



2025 ASAA/FIRST NATIONAL BANK ALASKA SOFTBALL STATE CHAMPIONSHIPS

June 5-7, 2025 at Cartee Fields
POLICIES AND PROCEDURES

Schedule:

Wednesday, June 4	
12:00 - 6:00 PM	Practices/Bat Testing
Thursday June 5	
12:15 PM	Play Begins
Friday, June 6	
10:00 AM	Play Begins
Saturday, June 7	
10:00 AM	Play Begins

Format: Division I - 6 team tournament

Division II - 6 team tournament

Day 1 is pool play that is used to seed a double elimination bracket on days 2 & 3

Rules: The event will be conducted in compliance with the 2025 National Federation Softball Rule Book and ASAA adoptions on page 171 of the ASAA handbook.

Pools/Brackets: Brackets will be posted on Monday, June 2 on the Softball page of the asaa.org website.

Practice: Practices will be Wednesday June 4 from 12-6 PM. Times will be posted Monday, June 2 on the Softball page of the asaa.org website.

Testing Softball Bats: We will be testing bats on Wednesday at practices and Thursday morning. Please be sure to bring all your bats to be tested.

Roster: ASAA is using Big Teams for its School Activities Reporting System (SARS). In your big teams account go to the Softball Varsity Roster

- Schools will submit their initial roster by May 25th.
- This roster must include each athlete's uniform number and an indication of who will be attending state. Player positions are not required, but will be included in the tournament program if provided.
- The Softball Roster Limit is 18 players.
- Teams are allowed to list up to three (3) additional athletes beyond the maximum roster size for the initial roster. At the coaches meeting the 3 additional athletes will need to be removed and not able to play in the tournament.
- The official roster will be finalized at the coaches' meeting, after which no substitutions are allowed. If jersey numbers change, coaches must notify scorekeepers and officials.

IMPORTANT DATES

SATURDAY, MAY 31- 10:00 PM

- Email State Qualifiers to championships@asaa.org

SUNDAY, JUNE 1 - 2:00PM

- [Eligibility Roster Finalized](#)
- [State Entry Form](#)
- [Photo Upload Form](#)
- [Code of Conduct Form](#)
- [Good Sport Selection Form](#)

TUESDAY, JUNE 3 - 5:00PM

- Academic Award Entry

THURSDAY, JUNE 5 - 8:30 AM

- Coaches Meeting - Mandatory at Cartee Fields
- Bat Testing

Forms: Beginning this year other forms will also be accessed through Big teams. When you are logged into your account click on Document Management, click on the General State Championship Entry Form and then start a New Submission. Also, complete the photo upload, the Code of Conduct and the Good Sport Selection forms. Complete all 4 forms by 2pm on Sunday, June 1st.

Selection of Home Team: The state tournament director or head official will conduct a coin toss with the coaches. Coin tosses for the first games at the state tournament will be conducted at the coaches meeting. Afterward, the coaches of each game will meet with the tournament official for the coin toss. The winner will choose to be the home team or visitor. The loser will choose dugouts. For the championship game, the undefeated team shall be the “home team.”

Dugout/Coaching Box: The dugout is for participants in uniform, managers and coaches only. The maximum number of individuals in the dugout is 26. All individuals must be wearing their pass or be in uniform. Due to safety concerns only individuals 7th grade or above may be in the team area during competition. Please clean up your area after your games. Coaches boxes may be occupied by a coach, player or eligible substitute. All coaches will be in proper uniform as defined on Rule 3.5.3 in NFHS rulebook.

Game Field Warm-up: Each team is guaranteed warm up time on the field prior to the start of the game. The amount of time will be determined by the officials. No game will begin before its scheduled time.

Warm-up Areas: Field 3 at the Cartee Complex is available for warm-up. Priority goes to the teams in the next games.

Introductions: Player Introductions will only be done for the championship games.

National Anthems: Will be played at the start of each day.

Postponing a Game: When necessary to postpone any tournament game due to weather or travel difficulties, it shall be the responsibility of the tournament director to reschedule according to ASAA policy. The tournament director shall have a plan for rainouts worked out in advance and all teams will be informed of the changes. If a team is late due to other reasons not related to weather or travel, the game may be delayed for a maximum of 15 minutes. After that period of time, if the team has not appeared and has not contacted ASAA, the game shall be recorded as a forfeit. A team arriving 0-15 minutes after their scheduled time of play will have a maximum of 5 minutes of warm up time.

Thunder & Lightning: When lightning is seen or thunder heard, we will suspend play for at least 30 minutes and vacate the area to a predetermined location. Once play has been suspended, we will wait at least 30 minutes after the last lightning/thunder is witnessed prior to resuming play.

Passes:

Coaches: Only certified coaches listed on the schools softball eligibility list will receive a pass. Coaches must have on their person the pass while on the bench. If not the school will be fined \$25.

Participants: Passes will be based on submitted rosters. Managers should be included on the roster. All participants must be in uniform or have their pass with them while on the bench.

Administration: Each school will be provided one pass for attending administrators. The administrator should check in with an ASAA staff member upon arrival to receive a pass.

Event Supervision: Each participating school will be requested to identify an administrator or other person approved in advance by the principal who is responsible for the conduct of its coaches, participants and fans throughout the contest, as defined in the ASAA bylaws Article 6, Section 4. Please have the designee check in with ASAA staff upon arrival at the event.

Medical: Medical staff will be present for all games throughout the tournament.

Hospitality: There will be no hospitality area this year.

Concessions: Concessions throughout the tournament.

Photography/Videotaping: Fans, parents, coaches, school employees, etc. are not allowed to photograph outside the spectator area. Designated areas outside the spectator area are reserved for working members of the media.

State Merchandise: Northwest Designs is the Official State Merchandise Vendor. NWD will have a large variety of apparel and feature on-site printing with customized made to order commemorative items.

Results: All results will be posted at asaa.org as soon as possible during or following the events each day.

Participation Fee: The Board of Directors has authorized the assessment of a participation fee for all state championships and festivals. The fee for athletic teams will be \$10 per student participant with a maximum fee of \$150 for those teams of 15 or more participants. Schools will be invoiced following the event.