Radford University Athletics  
2017-2018

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In case of emergency, please notify:
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The information in this book was the best available at press time. Watch for additional information and changes.
Dear Student-Athletes,

Welcome to an exciting year of NCAA Division I collegiate athletics. You have chosen to participate in the highest level of intercollegiate athletics while continuing your education. We are very proud to have you as a member of the Highlander family.

The Highlander Family consists of the student-athletes, coaches, administrators, faculty, staff, fellow students, boosters, alumni, parents, and Highlander fans, which make up the Radford University Community. Not only is the Highlander Family about people, but it is also about an attitude. It is an attitude of respect for each other complimented by high standards. Making good choices and contributing in our community is a big part of the Highlander Family experience.

Our goal as an athletics department is to win championships and compete yearly for the Big South Conference Sasser Cup. The Sasser Cup is awarded to the institution in the Big South that has the most successful year in athletics. We are going to win, and we will always win representing this University in a first-class manner with tremendous sportsmanship. We also expect our student-athletes to compete in the classroom.

Our expectations for academic achievement are high and we expect our student-athletes to be active learners in the classroom. Being an active learner means preparing for and attending classes, asking and answering questions, completing all assignments and projects and knowing your faculty.

As you can see, being a Highlander is more than just playing sports, it is an attitude towards how we approach life and the challenges we face every day. Welcome and please know that our staff is here to help you to be successful as you meet those challenges.

Best wishes and GO HIGHLANDERS!

Robert Lineburg
Athletics Director
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MISSION & CORE VALUES

Mission Statement
In alignment with the educational mission of the University, we guide, inspire, and support our Student-Athletes in their quest for excellence-academically, athletically, and socially. Above all else, we produce graduates, leaders, productive citizens, and friends of the university.

Core Values
Five core values govern and guide our actions at all times and in all of our affairs. These define the character and actions expected of Radford Athletics.

1. **Respect**-We treat others and ourselves with dignity, kindness, respect, and act with good sportsmanship.
2. **Excellence**-We set high standards and with humility strive to achieve each with an attitude and outlook that will inspire others.
3. **Focus**-We possess a sense of purpose in completing our projects, tasks, and objectives to achieve excellence.
4. **Accountability**-We are obligated and willing to be responsible for our actions as part of a great team.
5. **Integrity**-We conduct ourselves by the principles of sincerity, honesty, and fairness.

ETHICAL CONDUCT

A. Student-Athlete Code of Conduct
All Radford University student-athletes are expected to conduct themselves in a manner that reflects the highest standards of leadership, sportsmanship, diversity, enthusiasm, integrity, teamwork and a commitment to excellence. Failure to do so may affect their financial aid, playing status, and the privilege to participate in intercollegiate athletics. Specifically, these expectations and standards include, but are not limited to, the following:

- Adhering to all university policies and procedures as outlined in the Radford University Standards of Student Conduct, including Residential Life rules and regulations;
- Maintaining athletics eligibility by meeting all eligibility requirements as outlined by Radford University and the NCAA;
- Upholding the Radford University Honor Code;
- Conducting themselves in a professional and sportsmanlike manner at all times during athletics competition, in their personal lives, and in the community;
- Maintaining good standing with the Student Accounts Office. Student-athletes are responsible for all outstanding charges on their individual accounts. Failure to pay bills or charges to their account may affect their housing, class registration, enrollment, and athletics eligibility;
- Abiding by all Radford University, Big South Conference, and NCAA rules and regulations including, but not limited to: gambling and bribery; the principals of amateurism; involvement with agents; and awards and extra benefits;
- Attending classes, practices, contests, appointments, and meetings on time as determined by the university, the coach, or Athletics Department;
- Upholding all team rules created by their coaching staff for the betterment of the team;

Note: Remember, student-athletes, are highly visible representatives of their team, the Department of Athletics and Radford University. Keep this in mind at all times and strive to convey the high standards of excellence as a member of Radford University’s Department of Athletics.
Statement of Basic Expectations

I will know and understand the ideals expressed in the Radford University Student-Athlete Handbook and will strive to incorporate them in daily life.
I will strive for academic achievement and practice academic integrity.
I will respect the dignity of all persons; therefore, I will not physically, mentally, psychologically, or sexually abuse any human being.
I will respect my property and the property of others; therefore, I will neither abuse nor tolerate the abuse of property, including altering official team uniforms and equipment.
I will meet my financial obligation in a timely manner.
I will neither use nor support the use of illegal drugs; I will neither abuse nor support the abuse of alcohol.
I will challenge all Radford University student-athletes to abide by these expectations.

B. BIG SOUTH SPORTSMANSHIP POLICY

Sportsmanship. It shall be the responsibility of each member institution to ensure that all of its students and all individuals employed by or directly associated with it conduct themselves in a sportsmanlike manner when representing their institution, especially at intercollegiate athletic contests.

Institutional Accountability. Each institution shall demonstrate that it is committed to the fundamental values of sportsmanship and ethical conduct through the formal adoption of a written plan that ensures the institution maintains a program that is characterized by these values. These plans shall be included in the Compliance Review program conducted by the Conference.

Chief Executive Officer Responsibility. At the beginning of each academic year, the Chief Executive Officer of each institution shall conduct a campus meeting for the purpose of discussing sportsmanship, ethical conduct, and crowd control.

1. It is recommended that the following persons be included in the meeting: Dean of Students, Faculty Athletics Representative, athletics administrators, all coaches, cheerleaders, band director, student band leaders, student body leaders, student newspaper reporters, public address announcers, and institution security personnel.

2. Guidelines for the meeting will be circulated by the Commissioner.

Acts of Unsportsmanlike Conduct – Disciplinary Action and Penalties. Acts of unsportsmanlike conduct by a member institution, or representative of a member institution, including student-athletes, coaches, and administrators, shall be subject to disciplinary action.

1. Individual Penalties. Unsportsmanlike conduct shall subject the individual to disciplinary action. The member institution with which the offending individual is associated may also be subject to disciplinary action if it is found that the member institution’s policies, action, or failure to act substantially contributed to the individual’s misconduct. Violators of acts of unsportsmanlike conduct shall be subject to the penalties specified below by the Commissioner. Notwithstanding any of the penalties described herein, the Commissioner, upon a finding of mitigating factors, has the authority to impose a penalty which is consistent with that finding of mitigating factors.

Acts of unsportsmanlike conduct shall include, but not be limited to the following:

- Striking or attempting to strike or otherwise physically abusing an official, opposing coach, event personnel, spectator or student-athlete, or intentionally, or with careless disregard for one’s conduct, inciting participants or spectators to violent or abusive action. Any person committing such an act shall be subject to the following penalties:
  a. For an incident between two or more student-athletes:
     i. First Offense: A public reprimand and suspension for up to 10% of the scheduled contests in that sport.
     ii. Repeat Offense: A public reprimand and suspension of such number of additional contests as deemed appropriate.
b. For all other incidents:
   i. First Offense: A public reprimand and suspension for up to 20% of the scheduled contests in the sport as deemed appropriate.
   ii. Repeat Offense: A public reprimand and suspension for such number of additional contests as deemed appropriate.

• Using obscene gestures or profane or unduly provocative language or any other action in a threatening or excessive manner toward an official, student, coach, or spectator. Violators shall be subject to the following penalties:
   a. First Offense: A public reprimand and suspension for one contest.
   b. Second Offense: A public reprimand and a suspension for such number of additional contests as deemed appropriate.

• Publicly and unduly criticizing a game official, Conference personnel, another member institution, or a student-athlete or personnel of another member institution.
   a. First Offense: A public reprimand.
   b. Repeat Offense: A public reprimand and suspension of offending individual for one contest.

• Entering the locker room of a game official prior to or after a contest, other than those individuals specifically permitted, or “chasing” the officials following the end of a period.
   a. First Offense: A public reprimand and a one-game suspension.
   b. Repeat Offense: A public reprimand, a $1000 fine, and a suspension of up to 20% of the scheduled contests in the sport.

• Negative recruiting by communicating false or derogatory statements or other information injurious to the reputation of another member institution, any of its personnel or its athletic program, to a prospective student-athlete, the prospect’s parents, high school coach, or other person interested in the prospective athlete. Violators shall be subject to the following penalties:
   a. First Offense: A public reprimand and a maximum $1000 fine.
   b. Second Offense: A public reprimand, a maximum $2000 fine and a suspension of the privilege of recruiting for up to one year.

• Any institutional personnel removed from a game for any reason for the second time shall be immediately suspended from the next contest (i.e. a coach ejected from the final regular season game shall be suspended from the first game of the Conference Championship). A suspension is to be administered by the Director of Athletics with notification to the Conference office.
   a. A third ejection shall carry a one-game suspension, a fourth ejection a two-game suspension, a fifth ejection a four-game suspension, etc.
   b. This rule does not limit the Commissioner’s authority to impose a greater sanction based on the seriousness of the conduct or by a playing rule.
   c. This rule will run concurrently with the playing rules in particular sports that provide for a next game suspension (e.g. red card in soccer).
   d. In the sports of baseball and softball, an umpire has the authority to restrict the coach to the dugout for the remainder of the game for conduct/behavior short of ejection.
   e. Ejections are recorded over an individual’s career, except that an individual who completes one traditional playing season without two ejections shall have their record cleared and return to a one-game suspension penalty.
• Committing any act of unsportsmanlike conduct not specifically described above shall subject violators to any of the described penalties which the Commissioner or designee determines most suitably addresses the conduct involved. In addition to any penalty which may be assessed, the Commissioner may take such remedial action believed to be proper to deter any future unsportsmanlike conduct.

• A violation by an institution or by institutional personnel, who are not participants in a contest, shall be subject to the following penalties.
  a. **First Offense:** A public reprimand and a maximum $1000 institutional penalty.
  b. **Repeat Offense:** A public reprimand and a maximum $3000 institutional penalty.

The NCAA expects that student-athletes are responsible for conducting themselves at all times in an ethical manner. The NCAA expects student-athletes, to participate with integrity and sportsmanship at all times. Radford University expects student-athletes to show honor and dignity for fair play, during athletic competition (NCAA Bylaw 10.01.1). You are not eligible if you have shown dishonesty in evading or violating NCAA rules or have provided false or misleading information relative to a violation of NCAA regulations (NCAA Bylaw 14.01.3).

**C. GAMBLING ACTIVITIES**

The NCAA prohibits student-athletes from knowingly taking part in activities that deal with gambling. Student-athletes are not allowed to take part in any of the following:

1. Providing information to persons involved in organized gambling activities concerning college athletics competition
2. Soliciting a bet on any college team
3. Accepting a bet on any team representing the institution
4. Soliciting or accepting a bet on any college competition for any item that has tangible value (i.e. cash, shirt, dinner)
5. 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

**DISCIPLINARY ACTION**

A student-athlete who engages in activities designed to influence the outcome of an intercollegiate contest or in an effort to affect win-loss margins (“point shaving”) or who participates in any sports wagering activity involving the student-athlete’s institution shall permanently lose all remaining regular-season and postseason eligibility in all sports.

A student-athlete who participates in any sports wagering activity through the Internet, a bookmaker or a parlay card shall be ineligible for all regular-season and postseason competition for a minimum period of one year from the date of the institution’s determination that a violation occurred and shall be charged with the loss of a minimum of one season of eligibility.

If the student-athlete is determined to have been involved in a subsequent violation of any portion of NCAA gambling regulations, the student-athlete shall permanently lose all remaining regular-season and post-season in all sports.

**D. HAZING**

Hazing or allowing hazing, by any organization/team or by any individual on behalf of an organization/team or group (whether recognized or not recognized by the University), of any individual, organization or visitor within the Radford University community, is a violation of the Standards of Student Conduct. The University defines hazing to include dangerous or degrading activities that are required or forced upon another individual as a condition for membership or acceptance. For examples of hazing please refer to the Radford University Standards of Student Conduct (Section 26).
The Commonwealth of Virginia also has a policy on hazing that is separate, but in addition, to the university policy. The Code of Virginia (section 18.2-56) states: *It shall be unlawful to haze, or otherwise mistreat so as to cause bodily injury, any student at any school, college, or university. Any person found guilty thereof shall be guilty of a Class 1 misdemeanor, unless the injury would be such as to constitute a felony, and in that event the punishment shall be inflicted as is otherwise provided by the law for the punishment of such felony. Any person receiving bodily injury by hazing or mistreatment shall have the right to sue, civilly, the person or persons guilty thereof.*

There are better ways to build team cohesion and spirit than engaging in traditional membership/acceptance activities, many of which are considered hazing by university standards. Student-athletes should be careful of the situations in which they become involved. If student-athletes have a question at any time concerning activities which involve themselves or other athletes, they should contact someone in the Department of Athletics immediately.

**E. SEXUAL HARASSMENT**

All complaints of alleged discrimination, sexual harassment, harassment based on protected characteristics or statuses, and sexual misconduct (to include sexual assault or sexual violence, dating violence, domestic violence, sexual exploitation, and stalking) are governed exclusively by the University’s Discrimination, Harassment, Sexual Misconduct, and Retaliation Policy and Discrimination Grievance Procedures, not the Standards of Student Conduct and any investigation and proceedings relating to such complaints shall proceed in accordance with the Discrimination, Harassment, Sexual Misconduct and Retaliation Policy and Discrimination Grievance Procedures. To the extent a complaint identifies prohibited conduct under these Standards of Student Conduct as well as acts prohibited under the Discrimination, Harassment, Sexual Misconduct and Retaliation Policy, parallel investigations and proceedings may occur.

For additional information, refer to the University’s Discrimination, Harassment, Sexual Misconduct, and Retaliation Policy and Discrimination Grievance Procedures.

**CONFIDENTIAL RESOURCES:**

- Substance Abuse and Violence Education Support Services Office (SAVES), Heth Hall Room 215, (540) 831-5709 *
- Center for Counseling and Student Development, Tyler Hall, lower level, (540) 831-5226 *
- Carilion New River Valley Medical Center, Emergency Room, 2900 Lamb Cir., Christiansburg, VA, (540) 731-2000 (OFF CAMPUS)
- Women’s Resource Center Sexual Assault Crisis Hotline, (540) 639-1123 (24 hours – OFF CAMPUS)
- Student Health Center, Moffett Hall, lower level, (540) 831-5111

**RESOURCES SUBJECT TO THE STATEMENT ON CONFIDENTIALITY:**

- Office of the Dean of Students, 2nd Floor, Heth Hall Room 274, (540) 831-6297
- Housing and Residential Life, 2nd Floor, Heth Hall Room 226, (540) 831-5375
- Radford University Police, Allen Building, (540) 831-5500
- Commonwealth Attorney, (540) 731-3690
- Radford City Health Department, 212 Third Ave., (540) 831-5774
- Radford City Police Department, 20 Robertson St., 911 or (540) 731-3624
- Radford University Department of Human Resources, 314B Tyler Ave., (540) 831-5008
Students interested in exploring conduct options in a confidential environment may meet with the Substance Abuse and Violence Education Support Services Office or the Center for Counseling and Student Development.

For more information on sexual assault, dating violence, harassment, stalking, and services available to students, please visit the SAVES website at www.radford.edu/saves.

F. TEAM EXPECTATIONS

The head coach of your sport will establish expectations for the team.

• As a Radford student-athlete you are expected to conduct yourself in an exemplary manner both on and off campus. You must have a sense of responsibility to represent yourself and your sport in the classroom and on campus in a manner that will reflect credit on student-athletes in general, and on your team and your University.

• The consumption of alcohol by student-athletes on a team trip is not acceptable. This includes any alcoholic beverages which the individual student may want to purchase on his/her own.

• You have an obligation to reach and maintain the best possible physical condition for your sport and to demonstrate loyalty to your teammates and coaches.

• You are expected to attend all classes in which you are enrolled, to turn in all class assignments on time, and to take all course examinations. (Athletic events are not legitimate excuses for missing class.)

• Your ultimate goal at Radford is to receive a degree while developing your skills in the sport of your choice.

The head coach will also determine any specific guidelines relative to travel. As a member of a team, you are expected to travel to and from any “away” competition with the team; however, permission to travel with family members will be given should special circumstances warrant the exception.

You must complete and sign a Travel Release Request Form at least three days in advance and submit it to your head coach and sport administrator for authorization. Permission will not be given to simply travel with friends.

NOTE: See “Student-Athlete Code of Conduct” in the beginning of this handbook.

G. SANCTIONS FOR INAPPROPRIATE BEHAVIOR

**Felony Charge** – Any student-athlete arrested and charged with a felony, or with a crime involving gambling or game fixing under Virginia law or any other jurisdictional equivalent, shall be suspended automatically from practice and playing privileges until the charges are dropped, dismissed or otherwise resolved. The student-athlete may appeal this decision pursuant to the Grievance Procedure found in this Handbook.

**Felony Conviction** – Any student-athlete convicted of or pleading guilty or no contest to a felony charge or a game fixing charge under Virginia law or any other jurisdictional equivalent shall be permanently dismissed from the team. The student-athlete shall retain her/his grant-in-aid for the balance of the academic year. The Department of Athletics shall recommend to the Scholarship Committee in the Radford University Financial Aid Office that the grant-in-aid not be renewed for any succeeding academic years. The student-athlete may appeal this decision pursuant to the Grievance Procedure found in this Handbook.

**NOTE:** Student-athletes involved in gambling violations shall be subject to the sanctions contained in Section 10 of the NCAA Manual.

**Misdemeanor Charge and/or Conviction** – Any student-athlete who is arrested, charged and/or convicted of a misdemeanor charge (other than gambling or game fixing which are addressed above and other than minor traffic infractions) will be subject to a review process. The Athletic Director will review the charges and all of the surrounding circumstances.
The Athletic Director may then impose sanctions. The factors which the Athletics Director will consider include, but are not limited to:
1. Nature of charge (violent or non-violent)
2. Prior behavior
3. Self-disclosure of the violation
4. Cooperation during the investigation
5. Alcohol and/or drug use
6. Consistency with regard to handling of other cases.

It is the responsibility of the student-athlete to inform their head coach if charged with a crime (including traffic tickets). A student-athlete must disclose this information within 48 hours after the arrest or formally being charged. This includes a charge or arrest at any time during the calendar year or anywhere on or off campus. Failure to report the charge or arrest may lead to removal from a Radford Athletics sports program as well as termination of a student-athlete’s athletic grant-in-aid.

COMPLIANCE

A. NCAA PRACTICE RULES AND REGULATIONS

Certain limitations and criteria are set for student-athletes by the NCAA, not only to ensure student-athlete welfare, but also to ensure progress towards a degree at Radford University.

Preseason Practice (School not in session)
- No daily or weekly limitations on practice time
- Not required to have a day off

Regular Season Practice
- 4 hours per day
- 20 hours per week
- 1 required day off per week, travel days may count
  (Basketball Exception – if 3 games are played during a week then the day off can be moved to the week prior or after as long as 2 days off are taken during that week)
- Practice includes game tape reviews, weight training and conditioning

Out of Season Practice (Not Including Summer)
- No more than 8 hours per week, including weight training and conditioning
- Individual workouts no more than 2 hours per week
- 2 required days off per week (Exception – Men’s Basketball during Summer School only – maximum 8 weeks)
- No Practice activities can occur during the last full week of classes and during exams

Competition
- Student-athletes are not allowed to practice following a game, meet, or match
- Student-athletes may practice between contests, rounds, or events during a multi-day or multi-event competition

Summer Activities (Not Preseason)
- No practice activities can be monitored, recorded, or be watched during summer
  (Exception – Men’s Basketball during Summer School only – maximum 8 weeks)
- Weight room and Conditioning activities can be designed and conducted by the Strength and Conditioning Staff, provided such workouts are voluntary and conducted at the request of the student-athlete.
- Summer Activities in the weight room require completion of the “Summer Voluntary Workout Request” form located on the Compliance webpage under Student-Athlete and General.
- Take home workouts cannot be recorded and brought back to any staff member
**Additional Practice Information**

- A practice day is considered a calendar day, from 12:01 am to midnight
- A week is considered 7 consecutive days as determined by the coach
- Practice records of all practice times must be verified and initialed
- Practice time does not include athletic training services
- Classes cannot be missed due to practice, except when traveling to an away contest

**B. COMPLIMENTARY ADMISSIONS FOR ATHLETIC EVENTS**

As a student-athlete, you are permitted to designate individuals to receive complimentary admissions to athletic events in which your team participates. For regular season home contests, student-athletes may receive a maximum of four (4) complimentary admissions – at the discretion of the head coach and athletic administration. For away games and post season play, the number of complimentary admissions allowed per student-athlete, per event, is at the discretion of the head coach and/or the athletic administration and cannot exceed four (4). There are NCAA rules that must be strictly adhered to in administering this program. Abuse of the complimentary ticket program will directly affect your eligibility.

**Guideline for Recipients of Complimentary Admission:**

- The recipient of the complimentary admission must present identification and sign in at the appropriate gate on game day. Hard tickets will not be issued and advance pick up is not available. Only the designated recipient may sign in and utilize the admission.
- A student-athlete may not receive payment from any source for his or her complimentary admission and may not exchange or assign them for any item of value.
- The student-athlete must provide the full first and last name of the recipient and their relationship with the individual. Radford Athletics Compliance will approve all recipients.

**C. STUDENT-ATHLETE EMPLOYMENT DURING THE ACADEMIC YEAR AND SUMMER**

The NCAA guidelines permit student-athletes to be employed during the academic year as well as the summer. Student-athletes must report to the compliance office ALL employment earnings.

NCAA Regulations regarding employment are as follows:

15.2.7 Employment. Earnings from a student-athletes on- or off-campus employment that occurs at any time is exempt and is not counted in determining a student-athlete’s cost of attendance or in the institution’s financial aid limitations, provided:

1. The student-athlete’s compensation does not include any remuneration for value or utility that the student-athlete may have for the employer because of the publicity, reputation, and fame or personal following that he or she has obtained because of athletics ability.
2. The student-athlete is compensated only for work actually performed; and
3. The student-athlete is compensated at a rate commensurate with the going rate in that locality for similar services.

Prior to the start of employment, the student-athlete must notify the compliance office.
**Summer employment in camps or clinics:**
A student-athlete who is employed in any sport camp or clinic must meet the following requirements:

1. The student-athlete must perform duties that are of a general supervisory character in addition to any and coaching or officiating.
2. Compensation provided must be commensurate with the going rate for camp or clinic counselors of like teaching ability and camp or clinic experience and may not be paid on the basis of the value that the student-athlete may have for the employer because of athletics reputation or fame the student-athlete has achieved. It is not permissible for student-athletes to be paid varying levels of compensation based on the level of athletic skill of the individuals.
3. A student-athlete who only lectures or demonstrates at a camp or clinic may not receive compensation for his/her appearance

**Working at Radford camp or clinic**
A student-athlete that plans to work at a camp or clinic sponsored by Radford Athletics must receive prior permission from the Assistant AD for Compliance.

**D. TRANSFER RELEASE POLICY**
If a student-athlete desires to transfer to another institution, they must notify the Head Coach and the Director of Compliance before making contact with any representatives at other schools. NCAA Bylaw 13.1.1.3 prohibits representatives at any institutions from talking to any student-athlete at another institution without first obtaining written permission. Factors taken into consideration in determining if a student-athlete will be given a release to transfer to another institution include the following:

(An affirmative response to any of the first four factors will most likely result in denial of a request for a release.)

- Is the request to transfer to another Big South Conference member institution?
- Is the request to transfer to an institution Radford will be competing against the following year?
- Is the request to transfer to an institution where a Radford coach has accepted a new position?
- Is the request from a student-athlete who is a scholarship recipient?
- Are there any other unique circumstances surrounding the request for a release to another institution?

**E. TRANSFER RELEASE PROCEDURE**

- The Head Coach will make a recommendation to the Assistant AD of Compliance or Senior Woman Administrator (SWA);  
- When necessary the Athletics Director, SWA, Sport Administrator, Faculty Athletic Representative (FAR), and Assistant AD of Compliance will evaluate the circumstances of the request and make the final decision regarding a potential release to other institutions;  
- If the student-athlete is granted a release, the Assistant AD of Compliance will complete and forward all necessary paperwork;  
- If the student-athlete is not granted a release, he/she will have the opportunity for a hearing conducted by an entity or committee outside of the athletics department per NCAA Bylaw 13.1.1.3.1.  
- Should the student wish to request an appeal to the initial decision, a letter must be submitted to the Faculty Athletic Representative clearly requesting an appeal hearing be scheduled.

Note: Per NCAA Bylaw13.1.1.3, if a student-athlete’s request for a release is denied and a subsequent hearing does not result in overturning this denial, the student-athlete can still transfer to another institution; however, they would not be eligible for athletic financial assistance or intercollegiate competition for one academic year.
F. HARDSHIP WAIVER

A student-athlete may be granted an additional year of competition by the conference for reasons of “hardship.” Hardship is defined as an incapacity resulting from an injury or illness that has occurred under all of the following conditions:

1. The incapacitating injury or illness occurs in one of the four seasons of intercollegiate competition at any two-year or four-year collegiate institution or occurs subsequent to the first day of classes his or her senior year of high school;

2. The injury or illness occurs prior to the completion of the first half of the playing season that concludes with the NCAA championship in that sport (measured by the number of scheduled contests or dates of competition not exceeding the maximum limitations in each sport as set forth in Bylaw 17 as set prior to the first scheduled contest or date of competition of the designated official NCAA championship playing season in the applicable sport) and results in incapacity to compete for the remainder of that playing season; and

3. The injury or illness occurs when the student-athlete has not participated in more than three contests or dates of competition (whichever is applicable to that sport) or 30 percent (whichever number is greater) of the institution’s scheduled contests or dates of competition in his or her sport. Only scheduled competition (excluding scrimmages and exhibition contests) against outside participants during the playing season that concludes with the NCAA championship, or, if so designated, during the official NCAA championship playing season in that sport (e.g., spring baseball, fall soccer), shall be countable under this limitation in calculating both the number of contests or dates of competition in which the student-athlete has participated and the number of scheduled contests or dates of competition during that season in the sport.

G. PROCEDURES FOR GRIEVANCES

As part of providing a positive experience for all student-athletes, the Department of Athletics has set up an avenue for its student-athletes to communicate any grievances. Student-athletes are asked to follow these procedures when filing a grievance.

1. The student-athlete should make every attempt to resolve the conflict by discussing the situation with the sport coach and/or peer athlete on the team. The sport coach will be required to maintain written documentation of the discussion and subsequent actions, and provide copies of that documentation to the Department of Athletics administrator assigned to oversee that sport.

2. If the conflict cannot be resolved with the coach and/or peer athlete the student-athlete should file a written grievance with the Assistant AD of Compliance. The Assistant AD of Compliance will investigate the grievance and interview relevant parties. The Director will then provide a written response to the student-athlete. This will allow the Department of Athletics to keep written documentation of the grievance and subsequent action taken.

3. If for any reason, the conflict cannot be resolved through discussions with the Department of Athletics administration, the student-athlete will be referred to an authority outside the athletics program (FAR, VP for Student Affairs, Diversity and Equity Officer). The student-athlete will provide written documentation of the grievance and why the previous responses by the Department of Athletics have not resolved the grievance.

Note: Removals from a team or the amount of time played by the student-athlete are not considered grievances. Coaches have the right and responsibility to play whichever team member they want and/or need to play.
II. DIVERSITY & EQUITY

Radford University is committed to providing equal opportunity and an educational environment free from any discrimination on the basis of race, color, religion, national origin, sex, disability, age, sexual orientation, pregnancy status, and veteran status. The Office of Diversity and Equity forwards and monitors the University’s continuing commitment to equal opportunity in its educational practices.

The mission of the Office of Diversity and Equity is to assist Radford University in creating and maintaining diverse, inclusive and safe learning, living environments. The office not only works toward diverse representation in these environments, but with a goal to providing opportunities for each individual’s full participation and success in the campus community in a climate of mutual respect through education and guidance.

The Office for Diversity and Equity contributes to these efforts by promoting physical access to University facilities, programs, and services, including collaborations with campus entities and the surrounding community to ensure this access for persons with disabilities. This office oversees the University’s federally mandated affirmative action efforts consistent with its Affirmative Action Plan and fair hiring practices, handles harassment and discrimination complaints and concerns, and provides education and guidance to members of the University.

I. GENDER EQUITY/TITLE IX

Title IX prohibits sex-based discrimination in educational institutions receiving federal financial assistance. The purpose of this policy is to establish clearly and unequivocally that Radford University prohibits discrimination, harassment, sexual misconduct, and retaliation by individuals subject to its control or supervision and to set forth procedures by which such allegations shall be filed, investigated and adjudicated.

The RU policy and procedures are available online on the Office of Diversity and Equity webpage under the “What is Title IX?” icon.

The policy applies to:
- On-campus conduct involving students, employees, faculty, staff, visitors to campus, and contractors working on campus
- Off-campus conduct involving students, visiting students, employees, faculty and staff participating in Radford University-sponsored activities
- Off-campus conduct that has continuing effects that create a hostile environment on campus

Contacts:

Geoffrey Gabriel
Interim Title IX Coordinator
540-831-5307
gabriel3@radford.edu
FINANCIAL AID

A. ATHLETIC AID

Student-athletes who may be receiving athletic scholarships must meet minimum requirements in order to retain their scholarship. Because the university provides this scholarship, there are certain requirements that you must abide by in order to maintain the scholarship. Per NCAA Bylaw 15.3.4.1 a scholarship may be reduced or cancelled if:

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

Gradation or Cancellation During Period of Award

Grant-in-aid may not be gradated or cancelled during the period of its award on the basis of:

• Your ability or contribution to a team’s success; or
• An injury prevents you from participating in athletics
• For any athletic reason

Grant-in-aid may be graded or cancelled during the period of the award if you:

• Render yourself ineligible for intercollegiate competition
• Fraudulently misrepresent any information on your application, letter of intent, or other associated documents
• Engage in serious misconduct warranting substantial disciplinary penalty
• Voluntarily withdraw from a sport for personal reasons. If you withdraw from a sport prior to the first competition in that sport, gradation or cancellation may occur immediately
• Fail to report for practice or make only limited or appearances
• Drop below 12 hours during a semester (unless you have received permission from the Associate AD for Student-Athlete Support Services)

Grant-in-aid may be increased during the period of the award if you:

• Coach initiated
• Coach must make the request through ARMS
• Senior Associate AD must approve request prior to increase

Any such gradation or cancellation of aid is permissible only if such action is taken for proper cause by the regular disciplinary or scholarship awards authorities of the institution and you have had an opportunity for a hearing.

At the end of each academic year, coaches must make decisions on which scholarships will be renewed for the upcoming academic year. If they choose to recommend a reduction or cancellation of a scholarship, the university offers the student-athlete the opportunity to appeal that decision. As part of the appeal, the student-athlete must appear before the Athletics Appeals Committee, to defend the reasons believed that the scholarship should not be reduced or canceled. The respective coach will be called upon to defend his/her decision. The decision of this committee is final, and there is no further appeal process available.

B. OTHER FINANCIAL ASSISTANCE

Student-athletes may be eligible for other financial assistance that the NCAA will permit. However, many of these opportunities require certain qualifications that can only be
assessed by the Radford University Financial Aid Office. Student-athletes should talk with the Financial Aid Office each semester and make certain that all financial aid opportunities are explored. Student-athletes who qualify based on their FASFA will automatically be enrolled to take advantage of the fund sources.

In the event a student-athlete’s institutional financial aid will exceed the cost of attendance for the academic year, NCAA Bylaw 15.1.4 allows the Financial Aid Department to automatically reduce the institutional aid.

C. EXHAUSTED ELIGIBILITY AID

To apply for an exhausted eligibility grant, you must submit and Exhausted Eligibility Aid Request to the Assistant AD for Compliance. This aid is on a limited basis to student-athletes that have completed their athletic eligibility and are near completion of one Bachelor’s Degree. The Director of Athletics and/or the Associate AD for Student-Athlete Support Services reserves the right to award student-athletes a percentage of tuition and/or room and board.

D. INTERSESSIONS AID AND POLICY (Summer School, Augustmester, Wintermester)

Only student-athletes receiving an athletic grant-in-aid are eligible for intersessions funding. To be considered for funding, student-athletes must submit a completed summer school application along with a written justification as to the need for funding to the SWA. All required materials must be submitted prior to April 1, 2018. Student-athletes will be notified by the SWA as to whether funding was granted.

**Intersession Funding is strictly limited, thus it will be awarded to student-athletes on a priority basis.**

Student-athletes are expected to follow the procedure outlined below in order to be considered for intersessions aid. (Applications are to be obtained from the Director of Student-Athlete Support Services)

1. The student-athlete submits the intersession application to the SWA.
2. The SWA will review all requests with the Director of Athletics to make the final decision. The following circumstances will be given priority when making decisions.
   a. Highest priority will be given to continuing eligibility needs.
   b. Priority will be given when it is demonstrated that summer attendance will eliminate the need for an additional long semester of attendance in the next academic year in order for the student to graduate. Documentation from Student-Athlete Support Services (SASS) is necessary.
3. Head coaches and student-athletes will be notified of the Committee’s decisions.
   - Intersessions funding will not be awarded for graduate school classes or classes associated with a second major, second degree, or optional minor.
   - In order to use intersessions funds efficiently, the committee reserves the right to award student-athletes a percentage of tuition and/or room and board.
   - The student-athlete attending one of the intersessions prior to initial enrollment must be enrolled in a minimum of six hours of academic course work that is acceptable degree credit toward any of the institutions degree programs. NCAA bylaw 15.2.8.1.4
   - Any student-athlete that withdrawals from an intersession course without prior approval is responsible for reimbursing the athletic department for all fees associated with changes made.

E. Pregnancy & Parenting policy

The Radford Athletics department is committed to the safety and wellness of all our student-athletes. In alignment with the educational mission of our university, we strive to create an environment that provides equality of access to educational benefits and program participation. The athletics department is committed to promoting a positive learning environment, free from all forms of discrimination, including any disparate treatment of a student-athlete who
is parenting, pregnant, or who has a pregnancy related medical condition. Any and all acts or statements that are harassing or hostile in manner toward pregnancy, parenting, or that shun or shame the student-athlete because she is pregnant or she/he is parenting is prohibited. Any such discriminatory conduct or statements shall be immediately reported to the [Office of the Dean of Students and the departmental Title IX] coordinator for immediate review in accordance with the University's anti-discrimination policies and practices. Information and questions regarding pregnancy and parenting policies for student-athletes are provided on the NCAA website. All student-athletes and all members of the Radford Athletics Department should familiarize themselves with its contents and provisions.

**STUDENT-ATHLETE SUPPORT SERVICES (SASS)**

The Office of Student-Athlete Support Services serves to enhance student-athletes’ development by providing the necessary support, counseling and resources to achieve academic and personal growth.

**A. ACADEMIC POLICIES AND PROCEDURES**

The first rule of academic success at Radford University is **TO ATTEND ALL CLASSES AND BE ON TIME.** Mere attendance is not enough; student-athletes are expected to participate fully in the classroom by being prepared, completing all assignments, and being responsible for contributing to the learning environment within and outside the classroom.

**Radford University Academic Policies**

- Student-athletes must be enrolled in a *minimum* of 15 credit hours for fall and spring semesters (15 credits per semester to ensure completion of required hours and academic progress).
- Student-athletes should refer to the most current RU Catalog regarding academic related policies and procedures [http://www.radford.edu/content/radfordcore/home/academics/courses-and-schedules/catalogs.html](http://www.radford.edu/content/radfordcore/home/academics/courses-and-schedules/catalogs.html)
- Any change to a student-athlete’s academic degree audit must be approved by the Office of Student-Athlete Support Services

**Athletic Learning Enhancement Center (LEC)**

- All incoming freshman and transfer students are required to complete 8 hours per week in the LEC for their first academic semester. Each student-athlete will be reviewed after the first semester to determine if the required hours will be increased or decreased for the second semester.
- Any student-athlete, at the discretion of his/her coach, may be required to attend the LEC for individual meetings with the Academic Support Staff and/or completion of study hours.
- Hours spent with a tutor or in study sessions for class may count toward the completion of required study hours. However, all hours outside of the LEC must be approved by the Director for Student-Athlete Support Services.

**Hour System for Upperclassmen**

- Evaluated and determined by office of Student-Athlete Support Services
- Depending on the situation (major, course load, etc.) hours may be slightly different for individual student-athletes.

**Class Attendance**

Regular class attendance is the responsibility of the student-athlete. Class attendance policies are determined by the instructor and should allow for a reasonable number of absences which are required due to documented official university-sponsored activities. All student-athletes are provided with a travel itinerary to share with course instructors. The travel memo does NOT excuse absences, nor does it guarantee that the student-athlete will be permitted to make up exams, quizzes or other missed assignments. Only the instructor...
can make those decisions. It is imperative that the student-athlete reviews all course syllabi
for attendance policy guidelines during drop/add week. If the student-athlete is registered
for a course in which the syllabus states a specific number of absences will result in
the lowering of a grade, then the student-athlete needs to see the Associate Athletic Director for
Student-Athlete Support Services to discuss their options. Student-athletes are encouraged
to deal directly with faculty regarding missed class time due to team travel.

**Tutoring**

Any student-athlete desiring additional assistance in a class can request a tutor at no charge.
However, a missed tutor appointment scheduled with the LARC can result in being charged
the standard rate. A tutor is not a substitute for in-class learning and may be denied to a
student-athlete who is not showing appropriate academic study habits for the course.

**Course Withdrawal**

A student may NOT withdraw from more than 5 classes during the course of undergraduate
studies at Radford University. The withdrawal procedure is as follows:

1. Meet with the coach
2. Meet with the Department of Student-Athlete Support Services to discuss how dropping
   this course will affect the student-athletes NCAA eligibility.
3. Pick up the Course Withdrawal Form from the Office of the Registrar.
4. Obtain the appropriate signatures and return the form to the Office of the Registrar.
5. A class cannot not be dropped until the office of Student-Athlete Support Services has
given final approval.

**Advising**

It is the student-athlete’s responsibility to work with their Academic Advisor and/or
Advising Center within the college of their major for Registration. The LEC Staff will
give updates on any new information and reminders when specific registration times are
scheduled. Academic Advisors are available to help the student-athlete build a schedule
that is compatible with their practice times and travel.

**Academic Monitoring**

By signing the Buckley Amendment Release Form student-athletes are giving the
Department of Athletics access to their academic records. The academic progress of all
student-athletes is monitored through contact with professors as well as through their
grade reports. Progress reports are sent out to instructors after midterm exams and will be
discussed with the student-athletes and their coach/s upon receipt of those forms. Phone,
e-mail and in-person contact may be made throughout the semester to determine the progress
of individual student-athletes.

**Student-Athletes on Book Scholarship**

The guidelines for student-athletes on a book scholarship are as follows:

- Student-Athletes receiving a book scholarship will receive books from the Radford
  University Bookstore located in Dalton Hall. The student-athlete must pick up their
  books during the first week of school. Only books labeled REQUIRED on the course
  syllabus will be given to the student-athlete. Bookstore receipts must be submitted to
  the office of Student-Athlete Support Services.
- At the end of each semester, all books must be returned to the RU Bookstore, located in
  Dalton Hall. All books must be returned on the final day of exams. If the student-athlete
does not return books on the final day of exams, they will be charged the buyback price
  of the books.
- If required materials for class are not included in original book package, the student-
  athlete must see the Office of Student-Athlete Support Services
- If student-athletes on book scholarship drops/adds a course during drop/add week, they
  must obtain an authorization form from the office of Student-Athlete Support Services
  in order for student-athletes to return books from the class they dropped and to receive
new books for the class they added. The student-athletes must bring a copy of the new class syllabus to the LEC to verify new books.

• Student-athletes are responsible for reporting any lost or stolen book immediately to the Department of Athletics. Only the office of Student-Athlete Support Services may authorize replacement of a lost or stolen book.

B. NCAA ACADEMIC ELIGIBILITY

There are several general requirements for meeting academic eligibility rules; however, you are ultimately responsible for keeping track of your eligibility status. The Office of Student-Athlete Support Services will assist you in this process. If you are in danger of becoming ineligible, or if you become academically ineligible, you and your coach will be notified as soon as possible. Please use the following information as a reference guide. Any specific questions you have should be discussed with the appropriate academic adviser.

Rule 1

Full-Time Enrollment- As a student-athlete, you must be enrolled as a full-time degree-seeking student at all times in order to be eligible for practice, competition, and financial aid. Full-time undergraduate enrollment is defined as a minimum of 12 semester hours.

If you are a senior in your last semester and need less than 12 credits to graduate, you may be able to take less than 12 credits in a semester and still be eligible if you are registered for all of the classes you need for graduation. You must notify and receive permission form the Associate AD for Student-Athlete Support Services prior to taking less than 12 credits in your last semester.

Rule 2

6 Hours Per Term - As a student-athlete, you must pass a minimum of 6 degree-applicable hours during each term in which you are enrolled in order to be eligible for the next term.

For example, in order to be eligible for the spring 2018 term, you must pass at least 6 degree-applicable hours in the fall 2017 semester. Likewise, in order to be eligible for the fall 2017 term, you must pass at least 6 degree-applicable hours in the spring 2018 semester.

Rule 3

Academic Progress- You must maintain "progress toward your degree". This progress is monitored through the successful completion of a minimum of 24 semester hours by the beginning of your second year of enrollment. In addition, at least 18 of these credit hours must be earned during the academic year (fall and spring). Beginning with your third year of enrollment and thereafter, academic progress is determined by the successful completion of 18 degree applicable credit hours during the academic year, completion of the percentage of degree requirement (40%/60%/80%) as well as obtaining the NCAA GPA requirements (90%/95%/100%).

In sports other than baseball, a student-athlete who does not meet the 24-semester credit-hour requirement prior to the start of his or her second year of collegiate enrollment (third semester, fourth quarter), may become eligible at the beginning of the next academic term by successfully completing 24-semester hours during the previous two semesters.

Rule 4

Summer School- A student-athlete must earn at least 18 degree applicable hours during the regular academic year. You may use summer school to increase your GPA to meet NCAA requirements or to meet percentage of degree requirements.

If you choose to take summer courses at another institution, written permission from the Registrar’s Office is required before you take the course. To obtain approval for a course to be taken elsewhere, you must complete a “Permission to Transfer Credit” form available in the Registrar’s Office. This form must be completed before you take the course. Please note that you cannot raise your GPA through transfer credit; you can only raise your cumulative credit total.
Rule 5

Percentage of NCAA Degree Requirements (40/60/80 Rule). You must successfully complete a minimum percentage of the course requirements in your specific degree program beginning with your third year of enrollment. Degree requirements refer to general education classes, major courses, and elective credits (not to exceed the maximum required toward your degree) required for the specific degree program you are enrolled in at the beginning of the term indicated. By the beginning of your third year of enrollment, the NCAA requires that you have passed a minimum of at least 40% of the course requirements in your degree program. By the beginning of your fourth year, you must have passed at least 60% and you will need 80% by the beginning of your fifth year of enrollment.

If the student-athlete is ineligible under the provisions of the progress-toward-degree legislation at the beginning of that term, eligibility may be reinstated at the beginning of any other regular term of that student’s specific academic year, based on the student’s later fulfillment of the necessary degree requirements.

In baseball, a student-athlete who is ineligible at the beginning of an institution’s fall term shall not be eligible during the remainder of the academic year.

Rule 6

Designation of Degree Program. Although NCAA requirements do not require you to declare a major until the beginning of your third year of enrollment, Radford University policy highly recommends that all students must declare their major by the beginning of their sophomore year. To declare major, students should obtain a Change or Declaration of Major form from selected major advising center. Students must take this form to the Registrar. You should see a Student-Athlete Support Services staff member before changing your major, as it will affect the evaluation of your credits for the 40/60/80 rule.

RULE 7

NCAA GPA Requirements-A student-athlete must present a cumulative grade-point average that is a minimum percentage of the cumulative grade-point average required for graduation. By the beginning of your second year of enrollment, the NCAA requires that you have a minimum cumulative GPA of at least 90% of the graduation requirement. Since all majors at Radford require a 2.0 cumulative GPA to graduate, you would need a 1.8 GPA at the completion of your first year of enrollment. By the beginning of your third year of enrollment, you must have a cumulative GPA of at least 95% or a 1.9. By the beginning of your fourth year or subsequent year of enrollment, you must have a cumulative GPA of at least 100% or a 2.0. GPA requirements will be reviewed at the completion of each semester to determine NCAA eligibility.

C. RADFORD UNIVERSITY ACADEMIC ELIGIBILITY

Academic Probation and Suspension

Academic performance is measured by quality points and grade point averages (GPA). Each student must maintain a specified grade point average to remain in good standing and to prevent being placed on academic probation or being suspended for academic reasons. Students are urged to confer regularly with their advisors to seek assistance in improving academic standing.

Academic Probation

Any student not subject to suspension (see below) will be on academic probation at the conclusion of any semester, summer session, or Wintermester in which he or she has achieved a cumulative GPA between 1.00 and 1.99. Note:

The minimum grade point average required for graduation from Radford is 2.00. However, some majors require a GPA higher than 2.00 in order for a student to declare that major and/or to graduate with a degree in that major.

Academic probation is an indication of serious academic deficiency and may lead to academic suspension. A student on academic probation may not carry more than 16 semester hours during a regular academic year semester.
**Academic Suspension-New Student Policy**

Any new (freshman or transfer), full-time (as of census date) student who has a GPA below 1.00 at the conclusion of the first semester of enrollment will be suspended. The student will not be allowed to continue in the next Wintermester and spring semester (if the student first enrolled in the fall) or summer sessions and fall semester (if the student first enrolled in the spring).

No exceptions to the academic suspension policy will be made for new students.

**Continuing Student Policy**

The academic suspension threshold for continuing students is determined by the number of hours attempted, according to the following scale:

<table>
<thead>
<tr>
<th>Hours Attempted</th>
<th>Cumulative GPA Required to Avoid Suspension</th>
</tr>
</thead>
<tbody>
<tr>
<td>13-23</td>
<td>1.00</td>
</tr>
<tr>
<td>24-35</td>
<td>1.50</td>
</tr>
<tr>
<td>36-47</td>
<td>1.80</td>
</tr>
<tr>
<td>48 or more</td>
<td>2.00</td>
</tr>
</tbody>
</table>

Continuing students may attend Wintermester (if suspension follows a fall semester) or summer sessions (if suspension follows spring semester) at Radford University to improve their GPAs and avoid being suspended for the subsequent spring or fall semester. Courses taken at other institutions will not affect the student’s Radford University GPA.

No exceptions to the academic suspension policy will be made for continuing students.

**Additional Information about Suspension/Suspension and Dismissal**

A student, who has been suspended once for academic reasons, is readmitted, and who falls below the suspension threshold for a second time is dismissed from the university. Such students are permanently ineligible to enroll at Radford in the future.

**Simultaneous Academic and Disciplinary Suspensions**

Occasionally, a student whose actions during a semester result in disciplinary suspension for the following semester subsequently earns grades for the semester that also cause him/her to fall below the academic suspension threshold. In such cases, the following semester’s suspension will be considered an academic suspension for the purpose of determining the number of times a student has fallen below the academic suspension threshold.

**Terms of Suspension**

A student suspended for the first time may not enroll in the next regularly scheduled semester. (Please see readmission information below.) A student, who has been suspended once for academic reasons, is readmitted, and who falls below the suspension threshold for a second time is dismissed from the university. Such students are permanently ineligible to enroll at Radford in future semesters.

**Transfer Credit During the Period of Suspension**

A student on academic suspension from Radford University may receive transfer credit for work taken at another college or university during the period of enforced suspension. To ensure proper credit for any courses taken at another institution, students are strongly encouraged to verify course transferability with their College Advising Center prior to enrolling in such courses. While courses passed with a grade of "C" or better qualify for transfer ("C-" grades are not acceptable), these grades are not used in computing the Radford grade point average and the Radford repeat policy cannot be applied. In order to be eligible for readmission to Radford University, students must maintain a cumulative grade point average of 2.0 or higher on all work attempted at another college during the term(s) of their suspension. Readmission to the university, however, is never automatic. (See below.)
Readmission

Students who do not maintain continuous enrollment at Radford University for any reason and wish to return must submit a Request for Readmission Form (see https://php.radford.edu/~myu/readmission/) to the Office of the Registrar regardless of their academic status. A readmission application is necessary for all students wishing to re-enroll so that required adjustments in the student information system can be made and so the university can inform the student about academic advising, registration procedures, housing options, tuition charges and financial aid options.

Students readmitted to Radford University who have been away for two or more consecutive semesters must meet the degree requirements in the Radford University Undergraduate Catalog at the time of readmission.

Student Conduct-Academic Integrity

Radford University is committed to fostering an environment that is; safe and secure; inclusive; and conducive to academic inquiry, free expression, student engagement, and student success. An academic community exists on the basis of shared values and principles. At the University, student members of the community are expected to uphold and abide by these values and principles that form the basis of the Standards of Student Conduct. These Standards are embodied within a set of core values that include integrity, fairness, respect, trust, freedom, community, and responsibility. When student members of the community fail to exemplify these values, student conduct proceedings are used to assert and uphold the Standards. All students are expected to assume responsibility for their conduct. The student conduct process exists to protect the interests of the University community, and to educate and respond to those students whose behavior is not in accordance with the Standards.

D. STUDENT-ATHLETE ADVISORY COUNSEL (SAAC)

The Director of Student-Athlete Support Services serves as the advisor to the Student-Athlete Advisory Council (SAAC) which is a leadership group consisting of student-athletes representing all sports programs at Radford University. SAAC serves as a conduit of communication among student-athletes, coaches and athletic administrators on issues to improve the student-athlete experience and promote growth and education through sports participation.

Each year SAAC elects an executive board, decides on various community service projects, and events are discussed, planned, and implemented. This committee is also a governance organization which provides input and assistance in the management of these community service events, and provides leadership opportunities. SAAC also offers input on the rules, regulations, and policies that affect student-athletes’ lives on the Radford University campus.

Mission Statement and Purpose:

- To make our Athletic Programs better by serving as a liaison between the athletic teams and the Department of Athletics in the development of support services and enrichment programs for student-athletes.
- Assist in the implementation of programs for all Athletic Programs in the community that will promote a positive image of intercollegiate athletics.
- Emphasize academic opportunities and responsibilities of student-athletes in their college experience.
- Encourage student-athletes to enrich the experience of being a student-athlete by applying what is learned in athletics to their course of study and ultimately, to their career development.
- Organize community service efforts.
- Encourage the development of leadership skills for student-athletes.
- Promote the opportunity for student-athletes to express their concerns with Athletic Administration.
- Emphasize the need of support from faculty and staff for all Athletic Programs.
E. EXIT INTERVIEWS

Senior Interviews – Exit interviews are conducted by the Faculty Athletic Representative and the SWA, with student-athletes who are either graduating or have exhausted their eligibility. The purpose of this interview is to assess the student-athlete’s overall experience at Radford University relative to his/her participation in intercollegiate athletics. Through the interview process, the FAR can evaluate areas such as academic support services, gender equity, diversity, integration of the athlete into campus life, and other aspects of athletics programming. In seeking the input of the student-athlete, the division can learn where deficiencies may exist and where improvements need to be made in order to provide the best possible experience for the Radford student-athlete. This is a mandatory process and non-participation results in an academic hold on the student-athlete’s account.

Student Athlete Exit Questionnaire – Exit interviews are conducted via e-mail or in person by the athletic administration with student-athletes who are deleted from a team roster. The purpose of this interview is to assess the student-athlete’s overall experience at Radford University relative to his/her participation in intercollegiate athletics. Through the interview questionnaire, the administration can evaluate areas such as academic support services, gender equity, diversity, integration of the athlete into campus life, and other aspects of athletics programming.

F. ADDITIONAL RESOURCES

Division of Student Affairs
The Radford University Division of Student Affairs is committed to the learning and development of students and their academic and individual success. The division’s role is to foster a campus culture and environment where students’ perspectives are valued, citizenship and personal responsibility are cultivated, and students are engaged in a vibrant co-curricular experience that nurtures excellence and success.

Center for Accessibility Services
Radford University’s Center for Accessibility Services (CAS) ensures that the University complies with Section 504 of the Rehabilitation Act of 1973. The coordinator arranges needed services to facilitate the academic progress of students who are registered with the office. For more information about the accommodations for student with disabilities, call (540) 831-6350.

Coaches who are recruiting students with a learning disability should inform the Senior Associate Director for Internal Operations to insure the prospective student-athlete will receive necessary services at Radford University. Services are available to all currently enrolled Radford students who have a documented disability. The student must register with the CAS Office to be eligible for services.

Counseling Services (SCS)
During your career as a student-athlete at Radford University, your academic and personal development will be a matter of great interest and concern to many people. Student Counseling Services (SCS) supports the academic mission of the university through the enhancement of student learning and retention. SCS provides learning opportunities for students to grow as individuals, to form deeper relationships with their peers, and to develop as successful members of our community and society at large.

The primary purpose of SCS is to assist students with typical student developmental issues and to provide short-term, professional counseling to students with mental health concerns. SCS provides quality mental health care to Radford University students, consultative services to the larger community, and training to graduate students in the mental health field. All services are provided under the direction of licensed, credentialed and experienced mental health professionals. Staff is guided by the highest professional and ethical standards of their professions and is dedicated to providing quality services.
SPORTS MEDICINE

A. MISSION STATEMENT

The Sports Medicine Department at Radford University is deeply concerned with both the short-term and long-term effects of intercollegiate competition on the physical and mental well-being of the student-athlete. The sports medicine department is committed to providing quality health care to all varsity student-athletes, which begins with injury prevention. It is a priority to work with coaches, physicians, and the rest of the medical community to ensure that student-athletes are physically and mentally prepared for practice and competition. Additionally, the sports medicine staff is responsible for the treatment and rehabilitation of all athletically related injuries. It is the staff’s goal to return the athlete to a level equal or above that of their pre-injury status; no athlete will return to play until his or her highest post-injury level of function has been achieved. Lastly, the concern from the physical well-being of the student-athlete includes the opposition to the use of all illegal and NCAA-banned chemical substances by student-athletes. It is the responsibility of the sports medicine staff to provide athletes with information on the ill effects of drug use and to provide deterrents through periodic, random drug testing by the institution and the NCAA.

B. SERVICES

The Sports Medicine Department is proud to offer the following ancillary services in addition to the everyday prevention, evaluation and treatment of athletic injuries (this list is not all inclusive):

- In house primary care and orthopedic physician appointments.
- In house physical therapy services.
- In house chiropractic services.
- Nutrition Counseling and Coaching.
- Psychological Counseling Referrals
- Vision Referrals
- Dental Referrals

C. ATHLETIC TRAINING FACILITY HOURS OF OPERATION

Dedmon Center Facility: 7:00 am - 5:00 pm (or end of practices) during the fall and spring semesters.

Cupp Stadium Facility: Morning: Open for practices and conditioning as needed
Afternoon: 1 pm - 5 pm (or end of practices) during the fall and spring semesters.
Weekends and Holidays: Hours of operation will be determined by practices.
Summer Hours: Dedmon Center Facility Hours of operation will be based on the weight room schedule. The Facilities will be closed when summer school is not in session.

D. SPORTS MEDICINE INJURY POLICIES

During participation in intercollegiate athletics at Radford University, the Athletic Training Staff provides the first step of health care coverage for the student-athlete. The nationally certified staff members provide coverage in the form of injury prevention, management, treatment, and rehabilitation for all student-athletes. They are assisted by students in the Athletic Training Education Program, who they teach and supervise while covering practices and games. Listed below are the injury policies that should be adhered to by each student-athlete.

- Student-athletes must recognize and assume the inherent risks of bodily contact, physical/mental stress, and bodily injury that are associated with athletic participation.
• The student-athlete agrees to notify a member of the Athletic Training Staff of any injury sustained while playing, practicing, or traveling while representing Radford University as a student-athlete by 9am the morning following an injury or onset of illness so that the coaches may be notified of any existing injuries and illnesses.

• Student-athletes will not seek outside medical care for an athletic injury, without notifying a Radford University Certified Athletic Trainer, except in an emergency. Failure to abide by this rule will relieve Radford University of any financial responsibility incurred for the treatment.

• Within 48 hours of medical treatment outside of the athletic training room, the student-athlete must complete an insurance claim form required by Radford University’s medical insurance carrier. This form can be obtained from an athletic training staff member.

Physician Appointments
• In-house physician appointments (including chiropractor) are to be scheduled by a staff athletic trainer. Appointments will be scheduled around student-athletes’ class times. Unless a student-athlete is physically unable to attend class, they should not miss class for a physician appointment or treatment. Student-athletes are expected to be on time for scheduled appointments. Missed appointments for physicians or treatment will be reported to the coaching staff.

• Appointments for medical care outside of the athletic training room will be made by the Certified Athletic Trainers. Student-athletes should make every effort to keep all scheduled appointments, both in and outside of the training room. If a cancellation is necessary you are required to give a 24 hour notice in order to avoid any penalties or fees.

• Appointments at the Student Health Center should be made around the student-athlete’s class and practice schedule (except for emergencies).

Rehab and Treatment Times
• **Student-athletes that DO NOT finish practice or conditioning** are to report for rehab and treatment BEFORE 11am in the Dedmon Center or as directed by your ATC.

• Student-athletes that **FINISH practice and conditioning** are to complete rehab and treatment as directed by their ATC.

• The afternoon is for practice preparation and coverage. You may complete your second rehab session of the day and maintenance rehabs on your own at this time.

Practice Status
• The participation level of an injured or ill athlete will be determined by the treating physician and athletic trainer.

• The determination of practice status will be made in a joint effort between the sports medicine and coaching staffs.

E. ATHLETIC TRAINING FACILITY GUIDELINES
• Be on time (This includes appointment for the athletic training room or physicians.)
• Be respectful of staff and students.
• Shower before treatment and whirlpools.
• Remove shoes when using tables.
• No eating is allowed in the treatment facility.
• No tobacco products are allowed in the facility.
• Refrain from use of cell phones during treatment.
• Do not use the facility as a cut through to locker rooms.
• If you use it, put it back.
• The Athletic Training Facility is not a lounge.
• Focus on what you CAN do, not what you CAN’T do.
F. MEDICAL INSURANCE FOR ATHLETICALLY RELATED INJURIES
Every student-athlete participating in intercollegiate athletics for Radford University must show proof of current and valid primary health insurance. No one who does not have health insurance will be allowed to participate. The Radford University Athletics program provides secondary (or excess) medical insurance coverage to each student-athlete that is injured while participating in supervised and scheduled practices/competitions. This insurance covers whatever the student-athlete’s family/primary medical insurance does not cover, based on “usual and customary charges”. It is important to note however, that our insurance does not cover illness, or injuries incurred during non-supervised or non-departmental sponsored events. Nor will any claims be filed with our insurance company for injuries sustained as a result of wearing jewelry, which includes earrings, watches, rings, necklaces, bands, and/or any other apparel deemed “potentially harmful” by Radford University, even if the injury occurs during a supervised event.

G. RADFORD UNIVERSITY DRUG TESTING POLICIES
(The complete policy can be found on the Athletic Training section of www.radfordathletics.com)
The purpose of the drug-testing program at Radford University is first to identify any student-athletes illegal drugs or banned substances so they can receive help, and second, to serve as a motivation factor to deter initial drug usage. Consent to drug testing is a mandatory condition for participating in intercollegiate athletics. All Radford University student-athletes, whether scholarship or non-scholarship, will be subject to random selection for the year round drug testing program (including summer school) as long as they are associated with the athletic department. All coaches involved in recruiting should advise the prospective student-athlete of our drug-testing program during the recruiting process and are expected to support the efforts of the Radford University Department of Athletics to ensure that their program is drug-free, and that their student-athletes are informed of the risks involved with substance abuse. The drug testing program can test for all NCAA banned substances, recreational drugs, and performance-enhancing drugs, and any student-athlete that is found to be using any NCAA banned substance will be sanctioned as outlined in this policy (please see the Banned Substances List that follows as well as the NCAA Banned Substance List in section V.3 of this policy).
It is the right of Radford University Department of Athletics to test for substances not banned or listed on the NCAA Banned Drug Classes List (i.e., alcohol) and at lower cut-off levels than that of the NCAA testing program (e.g., The NCAA testing program has a 15 ng cut-off level for THC. Radford University can choose to have a cut-off level lower than 15 ng).

1. Examples of Radford University Banned Substances
Examples of substances that can be tested for and can result in sanctions being imposed by the Radford University Athletic Department include but are not limited to:
   a. All illegal drugs.
   b. Synthetic Marijuana, Bath Salts and their metabolites.
   c. Prescription drugs without a prescription (including ADD/ADHD medications).
   d. Taking prescription drugs for purposes other than their intended use.
   e. Taking non-prescription drugs for purposes other than their intended use.
   f. Utilizing supplements for either nutritional and/or body building purposes that contain illicit or NCAA Banned Substances. This includes anabolic steroids.

Any substance that is chemically related to a banned substance, even if it is not listed as an example, is also included on this list!

2. Procedures
   a. Selection – Student athletes will be randomly selected for drug testing
3. Positive Tests and Consequences

Test results will be released to the Drug Testing Coordinator, who will then notify the Assistant AD for Sports Medicine of any positive tests. The Director of Athletic Training will then immediately notify the athlete of his/her positive test results and release the results to the members of the SAC. The student-athlete is then required to meet with the members of the Assistant AD for Sports Medicine for the purpose of answering questions and presenting additional information. The student-athlete may request the presence of his/her coach at these meetings. The Assistant AD for Sports Medicine will determine whether the student-athlete is to be referred to the Radford University Office of Substance Abuse and Sexual Assault Education Support or Student Counseling Services. In addition, at the discretion of the Assistant AD for Sports Medicine, in consultation with the SAC, student-athlete may also be referred to the Dean of Students Office and possibly charged with a conduct violation. Additional and/or stricter penalties may be enforced per team rules designated by the student-athlete’s coach.

In cases where a student-athlete is found to be using drugs or is in non-compliance with collection procedures, a letter will be sent notifying him/her of his/her sanctions. Copies of the letter are sent to the Head Team Physician, Head Coach for the sport, Athletic Director, the Associate AD and the Sport Administrator. This student-athlete will be placed in a three tier system (tier I, II, III) which is outlined below.

**Tier I** - The student-athlete will be suspended for the number of events that is equal to 10% of the contests or dates of competition that are scheduled for the current regular season*. The athlete will also be required to undergo counseling at the University Student Counseling Center.

**Tier II** - The student-athlete will be suspended for the number of events that is equal to 25% of the contests or dates of competition that are scheduled for the current regular season*. The athlete will also be required to enroll in the University’s RU Aware Program in the Substance Abuse and Violence Education Support Services department. The student athlete will be responsible for the cost of this program (around $450). Follow up drug testing will be mandatory and the athlete will be subject to a greater percentage of drug tests for the duration of their career at Radford University.

**Tier III** - The Department of Athletics revokes all privileges of participating in athletic activities or of using athletic facilities. Evaluation for further services will be conducted by the Substance Abuse Committee. Further counseling and/or
treatment sessions may be required for the student-athlete on an individual basis, including the possibility of inpatient treatment. Financial aid will not be renewed beyond the term of the current financial aid contract.

**First Time Offense for Marijuana**—the student-athlete will be subject to an immediate one contest/date of competition suspension. The student-athlete will be required to schedule an initial meeting with Radford University’s Counseling Services. The student-athlete will remain in counseling until released by the Director of Counseling Services. If the student-athlete fails to attend this meeting or subsequent sessions, there can be an additional event suspension assessed by the Substance Abuse Committee. The counselor may also recommend that the student-athlete be referred to the University’s RU Aware program for additional assessment and counseling sessions.

A student-athlete that tests positive for Marijuana for a second time will enter into Tier 1 Sanctions, followed by Tier 2 and 3 for any other positive tests.

* The suspended events will be the next consecutive events in the schedule. Post-season events are also included in the suspension (e.g. Big South Championships and/or NCAA Championships). Preseason scrimmages and exhibitions DO NOT count toward the student-athlete’s suspension. At his or her discretion, the head coach may permit the student-athlete to attend practices and team meetings during this suspension period. If a violation occurs during a student-athlete’s non-championship segment, then the suspension will be served at the beginning of the next championship segment. If multiple games/events are included in the suspension, they must be served consecutively. If a team completes its competition schedule while a student-athlete is under Tier II sanctions, the student-athlete’s suspension will be carried over into next season’s competition (at the discretion of the Substance Abuse Committee). If a student-athlete is ineligible for competition for any reason other than as a consequence of the Athletics Substance Abuse Policy, then they will serve the suspension AFTER they are declared eligible to compete against outside competition. Games/events that are missed due to ineligibility for any reason (injury, academics, etc.) will not serve as being compliant with the Department of Athletics Drug and Alcohol Policy.

4. **Prescription Drug Positive Tests**

Student-athletes must have a current, valid prescription from a licensed physician in order to take prescription medications. Student-athletes will be assessed a substance abuse positive under any of the following circumstances.

a. Taking another person’s prescription medication.

b. Taking prescription medications without a valid prescription.

c. Taking prescription medications without a current prescription.*

In the event that a student-athlete has medication remaining from an old prescription and takes the medication, without knowledge of the Sports Medicine Staff and without the active supervision of a medical doctor, the SA will also receive a substance abuse positive. If the SA is not under the care of the medical staff for an injury/illness (this includes rehabilitation) the SA should not utilize old medication without clearance from a medical doctor and/or athletic trainer. SA’s that are taking any ADD/ADHD medications must have a current prescription as well as an annual letter from the prescribing physician on file with the Sports Medicine staff.

A Probationary Violation may be assessed if it is determined that a SA provides his/her prescription medication to another student-athlete.

5. **Additional Positive Drug Tests**

Documentation of a “positive” drug test from a recognized National or International Sports Governing Body will be considered as a “positive” drug test performed by our laboratory and will place the student-athlete in the appropriate phase. If a SA has tested “positive” for drugs by the NCAA, he/she must abide by the NCAA policy. The NCAA requires a one calendar year minimum suspension (50% for a street
drug). If a SA transfers, and NCAA positive test result must be reported to the new school. A positive drug test by the NCAA will also be treated as a positive drug test by the Department of Athletics. The NCAA sanction and the departmental sanction will be imposed at the same time. The more severe sanction of the two will be enforced.

6. **Zero Tolerance Policy**

The Radford University Department of Athletics has a zero tolerance policy with respect to the unlawful manufacture, distribution, or possession with the intent to sell or distribute of illegal drugs or controlled substances by Radford University student-athletes, coaches, and staff members. The term “controlled substances” as used in this policy refers to drugs and substances whose possession, sale, or delivery results in criminal sanctions under the Commonwealth of Virginia law. Any student-athlete who violates this policy will be immediately dismissed from the intercollegiate athletic program and any existing athletic financial aid will be terminated at the end of the current semester.

7. **Additional Drug and Alcohol Related Charges**

A student-athlete that is convicted of a drug related charge by Radford University, the City of Radford or any other governing body will be treated as if they had received a positive drug test by the Department of Athletics. The departmental sanction will be imposed at that time. Any additional sanctions will be determined by the governing body and the Substance Abuse Committee. The SA will also be subject to regular follow-up drug testing for a minimum of one calendar year following the incident.

8. **Probationary Violation Policy**

a. A Probationary Violation is applied when there is a violation of the RU Athletics Substance Abuse Policy that does not result in a permanent violation being recorded. However, if a probationary violation is given and a subsequent drug test reveals a confirming substance screening level, a positive violation will be given in addition to the probationary test. If an additional test issued within 14 days from the original date of notification reveals a positive level (above the screening cutoff level) the probationary violation will be removed and a positive issued.

b. Some potential reasons for a Probationary Violation (but not restricted to) are; Attendance Policy, Alcohol Policy, Drug Test Positive for prescription medication without a valid prescription (including ADD/ADHD medications).

c. If a student-athlete is given a probationary violation the following actions occur:

1. The SA meets with Director of Athletic Training to sign a contract acknowledging the violation and consequences.

2. The SA meets with a University Counselor for evaluation and recommendation for a corrective course of action. Failure to successfully complete recommended treatment will result in loss of athletic scholarship and/or participation as well as SA incurring financial responsibility for the treatment program. (i.e. unexcused absences, dismissal from treatment program, failure to comply with requirements of program, nonparticipation, etc…)

4. Parent or guardian may be notified by RU administrator or coach or counselor.

5. The SA is placed on a one-year nonrestrictive probation and may be drug tested at the discretion of the Substance Abuse Committee.

6. The SA must comply with all Substance Abuse Policies.

d. The Probationary Violation may be removed from the SA’s record after one (1) calendar year from the date of the violation. The removal of the Probationary Violation is dependent upon full compliance with all
Substance Abuse Policies.

e. A second probationary violation within one calendar year will result in the probationary violation becoming a permanent violation on the SA’s record and will result in the SA being placed in the appropriate level of sanction.

f. Any succeeding violations of the Substance Abuse Policy will be recorded as permanent violations and the appropriate actions taken as stated in the Substance Abuse Policy Positive Tests and Consequences section.

9. Appeal Process

Student-athletes who test positive for a banned substance may, within 72 hours following receipt of notice of the laboratory finding, contest the finding of the positive results. Upon the student-athlete’s request for additional testing of the sample, the Drug Testing Coordinator will formally request B specimen confirmation. The student-athlete may choose to be present at the opening of B specimen at the laboratory drug test at his/her expense. If the student-athlete does not wish to be present at the opening of B specimen, but desires to be represented, arrangements can be made at the student-athlete’s expense for a surrogate to attend the opening of B specimen. The surrogate will not be involved with any other aspect of the analysis of the specimen. The student-athlete or his/her surrogate will attest to the sample number and the integrity of the security seal prior to the laboratory opening of B specimen. B Specimen findings will be final, subject to the results of any appeal. If B specimen results are negative, the drug test will be considered negative.

Student-athletes who test positive, or who dispute that they have refused or failed to take a required test, under the terms of the Radford University Substance Abuse Policy will be entitled to a hearing with the Drug Testing Appeals Committee or his/her designees prior to the imposition of any sanction. Requests for such a hearing must be in writing and will require completion of the Appeal Form (Appendix 2). The form must be received by the Senior Woman Administrator within seventy-two (72) hours of notification of a positive test result. If the 72 hours end on a weekend, the request must be made by noon on the next business day. The Drug Testing Appeals Committee may include, but is not limited to the following: Dean of Students (Chair); Director of Counseling or designate; Faculty Athletics Representative. Other individuals may be needed to provide information; however, these individuals will not have voting on the outcome of the appeal. These individuals may include but are not limited to the following: Collection Crew Chief; University Team Physician; Director of Athletics; University Athletic Training Staff; University Coaches. The student-athlete may have an advocate or other representative present at the hearing if he/she desires. However, the student-athlete must present his/her own case. The meeting should take place no more than seventy-two (72) hours after the written request is received. All sanctions resulting in the positive test apply until the appeals process is finalized. Either the student-athlete or the other parties involved may request an extension of time to the Drug Testing Appeals Committee chairperson or his/her designees, who will consider whether to grant the extension upon a showing of good cause. These proceedings shall include an opportunity for the student-athlete to present evidence, as well as to review the results of the drug test. The proceedings shall be open only to those persons deemed necessary by the Drug Testing Appeals Committee chairperson or his/her designees. The decision by a majority vote of the Drug Testing Appeals Committee regarding the test results or refusal/failure to take a required test shall be final. Sanctions for a positive result or a refusal/failure to take a required test are described in these procedures and are not subject to further appeal.

10. Expedited Appeal
In cases where a student-athlete is deemed to have a positive drug test and such test results in sanctions affecting his or her ability to compete, and the student-athlete is scheduled to engage in competition before a determination can be made by the SAC or the conclusion of any appeal under the standard review and appeal procedures, the student-athlete will be suspended from that competition pending a final decision. Time permitting, the student-athlete can request an expedited appeal to the Athletic Director. The appeal must include any information which might change the factual findings of the committee or the sanctions. By selecting the expedited process, the student-athlete waives the right to the standard review and appeal procedures. Under the expedited process, the committee will meet, by telephone if not in person, and in consultation with the Athletic Director will render a decision before the competition. If the committee is unable to meet or the Athletic Director cannot render a decision before the competition, the student-athlete will not be permitted to participate in the competition.

11. Self-Voluntary Referrals/“Safe Harbor” Program
A student-athlete eligible for the Safe Harbor Program may refer himself/herself for voluntary evaluation, testing, and treatment for alcohol and/or drug use and/or abuse. A student athlete is not eligible to enter the Safe Harbor Program:
   1. More than one (1) time;
   2. After he/she has been informed of an impending drug test;

The Radford University Department of Athletics will work with the student to prepare a Safe Harbor treatment plan, which may include confidential drug testing. The student-athlete will be tested for banned substances upon entry into the Safe Harbor Program and such a positive initial test will not result in any administrative sanctions or suspensions except those listed in this section (i.e. the team physician may suspend the student-athlete from play or practice if medically indicated). A student-athlete will be permitted to remain in the Safe Harbor Program for a reasonable period of time, not to exceed thirty (30) days, as determined by the treatment plan.

If a student-athlete is determined to have new banned substance use and/or alcohol use after the initial Safe Harbor Program test (as determined by follow-up testing), or fails to comply with the Safe Harbor Program treatment plan, the student-athlete will be removed from the Safe Harbor Program and will be placed into Tier II sanctions. Entering the Safe Harbor Program will be treated as a Tier I offense and any positive test indicating new banned substance use and/or alcohol use after the initial test in the Safe Harbor Program will result in the student-athlete being placed into Tier II sanctions (for example, the student-athlete will serve a penalty of 25% of the next scheduled competitions in addition to completing all other requirements for a Tier II offense). Drug usage by a Radford University student-athlete, which is discovered independently by a Radford University or governmental authorities, will be subject to the drug policy as outlined herein.

While in compliance with the Safe Harbor Program treatment plan, the student-athlete will not be included in the list of students eligible for random drug testing by Radford University. Students in the Safe Harbor Program may be selected for drug testing by the NCAA.

The Athletic Director, Team Physician, Associate Athletic Director, and the student-athlete’s head coach may be informed of the student-athlete’s participation in the Safe Harbor Program. The certified athletic trainer assigned to the student-athlete’s sport may also be notified if medically appropriate. The assistant coaching staff may also be informed at the discretion of the head coach. Other university employees may be informed only in the extent necessary for the implementation of this policy.
H. NCAA DRUG TESTING PROGRAM

Ineligibility for Use of Banned Substances (Summary of Bylaw 18.4.1.5)

The NCAA takes part in year round drug testing. Any athlete that is selected by the NCAA for a drug test that tests positive for and NCAA banned substance will be subject to a minimum of a one year suspension and loss of eligibility. The student-athlete shall remain ineligible for all regular-season and post-season competition during the time period ending one calendar year (365 days) after the student-athlete’s positive drug test, and until the student-athlete re-tests negative. Further, a positive test for a banned substance may affect a scholarship athlete’s future scholarship status. Note 1: Exposure to second hand marijuana smoke will not relieve a student-athlete who tests positive for marijuana from described sanctions. Note 2: Failure to show for a scheduled drug test will be sanctioned as a positive test and described penalties will be enforced. Note 3: The use of masking agents or tampering with urine samples will be considered a positive test and described sanctions will be enforced.

NCAA Banned Substances

(The following information has been taken from the NCAA website: www.ncaa.org)

The NCAA list of banned drug classes is subject to change by the NCAA Executive Committee. Any changes will be incorporated in this page. The term “related compounds” comprises substances that are included in the class by their pharmacological action and/or chemical structure. No substance belonging to the prohibited class may be used, regardless of whether it is specifically listed as an example.

Banned Substances List with Examples

Note to Student-Athletes: There is no complete list of banned substances. DO NOT rely on this list to rule out any supplement ingredients!

Some Examples of NCAA Banned Substances in Each Drug Class:

Stimulants: amphetamine (Adderall); caffeine (guarana); cocaine; ephedrine; fenfluramine (Fen); methamphetamine; methylphenidate (Ritalin); phentermine (Phen); synephrine (bitter orange); methylhexaneamine, etc.

Anabolic Agents (sometimes listed as a chemical formula, such as 3,6,17-androstenetrione):
boldenone; clenbuterol; DHES (7-Keto); nandrolone; stanozolol; testosterone; methasterone; androstenedione; norandrostenedione; methandienone: etiocholanolone; trenbolone; etc.

Alcohol and Beta Blockers (banned for rifle only): alcohol; atenolol; metoprolol; nadolol; pindolol; propranolol; timolol; etc.

Diuretics (water pills) and Other Masking Agents: bumetanide; chlorothiazide; furosemide; hydrochlorothiazide; probenecid; spironolactone (canrenone); triameterene; trichlormethiazide; etc.

Street Drugs: heroin; marijuana; tetrahydrocannabinol (THC); synthetic cannabinoids (e.g. Spice, K2, JWH-018, JWH-073)

Peptide Hormones and Analogues: growth hormones (hGH), human chorionic gonadotropin (hCG); erythropoietine (EPO); etc.

Anti-Estrogens: anastrozole; tamoxifen; formestane; 3,17-dioxo-etiochol-1,4,6-triene (ATD), etc.

Beta-2 Agonists: bambuterol; formoterol; salbutamol; salmeterol; etc.

Any substance that is chemically related to the class, even if it is not listed as an example, is also banned!
IT IS THE RESPONSIBILITY OF THE STUDENT-ATHLETE TO CHECK WITH THE APPROPRIATE ATHLETICS STAFF BEFORE USING ANY SUBSTANCE!

Bylaw 31.2.3 Ineligibility for Use of Banned Substances
Bylaw 18.4.1.5 provides that a student-athlete who as a result of a drug test administered by the NCAA is found to have used a substance on the list of banned drug classes, shall be declared ineligible for further participation in postseason and regular season competition during the time period ending one calendar year after the student-athlete’s positive drug test. The student-athlete shall be charged with the loss of a minimum of one season of competition in all sports if the season of competition has not yet begun or a minimum of the equivalent of one full season of competition in all sports if the student-athlete tests positive during his or her season of competition (i.e. the remainder of contests in the current season and contests in the subsequent season up to the period of time in which the student-athlete was declared ineligible during the previous year). (A Radford University positive drug test will result in a one calendar year suspension from date to date). The student-athlete shall remain ineligible until the student-athlete tests negative (in accordance with the testing methods authorized by the Executive Committee) and the student-athlete’s eligibility is restored by the committee on Student-Athlete Reinstatement.

Medical Exception Process
The NCAA recognizes that some banned substances are used for legitimate medical purposes. Accordingly, the NCAA allows exception to be made for those student-athletes with a documented medical history demonstrating the need for regular use of such a drug. Exceptions may be granted for substances included in the following classes of banned drugs: anabolic agents*, stimulants, beta blockers, diuretics, anti-estrogens, beta-2 agonists and peptide hormone* (see subpart 2 below).

Procedures for Exceptions
1. Alternative non-banned medications for treatment of various conditions exist and should be considered before an exception is pursued.
2. In the event that the student-athlete and the physician (in coordination with sports medicine staff at the student-athlete’s institution) agree that no appropriate alternative medication to the use of the banned substance is available, the decision may be made to continue the use of the medication. However, the use of an *anabolic agent or peptide hormone must be approved by the NCAA before the student-athlete is allowed to participate in competition while taking these medications. The institution, through its Athletic Director, may request an exception for use of an anabolic agent or peptide hormone by submitting to the NCAA medical documentation from the prescribing physician supporting the diagnosis and treatment.
3. The institution should maintain documentation that supports the use of medication in the student-athlete’s medical record on campus. The documentation can be a letter or copies of medical notes from the prescribing physician that documents how the diagnosis was reached, and that the student-athlete has a medical history demonstrating the need for regular use of such a drug. The letter should contain information as to the diagnosis (including appropriate verification of the diagnosis), medical history and dosage information.
4. Unless requesting a review for the medical use of an anabolic agent or peptide hormone, a student-athlete’s medical records or physicians’ letters should not be sent to the NCAA unless requested by the NCAA. Also, the use of any substance need not be reported to the drug-testing crew at the time of NCAA drug testing.

5. In the event that a student-athlete is tested by the NCAA and tests positive for a substance for which the institution desires and exception, normal procedures for reporting positive test results will be followed (See NCAA Drug Testing Program Protocol, section No. 8.0). The institution, through its Athletic Director, may request an exception at the time of notification of the positive drug test (“A” sample) by submitting to The National Center for Drug Free Sport the prescribing physician’s letter and any other medical documentation demonstrating the need for regular use of the drug (see subpart 3 above) which the institution wishes to have the NCAA consider. A medical exception will be considered by the NCAA and the student-athlete will remain eligible during this time if the institution has provided medical documentation to Drug Free Sport before the “B” sample is reported as positive, confirming the positive finding. If the institution fails to provide medical documentation to Drug Free Sport before the “B” sample is reported as positive to the institution, the student-athlete will be withheld from competition until such time the documentation is received, reviewed, and the medical exception granted.

6. Requests for exceptions will be reviewed by the chair of the drug testing and drug education subcommittee and the physicians of the NCAA Committee on Competitive Safeguards and Medical Aspects of Sports.

7. Drug Free Sport will inform the Athletic Director regarding the outcome of the exception request. In the event that the exception is not granted, the institution may appeal this action according to Section 8.0 of the drug testing protocol.

For more information on documentation requirements for students taking prescription drugs that contain a banned substance to treat conditions like ADD/ADHD, please refer to the Student Athlete with ADHD/ADD link in the Athletic Training Section at www.radfordathletics.com as well as the Radford University Disability Resource Office website at http://www.radford.edu/~dro/.

I. OTHER UNIVERSITY DRUG AND ALCOHOL POLICIES

Statement on the Use of Tobacco
In accordance with NCAA legislation, the use of tobacco products is prohibited by student-athletes and all game personnel (e.g., coaches, athletic trainers, managers, and game officials) in all sports during practices and competition.

Statement on the Use of Alcohol
Radford University is committed to creating and maintaining an environment free of alcohol abuse that complies with state and federal laws governing alcoholic beverages. There are serious health risks and behavioral problems associated with the misuse of alcohol. The use of alcohol during an athletic event is potentially dangerous to all parties involved. All student-athletes are responsible for abiding by any state, local, or university laws and policies related to the use of alcohol. The Alcoholic Beverage Policy found in section 10 of the Radford University Standards of Student Conduct, applies to all Radford University students including student-athletes. If it is suspected that a student-athlete shows up to a workout, practice, or other team function under the influence of alcohol, the coaches and athletic trainers and any other athletic department personnel reserve the right to excuse the student-athlete from the activity and sanction appropriately.

Statement on the Use of Supplements
Radford University does not condone the use of dietary supplements. Dietary supplements
DO NOT undergo federal government approval and are not tested for quality unlike prescription and over-the-counter medications. The product claims made by many dietary supplement manufacturers have not been based on scientific research in many cases. Many dietary supplements have not been subject to research by unbiased independent researchers in order to substantiate performance claims. The potential adverse and/or harmful effects of these substances have not been completely studied, but serious adverse effects have been reported in some instances. As there are minimal federal government labeling requirements for dietary supplements, some products may contain NCAA and/or Radford University banned substances, which are not listed on the label. Before consuming any nutritional/dietary supplement product, review the product and its labels with your athletics department staff. Dietary supplements are not well regulated and may cause a positive drug test result. Any product containing a dietary supplement ingredient is taken at your own risk. It is important for student-athletes to remember that THEY WILL BE HELD RESPONSIBLE FOR EACH AND EVERY SUBSTANCE THAT ENTERS THEIR BODIES!

By signing Radford University’s Department of Athletics Prescription Drug and Supplement Notification Form, the student-athlete:

1. Acknowledges that he/she understands the need to disclose all dietary supplements used to the Athletic Training Staff or the Team Physician;
2. Acknowledges the aforementioned polices and statements, and fully accepts the detrimental and possibly permanent effects caused by the use of dietary supplements;
3. Fully accepts that they have been made aware of the Radford University and the NCAA policies with regard to the use of dietary supplements;
4. Accepts any and all liability if they have in the past used, continue to use, and/or use at any time in the future, dietary supplements in any form; and releases Radford University, its agents and all personnel of any and all responsibility and liability related to such use.

Additional Resources
For authoritative information on NCAA banned substances, medications and nutritional supplements contact the Resource Exchange Center (REC) at 877-202-0769 or www.drugfreesport.com/rec (password ncaa1, ncaa2, ncaa3).

Information about the NCAA’s drug testing program and banned drug classes can be obtained at the NCAA’s website www.ncaa.org/drugtesting.

J. RADFORD UNIVERSITY STUDENT HEALTH CENTER
Moffett Hall Phone: 540-831-5111 Website: http://www.radford.edu/~itr-cssi/health/

Student-athletes will be referred to the health center for common illnesses or when they need blood work or other lab work (EKG’s, urinalysis, etc.). The student athlete will be responsible for the cost of the care rendered at the SHC, however, these costs are minimal.

Services Include:
• Medical care for minor illnesses and injuries.
• Evaluation and referral to other resources on campus or to community resources deemed appropriate by Health Service staff.
• Collection, review and follow-up of lab tests.
• In-house dispensary for most common medications to treat Radford students.
• Health Education
• Women’s Health Center
• Immunization/Allergy Clinic
• Flu clinic
- HIV testing clinic
- Optical Services

***Please be aware any student-athlete that reports to Health Services must also report to their Certified Staff Athletic Trainer, and may be asked to provide documentation from student health services in determining clearance for participation.
STRENGTH & CONDITIONING

The mission of the strength and conditioning program is to produce highly skilled athletes through designing and administering structured programs, which improve athletic performance and minimize athletic related injuries. Our goal is to provide student athletes with the knowledge, motivation, confidence, and training necessary to reach their athletic potential. The strength and conditioning program will develop individualized programs based on scientifically proven principles, tailored to enhance each student athlete’s needs. Our primary emphasis will be for student athletes to benefit from a safe, yet challenging, individualized strength and conditioning program designed to ensure the highest level of athletic performance. In all areas of strength and conditioning we are committed to the principles of character, ethical conduct, integrity, and excellence.

A. WEIGHT ROOM POLICY

1. Be on time.
2. No food or drink in the weight room. If you want to bring a water bottle to drink water from that is acceptable. No headphones. You won’t have time for them.
3. Wear the right gear. (No other Universities, no hats)
4. Always be respectful of coaches, teammates, and equipment.
5. If for whatever reason you are unable to attend a workout, it is your responsibility to contact a Strength Coach and reschedule a specific lifting time. This must be done ahead of time. Always communicate ahead of time.
6. Be quiet in the hallway. (Do not disturb study hall)
7. Ask to use cardio equipment for extra work.
8. Clean up weight room after you are done. (Put weights back, wipe down benches)
9. Workouts must be supervised. (Strength Coach or Coach present)
10. Must follow specific training program designed by Strength Coach. It is designed for your individual and team needs in mind.
11. Must be on team roster in order to use weight room, and be cleared by our sports medicine staff.
12. Ask permission before playing music.
13. Report any injury or incident that occurs during a workout as well as any malfunctioning equipment.
14. If you are injured, you are still required to attend your workout session. You will have a workout to do that works around your injury. Your workout time is not a time for rehab or treatment. If your workout has been modified due to an injury, you must be receiving treatment from our sports medicine staff.
15. All athletes must have a strength and conditioning coach, or sport coach present in order to workout. Unmonitored workouts are not allowed.
ATHLETICS FACILITIES & EQUIPMENT

A. FACILITIES
We take pride in the facilities provided for all sports and request your help in maintaining all facilities in the best possible condition. Availability of facilities is controlled by and scheduled through the Operations and Scheduling Manager.

Mission Statement
Our Mission within the Radford Athletic Department is to provide exceptional customer service through the management of athletic facilities, event administration, and operational support. Strategies for success include appropriate planning, development, and implementation of effective facilities, games, and event procedures. Our goal is to provide an environment that enriches the experience for Student-Athletes, participants, and guests.

B. EQUIPMENT
You will be provided practice and game uniforms and individual team equipment of the highest quality. You are requested to observe all Intercollegiate Athletics regulations regarding the use and care of equipment.

ISSUE AND CARE:
• You are responsible for all equipment, apparel and for the condition of the articles
• All equipment, apparel must be returned at the end of the sport season. If the Head Coach deems articles unusable, a formal process will be completed with the Coach and Sport Administrator in order for student-athletes to retain the articles.
• Student-athletes will be billed for all unreturned equipment by the University’s Business Office. Failure to pay for or to return the equipment will automatically result in a “hold” being placed on your University records.
• You are to report missing items immediately so a disposition can be made as to whether or not the item was lost or stolen. If stolen, a report must be filed with the Campus Police and a complaint sheet must be placed on file in the equipment office. Additional equipment will not be issued until a suitable disposition is made and additional issue is approved by the Coach. Athletic clothing is issued for practice and game use only. It is not to be worn to class or to be used for recreational purposes, or to be worn by friends or family.
A. COMMUNICATIONS

The Radford University Office of Athletics Communications provides complete information and media services regarding the institution’s 15 NCAA Division I intercollegiate sports. The department is responsible for all media relations pertaining to athletics, including updating and maintaining the Athletics website, all statistical and historical record-keeping services.

In addition, the office also handles the writing of press releases, including pregame and postgame stories, and other sports copy such as player biographies. The editing, designing and publishing of most Athletics Department publications, including sport guides and game programs is also handled by the Office of Athletics Communications.

Athletics Communications Staff
The Radford University Office of Athletics Communications employs three full-time staff members and several student workers. The staff listing, including what sport each person is the primary contact for is listed below:

JORDAN CHILDRESS
Assistant AD for Communications
jchildress3@radford.edu | 831-5211

TAYLOR BLUE
Assistant Director for Communications
rblue2@radford.edu | 831-5726

B. COMMUNICATIONS GUIDELINES

Athletics Communications is important to Radford Athletics because of the publicity involved. The process also can benefit you in your development educationally and professionally.

The following are several guidelines that hopefully will assist you in dealing with the media.

• Radford athletic teams are covered by state, regional and occasionally national media outlets, and some sports receive more attention than others. We ask that you, as a member of the Radford athletic community, cooperate with the media. Radford fans and the fans in your hometown are interested in your intercollegiate career; therefore, a positive relationship with the media can be beneficial to both you and the Radford program.

• Media members are assigned to cover Radford Athletics by their newspapers, television stations, radio stations, and magazines. They are professionals and have a job to do. They are not here necessarily to make you look good or bad. However, they should treat you with professional courtesy, and you should be courteous in your dealings with them. Remember, you represent yourself and Radford.

• Dealing with the media is an opportunity to develop communication skills that can benefit you during your intercollegiate career and during your future professional career. If you have questions or concerns regarding dealings with the media, discuss them with an Athletics Communications staff member. They’re available to assist you.
• Members of the Athletics Communications staff always will contact you regarding the scheduling of interviews. Please do not agree to an interview unless arrangements have been coordinated through the Office of Athletics Communications. This helps to reduce the possibility of unauthorized individuals who may attempt to gain or use information for gambling purposes contacting you. If you are contacted by an unauthorized individual, you should decline being interviewed by asking the caller to set up the interview through Athletics Communications.

• Be prompt for all interviews. Being prompt is a courtesy and a way to make a positive first impression. If you have a problem with a scheduled appointment, notify Athletics Communications, and we’ll respond promptly. Let us know there is a problem as early as possible.

• During interviews, remember to make comments that you will be comfortable seeing in the newspaper or hearing on the radio or television. Think before you respond, and avoid criticizing teammates, opponents, coaches and officials. You need not respond to a question with which you are uncomfortable. In such situations, respond by saying, “I’d rather not discuss that subject.” However, be fair to reporters and do not use the statement “no comment” as a “crutch.” Remember that microphones are sensitive and that cameras have zoom lenses. If reporters are near, assume you are being recorded and act accordingly.

• Do not ever comment about a previous coach.

C. INTERVIEW POLICY

All interviews will be arranged through the Athletics Communications Office. If a reporter contacts you without prior arrangements for an interview, politely request that the reporter contact the Athletics Communications Office to schedule an interview.

• No interviews will be arranged on game days other than in special situations of which the coaching staff is aware. For sports where television is involved, exceptions may be made to accommodate special requests. These will be coordinated closely through Athletics Communications.

• A member of the Athletics Communications staff always will work with you concerning day, time and location of an interview before that interview is scheduled. Interview reminders also can be placed in your locker after an interview has been scheduled.

• Interviews will be arranged according to your schedule and will not conflict with practices, team meetings, classes or designated study times.

• Reporters often may attend practice. Be aware that they may be there, but they will not be allowed to contact you at that time. Immediately before or after practice (and scheduled meetings), however, is an ideal working time for reporters. We’ll encourage them to take advantage of this time so as to minimize other times they may need to contact you. We’ll generally consider times before and after practice as “open” times for reporters, and interviews at those times will not necessarily be arranged through Athletics Communications.

• Athletics Communications generally will not make your telephone number available to the media. We would like to conduct interviews in the Athletic Communications or coaches’ offices when possible. In special instances a reporter may be allowed to contact you at your dorm room or apartment but only after you have authorized the release of your number to the particular reporter.

D. SOCIAL MEDIA POLICY

Student-athletes represent Radford University and project the University’s image to the community and public. Social websites such as Facebook, Instagram, and Twitter could place student-athletes under potentially damaging scrutiny by the public eye. Student-athletes participating in profile websites should be aware of the repercussions for posting personal information on these highly accessible sites. Recent developments at other institutions are creating an awareness of the dangers of exposing information on the Internet.
Student-athletes should not release specific details about how to contact them; especially email addresses, local addresses, online screen names, and phone numbers. A student-athlete’s profile should contain only information that would be appropriate to release in a media guide. Be conscious there is a potential for members of the media to abuse information that student-athletes post on their Internet profiles. Descriptions on Internet profiles and pictures should reflect a student-athlete’s role as an ambassador for Radford University.

Student-athletes risk losing a scholarship and their status on their teams by releasing inappropriate material on an Internet profile, including pictures that violate the code of conduct signed by the athlete. In addition, underage drinking, libel, defamation, harassment, and other illegal activities posted online are subject to legal action.

As student-athletes you must be aware that the identities you choose to project online invite scrutiny from anyone with access to the Internet. Social websites, like Facebook, provide a false sense of security by providing certain privacy settings. In reality, anything posted on the Internet is easily accessible by familiar Internet users. Keep in mind that members on social websites may include your coaches, administrators, family members, alumni, media, predators, or future employers. Remember, as student-athletes, you are held accountable to a higher code of conduct.

Student-athletes at Radford University are permitted to have profiles on social media/networking web sites provided that:

- No offensive or inappropriate pictures are posted which depict illegal or harassing behavior or other activities which reflect negatively on the reputation of Radford University, its Department of Athletics, sports teams and student-athletes;
- No libelous, offensive or inappropriate comments are posted; and
- Any information placed on the web site(s) does not violate the ethics and intent behind both the Student Code of Conduct AND the Student-Athlete Code of Conduct
- Random checks of student accounts will be conducted by Athletics Department staff members and team coaching staffs. Account information must be provided as requested and appropriate
- Athletics Department/coaching staff members granted access to “friend/follow” the student-athlete.
- Appropriate disciplinary action will be taken in response to any violation of this policy, including possible revocation of eligibility and athletic scholarship.

VISION

The vision for Radford University Athletics is to continue to develop and enhance each athletics program, to create opportunities to compete for championships in the Big South Conference, and to participate in NCAA post-season play.

Radford Athletics remains committed to integrity through NCAA rules compliance, fiscal responsibility, and Student-Athlete development.

Radford Athletics will persist in fostering a departmental and campus culture that respects, supports, and enables Student-Athletes in achieving goals and prepares them for purposeful life beyond graduation.

Radford Athletics aims to achieve recognition as the premiere athletics program in the Big South Conference through competition on the field of play and support for the academic, social, and overall wellness of its Student-Athletes.

Radford Athletics will continue to provide exceptional support and benefit to the overall mission of Radford University and surrounding communities, demonstrate unrivaled pride in Highlander achievements, and foster positive relationships with all constituents.