Dear Raider Student-Athlete:

Welcome to another year that I hope will be filled with connection, growth and achievement. It is an honor to join President Casey’s leadership team and to help achieve his inspiring vision for Colgate University. I can’t wait to meet you and to cheer you on in the classroom, in your competitive arena and in the community!

As an athletics department, we have so much to be proud of, boasting multiple Patriot League and ECAC Championship teams from last year and having the 2nd best graduation rate in all of Division I! The comprehensive excellence you are pursuing and achieving is inspiring, and it positions you to leave a meaningful legacy at Colgate.

As the new academic year begins, the coaches and staff of Colgate Athletics and I encourage you to renew your commitment to academic, athletic and personal excellence. We hope you will give all you can and get all you want out of this unique and brief time in life - we are here to support you throughout the process. We look forward to watching you continue the strong tradition of Colgate Athletics!

One Team!

Dr. Nicki Moore
Vice President and Director of Athletics
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I. Introduction

The Colgate Student-Athlete Handbook provides important information and guidance for student-athletes and includes the Student-Athlete Code of Conduct and essential NCAA and Patriot League rules and regulations. It is the responsibility of each student-athlete to adhere to the policies, rules, regulations, and guidelines in this handbook. Like all Colgate students, student-athletes must also adhere to the policies detailed in the Colgate Student Handbook and the Colgate University Catalogue. While the handbooks and catalogue are updated annually, they may change at any time and it is the responsibility of each student-athlete to stay informed of such changes, which will be reflected in the electronic versions of these documents.

Please refer to the online version of the Colgate Student-Athlete Handbook (available at www.gocolgateraiders.com under the ‘Student-Athlete’ tab) or the Colgate website for links to the electronic versions of the Colgate Student Handbook and the Colgate University Catalogue.

1. Division of Physical Education, Recreation, and Athletics (PERA) Mission Statement

Colgate University’s mission is to provide a demanding and expansive educational experience to a select group of diverse, talented, intellectually sophisticated students who are capable of challenging themselves, their peers, and their teachers in a community which brings together living and learning.

Colgate is an inclusive institution with diverse students, faculty, and staff. The Division of Physical Education, Recreation and Athletics strives to provide opportunities for all members of the University community to engage in fitness, recreational, and competitive activities. In keeping with the University’s commitment to teaching, the Division’s coaching faculty and staff provide challenges for young men and women to fulfill their individual physical and intellectual potential in preparation for lives of leadership and productive citizenship.

The mission of the Division of Physical Education, Recreation and Athletics is consistent with the University’s commitment to the total education of its undergraduates. The Division supports students’ development through a variety of creative programs, while sustaining Colgate’s rich competitive athletic tradition. The goals of the Division’s programs are to promote a commitment to a high standard regarding health and fitness; to support social and recreational interactions; to offer students the opportunity to develop athletic skills; and to provide intense competitive challenges for the athletically-motivated student population in an equitable manner. These goals are achieved through NCAA Division I athletic participation and a wide range of sports and leisure activities designed to stimulate interpersonal exploration, mutual understanding, discipline, dedication, social responsibility and personal growth.

2. The Varsity Athletics Philosophy

The Varsity Athletics program, in keeping with the University’s commitment to the total education of its undergraduates, promotes students’ mental, physical, emotional and social development. An intense and concentrated competitive challenge is provided through the varsity athletics program for highly skilled and athletically motivated members of the student population. Through their participation, the student-athletes learn valuable life-long lessons regarding discipline, dedication, and teamwork. The intercollegiate athletic program also serves, through spectator involvement, as a unifying force within the community and among alumni.

The educational purposes of the University and the welfare and commitment of the student-athletes to formal education are paramount considerations within each program and are not compromised in the
pursuit of competitive excellence. Coaches understand and support the fact that academic achievement is the priority for every Colgate student-athlete. Athletic practices, competitive schedules and travel are arranged with that principle in mind. Within this philosophical framework, each participating student-athlete, through professional instruction, is encouraged to develop personal resources and physical skills to the maximum. The dedication and subsequent success of Colgate teams has, for many years, brought positive notoriety and public acclaim to the University on a regional and national level.

The entire intercollegiate athletics program is governed by the rules and regulations of the University, the Patriot League, the ECAC and the NCAA. Student-athletes shall sustain Colgate’s athletic reputation and prestige at all times through fair and honorable competition.

3. The Patriot League

The Patriot League, which was founded on the principles of admitting athletes who are academically representative of their class, is in its second decade of academic and athletic achievement. Participation in athletics at Patriot League institutions is viewed as an important component of a well-rounded education. Full League members of the Patriot League; include American, Army, Bucknell, Colgate, Holy Cross, Lafayette, Lehigh, Boston University, Loyola and Navy. Associate members include Fordham (Football) and Georgetown (Football).

These member institutions are among the oldest and most prestigious in the nation. Alumni from Patriot League colleges and universities have played a leadership role in the shaping of our country. In the classroom, the Patriot League's full-member institutions, individually and collectively, consistently rank among the top Division I programs in the NCAA Graduation Rates Report. For the sixth straight year the Patriot League ranked first among all Division I Conferences in student-athlete graduation rates according to the NCAA Graduation Rates report.

League members have also distinguished themselves on the field of play. The Patriot League sponsors championship competition in 23 sports (11 for men; 12 for women). Championship teams from 14 sports are guaranteed advancement into the NCAA Championships: baseball, men and women's basketball, field hockey, football, men's golf, men and women's lacrosse, men and women's soccer, softball, men and women's tennis and volleyball.

With the exception of the men and women’s ice hockey teams, which compete in the Eastern Collegiate Athletic Conference (ECAC), all Colgate varsity athletic teams are members of the Patriot League.

(The above information is from the Patriot League website: http://www.patriotleague.org/school-bio/patr-school-bio-aboutpl.html)

COLGATE ATHLETICS
We lead with **INTEGRITY**
We are **EDUCATORS**
We are **CHAMPIONS FOR EXCELLENCE**
We are **ONE TEAM**
II. Colgate Department of Athletics
Student-Athlete Code of Conduct

1. Standards of Conduct

It is a privilege and not a right to be a student-athlete at Colgate. Every student-athlete is expected to conduct him/herself in a manner that reflects positively on the team, the Department of Athletics and Colgate University. As a member of the student body at Colgate, each student-athlete must act in accordance with all University policies and procedures as published by the University in the Colgate Student Handbook.

In addition, student-athletes are required to obey the requirements and prohibitions set forth by the coaching staff (i.e. team rules), the NCAA, the Patriot League, and the ECACHL.

Academics

Student-athletes are responsible for attending all classes, completing all classroom assignments, and conducting themselves in ways that are consistent with acceptable classroom performance. Student-athletes are required to meet all Colgate academic requirements as well as the eligibility requirements of the NCAA, Patriot League, and ECACHL.

Attendance at all classes is expected and plays an important role in one’s academic development. Student-athletes are not permitted to miss class or mandatory class activities to attend practice (including weight training or ‘lifting’). As outlined in the Dean of Faculty Scheduling Conflict Recommendations Memo (8/20/2015), student-athletes must know and follow course attendance policies closely, and if the policy is not clear from the syllabus or other course information, students should ask the faculty member. It is the student-athlete’s responsibility to discuss, any class absence due to a competition with the professor as early as possible in the semester. (Please refer to Guide to Identifying and Resolving Schedule Conflicts).

Academic Honor Code

At Colgate University, we believe honesty and integrity are fundamental in a community dedicated to learning, personal development, and a search for understanding. We revere these values and hold them essential in promoting personal responsibility, moral and intellectual leadership, and pride in ourselves, the department of PERA and our University.

As Colgate students, we will represent ourselves truthfully, claim only work that is our own, and engage honestly in all academic assignments. As a member of the Colgate community, I pledge to live by and to support the letter and spirit of Colgate’s Academic Honor Code.

Colgate University recognizes four forms of academic dishonesty: Cheating, Fabrication (of data or sources), Facilitating Academic Dishonesty, and Plagiarism. The full definitions of these forms of academic dishonesty are listed below. All students are urged to read these definitions carefully to gain a complete understanding of behavior that the university considers academically dishonest. Ignorance of the definitions will not be seen as a defense in University Conduct Board proceedings. (Please refer to the Colgate University Academic Dishonesty and the Academic Honor Code)

Athletics

The student-athlete is subject to the rules pertaining to his/her particular sport as established by the coaches and the Division of PERA. These rules include, without limitation, the following:
• The student-athlete must participate in practice and games, except when he/she is declared unfit by the team athletic trainer or doctor or is in any other way unable to participate through no fault of his/her own;
• The student-athlete must obey the decisions and directives of the coaches regarding manners and behavior and appropriate conduct during games and other team activities.

Alcohol and Drug Use
Student-athletes are responsible for complying with all federal, state, University and Division of PERA laws, policies and guidelines pertaining to alcohol and drug use. The use of any NCAA banned substances is not permitted by the NCAA or Colgate University and is cause for loss of eligibility, athletic scholarship, and dismissal from the team. The follow list of unacceptable behaviors is considered to be a minimum requirement, and each coach may set higher standards in separate team policy.

Unacceptable Behavior
• Drinking and driving a motor vehicle
• The use of alcohol by student-athletes when they are engaged in activities relating to practices, contests, team trips, team meetings, locker room activities and banquets
• Use of alcohol that interferes with academic success or athletic performance, or leads to legal problems
• Irresponsible use of alcohol and/or intoxication in a public place
• Drinking with or providing alcohol or drugs to recruits, including specifically the individual host(s) to whom the recruit is assigned
• Possession or use of alcohol or drugs under any circumstance in which such possession or use is unlawful
• Medically-unsupervised use, possession, sale, manufacture or distribution of drugs that may involve medical or psychological hazards to individuals or that may tend to interfere with the rights and privileges of others
• Use of any NCAA banned substance

Issues of Race, Gender, and Sexual Orientation
There must be constant, vigilant sensitivity to issues of race, gender, appearance, ability, and sexual orientation. Our behavior, language and expectations must reflect a commitment to respect the dignity of all individuals. Coaches, staff and students are equally empowered to address these issues.

Inclusion of Transgender Student-Athletes
Statement of Inclusion:
Colgate University believes in and is committed to diversity, inclusion and gender equity among its student-athletes. The Department of Athletics seeks to establish and maintain an inclusive culture that fosters equitable participation for student-athletes. Diversity and inclusion improve the learning environment for all student-athletes and enhance excellence within the University. In light of the University’s commitment to inclusion and equal opportunity in all aspects of campus life, the Athletics Department is dedicated to providing access for transgender student-athletes to intercollegiate varsity athletics through NCAA competition. For the purpose of these guidelines, the Athletics Department uses binary gender terminology (consistent with NCAA best practice language), while recognizing that not all student-athletes identify with binary gender terms. The Athletics Department actively supports the inclusion of student-athletes of all genders and gender expressions on its intercollegiate varsity athletic teams.

NCAA Eligibility:
1. Transgender student-athletes who are undergoing hormone treatment
a. A female-to-male (FTM, trans male) transgender student-athlete who is taking medically prescribed testosterone for the purposes of gender transition may compete on a men’s team with an NCAA approved medical exception.

b. A female-to-male (FTM, trans male) transgender student-athlete who is taking medically prescribed testosterone related to a gender transition may not participate on a women’s team after beginning hormone treatment.

c. A male-to-female (MTF, trans female) transgender student-athlete who is undergoing medically prescribed hormone treatment related to gender transition may participate on a men’s team at any time, but must complete one year of hormone treatment related to gender transition before competing on a women’s team.

2. Transgender student-athletes who are NOT undergoing hormone treatment
a. A female-to-male (FTM, trans male) transgender student-athlete who is not taking testosterone related to gender transition may participate on a men’s or women’s team.

b. A male-to-female (MTF, trans female) transgender student-athlete who is not taking hormone treatments related to gender transition may not compete on a women’s team.

c. Any transgender student-athlete who is not taking hormone treatment related to gender transition may participate in sex-separated sports activities in accordance with his or her assigned birth gender.

**Process for Participation**

**Student Responsibility**

1. A student-athlete who has completed, is undergoing, or plans to commence hormone treatment for gender transition must submit to the Vice President & Director of Athletics a written request to participate on a varsity sports team upon matriculation or when the decision to undergo hormonal treatment is made. The request should include the following:
   a. A letter from the student’s physician indicating the student’s intent to transition and/or current transition status;
   b. The prescribed hormonal treatment plan for the student-athlete’s gender transition;
   c. Documentation of the student’s testosterone levels, if relevant.

2. Student-athletes should communicate with their Head Coach, Sport Administrator, Athletic Trainer, Athletic Communications and other Athletic Administrators working with the program their preferred name, pronoun and its usage (e.g., athletic website, game programs, game announcements, media communications, interviews).

**Implementation**

1. The Vice President & Director of Athletics (or their designees), Assistant Director of Athletics for Compliance, and the Director of Sports Medicine shall review participation requests and meet with the student regarding his/her eligibility for NCAA participation.

2. If hormone treatment is indicated as a part of the student-athlete’s transition, the Athletic Department will notify the NCAA and the Patriot League/ECAC of the student-athlete’s request to participate with a medical exception, and collect all necessary documentation to ensure that NCAA medical requirements for eligibility to compete have been met.

**Facilities Access**

1. Changing Areas, Toilets, Showers - Transgender student-athletes will be given accommodations to use locker rooms, showers, and toilet facilities in accordance with the student-athlete’s gender identity. When requested by a transgender student-athlete, the Athletic Department, to the extent practicable, will provide private, separate facilities for the student’s use, but in no case will the student-athlete be required to use separate facilities.
2. **Competition at Another School** - If a transgender student-athlete requests or requires a particular accommodation while competing at another institution, the Sport Administrator and Coaches will notify the institution to ensure appropriate access to facilities that are comfortable and safe.

3. **Hotel Rooms** - Transgender student-athletes generally will be assigned to share hotel rooms based on their gender identity, with recognition that any student who needs extra privacy will be accommodated whenever possible.

**Dress Codes and Team Uniforms**

1. While representing the institution, student-athletes shall not be required to dress in a manner inconsistent with his/her gender identity, but will be required to conform to basic dress standards as established by Athletic Department or team rules and requests from staff.

**Language**

1. Preferred Names and Pronouns - At all times, Athletic Administrators, Coaches, teammates, student-athletes and staff members should use the preferred name and pronoun of the student-athlete.

**Enforcement and Non-Retaliation**

1. Should these guidelines be violated, steps will be taken in accordance with the University Anti-Harassment Policy. (http://www.colgate.edu/offices-and-services/deanofthecollege/biassexualmisconductresources).

**Internet**

Student-athletes will not post photographs, video, narrative descriptions or other content depicting or describing themselves or teammates from any team gathering, event, or social gathering, other event or circumstance which reflects negatively on Colgate University, the Division of PERA, or the team. Additionally, student-athletes will not create fake or alias social media accounts.

**Gambling**

Gambling is not permitted by the NCAA or the Division of PERA and is cause for loss of eligibility, loss of an athletic scholarship, and dismissal from the team. Gambling is against NCAA Rules (Bylaw10.3) and will lead to ineligibility.

_**NCAA regulations prohibit student-athletes and the athletics department staff members from engaging in the following:**_

- Providing information to individuals involved in organized gambling activities concerning intercollegiate athletics competition;
- Soliciting a bet on any intercollegiate team;
- Accepting a bet on any team representing the institution;
- Soliciting or accepting a bet on any intercollegiate competition for any item (e.g., cash, shirt, dinner) that has tangible value; or
- Participating in any gambling activity that involves intercollegiate athletics or professional athletics through a bookmaker, a parlay card, or any other method employed by organized gambling.

**Hazing**

Colgate University, the Division of PERA, and New York State law, strictly prohibit all forms of hazing, including in connection with initiation or continuing affiliation with an intercollegiate athletic team. (New York State Anti-Hazing Law, 1980)
Every Colgate student-athlete is expected to read, understand and comply with the University policy on hazing. If hazing is suspected or experienced on a Colgate team, you should inform your coach and/or your team’s sport administrator (see directory) immediately so the situation can be prevented or remedied. Participation in hazing activities may lead to individual disciplinary action, team disciplinary action, and/or termination of the team and the remaining competition schedule.

Hazing is any action or situation which recklessly or intentionally endangers mental or physical health or creates substantial embarrassment, harassment or ridicule, or involves the forced consumption of food, alcohol, drugs in the course of initiation or continuing affiliation with an organization. 

**Hazing is prohibited, and includes, but is not limited to:**

- Participation in or creation of situation which cause physical harm or emotional strain, such as causing a member or non-member to be the object of malicious amusement or ridicule;
- Forced, required, or implicitly coerced participation in physical activities such as calisthenics, exercises, or games;
- Participation in activities which involve illegal acts such as kidnapping or stealing, or acts that violate university policy;
- Creation of excessive fatigue or distress through deprivation of privacy, sufficient sleep or decent and edible meals;
- Use of physical brutality or force (including paddling, striking with fists, open hands or objects);
- Forced, required, condoned, or implicitly coerced behavior resulting in lewdness or potential ridicule or bodily harm (such as forced nudity or partial nudity, including coercing an individual to dress in degrading manner as part of initiation or affiliation);
- Forced, required or implicitly coerced consumption of any food, liquor, drug, or any other substance;
- Permitted consumption of excessive amount of alcohol

In addition to Colgate University’s anti-hazing policy, students must comply with New York State Anti-Hazing Law, first passed in 1980 and revised in 1984 and 1988. Hazing in the first degree is a Class A misdemeanor carrying a fine and a prison sentence. Hazing in the Second Degree is a violation.

**Team Captains: Leadership Expectations**
Captains play an essential role in the leadership of the team. We expect that captains will be outstanding role models for other team members in their actions on and off the field of play. They will serve as a liaison between the coaching staff and athletes. They will also establish good working relationships with athletic administrators. They serve a primary role in the motivation of individuals, team spirit, and good sporting behavior. They will not condone or be a part of inappropriate initiation activities; instead, they will foster a positive team-building environment. A good captain will provide the leadership that is so important in helping a team develop and maintain the cohesion essential for success.

**Dress Code**
All teams are expected to present a clean and neat appearance, especially when representing Colgate University on trips and in public. Each team’s coaching staff will outline the specific dress code for team travel.

2. **Sexual Violence Support and Resources**

Colgate University is committed to the goals of fairness and equity in all aspects of the educational enterprise, and to a learning and living environment where all members of the community feel safe and respected. Acts of sexual harassment, sexual assault, relationship violence, and stalking are serious
violations of our community values. The University will not tolerate sexual misconduct, or other forms of sexual violence or nonconsensual sexual activity, and will respond promptly and equitably to these incidents and to any student, staff, or faculty member who reports such incidents. Sexual assault, relationship violence, and stalking can affect people of all gender identities, sexual orientations, races, ethnicities, ages, socio-economic statuses, and national origins. We encourage all members of our campus community to seek support for and to report all sexual harassment and gender-based violence.

Confidential Reporting
If reporting students wish that details of an incident be kept confidential, they should speak with counseling and psychological services staff, student health services staff, and/ or one of the university chaplains. Local resources such as Victims of Violence (VOV) are also confidential and have no duty to report your information to university officials.

- Counseling Center: 315-228-7385
- Chaplain’s Office: 315-228-7682
- Health Services: 315-228-7750
- VOV Hotline: 315-366-5000

On-Campus Support and Reporting Resources (Non-confidential)
All the individuals listed below have received trauma-informed training to assist survivors of sexual violence with care and compassion.

- Campus Safety: 315-228-7911. Campus Safety officers are trained in the impact of trauma and can assist victims of sexual violence, and provide free transportation for access to a Sexual Assault Nurse Examiner (SANE). Campus Safety officers can contact the on-call dean or counselor, and assist with a report to local or state police and are available 24 hours a day, 7 days a week.
- Administrative Deans: 315-228-7368, 116 McGregory Hall. The on-call dean, available after hours by calling Campus Safety (315-228-7911), can contact medical/counseling personnel, and help with interim remedies like housing and academic deadlines.
- Title IX Coordinator: 315-228-7288 during business hours, 102 Lathrop. Marilyn “Lyn” Rugg (mrugg@colgate.edu) is able to receive complaints and to discuss the options available to you.
- Equity Grievance Panel Members: Trained faculty and staff are a source of advice and support to help you know your options (www.colgate.edu/egpmembers).
- Online Report: www.colgate.edu/concern. You may submit anonymously.

3. Disciplinary Protocol

Colgate Athletics sets a high standard for commitment, achievement and character. Students who choose to participate in varsity athletics choose to make sacrifices and accept the responsibility of representing Colgate University.

Participation in intercollegiate athletics is a privilege, not a right, and this privilege carries corresponding obligations. Colgate student-athletes represent Colgate and their teams at all times in and out of season, on or off the field of play. Appropriate conduct is expected at all times during your career as a Colgate student-athlete.

Sometimes incidents may occur that are contrary to these expectations. Usually, these incidents are minor in nature and can be attributed to one-time lapses in judgment. On occasion, incidents can be more significant, malicious or repetitive.
Each head coach has the responsibility for establishing behavioral expectations for his/her team and for addressing violations of those expectations. The policy below is intended to affirm the authority of the head coach while at the same time establishing a base of understanding about appropriate conduct and the minimum outcomes for all student-athletes who violate these standards.

**Policy**
The following policy will be applied in instances where information received by the Division of PERA (e.g. documentation from the University Disciplinary Officer or his or her designee – such as a sanction letter or report, information regarding a Hamilton Police or other law enforcement agency arrest, etc.) identifies a student-athlete as having committed a violation. This process is not designed to be used in situations involving only violation of team rules. Team rules fall under the purview of the head coach.

**Definitions:**

*Major Violation* – A major violation is considered to have occurred in any situation where a student-athlete:

- Is charged with a felony or misdemeanor, and in looking at the totality of the circumstances it is more likely than not that the student-athlete engaged in the alleged conduct forming the basis for the charge; or
- Is found responsible for violating the University’s Student Code of Conduct through the University’s disciplinary process and is assessed a sanction not less than disciplinary probation for an academic semester (regardless of whether the severity of the sanction is based, in whole or in part, on the occurrence of events arising prior to the effective date of this policy).

*Minor Violation* – A minor violation is considered to have occurred in any situation where a student-athlete:

- Is charged with a criminal offense less serious than a felony or misdemeanor, and in looking at the totality of the circumstances it is more likely than not that the student-athlete engaged in the alleged conduct forming the basis for the charge;
- Is found responsible for violating the University’s Student Code of Conduct through the University’s disciplinary process and is assessed a sanction less than disciplinary probation for an academic semester; or
- Is found (pursuant to the process described below) to have engaged in actions that violate the Colgate University Student-Athlete Code of Conduct, but that do not result in an arrest or a sanction through the University’s disciplinary process.
Disciplinary Sanctions and Process
Violations will result in but are not limited to the following mandatory sanctions:

<table>
<thead>
<tr>
<th>Offense</th>
<th>Minor Violation Sanction</th>
<th>Major Violation Sanction¹</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st</td>
<td>Letter from VP/AD</td>
<td>Minimum of one contest suspension</td>
</tr>
<tr>
<td>2nd</td>
<td>10 hours of community service</td>
<td>Minimum suspension of 20% of remaining contests for the current season (or the next season, if the violation occurs off-season)</td>
</tr>
<tr>
<td>3rd</td>
<td>Minimum of one contest suspension</td>
<td>Dismissal from team</td>
</tr>
<tr>
<td>4th</td>
<td>Minimum suspension of 20% of remaining contests for the current season (or the next season, if the violation occurs off-season)</td>
<td>Dismissal from team</td>
</tr>
<tr>
<td>5th</td>
<td>Dismissal from team</td>
<td></td>
</tr>
</tbody>
</table>

Minor offenses are considered as part of a two year rolling cycle (starting with date of sanction letter) in determining which offense (first, second, etc.) has been committed. Major offenses have no such rolling cycle and are always counted throughout an individual’s Colgate career.

The Vice President & Director of Athletics and appointed athletic administrator are responsible for student conduct as well as working with the head coach to determine whether a violation has occurred and the specifics of the violation. The Vice President & Director of Athletics has the final discretionary authority regarding the specific details of the violation and the appropriate sanction. In cases where a student-athlete is found responsible for violating the University’s Student Code of Conduct through the University’s disciplinary process, this finding will be conclusive evidence of the existence and classification of a violation for purposes of this policy. In other cases, the student-athlete will be given a reasonable opportunity, upon request, to provide an explanation prior to a final determination as to the existence and classification of a violation under this policy. In addition, in cases in which a violation will result in a suspension, the student-athlete will be given a reasonable opportunity, upon request, to provide an explanation prior to a final determination as to the length of the suspension; this opportunity may be provided at the same time as the opportunity referenced in the preceding sentence.

When a suspension is necessitated, it may be appropriate to use a significant non-traditional season contest/trip to satisfy some or all of the suspension. This option may be requested by the coach and is subject to approval by the Vice President & Director of Athletics and athletic administrator responsible for student conduct. Coaches retain the ability to impose additional sanctions they deem appropriate.

For multiple sport student-athletes, sanctions will be imposed during the season in which the violation occurs or in the next available sport season if the violation occurs out of season. In cases where a sanction imposed through the University’s disciplinary process precludes or delays enforcement of a sanction imposed pursuant to this policy, the student-athlete must fulfill the sanction under this policy following fulfillment of the University disciplinary sanction, if he or she is still a University student at that time. For example, if a student-athlete is suspended from the University prior to serving all or part of a suspension from contests pursuant to this policy, he or she will be required to fulfill the contest

¹ In the event that a student-athlete having previous minor violations commits a major violation, the applicable major sanction will be imposed unless it is less than the sanction that would result from counting the violation as an additional minor violation, in which case a sanction will be imposed as if the student-athlete had committed an additional minor violation, and the violation will be counted as both a minor and a major violation for purposes of future determinations as to the number of violations that have occurred.
suspension if and when he or she returns to the University (even if contests have otherwise occurred during the period of the University suspension).

The withholding of information or the furnishing of false information in an attempt to avoid punishment under this policy will be considered a separate and additional violation equal in level to the underlying violation that is being concealed.

Division sanctions are independent of, and subject to, sanctions outlined in the System of University Standards and Student Conduct in the Colgate Student Handbook. The imposition of sanctions pursuant to this policy in no way limits the ability of the University to impose different or additional consequences pursuant to the System of University Standards and Student Conduct. The Vice President & Director of Athletics may appoint an athletic administrator to serve as the conduit for communication between the Division and the Dean’s Office. It should not be assumed that violations of University policies, procedures, rules and/or regulations will be handled the same way by the Dean’s Office and the Division of PERA.

4. **Interpretation:Modification**

The Vice President & Director of Athletics has complete and discretionary authority to interpret and construe this Code of Conduct. The Code of Conduct may be modified or amended at any time. Student-athletes are responsible for keeping themselves informed of the requirements of the Code of Conduct.
III. NCAA and Patriot League Rules and Regulations

Colgate University, as a member of the NCAA and the Patriot League, is required to comply with all rules, regulations and guidelines of these bodies. It is the responsibility of each and every student-athlete, coach and administrator to be aware of the rules which govern intercollegiate athletics and to operate within the confines of the NCAA and Patriot League manuals.

You should be particularly aware of the rules and regulations outlines in this section as they could affect your individual eligibility. Please note, however, that the following information provides you with a general overview of NCAA and Patriot League rules and regulations and is not an all-inclusive list.

If at any time you have a question or are unsure of the consequences of an action, ask your coach or an athletic administrator immediately and/or contact the Athletic Compliance Office at (315) 228-7601. If at any time you commit a violation, or have any questions as to whether a potential violation has occurred, you must report it to the Assistant Athletic Director for Compliance (315) 228-7605 who will investigate the violation and, if necessary, take the next appropriate action.

1. Student-Athlete Compliance Forms and ARMS

As a student-athlete, you will be asked to complete a number of compliance forms throughout the year. Most of these forms will be completed through a web-based program called ARMS. For example, your compliance check-in forms, employment registration form, outside competition approval form, promotional activity approval form, and even some Colgate athletic training forms will be completed in ARMS.

You will receive an email notification each time there is a form awaiting completion or your approval, so please remember to check your email regularly. There will also be times when you will be asked to initiate a form. You may log in at http://armssoftware.com and may want to bookmark the web address for when you need to initiate a form.

For practice logs [know as CARA (Countable Athletically Related Activity) see section 7, below] two student-athletes from your team will be selected at random by ARMS each month to approve the monthly CARA log submitted by your coaches.

2. Athletic and Academic Eligibility

Full-Time Enrollment
To be eligible for practice, competition and financial aid, you must be enrolled in a minimum of 3 courses each semester. If you need fewer than 3 courses to graduate, you may enroll in only those courses provided you are in your final collegiate semester and both the Registrar and the Compliance Officer certifies your graduation status in writing. That certification must be placed on file in the compliance office.
Continuing Eligibility
Each year you are in school, you must meet increasing credit hour and GPA requirements in order to be eligible for athletic competition the following year. The standards listed below must be completed PRIOR to competing during the year specified.

<table>
<thead>
<tr>
<th>Year of Enrollment</th>
<th>Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st Year of Enrollment</td>
<td>• Must be certified by the NCAA Eligibility Center</td>
</tr>
</tbody>
</table>
| 2nd Year of Enrollment | • Minimum GPA of 1.8  
• Complete at least 2 Colgate courses during previous semester  
• Completed 6 Colgate courses, with 5 during the academic year  
• Football student-athletes must complete 3 courses in the fall |
| 3rd Year of Enrollment | • Minimum GPA of 1.9  
• Declaration of a Major  
• Completed 13 Colgate courses  
• Complete at least 2 Colgate courses during previous semester  
• Completed 5 Colgate courses during the academic year  
• Football student-athletes must complete 3 courses in the fall |
| 4th Year of Enrollment | • Minimum GPA of 2.0  
• Completed 20 Colgate courses  
• Complete at least 2 Colgate courses during previous semester  
• Completed 5 Colgate courses during the academic year  
• Football student-athletes must complete 3 courses in the fall |

Please note that Colgate’s minimum academic progress standards for all students are different from, and generally more rigorous than, the NCAA’s eligibility requirements and can be found in the Colgate University Catalogue in the “Academic Regulations” chapter.

Patriot League (8 Semester Rule)
A student-athlete’s normal years of eligibility shall be the first eight full semesters after initial enrollment. “Athletic Redshirting” (holding a student out of competition as an underclassman for the express purpose of saving a year of NCAA eligibility for a fifth year of enrollment) is prohibited per Patriot League policy. Patriot League policies apply to all league and non-league competition.

NCAA Five-Year Rule
NCAA rules allow each student-athlete five calendar years to complete four years of competition in a sport. This five-year clock begins when you become a full-time student at any collegiate institution. These five years are continuous. If you are not enrolled in school at any time during these five years, you do not regain that time. In special cases, you may be granted an extension of the five year clock. The Patriot League clock is shorter, however, and Colgate student-athletes must meet Patriot League requirements first.

NCAA Transfer Rules
Per NCAA rules, a student-athlete is not permitted to have direct or indirect contact with a staff member of another NCAA or NAIA institution without first obtaining written permission to do so from the original institution’s director of athletics (or his/her designee). If permission is refused, the other institution cannot have contact with the student-athlete (or the student-athlete's friends or relatives) or otherwise encourage the transfer. If the student-athlete elects to transfer despite the refusal, the other institution may not provide the student-athlete with an athletics scholarship until the student-athlete has attended the institution as a full-time student for one academic year.

Colgate University is committed to the fair treatment of student-athletes who decide to transfer or who are interested in discussing a possible transfer with other institutions. It is encouraged that you speak with
your coach and/or sport administrator regarding the prospect of transferring prior to requesting permission to contact other institutions with the compliance office. Colgate University reviews each student-athlete’s transfer request separately and takes into account all circumstances when making a decision of whether to grant or deny permission to contact other institutions. In the event a student-athlete does seek permission to transfer from Colgate University, access to services and amenities offered by the athletic department (e.g., academic support, sports medicine, athletics facilities) may be provided on a case-by-case basis.

3. **Athletic Scholarships**

If a student’s athletics ability is considered in any degree in awarding financial aid, such aid shall neither be awarded for a period less than one academic year nor for a period that exceeds the student-athlete’s five year period of eligibility. The renewal of institutional financial aid based on any degree on athletics shall be made on or before July 1 prior to the academic year in which it is to be effective. The institution shall notify in writing each student-athlete who received an award the previous academic year and who has eligibility remaining in the sport in which financial aid was awarded the previous academic year whether the grant has been renewed or not renewed for the ensuing academic year.

Per NCAA rules, institutional financial aid based in any degree on athletics ability may be reduced or canceled during the period of the award if the recipient:

- Renders himself or herself ineligible for intercollegiate competition;
- Fraudulently misrepresents any information on the application, letter of intent or financial aid agreement;
- Engages in serious misconduct warranting substantial disciplinary penalty; or
- Voluntarily withdraws from a sport at any time for personal reasons.

The institution’s regular financial aid authority shall notify the student-athlete in writing of the opportunity for a hearing when institutional financial aid based in any degree on athletics ability is to be reduced or canceled during the period of the award, or is reduced or not renewed for the following academic year. The written notification of the opportunity for a hearing shall include a copy of the institution’s established policies and procedures for conducting the required hearing, including the deadline by which a student-athlete must request such a hearing.

4. **Employment**

Compensation may be paid to a student-athlete only for work actually performed at a rate commensurate with the going rate in that locale for similar services. Such compensation may not include any remuneration for value or utility that the student-athlete may have for the employer because of the publicity, reputation, fame or personal following that he/she has obtained because of athletics ability. A student-athlete may not receive expenses for transportation to or from the site of employment or any other benefits unless such expenses or benefits are provided for all employees in that employment situation.

5. **Recruiting**

**Statement of Recruiting Philosophy**

Colgate University supports and endorses all NCAA legislation established to improve the recruiting process. The primary focus of official visits taken by prospective student-athletes is to determine whether the prospect and Colgate University are a good fit for each other. Therefore, careful consideration will be taken when scheduling activities for the recruit and his or her family. Colgate intends to provide prospects with an informative visit that will give them a realistic view of what their experience would be like if they decided to attend Colgate University.
Official Visits
When hosting a prospect on campus for an official visit, student-athlete hosts are expected to adhere to NCAA rules, the Colgate Student-Athlete Code of Conduct for Official Visits. It is important that you provide all prospective student-athletes with a safe and insightful experience while on his or her visit.

NCAA Rules (for student-hosts)
- You must be enrolled at Colgate University;
- You may use student-athlete host money ($40/day) for entertainment or meals only for you and your prospect. Other team members must pay for their own meals and entertainment. The prospect may be entertained only within a 30-mile radius of campus. You must keep and turn in all receipts from entertainment and meals;
- You must handle the money personally and not give it directly to the prospect. No cash may be given to the visiting prospect or prospect’s parents or legal guardian(s);
- You cannot use the money to buy the prospect souvenirs (e.g., hats, t-shirts). You cannot arrange for the recruit to receive a discount on merchandise at a sporting goods store or any place of business;
- You may NOT use vehicles provided by or arranged for by any Colgate staff or athletics booster. A coach may, however, provide you and the prospect with a ride during the official visit;
- Representatives of the University’s athletics interest (e.g., boosters) are not allowed to be involved in recruiting a prospect. If during the official visit, you and the prospect come into contact with a representative of athletics interests, the conversation must be limited to an exchange of greetings; and
- You may receive a complimentary admission (not actual ticket) when accompanying a prospect to an athletic event on campus

*Boosters include alumni, anyone who has made a donation to the team or athletic department, or anyone who has arranged or provided employment to you or other student-athletes.

Code of Conduct for Official Visits
- Remember you are an AMBASSADOR for Colgate Athletics. Your actions should reflect positively on the athletics division and Colgate University.
- You are responsible for keeping your prospect on time for all appointments. You need to be constantly aware of the prospect’s schedule. You must attend all functions with your prospect unless excused by your coach.
- Individuals involved in the recruit’s visit will act in a responsible manner and are expected to abide by the law. (Do not take an underage prospect to a bar or club which allows admittance only to those over 21 years of age).
- The use of alcohol, drugs or sex in recruiting will not be tolerated and will result in disciplinary action.
- NCAA Rules must be abided in all situations.
- No engagement in any type of “adult entertainment” (i.e., exotic dance clubs, escort services).
- Never leave a recruit alone with a non-team member. No dates or “set-ups” for the recruit.
- Have a plan for entertaining the recruit and review with your head coach. Advise the head coach in advance of any changes to the plan.
- Report to your head coach immediately if your prospect acts in a manner detrimental to Colgate.
- If you have any questions about your responsibilities as a prospect host/hostess, please contact your coach.
6. Ethical Conduct

The NCAA has high standards of conduct for all people involved in intercollegiate athletics. It is important for all student-athletes, coaches and administrators to conduct themselves with honesty. If a student-athlete, coach or administrator is found to have acted in a dishonest manner, the NCAA will become involved and take action against that person. Prospective or enrolled student-athletes who are found to have engaged in unethical conduct shall be ineligible for intercollegiate competition in all sports.

According to NCAA standards, unethical conduct consists of but is not limited to:

- Refusal to furnish information relevant to an investigation of possible violation of a NCAA regulation when requested to do so by the NCAA or the individuals institution;
- Knowing involvement in arranging for fraudulent academic credit or false transcripts for a prospective or an enrolled student-athlete;
- Knowing involvement in offering or providing a prospective or enrolled student-athlete an improper inducement or extra benefit or improper financial aid; or
- Knowingly furnishing the NCAA or the individual’s institution false or misleading information concerning the individual’s involvement in or knowledge of matters relevant to a possible violation of an NCAA regulation.

7. NCAA Countable Athletically Related Activity (CARA) Hour Limitations

In-Season

While a student-athlete is in-season, he/she may not participate in more than 4 hours/day, 20 hours/week of countable athletically related activity (CARA), and you must have 1 day off. Per NCAA Rules, a day of competition will always be counted as 3 hours, regardless of how long a student-athlete is on call for that day. For fall and spring sports, these rules apply to a team’s championship segment and non-championship segment.

Out-of-Season

In all sports other than football, a student-athlete whose team is out-of-season may not participate in more than 8 hours/week of voluntary weights & conditioning, with not more than 4 of those hours devoted to skill instruction, and you must have 2 days off.

In football, a student-athlete who is out-of-season may not participate in more than 8 hours/week of weights & conditioning, with not more than 2 of those hours devoted to film review and/or walk-through, and you must have 2 days off.

Countable Athletically Related Activities:

- Practice
- Athletic meetings with a coach initiated or required by coach (e.g. end of season individual meeting)
- Competition
- Field activity
- Setup up of offensive or defensive alignment
- Required weight-training/conditioning activities
- Required participation in camps/clinics
- Visiting the competition site in sports of XC, golf, skiing
- Discussion or review of game films
Non-Countable Athletically Related Activities:
- Compliance Meetings
- Meeting with a coach initiated by the student-athlete
- Study hall/academic meetings
- SAAC meetings
- Voluntary weight training not conducted by a coach or staff member
- Voluntary sport-related activities (e.g. initiated by student-athlete, no attendance taken, no coach present)
- Traveling to and from site of competition
- Training room activities
- Recruiting activities (e.g. student host responsibilities)

8. Extra Benefits

An extra benefit includes any special arrangement by a Colgate University employee or booster to provide a prospect, a student-athlete, or their relatives/friends a benefit not expressly authorized by the NCAA. Examples of impermissible extra benefits include, but are not limited to:
- Transportation;
- Use of an automobile;
- Low interest or interest-free loans, telephone cards, credit cards, charge accounts, etc.;
- Providing more than the allowable three complimentary admissions;
- Special discounts on products or services;
- Special payment arrangements on personal purchases; or
- Material benefits that are not available to the general student body;

Student-athletes are only allowed to receive benefits that are also offered to the general student population. Be extremely careful of “free” or “special” benefits that you may be offered. If any of these items or services have been offered to you by someone other than a family member, notify the Compliance Office immediately. If you have any questions about whether something might be considered an extra benefit, ask your coach or contact the Compliance Office.

9. Additional Guidelines and Rules

Alcohol and Drug Use, Gambling and Hazing
The NCAA prohibits gambling and hazing and the use of NCAA banned substances. Please see section II. 1 Standards of Conduct of this handbook for further information on these aspects of conduct.

Complimentary Admission to Contests
Student-athletes in ticketed sports may designate, on a pass list, a maximum of four guests who may receive complimentary admission for home or away contests. The number of ticket may vary for away contests depending on each institution’s policies. All guest must present valid identification in order to receive complimentary admissions. Student-athletes may not accept payment or other benefits in exchange for complimentary admission, and Colgate coaches and student-athletes may not exchange or share complimentary admissions with one another.

Spectator Conduct
Colgate encourages the support of our entire program by other student-athletes. We support the following NCAA guidelines regarding spectator conduct: “The NCAA promotes good sporting behavior by student-athletes, coaches, and spectators. We request you cooperation by supporting participants and officials in a positive manner. Profanity, racial or sexist
comments, or other intimidating actions directed at officials, student-athletes, coaches, or team representatives will not be tolerated and are grounds for removal from the site of competition. Also, consumption or possession of alcoholic beverages and tobacco products is prohibited.”
IV. Colgate Student-Athlete Academic Support and Responsibilities

1. Academic Support

There are a variety of academic support resources available to all Colgate students.

If you are having difficulty in a course, talk to your professor about how you can better understand the material and/or improve your performance on assignments, exams, etc. Some professors set up study sessions with peer tutors and these can be very helpful. You can also request a tutor online through the Center for Learning, Teaching and Research (CLTR): http://www.colgate.edu/centers-and-institutes/center-for-learning-teaching-an-research.

Your academic (faculty) adviser can help you plan your academic program at Colgate and discuss many other aspects of your work. Typically, you will meet with your academic adviser at least once per semester to discuss your plans for the following term. Your academic adviser will provide you with a unique PIN enabling you to register for the courses each semester. You academic adviser is your First Year Seminar (FSEM) professor until you declare a major at which time your adviser will be a member of the academic department in which you major.

Your administrative adviser ("dean") can help with questions about academic and non-academic policies and procedures, graduation requirements, illnesses, injuries or situations that may result in your missing multiple classes, disciplinary matters and problems that have an impact on academic work. Your administrative adviser can also guide you in seeking help from other campus resources such as the Student Health Center and the Counseling Center.

Peer consultants are available to help students with writing and speaking assignments through the Writing and Speaking Center in Lathrop Hall. Appointments can be made online http://www.colgate.edu/centers-and-institutes/writing-and-speaking-center or students can drop in during regular open hours.

Colgate University Libraries can provide research assistance for students:
http://exlibris.colgate.edu/help/guides/getting-started.html
http://exlibris.colgate.edu/services/reference.html

Students with physical or learning disabilities are additionally supported through Academic Support and Disability Services: http://www.colgate.edu/centers-and-institutes/center-for-learning-teaching-and-research/academic-support-and-disability-services.

As a student-athlete, you are also supported by Student-Athlete Academic Services, whose staff members can meet with you to discuss any problems you encounter. Staff members can help you with time management, balancing your academic and athletic responsibilities and connect you with other campus resources. Student-Athlete Academic Services also provides workshops that introduce student-athletes to campus resources (e.g. the library, Career Services, etc.) and enhance life skills (e.g. resume writing, wellness, etc.).

Student-athletes also benefit from the faculty athletic liaison program. Each team as one or more faculty members who serve as liaisons to the team. This provides student-athletes with the opportunity to develop a working relationship with a faculty member outside the classroom or formal advising environment. Faculty liaisons can provide academic guidance, help you understand academic expectations and how to balance your academic and athletic responsibilities.
2. **Student-Athlete Academic Responsibilities**

- To attend and arrive promptly to all classes and academic—related activities
- To discuss with each professor, at the beginning of every semester, any potential conflicts with course responsibilities due to competition or team travel (please see the Guide to Identifying and Resolving Schedule Conflicts in this handbook)
- To make and keep appointments with your administrative adviser (“dean”) and your academic adviser throughout the academic year to work on academic, career, and life goals
- To be an active participant in your adviser/advisee relationships and to become increasingly self-directed
- To make use of appropriate academic resources in order to meet your goals. (e.g., Center for Learning, Teaching, and Research, Writing Center, Tutoring, etc.)
- To be knowledgeable about graduation requirements and about the requirements for your concentration (major and/or minor) as they pertain to both Colgate and NCAA rules and regulations
- To develop a time management schedule that best suits your study habits, class schedule and practice schedule
- To maintain personal records of your academic progress
- To discuss with your dean, your academic adviser and/or Student-Athlete Academic Services staff any academic concerns you have during the course of the semester. **If you have thoughts about dropping or adding a course at any point during the semester you will need to get approval from the Director of Student-Athlete Academic Services prior to making any changes.** (You must be enrolled in (3) courses per semester in order to maintain eligibility)
- To disclose any academic difficulties and to request assistance from your professor or academic adviser and
- To develop a plan for academic improvement in consultation with your professor and advisers when academic difficulties develop that place you in jeopardy for not completing a course(s) successfully.
V. Other Important Information

1. Injury and Illness Procedure (including concussion information)

Procedures for Reporting Injuries

- Please report all injuries to a member of the Athletic Training staff as quickly as possible.
- Please do not report injuries immediately before any official session (practice, games, weight training, conditioning) unless you have no other option. This does not give the Athletic Training staff any time to effectively evaluate and treat your problem nor communicate with your coaching staff.
- If you seek medical attention outside of the Athletic Training staff or their network, any and all aspects of this action, including financial, become your responsibility.

Coaching Communication from Athletic Training Staff

- The method of communication of medical information from the Athletic Training Staff to the various coaching staffs is determined by the preference and comfort of each coach and Athletic Trainer. Refer to the Department of Sports Performance website for the information on which Athletic Trainer oversees each sport program.
  http://www.gocolgateraiders.com/sports/2013/10/16/GEN_1016130832.aspx

Return to Play Procedures

- The Colgate University Athletic Training staff may return student-athletes to play after injury or illness after a full assessment is completed and the ability to play is confirmed.
- Any student-athlete under the care of a physician outside of Colgate University must have clearance from that physician and Colgate University’s Team Physician prior to return to play. In the event there is a disagreement on the ability of a student-athlete to participate, Colgate University’s Team Physician will make the ultimate decision.
- Coaches are expected to follow all decisions made by the Colgate University Sports Medicine Staff and are at no time permitted to alter any orders or decisions made in regard to a student-athlete’s medical status.

Medical Privacy

- The release of injury information to anyone is the responsibility of the student-athlete, the coach or the athletic communications office, not the Athletic Trainer.
- For student-athletes under the age of 18: parents/guardians will be contacted when an injury occurs to describe the care required as well as the need for further testing, evaluation, or surgery.
- For student-athletes over the age of 18: communication to parents/guardians regarding injury information is the responsibility of the student-athlete exclusively. The exception to this policy exists in the event of an emergency in which communication by the student-athlete is not possible.

Concussion

The 2014 Position Statement by the National Athletic Trainers’ Association states that “concussions occur from forces applied directly or indirectly to the skill that result in rapid acceleration and deceleration of the brain.” In short, concussions result in your brain not working as it should. The concussion may or may not cause you to black out or pass out.
There may be signs and symptoms that you may have a concussion. A concussion can affect your thinking, the way your body feels, your mood, or your sleep. Below are some of the common categories of symptoms of concussion and their respective symptoms:

<table>
<thead>
<tr>
<th>Thinking</th>
<th>Physical</th>
<th>Emotional/Mood</th>
<th>Sleep</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Difficulty thinking</td>
<td>- Headache</td>
<td>- Irritability/things bother you more easily</td>
<td>- Sleeping more than usual</td>
</tr>
<tr>
<td>- Taking longer to figure things out</td>
<td>- Fuzzy or blurry vision</td>
<td></td>
<td>- Sleeping less than usual</td>
</tr>
<tr>
<td>- Difficulty concentrating</td>
<td>- Feeling sick to your stomach/queasy</td>
<td>- Sadness</td>
<td>- Trouble falling asleep</td>
</tr>
<tr>
<td>- Difficulty remember new information</td>
<td>- Vomiting/throwing up</td>
<td>- Being more moody</td>
<td>- Feeling tired</td>
</tr>
<tr>
<td></td>
<td>- Dizziness</td>
<td>- Feeling nervous or worried</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Balance problems</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Sensitivity to noise or light</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Table adapted from the Centers for Disease Control and Prevention (http://www.cdc.gov/concussion)

Student-athletes are encouraged to recognize and understand the symptoms of concussion. Dealing with these injuries immediately when they happen leads to the most successful recovery. Your athletic trainer is well-trained in the recognition, care and proper referral of head injuries. **Your honesty in reporting these injuries to your athletic trainer or coach when these injuries occur is an absolute necessity to ensure proper care, recovery and an effective and safe return to athletic activity.**

2. **Student-Athlete Advisory Committee (SAAC)**

The Colgate Student Athlete Advisory Committee's Mission is to provide insight and input in order to enhance the experiences of Raider Student-Athletes in all aspects of campus life.

Its representatives are meant to be the voices of their fellow teammates and athletes in addressing various issues such as community involvement, marketing and public relations, the image of athletes on campus, and broader issues facing the larger athletic community.

The SAAC meets 5-6 times each semester. The SAAC meeting schedule and minutes are posted on the Committee’s website: http://gocolgateraiders.com/inderx.aspx?path=saac

The current directory of SAAC member are listed in the directories section of this manual.
### VI. Directories

#### Athletic Administration Staff

<table>
<thead>
<tr>
<th>Title</th>
<th>Name</th>
<th>Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vice President and Director of Athletics</td>
<td>Nicki Moore</td>
<td>7783</td>
</tr>
<tr>
<td>Chief of Staff/Senior Associate Athletic Director</td>
<td>Juliana Smith</td>
<td>7852</td>
</tr>
<tr>
<td>Associate Athletic Director/External Operations</td>
<td>Yariv Amir</td>
<td>6547</td>
</tr>
<tr>
<td>Associate Athletic Dir./Facilities and Event Management</td>
<td>Jamie Mitchell</td>
<td>6684</td>
</tr>
<tr>
<td>Associate Athletic Dir./Marketing and Promotions</td>
<td>Nathalie Carter</td>
<td>6089</td>
</tr>
<tr>
<td>Associate Athletic Director/SWA</td>
<td>Mary Berdo</td>
<td>7996</td>
</tr>
<tr>
<td>Associate Athletic Dir./Compliance</td>
<td>Taurian Houston</td>
<td>7605</td>
</tr>
<tr>
<td>Asst. Athletic Director/ Director of Student-Athlete Academic Services</td>
<td>Angela Marathakis</td>
<td>6551</td>
</tr>
<tr>
<td>Asst. Athletic Dir./Advancement</td>
<td>Brian Grady</td>
<td>6653</td>
</tr>
<tr>
<td>Asst. Athletic Dir./Sports Performance, Dir. of Sports Medicine</td>
<td>Steve Chouinard</td>
<td>7578</td>
</tr>
<tr>
<td>Asst. Director of Compliance/Academic Services</td>
<td>Erin DeMarco</td>
<td>7606</td>
</tr>
<tr>
<td>Director of Athletic Communications</td>
<td>John Painter</td>
<td>7566</td>
</tr>
<tr>
<td>Team Physician</td>
<td>Dr. Merrill Miller</td>
<td>7578</td>
</tr>
<tr>
<td>Strength &amp; Conditioning</td>
<td>Paul Helsel</td>
<td>7079</td>
</tr>
<tr>
<td>Manager of Equipment Services</td>
<td>Bonnie Button</td>
<td>7729</td>
</tr>
<tr>
<td>Faculty Athletic Representative/Associate Professor of Biology and Neuroscience</td>
<td>Jason Meyers</td>
<td>6468</td>
</tr>
<tr>
<td>Patriot League Policy Committee/Associate Professor of Psychology</td>
<td>Douglas Johnson</td>
<td>7358</td>
</tr>
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</table>
## Faculty Liaisons

<table>
<thead>
<tr>
<th>Team</th>
<th>Name(s)</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Men’s Basketball</td>
<td>Ephraim Woods</td>
<td><a href="mailto:ewoods@colgate.edu">ewoods@colgate.edu</a></td>
</tr>
<tr>
<td>Women’s Basketball</td>
<td>Krista Ingram</td>
<td><a href="mailto:kingram@colgate.edu">kingram@colgate.edu</a></td>
</tr>
<tr>
<td>Men’s and Women’s Cross Country &amp; Track and Field</td>
<td>Phil Mulry, Rebecca Metzler</td>
<td><a href="mailto:pmulry@colgate.edu">pmulry@colgate.edu</a>, <a href="mailto:rmetzler@colgate.edu">rmetzler@colgate.edu</a></td>
</tr>
<tr>
<td>Field Hockey</td>
<td>Meg Worley</td>
<td><a href="mailto:mworley@colgate.edu">mworley@colgate.edu</a></td>
</tr>
<tr>
<td>Football</td>
<td>Ken Belanger, Ben Anderson, Tom Howard, Ben Stahlberg, Jason Keith</td>
<td><a href="mailto:kbelanger@colgate.edu">kbelanger@colgate.edu</a>, <a href="mailto:bcanderson@colgate.edu">bcanderson@colgate.edu</a>, <a href="mailto:thoward@colgate.edu">thoward@colgate.edu</a>, <a href="mailto:bstahlberg@colgate.edu">bstahlberg@colgate.edu</a></td>
</tr>
<tr>
<td>Golf</td>
<td>DeWitt Godfrey</td>
<td><a href="mailto:dgodfrey@colgate.edu">dgodfrey@colgate.edu</a></td>
</tr>
<tr>
<td>Men’s Ice Hockey</td>
<td>Peter Scull</td>
<td><a href="mailto:pscull@colgate.edu">pscull@colgate.edu</a></td>
</tr>
<tr>
<td>Women’s Ice Hockey</td>
<td>Aaron Robertson</td>
<td><a href="mailto:arobertson@colgate.edu">arobertson@colgate.edu</a></td>
</tr>
<tr>
<td>Men’s Lacrosse</td>
<td>Michael Hay, Christine Visscher LaFave, Mike Loranty, Rich Higgins</td>
<td><a href="mailto:mhay@colgate.edu">mhay@colgate.edu</a>, <a href="mailto:cvisscher@colgate.edu">cvisscher@colgate.edu</a>, <a href="mailto:mloranty@colgate.edu">mloranty@colgate.edu</a>, <a href="mailto:rhiggins@colgate.edu">rhiggins@colgate.edu</a></td>
</tr>
<tr>
<td>Women’s Lacrosse</td>
<td>Mark Stern</td>
<td><a href="mailto:mstern@colgate.edu">mstern@colgate.edu</a></td>
</tr>
<tr>
<td>Men’s Rowing</td>
<td>Jens Christensen</td>
<td><a href="mailto:jchristensen@colgate.edu">jchristensen@colgate.edu</a></td>
</tr>
<tr>
<td>Women’s Rowing</td>
<td>Amy Leventer</td>
<td><a href="mailto:aleventer@colgate.edu">aleventer@colgate.edu</a></td>
</tr>
<tr>
<td>Men’s Soccer</td>
<td>Rick Geier, Rick Klotz</td>
<td><a href="mailto:ggeier@colgate.edu">ggeier@colgate.edu</a>, <a href="mailto:rklotz@colgate.edu">rklotz@colgate.edu</a></td>
</tr>
<tr>
<td>Women’s Soccer</td>
<td>Bob Turner</td>
<td><a href="mailto:rturner@colgate.edu">rturner@colgate.edu</a></td>
</tr>
<tr>
<td>Softball</td>
<td>Janel Benson</td>
<td><a href="mailto:jbenson@colgate.edu">jbenson@colgate.edu</a></td>
</tr>
<tr>
<td>Swimming and Diving</td>
<td>Lynn Staley, Adrian Giurgea</td>
<td><a href="mailto:lstaley@colgate.edu">lstaley@colgate.edu</a>, <a href="mailto:agiurgea@colgate.edu">agiurgea@colgate.edu</a></td>
</tr>
<tr>
<td>Men’s and Women’s Tennis</td>
<td>Jeffrey Bary, Ed Fogarty</td>
<td><a href="mailto:jbary@colgate.edu">jbary@colgate.edu</a>, <a href="mailto:efogarty@colgate.edu">efogarty@colgate.edu</a></td>
</tr>
<tr>
<td>Volleyball</td>
<td>Chad Sparber</td>
<td><a href="mailto:csparber@colgate.edu">csparber@colgate.edu</a></td>
</tr>
</tbody>
</table>
### Head Coaches

<table>
<thead>
<tr>
<th>Team</th>
<th>Name</th>
<th>Extension</th>
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<tbody>
<tr>
<td>Men’s Basketball</td>
<td>Matt Langel</td>
<td>7571</td>
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<tr>
<td>Women’s Basketball</td>
<td>William Cleary</td>
<td>7129</td>
</tr>
<tr>
<td>Cheer</td>
<td>Emily Barnes</td>
<td>7928</td>
</tr>
<tr>
<td>Men’s and Women’s Cross Country &amp; Track and Field</td>
<td>Amber Williams</td>
<td>7585</td>
</tr>
<tr>
<td>Field Hockey</td>
<td>April Cornell</td>
<td>7582</td>
</tr>
<tr>
<td>Football</td>
<td>Dan Hunt</td>
<td>7619</td>
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<tr>
<td>Golf</td>
<td>Keith Tyburski</td>
<td>7114</td>
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<tr>
<td>Men’s Ice Hockey</td>
<td>Don Vaughan</td>
<td>7572</td>
</tr>
<tr>
<td>Women’s Ice Hockey</td>
<td>Greg Fargo</td>
<td>7839</td>
</tr>
<tr>
<td>Men’s Lacrosse</td>
<td>Matt Karweck</td>
<td>7716</td>
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<tr>
<td>Women’s Lacrosse</td>
<td>Heather Young</td>
<td>7065</td>
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<tr>
<td>Men’s Rowing</td>
<td>Khaled Sanad</td>
<td>7127</td>
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<tr>
<td>Women’s Rowing</td>
<td>Brittany Adell</td>
<td>7163</td>
</tr>
<tr>
<td>Men’s Soccer</td>
<td>Erik Ronning</td>
<td>7574</td>
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<tr>
<td>Women’s Soccer</td>
<td>Kathy Brawn</td>
<td>7762</td>
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<td>Softball</td>
<td>Marissa Lamison-Myers</td>
<td>7112</td>
</tr>
<tr>
<td>Swimming and Diving</td>
<td>Andy Waeger</td>
<td>7614</td>
</tr>
<tr>
<td>Men’s and Women’s Tennis</td>
<td>Bobby Pennington</td>
<td>7584</td>
</tr>
<tr>
<td>Volleyball</td>
<td>Ryan Baker</td>
<td>7969</td>
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</table>
**Team Athletic Administrators**

Each varsity team has an athletic administrator who oversees the sport.

<table>
<thead>
<tr>
<th>Team</th>
<th>Athletic Administrator</th>
<th>Extension</th>
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<tbody>
<tr>
<td>Basketball (Men’s)</td>
<td>Mary Berdo</td>
<td>7996</td>
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<tr>
<td>Basketball (Women’s)</td>
<td>Juliana Smith</td>
<td>7852</td>
</tr>
<tr>
<td>Cross Country &amp; Track and Field (Men’s and Women’s)</td>
<td>Nathalie Carter</td>
<td>6089</td>
</tr>
<tr>
<td>Field Hockey</td>
<td>Steve Chouinard</td>
<td>6399</td>
</tr>
<tr>
<td>Football</td>
<td>Juliana Smith</td>
<td>7852</td>
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<tr>
<td>Golf</td>
<td>Juliana Smith</td>
<td>7852</td>
</tr>
<tr>
<td>Ice Hockey (Men’s and Women’s)</td>
<td>Yariv Amir</td>
<td>6547</td>
</tr>
<tr>
<td>Men’s Lacrosse</td>
<td>Yariv Amir</td>
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<tr>
<td>Women’s Lacrosse</td>
<td>Mary Berdo</td>
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<td>Men’s Rowing</td>
<td>Nathalie Carter</td>
<td>6089</td>
</tr>
<tr>
<td>Women’s Rowing</td>
<td>Angela Marathakis</td>
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</tr>
<tr>
<td>Men’s Soccer</td>
<td>Yariv Amir</td>
<td>6547</td>
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<tr>
<td>Women’s Soccer</td>
<td>Mary Berdo</td>
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<tr>
<td>Softball</td>
<td>Taurian Houston</td>
<td>7605</td>
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<tr>
<td>Swimming and Diving (Men’s and Women’s)</td>
<td>Taurian Houston</td>
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<tr>
<td>Tennis (Men’s and Women’s)</td>
<td>Jamie Mitchell</td>
<td>6684</td>
</tr>
<tr>
<td>Volleyball</td>
<td>Mary Berdo</td>
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</table>
## Student-Athlete Advisory Committee (SAAC) Representatives

*(Executive Board Officers listed in Bold Italic*)

<table>
<thead>
<tr>
<th>Team</th>
<th>Name</th>
<th>Class</th>
<th>Name</th>
<th>Class</th>
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<tbody>
<tr>
<td>Men’s Basketball</td>
<td>David Maynard</td>
<td>2021</td>
<td>TBD</td>
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<tr>
<td>Women’s Basketball</td>
<td>Summer King</td>
<td>2019</td>
<td>Tegan Graham</td>
<td>2020</td>
</tr>
<tr>
<td>Cheerleading</td>
<td>Tara Hildabrant</td>
<td>2019</td>
<td>Teresa Burns</td>
<td>2020</td>
</tr>
<tr>
<td>Men’s Cross Country/Track &amp; Field</td>
<td><strong>Luke Myers</strong></td>
<td>2019</td>
<td>TBD</td>
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</tr>
<tr>
<td>Women’s Cross Country/Track &amp; Field</td>
<td>Denise Larson</td>
<td>2019</td>
<td>TBD</td>
<td></td>
</tr>
<tr>
<td>Field Hockey</td>
<td>Maggie Lake</td>
<td>2020</td>
<td>TBD</td>
<td></td>
</tr>
<tr>
<td>Football</td>
<td>Dillon Deiuliis</td>
<td>2019</td>
<td>Nick Wheeler</td>
<td>2020</td>
</tr>
<tr>
<td>Golf</td>
<td>Quinn McGinley</td>
<td>2020</td>
<td>TBD</td>
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</tr>
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<td>Men’s Ice Hockey</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td></td>
</tr>
<tr>
<td>Women’s Ice Hockey</td>
<td><strong>Jessie Eldridge</strong></td>
<td>2019</td>
<td>Shae Labbe</td>
<td>2019</td>
</tr>
<tr>
<td>Men’s Lacrosse</td>
<td>Will Blumenberg</td>
<td>2019</td>
<td>Parker Baddley</td>
<td>2020</td>
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<tr>
<td>Women’s Lacrosse</td>
<td>Kara Marzo</td>
<td>2019</td>
<td>TBD</td>
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<tr>
<td>Men’s Rowing</td>
<td>Caleb Tansey</td>
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<td>Andrew Pratt</td>
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<tr>
<td>Women’s Rowing</td>
<td>Taylor Wright</td>
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<tr>
<td>Men’s Soccer</td>
<td>Uyi Omorogbe</td>
<td>2019</td>
<td>TBD</td>
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<tr>
<td>Women’s Soccer</td>
<td>Lindsey Wiley</td>
<td>2020</td>
<td>TBD</td>
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<tr>
<td>Softball</td>
<td><strong>Pami White</strong></td>
<td>2019</td>
<td>Jordan Miller</td>
<td>2020</td>
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<tr>
<td>Men’s Swimming and Diving</td>
<td>Ryan Mathes</td>
<td>2019</td>
<td>TBD</td>
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<tr>
<td>Women’s Swimming and Diving</td>
<td><strong>Courtney Gilroy</strong></td>
<td>2019</td>
<td>TBD</td>
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<tr>
<td>Men’s Tennis</td>
<td>Alec Dardis</td>
<td>2019</td>
<td>Kun Tan</td>
<td>2020</td>
</tr>
<tr>
<td>Women’s Tennis</td>
<td>Lauren O’Brien</td>
<td>2020</td>
<td>TBD</td>
<td></td>
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</tbody>
</table>
VII. Guides

1. Planning and Preparing a Patriot League 5th – Year Waiver

Points to Consider
If you have decided to request a fifth year of eligibility, below are some points to consider as well as the steps you must follow to ensure that your waiver to the Patriot League is complete and submitted on time. If at any point you have questions, please ask!

- The Patriot League requires an academic reason for requesting a fifth year. You will be required to write a detailed plan of how you will fulfill your academic requirements from that point until you graduate and why that extra year is necessary for your academic or professional goals. Early consultation with your academic adviser is an important part of this process.
- If you are on financial aid, you are eligible for only eight semesters of aid from Colgate. Any extra time you are enrolled beyond eight semesters will be at your own expense.
- If you lost a season due to an academic or disciplinary suspension, you are not eligible for a waiver to make up for that season.
- A waiver is a request, so you must treat it as such. Approval is not a given.
- Please be aware that your academic adviser, the Compliance Office, Colgate’s representative on the Patriot League Compliance Committee, and Colgate’s President must sign off on each waiver. It is imperative that you adhere to the steps below so that each of them has sufficient time to review your waiver.
- All of these individuals must agree to support the waiver and defend it to the Patriot league. They are not required to support a waiver if they believe the student-athlete has not put in sufficient effort academically or in preparing the waiver.

Completing the Waiver
The Patriot League Policy Committee reviews 5th – year waivers twice per academic year – at the end of October and April. You must submit the first draft of your waiver, including all required documentation and forms, to the Compliance Office no later than 4 weeks prior to the Patriot League’s deadline. The final draft will be due to the Compliance Office no later than 2 weeks prior to the deadline. If you do not submit the waiver by this deadline, your waiver will not be submitted until the following semester.

To ensure that your waiver is completed on time, you must follow these steps:

i. As early as possible once you realize that a fifth year is needed, meet with the Assistant Athletic Director for Compliance to discuss the possibility of a waiver. For that initial meeting, you should be prepared to provide the timeline of contests in which you participated during the season as issue.

ii. If it is determined that you will pursue a fifth year of eligibility, you must then collect as much documentation as possible to support your waiver. This includes all medical records for a season-ending injury (not just the Athletic Trainers’ notes), a letter from your treating physician stating that the injury was incapacitating and season-ending, documentation of an established internship opportunity, a letter from your internship supervisor to confirm the arrangement, academic records, etc.

iii. You must request a copy of your official transcript from the Registrar. Be sure to submit this request right away, as it may take time for you to receive the transcript.

iv. If you will be doing an internship, make arrangements well in advance of the waiver deadlines. A letter from your supervisor for the internship, confirming and describing your internship, must be
submitted with the waiver. The Patriot League has additional guidelines for internships that must be followed, so please request that information from the Assistant Athletic Director for Compliance.

v. Write a personal statement/academic plan that discusses why you need an additional year of eligibility. This should include the following:
   a. A brief explanation of the reason you have an unused or lost season of eligibility
   b. How this plan will further your academic and/or professional goals
   c. The specific steps you will take to complete your degree
   d. For an internship, an explanation of the internship and full documentation as requested by the Patriot League

vi. If questions arise as you write this statement/plan, feel free to check in with the Assistant Athletic Director for Compliance.

vii. Discuss your plan with your academic (faculty) adviser. Your academic adviser must sign off on the academic plan once it is finalized.

viii. No later than 4 weeks prior to the Patriot League’s deadline, submit all required materials and the first draft of your academic plan to the Compliance Office for review.

ix. Once your academic plan is approved, the Compliance Office will email you a form that you must sign and then ask your adviser to sign. Return the signed form to the Compliance Office.

x. Discuss your academic plan with your administrative adviser ("dean") so that the university is aware that you will be remaining at Colgate for an extra semester or year. If you will be taking a leave of absence, such as for an internship or medical leave, you must notify your dean prior to that semester away from Colgate.

Once the Patriot League Policy Committee has reviewed your waiver, Colgate’s Compliance Office will notify you by email of the decision.

2. **Guide to Identifying and Resolving Schedule Conflicts**

Student-athletes are expected to attend all classes and mandatory academic activities. Student-athletes are not permitted to miss class or mandatory class activities to attend practice or other non-contest activities (e.g. weight training). Schedule conflicts between your academic commitments and your varsity athletic contests may arise and you must work with your professors and advisers to resolve these as early as possible in each semester. Student-athletes must discuss any absence from class due to a competition with the professor as early as possible in the semester.

This worksheet will help you identify such scheduling conflicts and guide you in resolving them.

Please follow these steps:

1. **Gather the information you will need:**
   **From your coach:**
   a. Team travel and competition schedule: the dates on which you will be traveling, and the time at which you will leave campus
   b. The dates of any home competitions that may be held during class time

   **From each course/professor:**
   a. The course attendance policy
   b. Dates/times of each class, any events to be held outside of class time (field trips, speakers, etc.), exams and due dates for assignments
This information may be on the course syllabus, which the professor will give to you, and/or in the course’s online area on Moodle. If this information is not provided, or is not clear, please meet with your professor to discuss.

2. **For each course, use the template below to review and compare the information and note any conflicts that exist.** In other words, do any travel or competition dates/times conflict with the dates/times of *any* course obligations (i.e. regularly scheduled classes and any additional mandatory activities)?

3. **If a conflict exists, meet with your professor to discuss,** preferably in the first week of class. Discuss the implications of absences on covering course material and meeting course requirements including any attendance policy requirements.

4. **If any further action needs to be taken, or if it is clear that your professor has concerns about the conflict, inform the Director of Student-Athlete Academic Services and your coach.** A Student-Athlete Academic Services staff member will then work with you and the professor.
Course 1: ______________________________

Professor: ______________________________

Meeting days/times: _______________________

1. What is the professor’s attendance policy?
   __________________________________________________________________________

2. Compare the course schedule information with your athletic competition travel schedule and note any potential conflicts and the dates of the conflicts.
   __________________________________________________________________________
   __________________________________________________________________________
   __________________________________________________________________________
   __________________________________________________________________________
   __________________________________________________________________________