STUDENT-ATHLETE HANDBOOK RULES AND REGULATIONS

The staff of Simon Fraser University Athletics Department welcomes you to the university and its intercollegiate athletics program. Simon Fraser University has a long and storied athletic history and a tradition of producing top athletes. Since its inception in 1965, the Simon Fraser University Clan Athletics program has excelled in the National Association of Intercollegiate Athletics (NAIA), Canadian Interuniversity Sport (CIS) and now is the first Canadian school to be with the National Collegiate Athletic Association (NCAA). With over 50 National Championships, countless individual champions, All-Americans, All-Canadians, Rhodes Scholars and Olympians, and an unwavering commitment to excellence, the SFU Clan brand is synonymous with building the consummate student-athlete. We are pleased you have chosen SFU for your post-secondary education and promise to do everything in our power to ensure you have a rewarding experience both academically and athletically.

Simon Fraser University Mission Statement

To be the leading engaged university, defined by its dynamic integration of innovative education, cutting edge research, and far-reaching community engagement.

Department of Athletics Mission Statement

Simon Fraser University is committed to the University’s goal of helping individuals realize their full potential in intellectual, social and physical dimensions. Consistent with our tradition of excellence, the Department of Athletics dedicates to the pursuit of excellence in interuniversity competition, thereby creating pride and affinity with our alumni and student body while generating positive recognition for the University and the community.

NCAA Division II

Division II is a collection of 300 NCAA colleges and universities that provide thousands of student-athletes the opportunity to compete at a high level of scholarship athletics while excelling in the classroom. This creates a balanced student-athlete experience in which student-athletes are recognized for their academic success, athletics contributions and campus/community involvement.

As a Division II student-athlete, you must be committed to academic achievement and the pursuit of a degree. The Athletic Department at SFU provides student-athletes with the foundation to be successful in school and sport.
Great Northwest Athletic Conference

Located in five states and one Canadian Province and with a strong presence in or near the largest city of each, the Great Northwest Athletic Conference has established itself as one of the top NCAA Division II athletic conferences in the nation.

Current Members

The Great Northwest Athletic Conference (GNAC) was established in 2001. It is an NCAA Division II conference located in five U.S. states and one Canadian province.

The GNAC has 11 full-time members located in one of the most picturesque areas of North America, covering five U.S. states and one Canadian province.

Representing the Evergreen state in the far-flung conference are Central Washington University, Saint Martin's University, Seattle Pacific University and Western Washington University. All four schools are within 110 miles of Seattle.

Alaska is the home to GNAC members, University of Alaska Anchorage and the University of Alaska Fairbanks.

Other conference members include Western Oregon University, which is a short drive from both the capital of Oregon (Salem) and the state’s largest city (Portland); Northwest Nazarene University in Nampa, which is located near Idaho’s largest city and capital (Boise), and Montana State University Billings which is situated in the largest city in the “Treasure” state.

The newest conference member is Concordia (Ore.), which is located in Portland, and was admitted into the NCAA membership process in July, 2014. The Cavaliers began competing in the GNAC in the fall of 2015.

SFU is the only Canadian member in the GNAC, and the entire NCAA.
Student Athlete Code of Conduct

Participating in intercollegiate athletics at Simon Fraser University is a privilege. In order to maintain that privilege, student-athletes are expected to demonstrate good sportsmanship, honesty, integrity and respect for others, as well as abide by all university policies, team rules, NCAA and Great Northwest Athletic Conference rules and policies, in addition to provincial and federal laws.

The complete student-athlete will be one who acts with responsibility and integrity on and off the field, achieves academic success and performs athletically to the best of their ability.

Your obligation as a student

1. **Maintain Academic Eligibility:**
   a. Successfully complete 24 new credit hours each academic year
   b. Maintain a cumulative GPA of 2.0 or better and remain in good academic standing with the university;
   c. Be registered in a minimum of 12 credit hours in the fall and 12 credit hours in the spring semesters;

2. **Maintain eligibility to practice and compete:**
   a. You **must** always be enrolled in at least 12 credit hours
      o Unless you are in your last semester, in which case you may take the minimum number of credits required to graduate (if approved by your advisor and the compliance officer)
   b. If at any point you drop below 12 credit hours, or a 2.0 GPA, you will become immediately ineligible until the situation is corrected.

Your obligation as an athlete

1. **Display good sportsmanship:** Show respect towards all who are in attendance at an athletic event, officials, coaches, athletes, opponents, spectators, and the media both on and off the playing field.

2. **Know and follow NCAA/GNAC guidelines and regulations:** These rules include knowing what constitutes permissible awards, benefits, and expenses, as well as rules regarding complimentary tickets, hosting a prospective student-athlete, maintaining amateur athletic status, gambling, bribery, and dealing with sports agent, alumni, or other supporters of the University’s athletic programs.

3. **Protect your health:** In addition to your stringent training requirements, you must exercise special care to avoid the use of non-therapeutic drugs as well as the excessive consumption of intoxicating beverages. The Athletic Department upholds and enforces NCAA and Simon Fraser University regulations regarding substance abuse. Do not take drugs that have not been prescribed by a physician. If your doctor prescribes a drug that appears on the NCAA prohibited list, you should notify your coach immediately.

4. **Obey team rules and policies:** You are expected to follow your coaches’ requirements and develop the ability to work well with others on your team.
5. **Obey Team Travel Policy:** When you travel for an athletic competition or any other team event, the Code of Conduct, as well as University and Athletic rules and regulations apply. You are representing Simon Fraser University in any of your words and/or actions during actual competition at events away from home and during travel, transportation, and lodging time.

**REPRESENT YOUR UNIVERSITY!**

Represent the University in a positive manner when engaged in community service events as a member of the SFU community, the residential community, and the local, provincial and federal community, you are expected to act respectfully, with integrity, and follow all provincial and federal laws. In addition, all students are required to follow the guidelines set forth in Simon Fraser University Policies and Procedures manual. Further information can be found at [http://www.sfu.ca/policies/](http://www.sfu.ca/policies/).

Each Head Coach will develop his or her own team guidelines. These guidelines will vary from team to team and coach to coach. Please review your team guidelines in detail and make certain to ask your Head Coach any questions you may have regarding these guidelines.

**Disciplinary Action**

Any student athlete found to be in violation of the rules or policies as stated in the Student Code of Conduct or this handbook may be subject to the following disciplinary action as determined by the Director of Athletics in consultation with the head coach.

**Probation**

A student athlete may be placed on probation for a period of time as determined by the Director of Athletics. The terms of probation may be modified depending on the circumstances however; basic probationary conditions imply that the student athlete will be immediately suspended from SFU Athletics for the remainder of the academic year if they violate any SFU Athletics rule or policy while under probation.

**Suspension**

The period of suspension shall be determined by the Director of Athletics. Suspension shall imply that the individual, while under suspension, shall not be eligible for the benefits of SFU Athletics including, but not limited to:
- Participation in team practices and or games;
- Travel with the team;
- Eligibility for athletic financial aid

The Head coach has the authority to release a student athlete from their program for justifiable cause; however every effort must be made to work with the student athlete to educate and improve on their
behavior. Any release from a varsity program must be in written form with copies to the student athlete and the athletic director.

These disciplinary measures will take effect upon written notification from the Director of Athletics to the student athlete in question. They shall remain in effect unless the student athlete lodges an appeal as described in the following procedures:

**Appeal Procedure**

Upon receiving written notice of disciplinary action taken by the department of Athletics, the student athlete may choose to appeal the decision.

Requests for such an appeal hearing must be made by the student-athlete to the Chair, Associate Vice-President, Students (or designee) in writing (via email) within three days of when the student received written notice of the disciplinary action. The request must stipulate the basis of appeal.

Upon request of an appeal, the Chair of the Athletics Appeals Committee (or designee) will provide acknowledgement of the appeal request. The student athlete must, within 48 hours after receiving this acknowledgement, provide in writing to the Chair or designee any documentation and evidence to support the appeal.

The Chair or designee will provide a minimum of 72 hours’ notice of the hearing date. In exceptional circumstances, the student-athlete may request an extension of time for the hearing date or an expedited date for the appeal hearing to the Chair who will consider the request upon a showing of good cause, and decide whether or not to approve an extension.

If any of the time deadlines stipulated above end on a weekend, the deadline will be extended to noon on the next business day.

Throughout the appeal process the student-athlete may request an extension of time on any of the above stipulated time periods to the Chair, who will consider whether to grant an extension upon a showing of good cause.

The student-athlete may have a support person present during the hearing of the appeal however the student athlete must present his or her own case. The student athlete may also consult the SFU Ombudsperson for assistance. If the student athlete is not able to attend the hearing in person, the appeal hearing may be held using telecommunications or other communications technology at the discretion of the Chair. The Chair or designee may call upon others to provide additional information if so desired.

At the conclusion of the appeal hearing, the Chair will render a written decision within 48 hours to the Senior Director Athletics. The decision by the Athletics Appeals Committee will be final.
**Academics First**

You are a student athlete, this means you are a student above all else. The NCAA has strong academic requirements and an SFU athlete is committed to maintaining these high standards.

Check out these links on academic support:

http://students.sfu.ca/academicadvising.html

http://students.sfu.ca/academicadvising/contact_us.html

**Academic Resources Provided to SFU Student-Athletes**

1. **Specific academic advisors just for athletes**
   As student-athletes have very specific requirements on the number of courses they need to take each year and have to create schedules that work around their practices, SFU has academic advisors that work exclusively with SFU student-athletes. NCAA rules also mandate a specific rate of progress towards degree completion with the goal of ensuring graduation within 5 years of starting university.

2. **Priority enrollment**
   All SFU student-athletes are given priority enrollment to enable them to create a class schedule that does not conflict with their practice/travel schedule. This is a huge advantage for athletes as they are able to select specific classes, tutorials and labs before they fill up.

3. **Free tutors**
   SFU Athletics provides tutors for any student-athlete seeking help in a specific course. All student-athletes need to do is apply online and they will be assigned a tutor within 48 hours.

4. **Writing Support**
   Assistance with written assignments is provided to student athletes through the online service writeaway.ca. Assignments are submitted online and comprehensive feedback is provided by a trained tutor within 48-72 hours.

5. **Dedicated study space**
   There are rooms set aside in the athletics building specifically for a student-athlete study hall. The study hall is also supervised by Learning Coaches.

6. **Support of Learning Coaches**
   Learning Coaches are junior/senior SFU student-athletes with excellent study habits who are trained to provide some academic support for other student-athletes. They can provide assistance in creating study schedules and mentoring athletes’ study habits.

7. **Student Learning Commons**
   The SFU Student Learning Commons are in the library and are available to all SFU students. They offer a wide range of workshops and services, including one-on-one consultations in exam strategies, time management, note taking, academic reading and writing and more.

**Website outlining the academic resources available to SFU student-athletes:**

https://www.sfu.ca/students/ncaa/academicsfirst.html
Strength and Conditioning

In order to perform at an optimal level, it is necessary for student-athletes to maintain year-round workout routines. The Strength and Conditioning Staff tailors workouts for student-athletes in individual and team settings. Multiple workout plans are designed to target the athletes’ needs during different phases of the year (in-season, off-season, post-season, and pre-season). Our staff focuses upon teaching proper movement, aiming to reduce the risk of injury while improving the student-athletes’ physical performance.

The Athletic Weight Room is a 3500 square foot facility located on the bottom floor of the Lorne Davies Athletic Complex. Access is restricted to SFU varsity athletes only.

Failure to abide by the below Policies and Procedures could result in the indefinite restriction of access for individuals.

Primary Rules to Abide by:

A. Leave the Conditioning Centre in a better, cleaner state than when you arrived.
B. Treat others in the Conditioning Centre as you would wish to be treated.

1. No food, tobacco products or soft-drinks in the weight room at any time. No glass containers permitted.
2. Wear proper lifting attire (shorts, t-shirt, shoes) at all times. No blue jeans, street-shoes or open-toed shoes (sandals) are permitted.
3. Return all free weights, plates, bars, boxes, benches and other equipment to their correct racks and storage areas when you are finished with them.
4. Do not sit on equipment (i.e. benches) when resting in between sets if there is potential for others to use that equipment.
5. No horseplay at any time. This includes throwing of footballs, basketballs, etc.
6. Only full-size Olympic rubber bumper plates permitted on lifting platforms.
7. Use of collars mandatory for Olympic weightlifting platforms.
8. Use a towel to wipe off excess perspiration on benches and other equipment when you are finished. If you can bring your own towel, please do so.
9. Do not monopolize weights or equipment. If you are using a piece of equipment, please allow others to "work-in."
10. No sport bags, backpacks or book packs allowed in weight room. Use of a locker is recommended. Chalk bags or accessory bags are permitted.
11. Do not alter, disassemble or move any pieces of equipment from its designated spot.
12. Use of a spotter is recommended, particularly for maximal lifts.

13. Do not remove any pieces of equipment from the weight room, unless consent is provided by Strength and Conditioning and/or weight room staff.

14. Do not place weights or bars on upholstered area or lean against walls or machines.

15. Do not drop weights (including dumbbells) on the floor, except where rubber bumper plates are being used on an appropriate Olympic lifting platform.

16. Overt profanity, excessively loud or suggestive language is prohibited.

17. Weight room staff can ask any patron to leave the facility if deemed necessary.

18. Report any damage to equipment or personal injury to weight room staff immediately. Do not attempt to use damaged equipment.

19. When music played in the weight room, you must consider the tolerances and preference of others. Volume should be kept down to allow for instruction and conversations.

20. Refrain from hazardous, unnecessary and risky exercises (i.e. squatting on exercise balls).

21. Verbal or physical abuse to property, participants or staff will not be tolerated and will result in immediate expulsion from the premises by security staff.

22. Proper identification (student ID) must always be available for viewing by weight room staff and exchange between athletes for equipment room use.

23. Individuals are responsible for any damage that results from improper use of equipment, negligence or horseplay.

24. Adhere to basic personal hygiene requirements for exercising including making sure your clothes are regularly clean and ensuring that body deodorants and/or antiperspirants are used appropriately.

25. Children aged 11 and under are not permitted to be in the weight room for safety reasons. Athletes between the ages of 12 and 17 years of age must be accompanied and closely supervised by a coach or a Certified Strength and Conditioning Specialist.

26. No dumbbells, boxes, blocks or other damaging items can be used on the wooden decks of the Olympic lifting platforms.

27. No outside coaches or personal trainers are permitted to coach athletes in this facility without the authorization of the SFU Strength and Conditioning Coach.

28. Mobile/cell phones and other communication devices must be switched off during your time in the facility. Such devices only distract people from good technique and reduce safety.

29. Under no circumstances will we tolerate discussion or use of banned substances (i.e. anabolic steroids) or illegal recreational drugs.
**Athletic Sports Therapy**

The Sports Therapy (Physiotherapy) clinic offers injury prevention instruction, injury assessment, treatment and rehabilitation to all Varsity Athletes. The therapy team provides home and road coverage of varsity sports to ensure the safety of the athletes. The clinic is located on the bottom floor of the Lorne Davies Complex.

**Clinic hours**

Physiotherapy clinic hours vary depending on the time of year. During the varsity season, the clinic is generally open M-F, 8am – 7pm. Weekends the clinic will only be open for scheduled games and will open 1.5 hours pre-game (3 hours pre-game for football). The clinic may be open on a limited basis for some practices on weekends. Clinic phone number is: 778-782-4457 to schedule or cancel appointments.

**Physio Clinic Guidelines**

- Athletes MUST sign up for treatment times by accessing the online booking system. [http://book.click4time.com/sfusportstherapy/book/step1](http://book.click4time.com/sfusportstherapy/book/step1) or by visiting the SFU Athletics website

- Sign up list for taping is on the clipboard by whirlpool room.

- Whirlpool Room Guidelines
  - You MUST ask before entering the whirlpool room
  - You must shower prior to using hot and cold whirlpools
  - Do not put more ice into cold whirlpools without asking staff
  - Only 6 people are allowed in the whirlpool room at one time due to Health Authority Regulations
  - Please dry off before exiting the whirlpools to prevent water on the clinic floor

- Please try to keep the noise in the clinic to a minimum. It is difficult for therapists to converse with their patients when competing with athletes who are socializing!

- Conduct yourself in a respectful manner while in the clinic. You will be asked to leave if your behavior becomes disruptive or is offensive to others.

- If you are ill or are seeing your own family doctor for an injury, please inform Laurie, Al or Ashley. For varsity athletes who have been injured, we may make an appointment for you to see one of our team physicians (Dr. Merth or Dr. McCormack). These are very busy doctors so DO NOT miss an appointment made for you.

- When a therapist has prescribed an exercise and rehab program, it is expected that you will follow through with this until instructed otherwise!

- If you have any questions relating to medications and potential drug testing implications, please talk to Laurie or Al. We can help you determine whether a substance is permitted or not.
• Remove spikes or cleats before entering clinic and remove shoes before getting onto the treatment tables.

• Do not use equipment or supplies without asking permission and do not remove supplies or equipment from the clinic without permission. This includes tape.

• Self-treatment is not permitted. All taping, wrapping, electrotherapy, etc. will be provided by clinic staff.

• Food and drinks, other than water, are not permitted in the clinic.

• Use of cell phones in the clinic is not permitted at any time. Please turn them off.

• Dress Appropriately; the clinic is a co-ed facility

• When using hotpacks, do not lie on or place significant weight on them when heating your back or hamstrings as they may burst. Also ensure you always have a towel between the hotpack and your skin to prevent burning.

• If you require ice, please help yourself to the ice machine and bags or ice cups (in the freezer section of the fridge). Do not ice an area longer than 15 minutes in order to avoid frostbite.

• Nail clippers are kept on the corkboard by the whirlpool room door. Please ensure nail clippings find their way into the garbage.
Equipment Room

As a student athlete you will be provided with:

1. **Locker in Your Team Room**
   
   Your locker assignment is handled by your coach

2. **Laundry Bag and Laundry Pin**
   
   You will be given a colored laundry mesh bag to have your training gear washed and dried.
   
   a) Place small items such as socks and under garments inside mesh bag. “Do not over fill” the bag as the clothing will not wash and dry properly. Check for holes in the meshing. Damaged bags will be replaced.
   
   b) Take your assigned Numbered Laundry Pin and weave it through the mesh opening making sure it is weaved tightly so that items do not slip through the pin and mesh opening. **Remember your Laundry Pin ##**
   
   c) Take t-shirts, shorts, sweat tops and bottoms (*not through draw strings*) and slip through pin, then close off the pin. **No street attire will be washed and delicate clothing is not recommended.**
   
   d) Give 4 – 6 hours or next day to pick up your clean garments.

3. **White Towels**
   
   You will be issued 2 towels. You are responsible for exchanging these towels at the Equipment Room Counter.
   
   a) Equipment room staff **MUST** see you toss your towels into laundry cart.
   
   b) Equipment room staff will then give you the equivalent amount of clean towels back in return.
   
   c) Towels are provided to dry your bodies. Do not use towels to wipe dirty, greasy or blood stains.

**Equipment Room Hours**

Monday – Friday > 7:00 am – 10:00 pm  
Saturday & Sunday > 8:00 am – 10:00 pm
1.0 INTRODUCTION

Simon Fraser University Athletics advocates the development of a healthy and responsible lifestyle for its student-athletes during their university experience as well as for the remainder of their lives. “Student-athlete” is defined as a person registered as an active student-athlete on the NCAA Eligibility list.

Substance abuse is one of the most important issues facing athletics and society today. The use of illegal drugs and, performance-enhancing substances and the misuse of legal drugs and supplements, alcohol and tobacco are completely inconsistent with the standards expected of student-athletes at Simon Fraser University. Educating student-athletes about the seriousness of drug abuse and how detrimental it can be to an individual’s physical and mental wellbeing, health, safety and welfare is our first priority.

Simon Fraser University Athletics follows the philosophy of the World Anti-Doping Agency (WADA) as outlined in its’ strategic plan. “Doping in sport results from a combination of individual, cultural, societal and physiological factors. Prevention of doping in sport must be based on a clear understanding of the complex nature of the problem and the comprehensive mix of strategies needed to address them successfully.”

As a member of the National Collegiate Athletic Association (NCAA), SFU adheres to the NCAA drug testing policies and, in the event there is any inconsistency between the NCAA and SFU Drug, Alcohol and Tobacco Policy, the SFU Drug, Alcohol and Tobacco Policy will apply. Simon Fraser University and the NCAA share the responsibility of promoting a drug-free athletics environment with its member institutions to protect the health of student-athletes and preserve fair competition. NCAA and SFU institutional drug-test samples are collected and processed by an independent certified collection agency, Drug Free Sport. The samples are collected and analyzed under strict, published protocols by Drug Free Sport http://www.drugfreesport.com/index.asp using laboratories certified by the World Anti-Doping Agency, which establishes Olympic anti-doping policies.

Each student athlete is responsible for what he or she puts into their body and each student-athlete is obligated to know relevant university policies, federal, provincial and local laws and to conduct themselves in accordance with these laws and policies.

The intent of these Drug, Alcohol and Tobacco policies is to prevent the use of substances on the NCAA banned drug class list or the World Anti-Doping Association (WADA) banned list by student-athletes through education, testing, and professional guidance. This policy also provides information on the risks associated with the use and abuse of alcohol or tobacco.
2.1 DRUG, ALCOHOL, AND TOBACCO EDUCATION

SFU Athletics is committed to providing student-athletes with accurate information about the problems associated with the use of substances on the NCAA or WADA lists of banned substances in sport and to promoting health and safety in sport.

Therefore, SFU Athletics will conduct drug education sessions at least once a year for student-athletes. The sessions are designed to review athletic department, institutional, Great Northwest Athletic Conference (GNAC) and National Collegiate Athletic Association (NCAA) alcohol, tobacco and other drug policies. Educational sessions will include:

- A review of NCAA drug, alcohol and tobacco policies
- List of the 2016-17 NCAA banned drug classes (attachment #1
- Drug testing protocol
- Viewing of the NCAA drug-education and drug testing video
- A review of the institutional drug-testing program
- Provide resources for concerns regarding banned substances, including nutritional supplements.
- Review of SFU Safe Harbour Program

Appropriate educational materials, including these Simon Fraser University Athletics Drug, Alcohol and Tobacco Policies as well as the list of banned drug classes, will be made available to all participants. Since the specific banned substances may change as directed by NCAA or WADA, student athletes must check first with Drug Free Sport http://www.drugfreesport.com/index.asp to verify if a substance is not banned. Please note the list of NCAA or WADA banned substances may include legal substances (e.g. prescribed medication) and illegal substances.

All student-athletes and athletic coaches are required to attend an annual educational session unless prior arrangements have been made with the Senior Director Athletics & Recreation or designee. It is mandatory for student athletes who miss a scheduled educational session to attend a make-up session before participating in team activities.

Each individual varsity team may have additional team rules and sanctions regarding drug, alcohol, tobacco use. Team sanctions cannot reduce or diminish the sanctions outlined in the SFU Athletic Drug, Alcohol and Tobacco Policy.

3.1 STUDENT-ATHLETE CONSENT TO DRUG TESTING
Each academic year, a student-athlete shall sign: (1) the SFU Student-Athlete Consent form and (2) the NCAA Drug Testing Consent form (collectively known as the “Consent Forms”) by which the student-athlete consents to be tested for the use of drugs prohibited by NCAA and/or WADA. Failure to complete and sign the Consent Forms before practice or competition, or before the Monday of the fourth week of classes, whichever is earlier, shall result in the student-athlete’s ineligibility to participate (i.e. practice and competition) in any intercollegiate athletics.

Before a student-athlete participates in practice and competition, he or she will be:

- Provided with a copy of this policy (available on the SFU Athletics website - http://athletics.sfu.ca/index.aspx
- Required to attend an education session describing the alcohol, tobacco and other drug education and drug-testing policies
- Given an opportunity to ask any questions regarding the information contained in the policies, the testing program, or other related issues.

Signing the NCAA Drug Testing Consent form allows the NCAA to test for any banned drug classes listed in NCAA Div II bylaw 31.2.3.4 and allows the NCAA to test each student-athlete on a year-round basis.

The NCAA list of banned-drug classes is subject to change by the NCAA Executive Committee.

Full list of NCAA banned substance can be located on the SFU Athletics Website at the following link – http://athletics.sfu.ca/index.aspx

The NCAA Drug Testing Consent form shall be in effect from the date the document is signed and its provisions shall remain in effect until the NCAA Drug Testing Consent form for the following academic year is signed by the student-athlete.

As Simon Fraser University is a NCAA Division II institution, NCAA drug testing can be held at any time on a year-round basis.

The SFU Consent form shall be in effect from the date the document is signed and its provisions shall remain in effect until the SFU Consent form for the following academic year is signed by the student-athlete. The SFU Consent form allows SFU to test each student-athlete at any time on a year-round basis.

All NCAA and SFU Institutional drug testing is managed by Drug Free Sport – drugfreesport.com
4.0 DRUG POLICY

The unauthorized use of anabolic steroids, stimulants, diuretics, performance enhancing drugs, marijuana, cocaine, amphetamines and any other substance prohibited by federal or provincial law, banned by the NCAA or World Anti-Doping Association (WADA) by a student-athlete is expressly prohibited by Simon Fraser University Athletics. The unauthorized use of banned drugs/substances may result in sanctions as outlined in these Policies.

Specific banned substances may change as directed by NCAA or WADA; student athletes must check with Drug Free Sport - drugfreesport.com to verify that a substance is not banned.

Annually, prior to the first day of classes or practice, each student athlete must notify SFU Sport Therapy of any nutritional supplements that he or she may be taking.

SFU and NCAA may provide an exemption for those student-athletes with a documented medical history demonstrating the need for regular or temporary use of a drug on the banned list. For prescribed medications on the banned list which do not qualify for an exemption, student athletes need to consult SFU Sport Therapy for an alternate medication not on the banned list.

If a student-athlete is prescribed a medication, or is taking a medication on the banned substance list, the student-athlete must consult with SFU Sport Therapy staff.

Student-athletes are directed to utilize the National Center for Drug Free Sport Resource Exchange Center for questions or concerns regarding banned substances, including nutritional supplements. The National Centre for Drug Free Sport Resource Exchange Center can be found at http://www.drugfreesport.com/REC Enter ncaa2 as the password

5.0 SIMON FRASER UNIVERSITY ATHLETICS DRUG TESTING

The NCAA and SFU Athletics may conduct drug testing including unannounced random drug testing, reasonable suspicion drug testing and/or NCAA Championship qualifier testing.

SFU Athletics drug testing processes may include, but is not limited to, testing of the
NCAA list of banned-drug classes. Other prohibited substances that SFU may screen for include hallucinogens, opiates, barbiturates, tranquilizers, MDMA (Ecstasy) and flunitrazepam (Rohypnol). [Specific banned substances may change as directed by NCAA or WADA, student athletes must check with Drug Free Sport http://www.drugfreesport.com/index.asp to verify that a substance is not banned.]

5.1 Unannounced Random Testing

All student-athletes who have signed the SFU Consent form and are listed on the institutional squad list are subject to unannounced random testing and may be subject to multiple tests.

At any time during the year, SFU Athletics may submit the official institutional squad list[s] to the National Center for Drug Free Sport and student-athletes will be selected for testing from that list using a random number program. Student-athletes listed on the institutional squad list that have exhausted their eligibility; or who have career-ending injuries; or who have entered in and are in compliance with the SFU Safe Harbour Program will not have their names included in the squad list[s] submission. (Note: student-athletes in the Safe Harbour Program can still be selected for drug testing by the NCAA).

5.2 Reasonable Suspicion Testing

A student-athlete may be subject to testing at any time when, in the judgment of the Senior Director Athletics & Recreation or designee, there is a reasonable basis to suspect the student-athlete is using a prohibited substance. Such reasonable suspicion may be based on information presented to the Senior Director Athletics & Recreation or designee. Reasonable suspicion may be based on, but is not limited to:

- Observed possession or use of substances appearing to be prohibited drugs
- Previous positive drug test including a positive test, refusal or failure to appear for a drug test
- Observed abnormal appearance, conduct or behavior that may cause someone to suspect the use or abuse of a banned substance. Examples of abnormal appearance, conduct or behavior may include, but is not limited to the following:
  - significant decline in academic or athletic performance
  - missing classes
  - significant weight gain or
  - increased injury rate or illness
- lethargy
- agitation
- nervousness
- short temper
- acts of violence

5.3 NCAA Championship Qualifier Testing

Simon Fraser University Athletics may drug test any student-athlete or team likely to qualify for NCAA championship competition.

6.0 SFU AND NCAA DRUG TESTING PROCEDURES

6.1 Notification

The student-athlete will be notified of and scheduled for testing by the institution no more than 24 hours prior to the test. The Senior Director Athletics or designee will notify the student-athlete in person of the date, location and time to report to the collection station. Upon notification the student-athlete will be required to read and sign the Athlete Notification Form. In the event the student-athlete is not available for in-person notification, attempts will be made to notify him/her by phone, email or text. If the student-athlete has been notified of the testing by phone, email or text, the student-athlete will sign the notification form when they report for the test. As part of the notification, the specimen collection process will be reviewed with the student-athlete.

All student athletes are required to watch the NCAA Drug Education video at the start of each season that explains the specimen collection process and will be provided with access to educational materials on the specimen collection process.

6.2 Reporting for Collections

The Senior Director Athletics & Recreation or designee will be present in the collection station to certify the identity of student-athletes and will be responsible for security of the collection station. Student-athletes shall provide picture identification when entering the drug-testing station. The Senior Director Athletics & Recreation or designee must remain in the collection station until the collection process has been completed for all student-athletes.

The student-athlete will be provided with an information sheet that outlines the drug test appeal process, and that advises the student-athlete that they are responsible to check their SFU email for notification of a positive drug testing result. The student athlete will only be contacted if there is a positive drug testing result.
6.3 Specimen Collection Procedures

The specimen collection process is managed by Drug Free Sport. Upon entering the collection station, the student-athlete will provide photo identification and/or a site coordinator will identify the student-athlete and the student-athlete will be officially signed into the station. Specimen collection will then proceed as per NCAA drug testing guidelines as outlined by Drug Free Sport [http://www.drugfreesport.com/index.asp](http://www.drugfreesport.com/index.asp).

6.4 Reporting Results

The specimen testing process is managed by Drug Free Sport. Urine samples will be collected and sent to an approved laboratory for analysis. Each sample will be tested to determine if banned drugs and substances are present. Note that separate laboratories are used for processing street drug screens and for processing the other banned substances. This may result in different notification times in the event of a positive test for street drugs and other banned substances. In the event of a positive drug test, the results will be made available to the Senior Director Athletics & Recreation or designee.

Positive drug test results will be determined by NCAA stipulated levels. SFU institutional drug testing results for substances on the WADA prohibited substance list (not included on the NCAA list) will be determined by WADA stipulated levels.

The specimen collection and testing process is managed by Drug Free Sport. If the laboratory reports a specimen as substituted or adulterated as determined by Drug Free Sport, the student-athlete will be deemed by SFU to have refused to submit to testing.

6.5 Notification of a Positive Test

Once SFU Athletics has received notification of a positive drug test and the positive test level, the Senior Director Athletics & Recreation or designee will attempt to immediately meet in person with the student-athlete, the head coach and the Senior Woman Administrator. In the event the Senior Director Athletics & Recreation or designee is unable to meet in person with the student-athlete, notification of the positive drug test will be sent to the student-athlete’s SFU email address with instructions to contact the Senior Director Athletics & Recreation to acknowledge receipt of the email. If no response is received to the email within 24 hours, a registered letter will be couriered to the student-athlete’s home address.

In the event that testing results come at separate times (i.e. street drug results versus...
all other banned substances tested), the notification process will occur with each report of a positive test as soon as the Senior Director Athletics & Recreation or designee receives the results. Therefore, if the student-athlete has positive test results for both street drugs and another banned substance, there may be two different notification dates.

7.0 SFU AND NCAA DRUG TESTING SANCTIONS

Further to the NCAA drug testing sanctions, SFU Athletics has implemented additional sanctions described below for both NCAA and SFU institutional positive drug testing results.

The University may exercise discretion with respect to SFU Athletics imposed sanctions.

Criminal convictions for drug offenses will be treated with sanctions equal to a positive drug test.

7.1 Refusal / Failure to Appear for Drug Test

Refusal to sign either of the Consent Forms, failure to appear for testing, or refusal to participate in drug testing will result in the student-athlete being declared ineligible for one calendar year (365 days). Sanctions, at minimum equal those outlined for a first positive drug test, will be imposed.

A second refusal to sign either of the Consent Forms, failure to appear for testing or failure to participate in drug testing will be treated as a second positive drug test.

7.2 Positive Drug Test

Any student-athlete who tests positive for a banned substance as described in this policy shall be subject to the following sanctions:

7.2.1 First Offense – Positive Drug Test
A student-athlete who, as a result of a drug test administered by the NCAA or SFU, tests positive for use of a substance in a banned drug class, as set forth in Bylaw 31.2.3.1, shall be declared ineligible for further participation in postseason and regular-season competition under the following provisions.

Penalty—Banned Drug Classes Other Than “Street Drugs.” A student-athlete who, as a result of a drug test administered by the NCAA or SFU tests positive for use of a substance in a banned drug class other than “street drugs”, shall be charged with the loss of one season of competition in all sports. Additionally if he or she has participated
in intercollegiate competition during the same academic year, the student-athlete shall remain ineligible for all regular-season and postseason competition during the time period ending one calendar year (i.e., 365 days) after the collection of the student-athlete’s positive drug test specimen and until he or she tests negative in accordance with the outlined testing methods.

**Penalty—“Street Drugs.”** A student-athlete who, as a result of a drug test administered by the NCAA or SFU, tests positive for use of a substance in the banned drug class “street drugs” shall be charged with the loss of competition during 50 percent of a season of competition in all sports (i.e., 50 percent of all contests or dates of competition in the season following the positive test). The student-athlete shall remain ineligible until the prescribed penalty is fulfilled and he or she tests negative.

Loss of a student-athlete’s eligibility will also result in a loss of student-athlete privileges (for the penalty time frames note above) including but not limited to:

1. Participation in regular season and postseason competition
2. Team travel
3. Athletic financial aid
4. Participation in all practices, team meetings and events, off season training sessions
5. Priority registration
6. Access to varsity therapist services
7. Attending SFU Athletics meetings and student-athlete events
8. Athletic academic tutoring support services*
9. Athletic academic study hall*

*Access to athletic academic tutoring support services and the athletic academic study hall will remain available to student-athletes undergoing an appeal as outlined in 9.2 SFU Athletics Institutional Drug and Appeals Committee Proceedings*

Only in the instance of a first positive drug test offense for cannabinoids: including natural cannabis, hashish, marijuana or synthetic delta 9–tetrahydrocannabinol (THC), and cannabimimetics (including “Spice”, JWH018, JWH073, or HU-210), a student-athlete will retain student-athlete privileges number 4 through 9 listed above.

A student-athlete with a positive drug test result will be required to attend a confidential meeting with the Senior Director Athletics & Recreation, the student-athlete’s coach, and the Senior Woman Administrator. The student-athlete will be asked to discuss the nature and extent of his or her involvement with prohibited drugs.
The Senior Director Athletics & Recreation and Senior Woman Administrator will offer to provide support in attaining resources for the appropriate form(s) of intervention and rehabilitation needed by the student-athlete, based on the circumstances of the case. Treatment and rehabilitation costs are the responsibility of the student-athlete.

7.2.2 Second Offense – Positive Drug Test

If the student-athlete tests positive for a second time for any substance following a NCAA or SFU institutional drug test, he/she will be permanently removed from the Simon Fraser University intercollegiate athletic program.

7.3 Re-entry Testing

A student-athlete, who has lost his or her eligibility due to a positive drug testing result, will be required to undergo a re-entry drug test at the student-athlete’s expense prior to regaining eligibility. The student-athlete must contact the Senior Director Athletics & Recreation one month prior to the end of their sanction period to arrange re-entry testing.

If the student-athlete regains his or her eligibility to participate in intercollegiate sports he or she may be required to undergo unannounced follow-up testing as determined by the Senior Director Athletics & Recreation or designee.

A positive result on a re-entry drug test will be deemed a second offense for purposes of determining sanctions under this policy.

8.1 APPEAL PROCESS - NCAA DRUG TESTING

The NCAA drug-testing program allows an institution to appeal a positive drug test on behalf of a student-athlete who has tested positive or who violated NCAA drug-testing protocol.

A student-athlete, who wishes to appeal a NCAA drug testing result, must request the Senior Director Athletics & Recreation or designee in writing to submit an appeal to the NCAA. The NCAA drug-testing program allows an institution to appeal a positive drug test on behalf of a student-athlete who has tested positive or who violated NCAA drug-testing protocol. The NCAA appeals process is outlined at NCAA.org

- The request for an institutional appeal shall be submitted by the Senior
Director of Athletics & Recreation or designee to the National Center for Drug Free Sport within two business days of the confirmation of the positive drug test from Drug Free Sport

- The student-athlete must present their appeal letter and supporting documents to the Senior Director Athletics & Recreation or designee within 30 days. This documentation must be submitted by the institution on behalf of the student athlete to National Center for Drug Free Sport within 45 days of the notice to appeal.
- Appeals are conducted by telephone conference.
- The Senior Director Athletics & Recreation or designee and the student-athlete must be on the appeal call.
- The NCAA will not restrict access for any reason to an institution that wishes to appeal and has satisfied the appeal procedures.
- In the event that the appeal is accepted as determined by Drug Free Sport, no further action regarding the student-athlete’s eligibility need be taken and the student-athlete is considered eligible for competition.
- In the event that the subcommittee denies the appeal, the provisions of Bylaw 18.4.1.5 will be applicable.

9.0 APPEALS PROCESS – SFU INSTITUTIONAL DRUG TESTING

9.1 Student-Athlete Request for Appeal

A student-athlete who wishes to appeal a Simon Fraser University institutional drug test result will be entitled to an appeal hearing before the SFU Institutional Drug Appeals Committee.

Requests for such an appeal hearing must be made by the student-athlete to the Chair (Associate Vice-President, Students or designee) in writing within forty-eight (48) hours of deemed notification of a positive test result. Deemed notification to be in person or when in signed receipt of registered letter.

The request must stipulate each basis of appeal and whether the student athlete is requesting testing of specimen B (specimen B is the second sample provided by the student athlete at the time of drug testing).
Upon request of an appeal, the Chair of the SFU Institutional Drug Appeals Committee or designee will provide acknowledgement of the appeal request. The student-athlete must, within 48 hours after receiving this acknowledgement, provide in writing to the Chair or designee any documentation and evidence to support the appeal.

The Chair or designee will provide a minimum of 72 hours’ notice of the hearing date. In exceptional circumstances, the student-athlete may request an extension of time for the hearing date or an expedited date for the appeal hearing to the Chair who will consider the request upon a showing of good cause, and decide whether or not to approve an extension.

If any of the time deadlines stipulated above end on a weekend, the deadline will be extended to noon on the next business day.

Throughout the appeal process the student-athlete may request an extension of time on any of the above stipulated time periods to the Chair, who will consider whether to grant an extension upon a showing of good cause.

9.2 SFU Athletics Institutional Drug Appeals Committee Proceedings

While appealing a positive drug test a student-athlete remains ineligible. During the appeal process SFU Athletic academic support services will remain in place until the final decision of the appeal committee has been issued.

The SFU Athletics Institutional Drug Appeals Committee is composed of only the Chair, two delegates and an administrative support person appointed by the Associate Vice-President, Students.

The student-athlete may have a support person present during the hearing of the appeal with the Drug Appeals Committee. However, the student-athlete must present his or her own case. The student-athlete may also consult the SFU Ombudsperson for assistance. If the student-athlete is not able to attend the hearing in person, the appeal hearing may be held using telecommunications or other communications technology at the discretion of the Chair. The Chair or designee may call upon others to provide additional information if so desired.

The SFU Athletics Institutional Drug Appeals meeting will adhere to the principles of fairness and natural justice and will be conducted in a fair and impartial manner.
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 will not be public. No record will be kept of the deliberations of the Drug Appeals Committee.

**9.3 Testing on Specimen B**

If the student-athlete requests for additional testing of the sample, such request must be made concurrently with the request to appeal a Simon Fraser University institutional drug test result as outlined in 9.1. The Chair or designee will formally request the laboratory retained by the University to perform testing on specimen B. The Chair or designee can postpone the appeal hearing until the specimen B testing results have been received.

The student-athlete will be responsible for all costs associated with specimen B analysis (e.g. laboratory cost, travel costs).

The student-athlete may choose to be present at the opening of specimen B at the laboratory. If the student-athlete does not wish to be present at the opening of specimen B, but desires to be represented, arrangements may be made by the student-athlete for a surrogate to attend the opening of specimen B. 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 specimen B.

Specimen B findings will be final. Specimen B results will be communicated to the Senior Director Athletics and then to the Chair. If specimen B findings are positive the Chair can only continue with the appeal hearing if other reasons for the appeal had been originally provided. If specimen B results are negative, the drug test will be considered negative and no appeal hearing will be held and the student-athlete’s eligibility will automatically be restored and costs associated with specimen B analysis reimbursed to the student athlete.

**9.4 Appeals Committee Decision**

At the conclusion of the appeal hearing, the Chair will render a written decision within 48 hours to the Senior Director Athletics. The decision by the SFU Institutional Drug Appeals Committee will be final.
10.0 ALCOHOL POLICY

Simon Fraser University does not condone the illegal or otherwise irresponsible use of alcohol. It is the responsibility of the student-athlete to know the risks associated with alcohol use and abuse. This responsibility also obligates student-athletes to know relevant university policies and federal, provincial and local laws and to conduct themselves in accordance with these laws and policies.

Possession or consumption of alcoholic beverages by individuals under the legal age (19 years of age in British Columbia) is a violation of provincial liquor laws. Likewise, it is illegal for anyone to supply alcoholic beverages to persons under the legal age. (As student-athletes may travel outside of British Columbia, legal age may vary from 19).

Alcohol use by student-athletes is discouraged. Each team may have their own rules regarding use of alcohol by student-athletes of legal age, both during the season and during the off-season.

The discovery of a violation of this alcohol policy will result in removal of student athlete privileges at the discretion of the Senior Director Athletics & Recreation.

Athletic staff members, coaches and/or student-athletes are obligated to inform the Senior Director Athletics & Recreation when he/she has information that the alcohol policy has been violated.

Criminal convictions of alcohol related offenses involving the abuse of alcohol, such as impaired driving, public intoxication and/or assaults while under the influence of alcohol will be treated with sanctions equal to a positive drug test.

11.0 TOBACCO POLICY

The NCAA pursuant to NCAA Bylaw 17.1.9 prohibits the use of tobacco products by a student-athlete during practice and competition. A student-athlete who uses tobacco products during practice or competition shall be disqualified for the remainder of the practice or competition and any further disciplinary action will be at the discretion of the Senior Director Athletics & Recreation.

The NCAA, pursuant to NCAA Bylaw 11.1.5 prohibits the use of tobacco products by all game personnel (e.g., coaches, trainers, managers and game officials) in all sports during practice and competition.
The discovery of a violation of this tobacco policy will result in removal of student privileges at the discretion of the Senior Director Athletics & Recreation. Athletic staff members, coaches and/or student-athletes are obligated to inform the Senior Director Athletics & Recreation when he/she has information that the tobacco policy has been violated.

**Safe Harbour Program**

Simon Fraser University Athletics has a Safe Harbour program. Student athletes may voluntarily enter the SFU Athletic Safe Harbour program for evaluation, testing, and counselling for substance use and/or abuse. The SFU Athletic Safe Harbour program allows a student-athlete to self-report and seek assistance with alcohol or drug related problems without disciplinary sanctions to the student-athlete’s eligibility.

While in compliance with the SFU Athletic Safe Harbour Program, the student-athlete will not be included in the list of student-athletes eligible for SFU random institutional drug testing. A student athlete may only enter once into the SFU Athletic Safe Harbour program during their athletic tenure at Simon Fraser University.

Student-athletes in the SFU Athletic Safe Harbour Program will be exempt from random institutional testing but may still be selected for SFU Athletics institutional reasonable suspicion testing, NCAA qualifier testing and for any drug testing conducted by the NCAA. All positive drug test sanctions will apply as outlined in the SFU Athletics Drug, Alcohol and Tobacco Policy.

A student-athlete will be permitted to remain in the SFU Athletic Safe Harbour Program for a maximum of thirty (30) days.

Prior to entry into the SFU Athletic Safe Harbour program, the student-athlete will be required to meet with the Senior Director Athletics & Recreation or designate and complete the “Declaration of Entrance into the Safe Harbour Program” form.

**Entering the SFU Safe Harbour Program:**

There are circumstances in which a student-athlete will not be eligible for the SFU Athletics Safe Harbour Program.

A student-athlete is not eligible to enter if:

1. He/she has been informed of an impending institutional drug test. Once a student-athlete or their coach has been notified of an institutional drug test, the SFU Athletic Safe Harbour program is no longer available until that drug test is completed and the results have been determined.

2. He/she has had a previous positive drug test (NCAA or institutional) while at Simon Fraser University.
3. He/she has previously entered him/herself into the SFU Athletics Safe Harbour Program at any time during their athletic eligibility.

4. It is thirty (30) days or less before the student athlete’s NCAA or Conference postseason competition.

Upon entry into the SFU Athletic Safe Harbour Program, a student-athlete may be selected for reasonable drug testing by the Director as outlined in the SFU Drug, Alcohol and Tobacco policies. If upon entrance into the SFU Athletic Safe Harbour Program, the student-athlete tests positive for a banned substance, that positive test will not result in any athletic eligibility sanctions, with the exception of the team physician’s decision to suspend the student-athlete from play or practice if medically indicated.

While in the program the student athlete may be subjected to a subsequent follow up drug test as outlined in SFU Drug, Alcohol and Tobacco Policies, section 5.2 Reasonable Suspicion Testing. If the student athlete has a positive result from the subsequent test while in the program, the student athlete will be sanctioned equal to a positive drug test as outlined in the SFU Drug Alcohol and Tobacco policies section 7.0 SFU and NCAA Drug Testing Sanctions.

The student-athlete’s head coach will be notified by the Senior Director of Athletics & Recreation regarding the entrance of the student-athlete into the SFU Athletic Safe Harbour Program. Other university employees may be informed only to the extent necessary for the implementation of this program.

All communications involving counselling sessions, attendance, progress, treatment plans, and counsellor recommendations, will be restricted to the Senior Director of Athletics & Recreation, team physician and Head Athletics Therapist. All matters of confidentiality must be followed by informed parties.

Counselling options may be coordinated through the SFU Athletics Therapy staff.

Failure to comply with the SFU Athletic Safe Harbour program treatment plan will result in the student-athlete’s removal from the program.

Upon completion of the SFU Safe Harbor program the student-athlete may be required to undergo an SFU institutional drug test.
**Gambling/Sports Wagering**

Under NCAA Bylaw 10.3, no staff member of a member conference, staff members of the athletics department or student-athletes are permitted to participate in sports wagering in any form.

**Prohibited** gambling actions include but are not limited to:

- providing information to individuals involved in organized gambling activities concerning intercollegiate athletics competition
- soliciting a bet on any intercollegiate team
- accepting a bet on any team representing the institution
- soliciting or accept a bet on any intercollegiate competition for any item (e.g., cash, clothing, equipment or meals)
- 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

**In addition:**

- no wagers on any professional or college sports event, even those that don't involve your college
- no sports "pools," even those run by your friends
- no internet gambling on sports events including fantasy leagues that award prizes
- no auction style sports events
- no sports wagering using “800” numbers
- no exchange of information about your team with anyone who gambles. In other words, no information about injuries, new plays, team morale, discipline problems, or anything else.

**Have a gambling problem?** Health and Counselling Services (HCS) is here to listen, and provide skills to help you work through whatever is troubling you!

To access counselling services at the **Burnaby** campus please visit us in person Monday to Friday, 9:00 to 4:30pm to book an appointment.

The Burnaby campus Health Clinic is located on the bottom floor of the Maggie Benston Centre (MBC). The MBC is located on the south side of the Convocation Mall. You can take the stairs or elevator to the bottom floor - we are in room number 0101.

If you have any questions about HCS services please call 778-782-4615
**Hazing**

Hazing is defined by the NCAA as “any act committed against someone joining or becoming a member or maintaining membership in any organization that is humiliating, intimidating, demeaning, or endangers the health and safety of the person”.

The NCAA also states that “hazing includes active or passive participation in such acts and occurs regardless of the willingness to participate in the activities. Hazing creates an environment/climate in which dignity and respect are absent”.

SFU Clan Athletics prohibits all forms of hazing or initiation activities among student-athletes. A student-athlete who participates in any way in such activities is subject to disciplinary action, such as verbal or written reprimands, community service, suspension, loss of athletic financial aid, and/or termination from the team. All hazing incidents will be reviewed by Milt Richards, Director of Athletics and Recreation, along with the Student Conduct Coordinator.

**Policies and Procedures: Code of Academic Integrity and Good Conduct**

**4.2 Good Conduct Requirements for Students**

The behaviors enumerated below are prohibited.

**4.2.1 Disruptive or Dangerous Behavior**

a. By word or action

   i. disrupting University activities without just cause;
   ii. Creating a situation that endangers or threatens the health, safety or well-being of any individual;
   iii. Harming, injuring or threatening any person.

b. Engaging in

   i. initiation ceremonies or other rituals that are dehumanizing or degrading, including the initiation ceremonies associated with sports teams and clubs, or
   ii. Individual or collective acts of intimidation or retaliation against another person(s).

c. Making or conspiring to make

   i. vexatious, frivolous or malicious complaints against a member of the University community;
   ii. Frivolous or unnecessary requests or demands of a member of the University community after being asked to cease and desist.
Social Media Policy

Simon Fraser University Athletics recognizes and supports its student-athletes’ rights to freedom of speech and expression including the use of social networks. In this context, however, each student-athlete must remember that playing and competing for SFU is a privilege, not a right. As an athlete you represent Simon Fraser University, the Great Northwest Athletic Conference and the National Collegiate Athletic Association and you are expected to portray yourself, your team, and the school in a positive manner at all times. A student-athlete who violates social media policy is subject to disciplinary action, such as verbal or written reprimands, community service, suspension, loss of athletic financial aid, and/or termination from the team. All social media incidents will be reviewed by Milt Richards, Director of Athletics and Recreation, along with the Student Conduct Coordinator.

Guidelines:

If you participate on a social networking site, you must keep the following guidance in mind:

- Everything you post is public information – any text or photo placed online is completely out of your control the moment it is placed online – even if you limit access to your site. Information (including photos, videos, comments, and posters) may be accessible even after you remove it.

- Use caution when adding someone or inviting someone to be a friend.

- Limit information about your whereabouts or plans in order to minimize the potential of being stalked, assaulted, or the victim of other criminal activity.

- What you post may affect your future. Many university school admissions officers, scouts, professional teams and national governing bodies review social networking sites as part of their overall evaluation of an applicant. Carefully consider how you want people to perceive you before you give them a chance to misinterpret your information (including photos, videos, comments and postings).

- Similar to comments made in person, the Simon Fraser University Athletic Department will not tolerate disrespectful comments and behavior online such as:

  - Derogatory or defamatory language;

  - Comments that create a danger to the safety of another person or that constitute a credible threat of serious physical or emotional injury to another person;

  - Comments or photos that describe or depict unlawful acts, abuse, hazing, harassment, or discrimination; selling, possessing, or using controlled substances; or any other illegal or prohibited conduct.
Examples of inappropriate and offensive behaviors concerning social networking may include depictions or presentations of the following:

- Using inappropriate or offensive language in all comments, videos and other postings. This includes threats of violence and derogatory comments against race, religion, and/or gender.

- Posting photos, videos, comments or posters showing the personal use of alcohol, tobacco (i.e. no holding cups, cans, shot glasses, etc.)

- Posting photos, videos, and comments that are of a sexual nature. This includes links to websites of a pornographic nature and other inappropriate material.

- Posting pictures, videos, comments or posters that condone drug related activity. This includes but is not limited to images that portray the personal use of marijuana and drug paraphernalia.
Student-Athlete Advisory Committee (SAAC)

A student-athlete advisory committee (SAAC) is a committee made up of student-athletes assembled to provide insight on the student-athlete experience. The SAAC also offers input on the rules, regulations and policies that affect student-athlete's lives on the NCAA member institution campuses.

Division II SAAC Mission Statement
The mission of the NCAA Division II Student-Athlete Advisory Committee (SAAC) is to enhance the total student-athlete experience by promoting opportunity for all student-athletes; protecting student-athlete welfare; and fostering a positive student-athlete image. The Division II SAAC will be guided by the following principles: ethics, integrity, fairness and respect for diversity, which shall include attention to gender, race, ethnicity and sport.

Purpose of Simon Fraser University SAAC

- To represent the voice of the student-athletes of Simon Fraser University to the Administration and Department of Athletics.
- To promote and serve as liaisons of efficient communication between the Athletic Department and its teams.

Membership

The membership of this council shall consist of one representative and one alternate from each sport recognized by the University as a Varsity sport. The representative is to be chosen by his or her coaching staff through any process that they see fit. In addition to the team representative, any amount of extra team members may attend the SAAC meetings.

Qualifications

Individuals who are selected must be currently enrolled in the University and must meet the same eligibility requirements as are set for all athletes. They must hold the beliefs of this council and strive in all possible ways to fulfill the objectives of the group. Each member of the council is responsible for attending all of the scheduled monthly meetings.

Objectives

- To serve as a forum in which in depth discussion can occur deal with any topics seen as a concern or benefit involving the student-athletes or the Department of Athletics
- To create a greater relationship between the community of SFU and the student-athletes of SFU
- To construct committees and subcommittees to enhance and accomplish the goals of this council and the purpose in which we pursue.
The Faculty Athletic Representative (FAR) is a faculty member, outside the Athletics Department, who is designated by the President to promote a balance between academics and athletics.

The FAR serves as a liaison between the academic and athletic sides of the University, and represents the University in GNAC and NCAA affairs. The FAR can also help student-athletes by being a liaison between them and their professors.

According to the Faculty Athletics Representatives Association they are “A faculty voice ensuring balance between academics and athletics for the benefit of the student-athlete,” (Faculty Athletics, 2007, para. 1). The NCAA defines the Faculty Athletics Representative as “a member of an institution’s faculty or administrative staff who is designated by the institution’s president or chancellor or other appropriate entity to represent the institution and its faculty in the institution’s relationships with the NCAA and its conference(s),” (NCAA Manual, 2010, p. 20).

At Simon Fraser University, the FAR is Dr. Peter Ruben. Dr. Ruben is a member of the Department of Biomedical Physiology and Kinesiology and is the Associate Dean for Research and Graduate Studies in the Faculty of Science. He has been FAR at SFU since 2008.
Financial Aid

One-year limit

There are no guaranteed four-year scholarships in Division II athletics because NCAA rules do not permit an institution to award athletic financial aid for a period longer than one academic year. This financial aid must, however, be renewed, reduced, or cancelled prior to the next academic year.

Reduction of cancellation during the period of the award

During the period of a student-athlete’s financial aid award (e.g., the term, the year), their athletic financial aid may be reduced or cancelled if they:

- become ineligible for intercollegiate competition;
- fraudulently misrepresent any information on an application, letter of intent or financial aid agreement;
- engage in serious misconduct warranting substantial disciplinary penalty; or
- voluntarily withdraw from their sport at any time for personal reasons.

During the period of a student-athlete’s financial aid award (e.g., the term, the year) his/her athletic financial aid may not be reduced or cancelled on the basis of:

- athletic ability, performance or contribution to the team’s success;
- an injury, illness, or physical or mental medical condition; or
- for any other athletic reason.

Renewal/Non-Renewal of Athletic Aid

NCAA rules require that the student-athlete be notified by July 1 of each year as to whether the student-athlete’s financial aid will be renewed for the following academic year. If the athletics department decided not to renew the student-athlete’s financial aid, the student-athlete will be provided an opportunity for a hearing if requested. (Athletic aid can be reduced or cancelled for any reason at the end of a term of that scholarship).

Appeal Process

Appeals Procedure If Simon Fraser University decides to reduce or cancel institutional financial aid based in any degree on athletics ability during the period of the award, Simon Fraser University’s Financial Aid & Awards Office shall inform the student-athlete in writing within 14 consecutive calendar days from the date Athletics notified the student-athlete of the reduction or cancellation of financial aid.
If Simon Fraser University decides to reduce or cancel institutional financial aid based in any degree on athletics ability for the ensuing academic year, Simon Fraser University’s Financial Aid & Awards Office shall inform the student-athlete in writing on or before July 1 before the academic year in which the financial aid is to be effective.

The student-athlete shall be provided a hearing opportunity to appeal the decision.

A student-athlete wishing to appeal a decision to reduce, cancel, or not renew institutional financial aid based in any degree on athletics ability for the ensuing academic year must do so in writing. The written request shall include:

- A completed and signed copy of Athletic Financial Aid Appeal Application form;
- A short letter stating the reasons for believing that the decision was unfair. Include names of institutional staff members (e.g., coach, financial aid officer) with whom the student-athlete has discussed the financial aid; and
- Copies of any relevant documents (e.g., copy of the Athletic Financial Aid Agreement, medical documentation, email communications, etc.) to support the appeal.

The student-athlete must submit these materials to the Director, Financial Aid & Awards within fifteen (15) consecutive calendar days of receiving written notification of the action to reduce, cancel or not renew institutional financial aid based in any degree on athletics ability. When the student-athlete submits the materials, he/she may request to the Director, Financial Aid & Awards for a hearing before the Financial Aid Appeals Committee. The Financial Aid Appeals Committee shall conduct a hearing within thirty (30) consecutive calendar days of receiving a written request for such a hearing unless all parties agree to a delay.

The Financial Aid Appeals Committee will assess cases based on the evidence and documentation submitted, both written and oral, the academic record of the appellant, and the probable actions of a hypothetical “reasonable person” who might encounter circumstances similar to those encountered by the appellant.

The student-athlete may wish to contact the Office of the Ombudsperson for guidance.

All information submitted will be handled in a manner consistent with the Freedom of Information and Protection of Privacy (FOIPOP) Act.

At the conclusion of the hearing, the Chair of the Financial Aid Appeals committee shall in writing:

- Request additional information, to be considered at a future hearing, or
• Find that there is insufficient cause to rescind the decision to reduce, cancel or not renew institutional financial aid based in any degree on athletics ability, or
• Find that there is sufficient cause to modify or overrule the decision to reduce, cancel or not renew institutional financial aid based in any degree on athletics ability.
• The institutional financial aid based in any degree on athletics ability is then made available to the student as soon as possible.

The Financial Aid Appeals Committee shall consist of the following members:
a) Chair - Associate Registrar (or designate)
b) Elected Student official (or designate)
c) Faculty Member The Financial Aid & Awards Office shall provide staff support for the committee.

The Financial Aid Appeals Committee will issue a written decision to the student-athlete that sets out the reasons for the decision in a comprehensive manner.

The Financial Aid Appeals Committee's recommendation to rescind, modify, or support the decision to reduce, cancel or not renew institutional financial aid based in any degree on athletics ability is left to a majority decision of the committee. The decision of this committee is final. There is no appeal beyond the Financial Aid Appeals Committee. The student-athlete shall be notified in writing within fifteen (15) consecutive calendar days of the committee's final decision. If the student-athlete wishes to discuss the results of the appeal, a meeting with the Chair or a designated member of the Financial Aid Appeals Committee is arranged.
**Missed Class Time Policy**

Due to competitive schedules and formats as well as related travel demands, it is understood that student-athletes will miss some classes and exams. In order to help you manage this scenario, at the beginning of each semester each student athlete will be provided notification letters from their respective head coach for each one of their classes. The Student-Athlete will be expected to give this notification letter to their professors. The letters will outline the days that will be missed related to intercollegiate athletic competition. As per NCAA regulations, a student athlete cannot miss class time for practice unless associated with an away game contest. See ‘A’ below.

The Student-Athlete should determine prior to the ADD/DROP deadline whether there is any policy in any class that would negatively impact their grade if classes are missed in connection with athletic competition and/or related travel.

It is the responsibility of each student-athlete to communicate with their professors IN ADVANCE of deadlines and due dates to determine what their expectations are for the student-athlete to make up/complete missed course work.

In order to meet the Missed Class Time requirement of NCAA Bylaw 3.2.4.11, the following policy is in effect at Simon Fraser University:

A. Student-athletes will not be permitted to attend any practice/activities that result in a missed scheduled class or final examinations. Activities considered practice include:
   - Preparation and conditioning time (weight training, running, etc.)
   - Training room time (rehab, taping, etc.)
   - Meetings (to include individual film watching)
   - Team on individual practice
   - Training camps
B. No contests, except for Conference or NCAA championship contests, may be scheduled during final exam periods. Exceptions must be requested by the Senior Director of Athletics and forwarded to the Faculty Athletics Representative for approval.
C. Competition and travel time will attempt to avoid conflicts with final exams.
D. Media and recruiting requests will not interfere with class or exam schedules.
E. Exceptions to the above will only be approved by the Senior Director of Athletics who will report exceptions to the Faculty Athletics Representative.
**Countable Athletically Related Activities**

Countable Athletically Related Activities (CARA) include ANY REQUIRED activity with an athletics purpose, involving student-athletes and at the direction of, or supervised by, any member or members of an institutions coaching staff (including strength and conditioning coaches) and must be counted within the weekly and daily limitations.

In-Season Limitations = 20 hours per week, 4 hours per day, 1 required day off per week

Out of Season Limitations = 8 hours per week, Max 2 hours of skill instruction, 2 required days off per week

Summer Vacation Limitations = NO CARA

- Voluntary activities can be monitored by the strength and conditioning coach for safety but must be initiated by the student-athlete

Countable Athletically Related Activities include:

- Competition
- Practice
- Any meeting, activity or instruction involving sports-related information and having an athletic purpose (held by Athletic staff)
- Training Camps
- Required weight training and conditioning
- Participation in individual workouts
- Required review of athletic practice or contest films or videotapes
- Required camp, clinic or workshop participation
- Individual workouts required or supervised by a member of the coaching staff
- Mandatory captain’s practices
- Required on-court/on-field activities

Countable Athletically Related Activities do **NOT** include:

- Study hall
- Travel
- Academic meetings
- SAAC meetings
- A team meeting to discuss only the drug-testing program
- Orientation

Throughout the year, athletes will be selected at random from each team, and be required to submit and log their CARA hours.
Sports Medicine Policies

Medical Care

Sports medicine personnel will provide medical care to all student-athletes for any illness or injury incurred while directly participating in sanctioned athletic practices or intercollegiate competitions sponsored by the Athletic Department. The goal of sports medicine staff is to help provide for the physical and mental well-being of all SFU athletes through the prevention, evaluation, treatment and rehabilitation of athletic related injuries and where appropriate the referral to the appropriate medical provider.

New Student-Athletes

Student-athletes who are participating in an athletic program for the first time, must undergo a physical exam and be cleared to participate by a physician. This must be arranged and paid for by the individual student-athlete; Simon Fraser University does not organize this for you. In addition, all of the medical release forms and insurance information required by SFU Sports Medicine Department must be completed and on file prior to the first countable athletically related activity.

Returning Student-Athletes

Returning student-athletes must fill out a medical history update and undergo a physical screening each year. This must be arranged and paid for by the individual student-athlete; Simon Fraser University does not organize this for you. In addition, all of the medical release forms and insurance information required by SFU Sports Medicine Department must be completed and on file prior to the first countable athletically related activity.

Concussion Management Plan

All SFU student-athletes (new and returning) are required to undergo baseline concussion testing as part of their annual pre-participation medical examination. This must be completed prior to the start of any practices and may be arranged through the Athletic Therapy staff. There will be an educational session regarding concussions during the annual Fall Start Up Meeting.
Student-Athlete Feedback

At the end of every academic year, the Athletic Department sends out a “Student Athlete Exit Interview” for all graduating student-athletes.

We welcome your feedback and guarantee all information remains confidential. All survey entries remain anonymous.

By gathering this information from student-athletes, we hope to enhance SFU’s student-athlete experience.

As well at any time you are welcome to visit Ms. Theresa Hanson, Athletic Director.
MEDICAL INSURANCE INFORMATION: All SFU Students

1. All students are automatically enrolled in an extended Benefit plan: I HAVE A PLAN (www.ihaveaplan.ca)

Students from other Canadian Provinces

1. Please maintain your current provincial medical insurance and provide the ID information on your medical form to facilitate proper care in the case of illness/injury.

International Students (Students from outside Canada)

1. **Guard Me Insurance:** You will be automatically enrolled in a mandatory 4 month primary medical insurance plan for your first term through [www.guard.me/sfu](http://www.guard.me/sfu)
   
   i. Once a student receives a valid B.C. Medical Services Plan (MSP) he/she must opt out of the plan to avoid further enrollment.

2. “BC requires that Residents including students and/or anyone issued a Canada Immigration Study Permit must procure and maintain British Columbia Medical Services Plan (BC MSP) insurance.”

3. **BC Medical Services Plan**
   
   i. Students attending Simon Fraser University are required to maintain BC MSP and while they wait the 90 day activation period they will be covered under Guard Me or acceptable equivalent.

   ii. Apply for it upon arrival to Canada (https://www.health.gov.bc.ca/exforms/msp/102fil.pdf)

   iii. Costs $66.50/mth (Cheaper than Guard Me Insurance $353/term)

   iv. Bring in the card for proof to SFU Physio

Supplementary Medical Insurance

Recreation & Athletics maintains supplementary accidental medical insurance policies for varsity student-athletes which covers the cost of hospitalization or immediate medical care resulting directly from a varsity sport injury or from any associated travel. The supplemental coverage is for the amount NOT covered by your primary insurance. If he student-athlete fails to maintain his / her basic MSP or extended health insurance, the University will not accept responsibility or financial liability for any required medical or
dental treatments. For further details, please contact Al Best at 778-782-4457.

**Insurance Coverage**

Proof of medical insurance is REQUIRED before any sport participation. The guidelines for BC students, out of province students, and international students are as follows.

**Non-Athletic Related Injuries**

The NCAA does not allow the University to pay for non-athletic related injuries or illnesses that an individual student-athlete may fall victim to.
**Booster Regulations**

A Booster is a representative of SFU athletics interests who is an individual or business that is known by SFU to have participated in any of the following:

- Been a member of an organization promoting SFU Athletics
- Contributed financially to SFU Athletics, individual athletic programs or any other SFU athletic sport specific booster organization
- Provided NCAA permissible benefits to enrolled student-athletes or their families

YOU as a student-athlete can NOT accept any extra benefit from a booster. Any unauthorized action by a booster can result in serious violations and penalties for SFU Athletics and more importantly, render you ineligible for competition.

**Extra Benefits**

An extra benefit is any special arrangement by an institutional employee or a representative of the institution's athletics interest to provide a student-athlete or the student-athletes relatives or friend a benefit not expressly authorized by NCAA legislation. Receipt of a benefit by student-athletes or their relatives or friends is not a violation of NCAA legislation, if it is demonstrated that the same benefit is generally available to the institutions students or their relatives or friends or to a particular segment of the student body (e.g. foreign student, minority student) determined on basis unrelated to athletic ability.

A Booster may NOT...

- Provide any type of benefit to a student-athlete that is not available to the general student population
- Provide cash or loans, discounts, or gifts
- Use the student athlete to promote a product, service or sale

A Booster May...

- Provide donations to SFU sports teams for the benefit of the team in general
- Attend functions involving student-athletes
- Employ student-athletes provided the compensation is paid only for work performed and at a rate commensurate with the going rate in that locality
- Provide the occasional meal (once a semester) to a SFU student-athlete provided it has been approved by SFU Compliance

SFU Compliance encourages you to ask any questions before accepting any gifts, offers, or employment from anyone.
ELIGIBILITY - Summary of NCAA Regulations

This summary of NCAA regulations contains information about your eligibility to compete in intercollegiate athletics.

This summary has two parts:

1. Part I is for all student athletes.

2. Part II is for new student-athletes only (those signing the Student-Athlete Statement for the first time).

If you have questions, ask your director of athletics (or his or her official designee).

Part I: For All Student-Athletes.

This part of the summary discusses ethical conduct, amateurism, financial aid, academic standards and other regulations concerning your eligibility for intercollegiate competition.

1. Ethical Conduct – All Sports.

   a) You must act with honesty and sportsmanship at all times so that you represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports. [NCAA Bylaw 10.01.1]

   b) You have engaged in unethical conduct if you refuse to furnish information relevant to an investigation of a possible violation of an NCAA regulation when requested to do so by the NCAA or your institution. [Bylaw 10.1]

   c) You are not eligible to compete if you knowingly provide information to individuals involved in organized gambling activities concerning intercollegiate athletics representing the institution or solicit or accept a bet on any intercollegiate competition for any item (e.g., cash, shirt, dinner) that has tangible value. [Bylaw 10.3]

   d) You are not eligible to compete if you knowingly participate in any gambling activity that involves intercollegiate or professional athletics through a bookmaker, a parlay card or any other method employed by organized gambling. [Bylaw 10.3]

   e) You are not eligible to compete if you have shown dishonesty in evading or violating NCAA regulations. [Bylaws 10.1 and 14.01.3.3]

2. Amateurism – All Sports.
a) You are **not eligible** for participation in a sport if after initial full-time collegiate enrollment you have ever:

1. Taken pay, or the promise of pay, for competing in that sport;
2. Agreed (orally or in writing) to compete in professional athletics in that sport;
3. Played on any professional athletics team as defined by the NCAA in that sport; or
4. Used your athletics skill for pay in any form in that sport. [Bylaw 12.1.2]

b) You are **not eligible** in a sport if you ever have accepted money, transportation or other benefits from an agent, or agreed to have an agent market your athletics ability or reputation in that sport. [Bylaw 12.3]

c) You are **not eligible** in any sport if, after you become a student-athlete, you accept any pay for promoting a commercial product or service, or allowed your name or picture to be used for promoting a commercial product or service. [Bylaw 12.5.2]

d) You are **not eligible** in any sport if, because of your athletics ability, you were paid for work you did not perform, were paid at a rate higher than the going rate, or were paid for the value an employer placed on your reputation, fame or personal following. [Bylaw 12.4]

### 3. Seasons of Competition – All Sports.

The following rules are applicable to all Division II student-athletes first entering a collegiate institution on or after August 1, 2010: If you did not enroll in a collegiate institution as a full-time student in the regular academic term that begins immediately after a one-year time period (the next opportunity to enroll after the one calendar-year period has elapsed) following high school graduation, you have used one season of intercollegiate competition for each consecutive 12-month period after the one-year time period intercollegiate competition for each consecutive 12-month period after the one-year time period and before initial full-time collegiate enrollment in which you participated in organized competition. [Bylaws 14.2.4.2 and 14.2.4.2.1.2]

a) Activities constituting use of a season:

1. Any competition that is scheduled in advance;
2. Any competition in which official score is kept;
(3) Any competition in which individual or team standings or statistics are maintained;

(4) Any competition in which an official timer or game officials are used;

(5) Any competition in which admission is charged;

(6) Any competition in which teams are regularly formed or team rosters are predetermined;

(7) Any competition in which team uniforms are used;

(8) Any competition in which an individual or team is privately or commercially sponsored; or

(9) Any competition that is either directly or indirectly sponsored, promoted or administered by an individual, an organization or any other agency. [Bylaw 14.2.4.2.1.2]

b) If you discontinued high school enrollment before graduation and participated in any of the activities constituting use of a season, you have used one season of intercollegiate competition for each consecutive 12-month period after a one-year time period (the next opportunity to enroll after one calendar year has elapsed) following the discontinued enrollment and before initial full-time collegiate enrollment. [Bylaw 14.2.4.2.1.3]

c) If you have used a season(s) of competition according to the regulations above, you must fulfill an academic year in residence at any member institution prior to being eligible to represent your institution in that specific sport in intercollegiate competition. [Bylaw 14.2.4.2.1.3]


a) You are not eligible if you receive financial aid other than the financial aid that your institution distributes. However, it is permissible to receive:

(1) Money from anyone on whom you are naturally or legally dependent;

(2) Financial aid that has been awarded to you on a basis other than athletics ability;

(3) Financial aid from an entity outside your institution that meets the requirements specified in the Division II Manual; [Bylaw 15.01.3] or

(4) On- or off-campus employment earnings, provided the compensation does not include remuneration for value that the student-athlete may have for the
employer because of publicity, reputation, fame or personal following; the student-athlete is compensated only for work actually performed; and the student-athlete is compensated at a rate commensurate with the going rate in that locality for similar services.

b) You must report to your institution any financial aid that you receive from a source other than your institution. However, you do not need to report financial aid received from anyone on whom you are naturally or legally dependent.

5. Academic Standards – All sports.

a) Eligibility for Competition.

(1) To be eligible to compete, you must:

(a) Have been admitted as a regularly enrolled, degree-seeking student according to the published entrance requirements of your institution;

(b) Be in good academic standing according to the standards of your institution; and

(c) Be enrolled in at least a minimum full-time baccalaureate degree program (not less than 12 semester or quarter hours) and maintain satisfactory progress toward that degree, be enrolled in a full-time graduate or professional degree program (as defined by the institution for all graduate students in that program) or be enrolled and seeking a second baccalaureate degree at your institution. [Bylaws 14.01.2, 14.1.7 and 14.1.8]

(2) If you are enrolled in less than a full-time program, you are eligible to compete only if you are enrolled in the last term of your degree program and are carrying credits necessary to finish your degree. [Bylaw 14.1.7.1.7.3]

(3) You are eligible to compete during the official vacation period immediately before initial enrollment, provided you have been accepted by your institution for enrollment in a regular, full-time program of studies at the time of your initial participation, you are no longer enrolled in your previous educational institution and you are eligible under all institutional and NCAA requirements. [Bylaw 14.1.7.1.7.1]

(4) You are eligible to compete between terms if you are continuing enrollment, provided you have been registered for the required minimum full-time load at the conclusion of the term immediately preceding the date of competition, or if you are either continuing enrollment or beginning enrollment, provided you have been accepted for enrollment as a regular full-time student for the regular term immediately following the date of competition. [Bylaw 14.1.7.1.7.2]

b) Eligibility for Practice.
(1) You are **eligible to practice** if you are enrolled in a minimum full-time program of studies leading to a baccalaureate or equivalent degree as defined by the regulations of the certifying institution, which shall not be less than 12 semester or quarter hours, regardless of the institution’s definition of a minimum full-time program of studies. [Bylaw 14.1.7.1]

(2) You are **eligible to practice** during the official vacation period immediately preceding initial enrollment provided you have been accepted by your institution for enrollment in a regular, full-time program of studies at the time of your initial participation, you no longer are enrolled in your previous educational institution, and you are eligible under all institutional and NCAA requirements. [Bylaw 14.1.7.1.7.1]

(3) You also are **eligible to practice** if you are enrolled in the final semester or quarter of a baccalaureate program while enrolled in less than a minimum full-time program of studies and your institution certifies that you are carrying (for credit) the courses necessary to complete the degree requirements, as determined by the faculty of the institution. [Bylaw 14.1.7.1.7.3]

c) Continuing Eligibility – All Sports.

(1) In order to be eligible for competition at the end of each academic term, a student-athlete must successfully complete six semester or six quarter hours of academic credit the preceding regular academic term in which the student-athlete has been enrolled full-time at any collegiate institution. [Bylaw 14.4.3.1-(a)] (Beginning in the fall 2005 term and all terms after that.)

(2) If you have transferred to your current institution midyear, or you have completed one academic year in residence at your current institution or used one season of eligibility in a sport at your current institution, your eligibility shall be determined by your academic record in existence at the beginning of the fall term or at the beginning of any other regular term of that academic year and you must satisfy the following requirements for academic progress to be **eligible** to compete.

(a) You satisfactorily must have completed at least an average of 12 semester or quarter hours of academic credit during each of the terms in each of the academic years in which you have been enrolled, or you satisfactorily must have completed 24 semester hours or 36 quarter hours of academic credit since the beginning of the previous fall term or since the beginning of your institution’s preceding regular two semesters or three quarters. [Bylaw 14.4.3.1-(b)]
(b) You must earn at least 75 percent of the semester or quarter hours required for satisfactory progress during the regular academic year. You may not earn more than 25 percent of the semester or quarter hours required for satisfactory progress during the summer or through correspondence courses taken during the 1993-94 academic year and thereafter. [Bylaw 14.4.3.1.4]

(c) You must achieve a minimum cumulative grade-point average of 2.0 in each academic term to continue to be eligible.

(d) You must choose a major that leads to a specific baccalaureate degree by the beginning of your third year of enrollment. (This includes transfer students who have not completed an academic year in residence yet or used one season of eligibility in a sport at their current institution.) [Bylaw 14.4.3.1.5]

d) Freshmen.

(1) You are referred to as a qualifier and are eligible to practice and compete in your sport and to receive financial aid (institutional and athletically related) during your first academic year under Bylaw 14.02.10, if you:

(a) Graduate from high school.
(b) Attain a minimum high school grade-point average of 2.000 in 16 core-curriculum courses as specified in Bylaw 14.3.1.1; and
(c) Achieve the required sum ACT (68) or SAT (820) score as specified in Bylaw 14.3.1.1.

(2) You are referred to as a partial qualifier and are eligible to receive institutional and athletically related financial aid if you fail to meet the criteria for a qualifier, but at the time of graduation from high school you attain a minimum high school grade-point average of 2.000 in 16 core-curriculum courses as specified in Bylaw 14.3.1.1 or achieve the required sum ACT (68) or SAT (820) score. You may not compete in your sport during your first academic year in residence; however, you may practice on campus or at your institution's regular practice facility. [Bylaws 14.02.10, 14.3.1.1 and 14.3.2.1.]

(3) You are referred to as a nonqualifier if you fail to meet the criteria above for qualifiers or partial qualifiers. Although a nonqualifier is ineligible for practice and competition during the first academic year in residence, a nonqualifier may receive nonathletics institutional aid, provided certification by the faculty athletics representative and the chair of the financial aid committee that the financial aid was granted without regard to athletics ability
is on file in the office of the director of athletics. [Bylaws 14.02.10.3, 14.3.2.2.1 and 15.5.1-(b)]

(4) If you are a nonqualifier or partial qualifier, you will have four seasons of eligibility after your first academic year in residence. However, student-athletes who have exhausted three seasons of competition in Division I are not eligible for further seasons of competition in Division II. [Bylaw 14.3.3]

6. Other Regulations Concerning Eligibility – All Sports.

a) You are not eligible to participate in more than four seasons of intercollegiate competition. [Bylaw 14.2]

b) You are not eligible after the first 10 semesters or 15 quarters in which you were enrolled at a collegiate institution in at least a minimum full-time program of studies as determined by the institution, except for extensions that have been approved in accordance with NCAA legislation. [Bylaws 14.2.2 and 14.2.2.3]

c) You are eligible at an institution other than the institution from which you have received or satisfied the requirements for a baccalaureate degree or an equivalent degree and you have eligibility remaining as set forth in Bylaw 14.2.2.

d) You are eligible for championships that occur within 60 days of the date you complete the requirements for your degree. [Bylaw 14.1.8.3]

7. All Sports Other Than Basketball.

a) You are not eligible in your sport for the rest of your season if, after enrollment in college and during any year in which you were a member of an intercollegiate team, you competed as a member of any outside team in any noncollegiate, amateur competition in the sport during the playing season. Competing in the Olympic Games tryouts and competition, and other specified national and international competition is permitted. [Bylaws 14.7.1, 14.7.3 and 14.7.5]

8. Basketball Only.

a) You are not eligible if, after you become a student-athlete, you participate in any organized basketball competition except while representing the institution in intercollegiate competition. Competing in the Olympic Games tryouts and competition, and other specified national and international competition is permitted. [Bylaws 14.7.2 and 14.7.5]

b) There are no restrictions on the participation of Division II student-athletes in outside basketball competition during the summer. [Bylaw 14.7.5.2-(a)]
9. Transfer Students Only.

a) You are a transfer student if:

(1) The registrar or admissions officer from your former institution certified that you officially were registered and enrolled at that institution in any term in a minimum full-time load and you attended a class or classes while enrolled as a full-time student; or

(2) The director of athletics from your former institution certified that you reported for the regular squad practice that any staff member of the athletics department of your former institution announced before the beginning of any term. [Bylaw 14.5.2]

(3) If you are a transfer student from a four-year institution, you are not eligible during your first academic year in residence unless you meet the provisions of one of the exceptions specified in Bylaw 14.5.5.3 or one of the waivers specified in Bylaw 14.8.1.

(4) If you are a transfer student from a two-year institution, you are not eligible during your first academic year in residence at your new institution unless you meet the academic and residence requirements specified in Bylaw 14.5.4 or the exceptions specified in Bylaw 14.5.4.5.

(5) If you transferred from a four-year college to a two-year college and then to your new institution, you are not eligible during your first academic year in residence at your new institution unless you meet the requirements specified in Bylaw 14.5.4.2 or the exceptions specified in Bylaw 14.5.4.5.