	_____	_____	_____
7.	_____	_____	_____	_____	_____
8.	_____	_____	_____	_____	_____
9.	_____	_____	_____	_____	_____
10.	_____	_____	_____	_____	_____
11.	_____	_____	_____	_____	_____
12.	_____	_____	_____	_____	_____

Email ([paige@mhsaa.com](mailto:paige@mhsaa.com)) this form immediately following the completion of the Tournament. Make a copy for your records.



**GYMNASTICS**  
**THE INQUIRY PROCESS**

1. Coach fills out a written inquiry concerning his/her gymnast.
2. Coach submits inquiry to Meet Referee. (If a Meet Referee has not been designated, the inquiry will be given to the Superior Judge of that event.)
3. The Meet Referee reads the written inquiry and determines if it meets the criteria for a valid inquiry.
  - a) The written inquiry or the verbal intent to inquire must be given to the Meet Referee no more than 10 minutes after all scores for that team were recorded for that event.
  - b) Does it concern one of these 6 issues which can be questioned?
    1. Difficulty/Vault Value
    2. Event Requirements
    3. Neutral Deductions
    4. Advanced High Superiors
    5. Back-to-Back Superiors
    6. Mathematical Error

4. (if not legal)

If the inquiry is on time, but involves an issue other than the 6 concerns listed above, the Meet Referee returns the inquiry with no penalty taken. If the inquiry is not on time, it should be refused with no penalty taken. (This is the end of the process for non-legal inquiries.)

4. (if legal)

If both of the conditions are met as described above, the Meet Referee refers the inquiry to the superior judge of the event in question. *The Superior Judge cannot refuse to review the inquiry.* (See parts 5-7 below).

*NOTE: If a coach continues to submit inappropriate inquiries, upon receipt of the 3rd inappropriate inquiry by the same team, the Meet Referee will assess a 1.0 deduction.*

5. The superior judge calls a conference with all judges of the event in question. The particular issue inquired is discussed and a decision is made. (The Meet Referee should attend this discussion when possible.)
6. The superior judge notifies the Meet Referee of the decision. (The Inquiry Form provides space for this decision to be formally recorded.)
7. If the score was changed as a result of the inquiry, the Meet Referee informs the scorer's table, and no team deduction is taken. If the score was not changed as a result of the inquiry, the Meet Referee notifies the coach and no team deduction is taken.
8. Last step - the Meet Referee shall return the Inquiry Form to the coach so the decision is received in writing.



