



**2023**  
**FOOTBALL**  
**Playoff Information**  
**Handbook**

# UNIVERSITY INTERSCHOLASTIC LEAGUE

## FOOTBALL PLAYOFF HANDBOOK

Congratulations on representing your district for the football playoffs. Since your school is advancing to the playoffs, the following points should clarify questions asked by participating schools. If the League office can be of further assistance during your tournament preparation period, please call.

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## IMPORTANT DEADLINES

### Dates and Links:

- **Certification of District Representatives:** The last dates for certifying the district to the League office is **November 4th**. District chairs will be submitting directly to MaxPreps via the UIL Portal. Once district certifications are submitted, the online brackets will auto-populate with the teams from your district. It is mandatory that the **district chairs certify the district representatives** through the UIL Portal as soon as they are finalized. Instructions can be found here <https://www.uil texas.org/football/page/district-certification-instructions> **NOTE: Each district certification must have a separate 1<sup>st</sup> through 4<sup>th</sup> place finisher based on district standings.**
- **UIL Playoff Reporting Form:** Coaches are required to submit playoff results immediately following their contest. The winning school should submit playoff game results and next round information via MaxPreps through the assigned coach/admin account. The score reported by a coach on a team's page will automatically fill in the bracket. The completeness of the data presented on the UIL Texas Scoreboard will be dependent upon the participation of schools and coaches. For more information, please see [www.uil texas.org/athletics/uil-maxpreps](http://www.uil texas.org/athletics/uil-maxpreps).
- **Week One:** The match must be played between **November 9 - 11**. The winning team is REQUIRED to report the score immediately following the game online through MaxPreps.
- **Week Two:** The match must be played on **November 16 - 18**. The winning team is REQUIRED to report online the score and win/loss record immediately following the game through MaxPreps.
- **Week Three:** The match must be played on **November 23 - 25**. The winning team is REQUIRED to report the score immediately following the game online through MaxPreps.
- **Week Four:** The match must be played on **Nov 30 – Dec 2**. The winning team is REQUIRED to report the score immediately following the game online through MaxPreps.
- **Week Five:** The match must be played on **December 7 - 9 EXCEPTION: 2A Division I, may play on December 6<sup>th</sup>**. The winning team is REQUIRED to report the score immediately following the game online through MaxPreps. (Conference 1A Six-Man will not play on Week Five)
- **State Championships: December 13 – 16, 2023**

**Team Information & Pictures:** Teams advancing to semifinals must submit the following materials to the UIL no later than **Monday, December 4, 2023**.

- Team Information Form
  - List of players, coaches, etc., and **all** games played) –
  - To be completed online at <https://www.uil texas.org/forms/team-info-football>
- **\*\*New for 2023\*\*** Pictures Submission Form
  - We will be collecting your school photo submission through an online form
  - To be completed online at <https://www.uil texas.org/machform/view.php?id=949239>
    - Team Picture
    - Head Coach Picture
    - Logo

Failure to submit this information could result in a range of penalties as described in Section 27 (b) of the UIL Constitution and Contest Rules or your team not appearing in the State Tournament program.

**Inclement Weather:** If weather conditions make it impossible to determine a winner before certification, **UIL must be contacted for an extension**. The next round opponent(s) or regional site must also be contacted to inform them that the deadline has been extended.

Extreme scheduling difficulties could result in a coin flip, which would determine the representatives to the next round.

### **POSTSEASON GAME INFORMATION**

**Site Selection:** All potential neutral and home sites (town and stadium) should be designated prior to any coin toss. For the first round of the playoffs only in classifications 5A and 6A, the higher district finish will determine whether the game is played on the top seed's home field or mutually agree to play the game at a neutral site.

#### **Constitution and Contest Rules:**

##### **Section 1250: FOOTBALL PLAN**

###### **(i) SITE AND DAY OF GAME**

(3) Playoff Games. Excluding state championship games, unless mutually agreeable otherwise, the place for playing a playoff game shall be determined on a "home and home" basis for the past two football seasons. The team that was the visiting team the last time the two teams met on a home field in a post-district playoff game may require the game be played at its home field. In case of disagreement between two teams who have not played a post-district playoff game during the past two football seasons, the game site shall be decided by a coin toss. A school cannot be required to flip for a playoff site that is not large enough to accommodate the fans from both schools. Exception: In 5A and 6A, for the first round of the playoffs only, the opponent with the higher district finish will determine whether the game is played on its home field or mutually agree to play the game at a neutral site. If the opponents have the same district finish, the two teams will flip a coin or agree on a neutral site.

##### Constitution and Contest Rules: Section 1208: ATHLETIC REGULATIONS

###### **(p) SITES DEFINED FOR ALL TEAM SPORTS.**

(1) *Home Sites.* When two schools flip for two separate sites other than their home field or court, the sites are considered home sites unless both sites are near mid-point.

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

###### *Example:*

San Antonio and Dallas have not met in the playoffs for the past 2 years:

**Step 1:** Designate potential sites. San Antonio: Belton-neutral; Alamo Stadium-home. Dallas: Temple-neutral; Cotton Bowl-home.

**Step 2:** Flip for type of site (either neutral or home and home).

Heads for home and home.

Tails for neutral.

Comes up heads.

**Step 3:** Flip to see who wins home.

Dallas calls tails for home.

San Antonio calls heads for home.

Comes up tails.

Game is played at the Cotton Bowl as the Dallas home site.

***NOTE: In the 1<sup>st</sup> round of the playoffs each district team must be represented by a 1<sup>st</sup> through 4<sup>th</sup> place finish from their district play. Home field advantage for 5A & 6A is determined by district finish.***

- **Contracts:** All playoff arrangements between two schools should be made in writing and signed to protect both parties. Sample football game contracts for use of schools can be found on our website: [http://www.uiltexas.org/files/athletics/forms/Football\\_Game\\_Contract.pdf](http://www.uiltexas.org/files/athletics/forms/Football_Game_Contract.pdf)

### **Gate Receipts**

The following paragraph is taken from the Football Plan.

(j) SIXTEEN PERCENT POST-DISTRICT RECEIPTS. Sixteen percent of the gross receipts of post-district games shall be paid to the UIL. The radio broadcast receipts and the telecast receipts are considered a part of the game receipts in all post-district games.

The school that handles the receipts of the game, usually the "home team", submits a financial form to the UIL office. The updated football financial form can be found on the football forms page on our website: <http://www.uiltexas.org/football/forms>.

### **Post Season Halftime Structure:**

- Playoff games – Halftimes shall be 24 minutes for post-season games. The intermission between halves for post-season games may be 28 minutes if mutually agreed upon by both schools.
- State Championship Games - Halftimes shall be 24 minutes. (20 for 1A)

### **Championship Structure (advancement structure):**

- **Playoff Qualifiers:** District representatives are bracketed for weekly playoffs leading to a state championship beginning the first weekend after the designated date for determining district champions. See the UIL website ([www.uiltexas.org](http://www.uiltexas.org)) for the brackets to determine the elimination schedule for each conference.

In Conference 1A-six-man football, both Division I and Division II advance two teams from each district to the playoffs, with each division playing to a state championship.

In Conferences 2A, 3A, 4A, and 5A both Division I and II advance four teams from each district to the playoffs, with each division playing to a state championship.

In the Conference 6A playoff structure, the top four teams from each district advance to the playoffs. The two advancing schools with the largest enrollments, as submitted in October 2021, in grades 9-12 are bracketed into Division I and the other two schools are bracketed into Division II, with both divisions playing to a state championship.

Enrollment figures utilized for determining division I and division II status for 6A can be found on the UIL website at <http://www.uiltexas.org/alignments>

- **Playing dates:** Playoff games past the district level may not be scheduled earlier than the first Thursday after the certification date for district champions. Other playoff games may be played on Thursday, Friday or Saturday as bracketed. Section 1250(e)(4) of the Constitution and Contest Rules states:

*Minimum Time Between Playoff Games.* No team or student in any conference shall be permitted to take part in more than one playoff game within six calendar days, unless mutually agreeable to play within five calendar days.

- **Ties:** If two or more schools are tied for district representation at the end of the regular season, the district executive committee must devise a policy to select the schools to represent the district in post-district play. For tie games in the playoffs, Section 1250 (h) of the Football Plan in the *Constitution and Contest Rules* applies in all conferences.
  - (h) TIED GAMES.
    - (1) *Non-District Varsity, District Varsity and Post-District Games.* The NCAA overtime system shall be used in all non-district varsity games, district varsity games and post-district games tied at the end of regulation play. (See manual.)
    - (2) *Other Games.* The NCAA overtime system shall not be used in any sub-varsity games or junior high games.

**Video Trade** - Playoff teams are required to exchange all videos leading up to the playoff game to include regular season and post-season games. Upon mutual agreement, teams may agree on trading a specific number of games.

- (1) All videos must be traded by noon on the day following the last game played by the two teams involved. Example: Team (A) plays on Friday and Team (B) plays on Saturday, all videos must be traded by noon on Sunday. By mutual agreement games may be traded earlier.

**Officials** - Dressing facilities should be available for officials at least 1 1/2 hours prior to the game. Officials should be at the site of the game at least one hour before kickoff. Timers, statisticians and the "chain crew" should meet with the officials at least 30 minutes prior to the game. A police escort should meet the officials at the half and after the game at a designated place. They should accompany the officials to the dressing room.

- **Requesting Officials:** The League office may assign officials if the two schools cannot reach mutual agreement. This can be done on the UIL website: <https://www.uiltexas.org/form/officials-request/football.php>
- **Official Evaluations:** After your contest, you may fill out the officials evaluation form on the UIL website: <https://www.uiltexas.org/form/officials-evaluation/submit.php?sport=Football>

**Broadcasting** - Live or tape-delayed video broadcasts of a postseason contest require approval from the UIL. The UIL retains all broadcast rights to postseason contests and has granted rights to its broadcast partners, who have first rights to all postseason activities. The UIL's broadcast partners are the NFHS Network and Bally Sports Southwest. Please see below for more information. Any questions should be directed to the UIL Media Department: [pr@uiltexas.org](mailto:pr@uiltexas.org)

### **Broadcast Opportunities for UIL Member Schools:**

#### **1. Non-Commercial Academic Video Broadcasts**

Schools interested in doing a non-commercial Academic Video Broadcast must submit this form by noon the business day prior to the event: [UIL Member School Playoff Broadcast Request](#). There are no fees to do an academic broadcast.

*The UIL defines an Academic Broadcast as a broadcast with an educational purpose that is produced solely by a UIL-member school and/or school district primarily using school facilities, equipment, staff and students without any commercial relationship for the financial benefit of another party.*

Any use of professional broadcasters should be limited and on a non-paid, volunteer basis. Schools cannot carry commercial obligations over to postseason academic broadcasts. Schools may air postseason broadcasts LIVE if approved by UIL. Additionally, schools may distribute the broadcast via their school or district website or via their official school-affiliated social media or YouTube channels. Other commercial .com websites are prohibited. The web page where the broadcast is to appear should be free of sponsor logos.

Failure to comply with the above may result in future prohibition of academic broadcasts.

## **2. NFHS School Broadcast Program Webcast**

Schools who are members of the NFHS Network School Broadcast Program (SBP) and wish to broadcast an event on the network must submit this form by noon the business day prior to the event: [UIL Member School Playoff Broadcast Request](#). There are no fees to do an NFHS School Broadcast Program webcast.

### **WHAT IS THE NFHS SCHOOL BROADCAST PROGRAM?**

The School Broadcast Program (or SBP) lets high schools produce and broadcast their own games, pep rallies, news shows, and any other event live on the NFHS Network. The NFHS Network has a dedicated support team and account managers to assist these schools with using the platform to stream their events. Most of these events are done by the actual students, and it is a great way for them to get real world experience and exposure to an always evolving technology platform. To learn more about SBP, please visit: <https://www.nfhsnetwork.com/sbp>

### **Media Outlets**

Media outlets and third party, non-school affiliated broadcast entities interested in video broadcasting a postseason contest have two options, abbreviated below. Full information can be found online, [linked here](#).

#### **1. NFHS Production Partner**

Media outlets may enter into an agreement with Sports in Action on behalf of the NFHS Network to produce and distribute one or more postseason contests exclusively on the NFHS Network. Outlets interested in participating should contact Sports in Action at [sublicense@sportsinaction.com](mailto:sublicense@sportsinaction.com) to be set up as an NFHS Production Partner.

#### **2. Sublicense Video Rights**

In the occurrence the contest is not being produced by UIL broadcast partners, the contest may be sublicensed to interested media outlets. Media outlets must complete this form by noon the business day prior to the event: [Playoff Video Broadcast Request form](#) and receive an approval email from Sports In Action.

The approved broadcaster is responsible for communication with the schools for selected broadcasts. The approved broadcaster will schedule the set-up and tear-down times for equipment with the schools and the venues. The approved broadcaster is responsible for any expenses associated with the broadcast. UIL approval does not guarantee preferred placement, accommodations are at the discretion of the host venue.

**Radio** - Live or delayed audio broadcast of a contest that can be transmitted through AM/FM radio, Internet audio stream, podcast, high definition radio, satellite radio, smart phone apps, tablet computer apps or any other medium.

- [Radio Broadcast Agreement Form](#) - Provided as a resource/example for the regular season only. This is not required and does not need to be submitted to the UIL.
- [Football Radio Broadcast FAQs](#)
- [Radio Playoff Guidelines](#)
- [State Championship Radio Broadcasts](#)

