

# ACADEMIC ENHANCEMENT FUND GUIDELINES

## *Guidelines:*

The Academic Enhancement Fund is distributed equally to active Division I institutions. The fund is intended for enhancement of academic-support programs for Division I student-athletes. In addition to funding direct benefits to student-athletes provided in accordance with the Student-Athlete Assistance Fund guidelines, the Academic Enhancement Fund will continue to allow spending on academic support salaries and benefits and capital improvements that enhance the academic services. The institution is encouraged to consider using this fund for the provision of other direct benefits to student-athletes that enhance student-athlete welfare. For research purposes only, institutions report on how the funds are used to enhance their academic programs and services for student-athletes. Among the common uses are tutorial services, equipment (e.g., laptops), supplies and additional personnel.

Newly active Division I institutions will receive the Academic Enhancement Fund within their first year. For example, if an institution becomes an active Division I member as of September 1, 2015, they will receive a distribution in June 2016.

Upon the annual, unanimous approval and authorization of the chief executive officer of each institution within a conference, the distribution may be sent to the conference office rather than to individual institutions. Every year this action requires written notification of the unanimous approval from the conference office to the NCAA national office prior to distribution. If a conference is unable to provide written notification of unanimous approval, prior to the beginning of May which coincides with the start of the distribution cycle for a particular year, the NCAA national office will distribute applicable funds to the individual institutions.

## *Instructions:*

For research purposes, each institution is required to complete a report of uses form for the fund provided in June 2015, which were earmarked for the 2015-16 academic year. The report of uses form that aligns with the spending categories (below) to the fund is available on-line for institutions to complete. Please indicate via the on-line form the actual expenditures approved by your institution by sport and usage category. When you log in you will see the letters listed across the top of the columns within the spreadsheet, please click on one of these to see the full listing of reporting categories, a complete list is below.

Once you have verified or corrected the form, please save your information by hitting the save icon at the bottom of the form. When the information is considered complete by your institution, please click the submit icon at the bottom of the form to officially send the data to the NCAA. **The form should be submitted no later than July 8, 2016.** Once the report has been submitted, your corresponding conference will have read-only access to the information for their review and records.

For questions, please contact Andrea Worlock at [aworlock@ncaa.org](mailto:aworlock@ncaa.org) or 317/917-6253.

REPORT OF USES CATEGORIES FOR ACADEMIC ENHANCEMENT, STUDENT ASSISTANCE FUND AND STUDENT SUPPORT FUND.

<b>Educational Expenses and Fees</b>
<ul style="list-style-type: none"><li>• Summer School</li><li>• Fifth or Sixth Year Aid</li><li>• Tutoring</li><li>• International Student Fees and Taxes</li><li>• Professional Program Testing</li><li>• Supplies (Expendable or Educational)</li><li>• Champs/Life Skills/SAAC</li><li>• Other Educational Expenses</li></ul>
<b>Health and Safety Expenses</b>
<ul style="list-style-type: none"><li>• Insurance Premiums for Student-Athletes</li><li>• Medical, Dental or Vision Expenses for Student-Athletes (not covered by another insurance program for student-athletes)</li><li>• Other Health and Safety Expenses</li></ul>
<b>Personal or Family Expenses</b>
<ul style="list-style-type: none"><li>• Clothing</li><li>• Travel</li><li>• Other Personal or Family Expenses</li></ul>
<b>Institutional Academic or Programming Enhancements</b>
<ul style="list-style-type: none"><li>• Academic Achievement or Graduation Award</li><li>• Academic Support Services</li><li>• Other Academic or Programming Expenses</li></ul>
<b>Financial Aid Types-Total Student-Athletes</b>
<ul style="list-style-type: none"><li>• Student-Athlete on Full Grant-in-Aid</li><li>• Student-Athlete on Partial Grant-in-Aid</li><li>• Student-Athlete receiving no Grant-in-Aid</li><li>• Student-Athlete receiving Student Assistance Funds with Exhausted Eligibility or Inactive Due to Medical Reason</li><li>• Pell Grant Student Athletes</li><li>• Non Pell Grant Student Athletes</li></ul>
<b>Academic Enhancement Fund Report Of Uses Additional Categories:</b>
<ul style="list-style-type: none"><li>• Capital Improvements/Equipment</li><li>• Academic Personnel Compensation</li></ul>