LETTER FROM THE DIRECTOR OF ATHLETICS

Dear Appalachian Student-Athlete:

I am very pleased that you have chosen to represent Appalachian State University by participating on one of our athletic teams. Hopefully, you will find your experiences as a student-athlete to be rewarding academically, athletically, and socially. Please know that there are many administrators, coaches, and staff members eager to assist you in your development.

Please review the enclosed information and familiarize yourself with the policies as adopted by the National Collegiate Athletic Association, the Southern Conference, the University and the Department of Athletics. As an Appalachian student-athlete, you are a visible role model not only representing yourself, but also your family, your fellow student-athletes, our University and the thousands of supporters who love Appalachian.

I sincerely thank you for representing us and best of luck for a successful 2010-11 season.

Today I give my ALL for Appalachian State,

Charlie Cobb
Director of Athletics
INTRODUCTION

Every student-athlete who participates in intercollegiate athletics becomes a member of a team chosen to represent Appalachian State University (ASU). By doing so, a student-athlete assumes special obligations and responsibilities for meeting requirements set forth by the NCAA, the Southern Conference (SoCon) and ASU.

The Athletics Department does not view the student-athlete as merely an athlete. Your main goal at ASU is to obtain a degree.

The Athletics Department expects that each student-athlete attends all classes and performs all assignments unless illness or emergencies arise. Further, student-athletes are encouraged to consult with instructors on an individual basis about academic issues.

A student-athlete is a responsible adult. All choices and decisions regarding personal/academic life reside with the student-athlete. Rather than fostering dependence, we work at teaching student-athletes to take care of themselves. We encourage student-athletes to develop self-reliance, a quality that will help them throughout their college and future careers.

Please READ ALL of the information in this handbook. It has been designed to keep you abreast of the athletic and academic rules of the NCAA, SoCon and ASU.

By turning in your signed NCAA Student-Athlete Statement, you are also acknowledging to the Athletic Department that you have read and understand all of the enclosed information and will abide by those rules.

NCAA/APPALACHIAN STATE UNIVERSITY RULES/ELIGIBILITY MEETING

1. All student-athletes must attend the NCAA eligibility meeting at the beginning of each academic year. NCAA, SoCon and ASU rules are reviewed and eligibility forms will be completed and signed by all student-athletes.

2. NCAA rules state that any student who wishes to try-out for an intercollegiate team must attend a NCAA eligibility meeting prior to ANY participation with a team.

3. If a student-athlete misses the assigned meeting that student-athlete will not be allowed to participate in practice or competition until he or she has attended a student-athlete eligibility meeting and met the requirements for practice and competition.

4. All student-athletes whether on scholarship or not, must go through the regular financial aid and housing renewal process, meeting all deadlines.

MISSION STATEMENTS
THE MISSION AND VALUES OF THE NCAA

Core Purpose: To govern competition in a fair, safe, equitable and sportsmanlike manner, and to integrate intercollegiate athletics into higher education so that the educational experience of the student-athlete is paramount.

Core Values:
The Association-through its member institutions, conferences and national office staff-shares a belief in and commitment to:

• The collegiate model of athletics in which students participate as an avocation, balancing their academic, social and athletic experiences.
• The highest levels of integrity and sportsmanship.
• The pursuit of excellence in both academics and athletics.
• The supporting role that intercollegiate athletics plays in the higher education mission and in enhancing the sense of community and strengthening the identity of member institutions.
• An inclusive culture that fosters equitable participation for student-athletes and career opportunities for coaches and administrators from diverse backgrounds.
• Respect for institutional autonomy and philosophical differences.

THE MISSION STATEMENT OF APPALACHIAN STATE UNIVERSITY

In seeking to establish academic success for all its students, this excerpt is taken from the Undergraduate Bulletin describing the Mission Statement of Appalachian State University.

Appalachian State University is a public comprehensive university, offering a wide variety of degree programs at the baccalaureate, master’s, and intermediate levels as well as the Ed.d in Educational Leadership. With a distinctively residential campus and a faculty and staff characterized by high quality and broad diversity of professional skills, Appalachian takes as its mission the practice and propagation of scholarship. This is accomplished particularly through instruction, but also through the research, creative, and service activities of the University community. Appalachian is committed to excellence in its undergraduate and graduate educational programs, while continuing to serve as a center of cultural and professional activity within its state and region.
THE MISSION STATEMENT OF THE ATHLETICS DEPARTMENT

The Department of Athletics at Appalachian State University believes in maintaining the intercollegiate athletics program as an integral part of the University’s overall program of education, with emphasis on and priority given to the high academic quality and standards and the complete development of the student.

Appalachian State University provides opportunity and encouragement for student-athletes to progress toward degrees of their choice and to develop athletic abilities in an environment consistent with high standards of academic scholarship, leadership, and institutional loyalty. The Department of Athletics is committed to ensuring the general welfare of the student-athlete and to encouraging the highest standards of sportsmanship on behalf of student-athletes, the student body, and the University’s supporters. The intercollegiate athlete representing ASU is both a bona-fide student pursuing a degree program and an amateur competitor.

Appalachian Athletics is committed to insuring equitable recruitment, participation and treatment of individuals including members of underrepresented populations through its athletics administration, staff, coaches, programs, and policies. The University’s policy of non-discrimination represents a moral and ethical, not merely a legal, imperative.

The University has determined that its athletics program will meet the necessary qualifications, guidelines, and funding to hold membership in Division I of the NCAA. The athletics administration, the faculty athletics representative and the athletics council work together to insure that all teams and coaches follow the rules and regulations governing this division.

A sound program of intercollegiate athletics should benefit the institution through its effects on students, alumni, and the institution itself. Specifically, it should maintain and improve the loyalty and esprit de corps of the student body, and in strengthening the pride and enthusiasm of the alumni, it should serve as a favorable public relations factor and provide benefits to the participants. Revised and approved by the Athletics Council on 03/19/2008.

DEPARTMENT OF ATHLETICS DIVERSITY STATEMENT

Appalachian Athletics promotes an inclusive culture that fosters equitable participation for student-athletes and equitable career opportunities for coaches, administrators and support staff from diverse backgrounds and perspectives.

CODE OF ETHICS AND CONDUCT

CODE OF CONDUCT

Appalachian State University’s Department of Athletics requires its staff to conduct themselves in a manner that creates a positive image of the people, values and traditions associated with the University, the Southern Conference and the NCAA. As a student-athlete, you are expected to uphold the same standards of conduct that have been adopted by the Department and the University.

HONESTY AND SPORTSMANSHIP

Appalachian Athletics upholds the NCAA general principle on honesty and sportsmanship which states, “Individuals employed by (or associated with) a member institution to administer, conduct or coach intercollegiate athletics and all participating student-athletes shall act with honesty and sportsmanship at all times so that intercollegiate athletics as a whole, their institutions and they, as individuals, shall represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports.” (bylaw 10.01.1)
ETHICAL CONDUCT

When joining the Appalachian Intercollegiate Athletics Program, you become a representative not only of your team, but of your University. Upon entering the University you will find you have the freedom to manage your lifestyle to a far greater degree than you have experienced in the past. It is essential that this freedom be handled in a responsible manner so as not to jeopardize the opportunity to obtain maximum results from your university experience. It is important that your personal conduct displays good moral and ethical judgment. You are expected to behave both on and off campus in a way that brings credit to the University and your team. Be aware of the image you are creating. Participation in intercollegiate athletics is a privilege that brings with it the responsibility of making sound decisions both on and off the courts and fields of play.

UNETHICAL CONDUCT (NCAA Bylaw 10.1)

Appalachian Athletics upholds the above NCAA Bylaw which states, “Unethical conduct by a prospective or enrolled student-athlete or a current or former institutional staff member (e.g., coach, professor, tutor, teaching assistant, student manager, student athletic trainer) may include, but is not limited to, the following:

(a) Refusal to furnish information relevant to an investigation of a possible violation of an NCAA regulation when requested to do so by the NCAA or the individual’s institution;

(b) Knowing involvement in arranging for fraudulent academic credit or false transcripts for a prospective or an enrolled student-athlete;

(c) Knowing involvement in offering or providing a prospective or an enrolled student-athlete an improper inducement or extra benefit or improper financial aid;

(d) Knowingly furnishing the NCAA or the individual's institution false or misleading information concerning the individual's involvement in or knowledge of matters relevant to a possible violation of an NCAA regulation;

(e) Receipt of benefits by an institutional staff member for facilitating or arranging a meeting between a student-athlete and an agent, financial advisor or a representative of an agent or advisor (e.g., “runner”);

(f) Knowing involvement in providing a banned substance or impermissible supplement to student-athletes, or knowingly providing medications to student-athletes contrary to medical licensure, commonly accepted standards of care in sports medicine practice, or state and federal law. This provision shall not apply to banned substances for which the student-athlete has received a medical exception per bylaw 31.2.3.5; however, the substance must be provided in accordance with medical licensure, commonly accepted standards of care and state or federal laws;

(g) Failure to provide complete and accurate information to the NCAA, the NCAA Eligibility Center or institution's admissions office regarding an individual's academic record (e.g., schools attended, completion of coursework, grades and test scores);

(h) Fraudulence or misconduct in connection with entrance or placement examinations; or

(i) Engaging in any athletics competition under an assumed name or with intent to otherwise deceive; or

(j) Failure to provide complete and accurate information to the NCAA, the NCAA Eligibility Center or the institution's athletics department regarding an individual’s amateur status.
UNSPORTSMANLIKE CONDUCT

You are expected to demonstrate good sportsmanship when participating in intercollegiate athletics competition. Your coach will instruct you in positive techniques for communicating with officials and opponents.

The Department of Athletics enforces its guidelines related to unsportsmanlike conduct. You must avoid actions that display unsportsmanlike behavior. Some of these behaviors are as follows:

- Physical abuse of an official, athlete, opponent or spectator.
- Directing obscene or inappropriate language or gestures to officials, opponents, team members or spectators.
- Any action that violates generally recognized intercollegiate athletics standards or the values and standards associated with Appalachian State University or as determined by any individual Head Coach and approved by the Director of Athletics.

VIOLENCE/WEAPON STATEMENT

Any ASU student-athlete or support group member (athletic trainer, manager, video person, cheerleader, etc.) or department of athletics employee making verifiable threats of violence will be suspended and ordered into counseling. Also, students and employees are required to report any knowledge of a violation of the ban on weapons possession on campus or face sanctions.

SOUTHERN CONFERENCE GAME EJECTION POLICY

An individual ejected from a contest for any reason will be automatically suspended from the next contest. If the violation is considered “severe” or if a second violation occurs within a two-year period from the time of the first violation, the Commissioner will have the authority to impose appropriate penalties. Penalties assessed in one season carry over to subsequent seasons and penalties will be additive across seasons for players, coaches and others upon which penalties can be assessed.

PERSONAL WEBSITES AND ACCOUNTS POLICY

This policy has been developed in order to protect Appalachian State student-athletes and to insure that the Appalachian Athletics is always represented in a positive manner. Student-athletes who produce a personal website or have an account on a personal website (i.e. Facebook or MySpace) need to understand they will be held to a higher standard being a student-athlete at Appalachian State University. The Department of Athletics encourages our student-athletes and staff to have personal sites within reason.

To create a smart profile for yourself on a site you need to consider your audience. Do not give out too much information (i.e. home or school address, screen name, cell phone, etc). Consider carefully your choice of images and which groups are really worth joining. Check and make changes to your site often. Beware of ego casting. It is important for each individual to make sure your site represents you as a person – not who you want to be. It is very difficult to delete material off of your site from all of cyberspace. Know that it can be retrieved by other sites and could show up again at a later time. (i.e. badjocks.com) It is best to check often for inappropriate postings or pictures and know that the user agreements provide few rights if you want to edit or alter information from all of cyberspace. Positive uses of personal websites like Facebook can be to advertise campus events (competitions) through the party feature. Coaches, professors, academic advisors, and administrators can connect with students/student-athletes to set up meetings or discuss grades. Student groups and clubs can create group sites to advertise meetings and events as well as attract new members. Areas to be concerned with should include images and profiles sending recruits the wrong message
about your program. A careless profile can also generate negative press. Also pictures showing drinking, hazing, threats, hate speech, derogatory comments about a coach, professor, etc., could get any student/student-athlete in trouble. Other negatives with a poorly maintained website can be employers looking up your site and deciding your site does not portray the image the company is looking for in an employee.

Student-athletes are responsible for all information on the site, even information provided by others. As expected, there should be absolutely NO inappropriate items on the site. Also, there should be no evidence that any Appalachian student-athlete has broken the Appalachian Student-Athlete Code of Ethics and Conduct, Appalachian Student Code of Conduct, ASU Alcohol Policy, or any national or state laws.

Student-athletes involved in any of the behaviors stated above on ANY website, regardless if it is theirs or not, will be held responsible. Check your friends’ sites often as well. When an inappropriate site is brought to the attention of the athletics administration, a decision will be made according to the severity of the breach of conduct.

HAZING POLICY

The Athletic Administration has created a hazing policy, that is currently under review by Athletics Council and the Student-Athlete Advisory Board. Once it is approved, it will be added to the Student-Athlete Handbook.

ALCOHOL AND TOBACCO USE

Appalachian State University-Athletics has a department-wide policy of restriction from the consumption of alcohol. Student-athletes are not to consume alcohol 48 hours prior to an athletic contest and 24 hours prior to practice. Failure to comply with this policy will be addressed according to the Student-Athlete Discipline Policy.

The law in North Carolina decrees that drinking under the age of 21 is illegal. Excessive consumption of alcohol is strongly discouraged no matter what your age, as it may affect your intellectual and athletic abilities. While you may feel a few drinks cannot hurt anything, it has often been found that after drinking you are much more likely to place yourself in situations that, with clear thinking, could have been avoided. This is because the first portion of your brain to be affected by alcohol consumption is your judgment center. Also, fair or not, the student-athlete is often the one most visible in a group should trouble occur. Remember the consumption of alcohol in public areas of the main campus is prohibited.

The use of tobacco products by a student-athlete is prohibited during practice and competition. A student-athlete who uses tobacco products during a practice or competition shall be disqualified for the remainder of that practice or competition (NCAA Bylaw 17.1.8).

SUPPLEMENTS

The NCAA strictly prohibits the use of performance enhancing supplements (anabolic steroids and any derivatives) and has strict guidelines pertaining to the use of dietary supplements. In the current market, athletes have many legal over-the-counter options when it comes to dietary supplements that may contain banned substances. Before consuming any nutritional/dietary supplement product, review the product and its label with the athletics department staff. Dietary supplements are not well regulated and may cause a positive drug test result. Any product containing a dietary supplement ingredient is taken at your own risk. Ultimately the student-athlete is responsible for the supplements that they take and the consequences.

The Resource Exchange Center (REC) is available as a free, confidential source of information to find out if specific dietary supplements or medications are banned by the NCAA. Their toll-free phone number is 1 (877) 202-0769 and their website is www.drugfreesport.com/rec/rec-home.asp
SPORTS WAGERING

The NCAA opposes all forms of legal and illegal sports wagering. Sports wagering has the potential to undermine the integrity of sports contests, and jeopardizes the welfare of student-athletes and the intercollegiate athletics community.

NCAA bylaw 10.02.1 defines sports wagering as including placing, accepting, or soliciting a wager (on a staff member's or student-athlete's own behalf or on the behalf of others) of any type with any individual or organization on any intercollegiate, amateur or professional team or contest. Examples of sports wagering include, but are not limited to, the use of a bookmaker or parlay card; Internet sports wagering; auctions in which bids are placed on teams, individuals or contests; and pools or fantasy leagues in which an entry fee is required and there is an opportunity to win a prize.

The NCAA defines a wager in bylaw 10.02.2 as any agreement in which an individual or entity agrees to give up an item of value (e.g., cash, shirt, dinner) in exchange for the possibility of gaining another item of value.

NCAA Bylaw 10.3 states that the following individuals shall not knowingly participate in sports wagering activities or provide information to individuals involved in or associated with any type of sports wagering activities concerning intercollegiate, amateur or professional athletics competition:

(a) Staff members of an institution's athletics department;
(b) Nonathletics department staff members who have responsibilities within or over the athletics department (e.g., chancellor or president, faculty athletics representative, individual to whom athletics reports);
(c) Staff members of a conference office; and
(d) Student-athletes.

In simple terms the above means:

• You may not place a bet of any sort on any college or professional sports event.
• You may not give information to anyone who does place bets on any college or professional sports.

Some examples of non-permissible activities:

• Sports pools run by friends in the dorms.
• Wagers (i.e. cash, shirt, dinner) on ANY professional or college event.
• Fantasy leagues that require an entry fee and award a prize.
• Internet gambling on sports events.
• Sports wagering using “800” numbers.
• Sharing Information about injuries on your team, new plays, team morale, or discipline problems to anyone who gambles.

NCAA Sanctions for Student-Athletes in violation of NCAA Bylaw 10.3 (Sports Wagering)

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

(b) A student-athlete who participates in any sports wagering activity through the Internet, a bookmaker or a parlay card shall be ineligible for all regular-season and postseason competition for a minimum of a period
of one year from the date of the institution's determination that a violation occurred and shall be charged
with the loss of a minimum of one season of eligibility. If the student-athlete is determined to have been
involved in a later violation of any portion of Bylaw 10.3, the student-athlete shall permanently lose all
remaining regular-season and postseason eligibility in all sports.

Disciplinary Action for Student-Athletes involved in Sports Wagering (Bylaw 10.4)

Prospective or enrolled student-athletes found in violation of the provisions of this regulation shall be ineligible for further
intercollegiate competition, subject to appeal to the Committee on Student-Athlete Reinstatement for restoration of eligibility.

Athletics Department Sports Wagering Directive

All athletes are urged to report to their head coach any offer to gamble, whether directly or indirectly, for their own protection
and that of their teammates. It is important to report any contact seeking information or attempting to set up a fix of a
competition.

HOSTING A RECRUIT (Bylaw 13.6.7.5)

Appalachian State University has a written recruiting policy in compliance with NCAA regulations regarding your conduct
and behavior when hosting prospective student-athletes. Prior to hosting a recruit, you will be required to read and sign the
Student Host Instructions Form provided to you by your head coach. You will be expected to abide by the rules.
These rules are as follows:

• A maximum of $30 each day of the visit may be provided to the student host to cover actual costs of entertaining
  themselves and the prospective student-athlete, their parents/legal guardians or spouse.
• The entertainment allowance may not be used to purchase souvenirs such as t-shirts, hats, apparel or other
  institutional momentoes. (e.g. purchase of disposable camera)
• Student hosts may be a current student-athlete or student designated in a manner consistent with the University’s
  policy for providing camps tours or visits to prospective students in general.
• A nonqualifier cannot host a prospect.
• A student host can receive a complimentary meal when accompanying a prospect to a meal during their official
  visit.
• If two student hosts are assigned to a prospect, the $30 per day provided for entertainment can be used for the two
  hosts, the prospect and the prospects parents/legal guardians or spouse, but only one host may be provided a
  complimentary meal.
• A student host may also receive complimentary admission to a campus athletics event provided it is used to
  accompany a prospect on an official visit.
• Student-hosts are expected to provide their own transportation. Hosts cannot be provided with university vehicle or
  coaches car to host a prospect.
• Student-hosts are expected to keep the visit alcohol free.
• Student hosts should never use sex as a recruiting tool by soliciting the use of gentlemen’s/strip clubs, escort
  services or solicitation of sex at campus parties.
• Student hosts are expected to comply with a 2:00 a.m. curfew by returning the prospective student-athletes to their
  hotel or dorm room.
• Participation in gambling or gaming activities, the use of drugs or any activity that would violate criminal law is
  prohibited.

As a student host you will be asked to sign the Student Host Receipt Report prior to receiving student host money. You
will be expected to turn in receipts for your expenditures and list the activities you spent the funds on.
STUDENT-ATHLETE DISCIPLINE POLICY

The Appalachian State University Department of Athletics requires all student-athletes (including cheerleaders, athletic training students) to conduct themselves in a respectable manner regarding the mission of the University and the National Collegiate Athletic Association (NCAA). Student-athletes are subject to regulations outlined in the Student Handbook and the Appalachian State University Code of Student Conduct. However, due to the increased visibility and public scrutiny of athletic programs, student-athletes may be expected to meet higher standards of personal conduct and appearance than those in the other University regulations. Therefore, in addition to the sanctions that may be imposed for misconduct as stated in the Student Handbook, student-athletes may be suspended by the appropriate department of athletics official from participation in intercollegiate athletics for any of the following reasons:

1. Violation of NCAA or Southern Conference rules.

2. Arrested and charged with a felony, or convicted of a misdemeanor other than a minor traffic offense, including game fixing and gambling.

3. Charged with or found responsible with respect to an alleged violation of the Code of Student Conduct. See the following website for this code: http://studentconduct.appstate.edu/index.php?module=documents&JAS_DocumentManager_op=downloadFile&JAS_File_id=48

4. Possession of any illegal drug.*

5. Unauthorized possession of any anabolic/androgenic steroid.*

6. Any student-athlete convicted of a DWI or similar violation will be subject to the same sanctions and procedures as a positive in F.1 of the Athletics Department's Drug Education Screening and Counseling Program. A student-athlete charged with an underage alcohol usage violation will be required to have a substance abuse evaluation assessment performed by the University Counseling Center.

7. Illegal possession or consumption of alcohol, beer, or wine.

8. Fighting with, threatening the safety of or harassing any individual.

9. Destruction of University property.

10. Unauthorized entry into any University building.

11. Any interference with the normal operations of the University or any disruption or conduct which interferes with the rights and opportunities of those who attend the University.

12. Any conduct that reflects unfavorably upon Appalachian State University or the Department of Athletics.

The suspension imposed may range from one day to one or more semesters depending upon the severity of the misconduct and the surrounding circumstances. The suspension imposed may also be an indefinite suspension pending the outcome of some future event.
The cancellation or non-renewal of a student-athlete's grant-in-aid for any act of misconduct will be done in accordance with NCAA and Southern Conference regulations.

*Consumption of any illegal drug or unauthorized consumption of any anabolic/androgenic steroid will be handled in accordance with the Athletics Department’s Drug Education, Screening and Counseling Program.

**STUDENT-ATHLETE DISCIPLINE POLICY PROCEDURES**

The following steps are to be followed regarding administration of the Athletics Department’s Student-Athlete Discipline Policy.

(1) Should a student-athlete be found in violation of one of the listed misconducts as stated in the Student-Athlete Discipline Policy, the student-athlete must notify the head coach and the director of athletics of the violation. This includes charges by the University Code of Student Conduct system.

(2) When a head coach, assistant coach or department of athletics staff member learns that a student-athlete has been involved in an act of misconduct as described in the Student-Athlete Discipline Policy or the Code of Student Conduct, the individual must:

   A. Head Coach - immediately notify the director of athletics or designee of the violation.

   B. Assistant Coach - immediately notify the head coach who must in turn notify the director of athletics of the violation.

   C. Staff Member - immediately notify the director of athletics of the violation.

(3) Athletes charged with a felony or with crimes that involve gambling or game fixing will be suspended from their team until final disposition of such charges. Athletes who are convicted of, or who plead guilty to, felony or game fixing charges will be permanently removed from their teams. Once the director of athletics has been notified of a violation he will meet with the head coach to determine the manner in which the incident will be investigated (if allowed by authorities/lawyers).

(4) The director of athletics and the head coach will meet with the student-athlete to discuss what has been learned and give the student-athlete the opportunity to respond. **If allowed, this interview will not take place until after legal authorities have completed their investigative procedure.**

(5) The director of athletics may conduct additional inquiry as deemed necessary if considered appropriate by the local prosecutor or the Office of Student Conduct.

(6) The director of athletics and head coach will review the incident and determine what sanctions, if any, will be imposed by the department of athletics after the completion of Student Conduct and/or court proceedings.

(7) The student-athlete and head coach will be notified of the sanctions imposed by the director of athletics.

(8) The athletics administration will share with the Office of Student Conduct when a student-athlete has had his/her second violation of the Athletics Drug Testing Policy. The Office of Student Conduct will contact the student-athlete and proceed from there.
At no time will any department of athletics representative attempt to influence the outcome of any criminal or Office of Student Conduct proceedings or investigative findings of any misconduct or criminal charge involving a student-athlete.

STUDENT-ATHLETE APPEALS PROCESS

If at any time a student-athlete feels that a sanction or action against the student-athlete is not appropriate, the student-athlete may submit a written request for an appeal hearing to the Faculty Athletics Representative. Some sanctions or actions could include a discipline policy sanction, loss of scholarship, reduction of scholarship, denial of a release to transfer, etc.

a. A letter requesting a hearing must be sent to the Faculty Athletics Representative within seven (7) calendar days from the date of the written notification of sanction or action during which the student-athlete may appeal, in writing, to have the sanction or action changed. After this seven day period expires, appeals will not be considered. The Faculty Athletics Representative will appoint a committee of three Athletics Council members to hear the appeal. No officer or agent of the Department of Athletics shall be eligible to serve on such committee.

b. The hearing shall be convened within five school days after it is requested unless the university is in recess, in which case more time may be needed to convene a hearing. The hearing shall be conducted in private. Only members of the committee, the affected student-athlete and one person of his or her choice, and the Director of Athletics or a designee and one person of his/her choice, may attend. The Director of Athletics, or a designee, shall present evidence to the committee to support the denial of reinstatement of eligibility or to support the reinstatement of eligibility. The affected student shall be present to hear and review all evidence, and to present other evidence in his/her own defense. The burden shall be on the Director of Athletics to prove by the greater weight of the evidence that the conduct on which the sanction was based in fact occurred and remains relevant. After hearing all such evidence as it deems relevant, the committee shall deliberate in private for the purpose of making findings of fact. The findings and conclusions shall be based exclusively on information supplied at the hearing. Within three calendar days after it concludes its inquiry, the committee shall report its conclusions concerning the facts, as well as a recommendation to the Faculty Athletics Representative as to if and when the student-athlete may resume participation. The Faculty Athletics Representative shall then decide whether or not and when the student-athlete is to be reinstated.

c. The affected student-athlete may appeal the decision of the Faculty Athletics Representative to the Chancellor. Cancellation of eligibility (with attendant non-renewal of any athletic scholarship) may not be imposed until appeals through the level of the Chancellor have been concluded. The appeal to the Chancellor must be filed within 5 business days after the decision by the Faculty Athletics Representative is made available to the student-athlete.

d. Any final decision made by the Faculty Athletics Representative and/or Chancellor shall also be put in writing to the Director of Athletics and copies provided to the affected student-athlete(s), head coach(es) and sport administrator(s).

e. Where a student-athlete is scheduled to engage in intercollegiate competition before the Faculty Athletics Representative can issue a decision, the Director of Athletics or designee may impose a temporary suspension from competition. Temporary suspension may be imposed after the Director of Athletics or designee (1) meets with the student-athlete, (2) explains what the alleged violation is and what evidence exists, (3) allows the student-athlete to explain, deny, or rebut, and (4) the Director of Athletics or designee determines the evidence is strong enough to warrant a hearing and a suspension until a decision on the hearing has been determined. The temporary suspension may remain in place, at the Director of Athletics discretion, until there is a final decision based on the hearing.
PERMISSION TO TRANSFER REQUESTS AND APPEALS

It is our hope that you have enjoyable and fulfilling years at Appalachian, but if at some point you feel the need to consider a transfer to another institution you need to understand the NCAA, Southern Conference and ASU rules regarding transfer. It would be best to request a meeting with the Director of Compliance to be informed of all the rules governing transfer. This will assist you in determining the best course of action and what the ramifications are if you choose to transfer.

NCAA rules prohibit another institution or its coaching staff from speaking to a student-athlete regarding transfer without first obtaining permission to speak from your current institution’s Director of Athletics or designee. Prior to speaking to another institution or their head coach, you MUST first speak with your head coach about transferring. Your request should be in writing to the Head Coach and the Director of Compliance (e-mail is acceptable). Appalachian has seven business days in which to approve or deny a request for permission to speak or to transfer utilizing the one-time transfer exception. The Director of Athletics has the final say on the department granting permission to speak or transfer.

Southern Conference Transfer Policy-A conference-wide policy exist that prohibits the use of the one-time transfer exception for student-athletes interested in transferring within conference institutions.

Appeal Process if Request is Denied-If a request for permission to speak or transfer utilizing the one-time transfer exception is denied by the Athletics Department, a student-athlete may appeal in writing to the Faculty Athletics Representative who will appoint a committee of three Athletics Council members to hear the appeal (Appeals Hearing Committee of the Athletics Council). No officer or agent of the Department of Athletics shall be eligible to serve on this committee. The Committee will hear the case and provide a written response of approval or denial within 15 business days of the student-athlete’s written request for appeal of the Athletics Department’s decision to deny.

The student-athlete will be granted the opportunity to appear before the committee in person (or over the phone in unusual circumstances). The hearing shall be conducted in private. Only members of the committee, the affected student-athlete and one person of his or her choice, and the Director of Athletics or a designee and one person of his/her choice, may attend. The Director of Athletics, or a designee, shall present evidence to the committee to support the denial of permission to speak or use of the one-time transfer exception. The affected student shall be present in person, or by phone to hear and review all evidence, and to present in his/her own defense. After the hearing, the committee shall deliberate in private for the purpose of making findings of fact. The findings and conclusions shall be based exclusively on information supplied at the hearing. The committee shall report its conclusions concerning the facts, as well as a recommendation to the Faculty Athletics Representative. The Faculty Athletics Representative shall then decide whether or not the transfer appeal will be granted or denied. This decision is final and cannot be appealed further.

If the student-athlete does not receive a response to their written request for permission to speak or utilize the one-time transfer exception either from the Director of Compliance or the Appeals Hearing Committee of the Athletics Council, the student-athlete will be granted permission to speak or a release by default.

ATHLETICS GRIEVANCE PROCEDURE

If a student-athlete has a grievance pertaining to any situation or policy, he/she has the option of presenting it to internal personnel including the director of athletics, athletics administrative staff, athletic training staff, and/or strength and conditioning staff. Such grievances may also be presented to external personnel including the dean of students, academic advisors for student-athletes, the Office of Equity, Diversity and Compliance, the Faculty Athletics Representative, and/or the Center for Student Involvement and Leadership, etc.

Discussions with any of these agencies/personnel should then be followed up in writing, to the Director of Athletics for review.
ACADEMIC SERVICES FOR STUDENT-ATHLETES

Services for student-athletes are part of a larger academic support program called the Learning Assistance Program (LAP). The LAP is committed to the growth and development of individual students and to the belief that, given appropriate assistance, support, time and teaching strategies, students can take control of their own academic progress, become independent and self-directed learners and achieve their educational goals.

Student-athletes receive the following services:

- Summer Orientation before initial enrollment
- Academic Advising/class scheduling
- Career Counseling
- Appropriate referral to University Counseling Services
- Free Tutoring and Supplemental Instruction
- Planned Athletic Study Hall
- Eligibility information and certification
- Placement in developmental and learning skills courses
- Priority registration
- Academic accommodations for Students with Disabilities
- Laptop computers (for short term use) through LAP

UNIVERSITY TUTORIAL SERVICES (LAP)

Tutorial services are offered in most courses throughout the academic year on an appointment and walk-in basis. The tutorial program is staffed by upper-class students who have been recommended by their professors and are carefully interviewed by the Tutor Coordinator. Tutoring services are free. Although tutoring can be a very valuable aid, the best resource for help in a class is the professor. Before receiving tutoring a student-athlete should set up a meeting with the professor to discuss specific concerns.
PLANNED ATHLETIC STUDY HALL (LAP)

The goal of study hall is to assist student-athletes in utilizing study strategies and time management to achieve their academic goals. Students are assigned to a specific study hall with a small number of other athletes and their work is supervised by a graduate student. Student-athletes are required to complete three hours of study hall per week and one additional academically related hour. (See University Tutorial Services). All freshmen and transfer scholarship athletes are required to be in study hall their first semester at Appalachian. Any student-athlete who has a GPA below a 2.25 or is designated by the Head Coach, Academic Advisor or Director of Athletics is also required to be in study hall.

COMPUTER LABS

The use of computers is quickly becoming a necessity in and outside of the classroom. To help meet these needs, computer labs are available in the following areas and are open to all students:

ACS Lab (2018 Raley Hall)
Belk Library Mac Lab (2nd Floor)
East Residence Hall Lab (1st Floor)
Belk Residence Hall Lab (1st Floor)
White Residence Hall Lab (1st Floor)
College of Business Computer Lab (2010 Raley Hall)
Mathematical Sciences Lab (205 Walker Hall)
College of Education Lab (271 Edwin Duncan)
Student Union Profile Trail Lab (2nd Floor)
English Department Lab (202 Sanford)
Learning Assistance Program Lab (214 D.D. Dougherty)
Athletics Center (Room 4042) –For student-athletes only

PRIORITY REGISTRATION

Student-athletes have the opportunity to register early for classes each semester, following graduate students and graduating seniors. This privilege allows student-athletes the best opportunity to meet graduation requirements and choose class times that will best fit athletic obligations such as out-of-town contests, practice, and team meetings.
ACADEMIC POLICIES

Dropping and Adding Courses: Students may drop or add any course during the first five class days of a regular term. Always check with an athletics academic advisor before dropping or adding a course to determine its effect on your eligibility.

Career Course Drops: After the fifth day of classes, students will not be allowed to add any course and may only drop four courses during their entire academic career at Appalachian. The career course drops extend nine weeks into the semester. Student-athletes are required to contact their athletics academic advisor prior to dropping a course. A registration hold which shows as an “NCAA hold” on the account is set so that a student-athlete does not drop below 12 hours. Only an athletics academic advisor can remove a NCAA hold if it has been determined by the advisor that the student’s eligibility will not be jeopardized.

Adding a Course that is Closed: Contact faculty for permission to add.

Academic Standing: To be in good standing at the end of each semester at Appalachian you must have the following cumulative grade point average for the corresponding attempted hours. Please note that attempted hours include both institutional and transfer hours.

<table>
<thead>
<tr>
<th>Attempted Hours</th>
<th>GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>After 0-15</td>
<td>1.75</td>
</tr>
<tr>
<td>After 16-30</td>
<td>1.90</td>
</tr>
<tr>
<td>Above 30</td>
<td>2.00</td>
</tr>
</tbody>
</table>

Academic Probation: A student who does not meet the required GPA will receive notification that he or she is "Placed on Warning." This is another term for academic probation. Students may attend Appalachian while on probation two semesters only (summers excluded). Semester probations do not have to be consecutive. Once a student has used two probations, the student is suspended from school.

Repeat Policy: A student may repeat up to four courses in which the initial course grade may be excluded from the cumulative grade point average. A student-athlete must discuss repeating a course with an athletics academic advisor as it may jeopardize athletic eligibility. A student must attend summer school at Appalachian to improve overall grade point average.
There are a number of rules and regulations from both Appalachian State University and the NCAA that all student-athletes must be aware of and follow in order to ensure eligibility. These rules and their descriptions are below. Please read carefully since, ultimately, it is your responsibility as a student-athlete to maintain your athletic eligibility. Your head coach will be notified if your eligibility status changes or is in jeopardy.

**12-HOUR RULE**
You must maintain a minimum of 12 credit hours per semester to compete or practice in a sport. (i.e. weight lifting, meetings, etc.). A drop below 12 credit hours during a semester will result in immediate ineligibility for that semester. A word of caution: do not drop a class until you have talked with your athletics academic advisor!

**6-HOUR RULE**
To be eligible for competition each semester, you must have successfully completed at least 6 credit hours the previous semester.

**18/24-HOUR RULE**
You must complete a total of 24 credit hours during the regular academic year (fall, spring, summer) in order to be eligible for competition. Of those 24 hours, 18 must be completed during the fall and spring academic terms only.

You may need to plan on going to summer school in order to be eligible to compete. If you have a question about your eligibility status, contact your sport’s academic advisor, the NCAA Continuing Eligibility Specialist, Jonathan Reeder, or the Director of Compliance, Barbara Green, to determine your status and whether you will need to attend summer school.
### NCAA Continuing Academic Eligibility Requirements

<table>
<thead>
<tr>
<th>ACADEMIC CLASS (Semester of Full-time Enrollment)</th>
<th>NCAA CONTINUING ACADEMIC ELIGIBILITY REQUIREMENTS</th>
</tr>
</thead>
</table>
| Sophomore (entering 3rd semester)                | • Must have earned at least 6 credits each semester.  
|                                                  | • Must have earned at least 24 credit hours during previous year with at least 18 earned during the regular academic year (fall & spring).  
|                                                  | • 90% (1.8 GPA) of minimum cumulative GPA for graduation each semester. |
| Junior (entering 5th semester)                   | • Must have earned at least 6 credits each semester.  
|                                                  | • Must have earned at least 18 hours during the regular academic year (fall & spring).  
|                                                  | • Must have officially declared a major. (Completed appropriate paperwork)  
|                                                  | • 95% (1.9 GPA) of minimum cumulative GPA for graduation each semester.  
|                                                  | • 40% of degree must be completed.  
|                                                  | • Complete graduation plan by March 1st. |
| Senior (entering 7th semester)                   | • Must have earned at least 6 credits each semester.  
|                                                  | • Must have earned at least 18 hours during the regular academic year (fall & spring).  
|                                                  | • 100% (2.0 GPA) of minimum cumulative GPA for graduation each semester.  
|                                                  | • 60% of degree must be completed. |
| 5th Year Senior (entering 9th semester)          | • Must have earned at least 6 credits each semester.  
|                                                  | • Must have earned at least 18 hours during the regular academic year (fall & spring).  
|                                                  | • Must have declared a major.  
|                                                  | • 100% (2.0 GPA) of minimum cumulative GPA for graduation, each semester.  
|                                                  | • 80% of degree must be completed. |

- All student-athletes must be in good academic standing as defined by their home college.
- Once a student-athlete has officially declared a major, all hours used towards meeting the satisfactory progress requirements must be applicable toward the student’s designated degree program.

- Remedial or developmental hours may count as part of the required 24 hours during the first year of college attendance, but may not be used to meet the "percentage of degree" eligibility requirements.

- "Elective" hours can be counted as degree hours only if the student's degree program allows for electives.

- Hours cannot be earned for a repeated course that was passed previously.

- Hours cannot be earned for a class passed with a "D" if the major requires the course be passed with a "C". (i.e. Education, Physical Education, Business, Drafting & Design majors) The same is true if a course is passed with a “C-" but requires a “C”.

- Hours towards a specific minor can be used for eligibility only if a minor is required for the student's particular major/degree.

- “Percentage of degree” requirements and GPA rules apply to transfer students also.
  - You will need to have prior approval from the NCAA Continuing Eligibility Specialist for any course that you wish to take in summer school at another institution. To receive credit for coursework at another school, a student must be in good academic standing, receive PRIOR approval from the Registrar's Office, and obtain a grade of "C-" or better. Appalachian's Registrar’s Office must receive a copy of an official transcript before credit will be awarded. Please see your academic advisor for athletics for assistance with this process.
IMPORTANCE OF EARLY MAJOR DECLARATION

Minimal completion of these standards will not allow you to graduate within a four year period or keep you in good academic standing at Appalachian. Therefore, it is important that you decide your major early in your academic career to maintain eligibility and to graduate within four years. Some key resources to help you make decisions on a major are your academic advisor, Career Development Center, and Peer Career. A course that may also help you make career decision is HPC 2200 – Life and Career Planning. Talk with your athletics academic advisor about this course.

UNDECLARED AND DECLARED MAJORS

All initial academic records are held in the University College Academic Advising Center. You are considered an undeclared major as long as your records are in General Studies. When you have completed 30 or more semester hours, have completed First-Year Seminar, and have a minimum cumulative GPA of 2.0, you may have your records sent to your degree granting college. A student must complete the declaration of major paperwork in the University College Academic Advising Center (101 D.D. Dougherty) to officially declare a major. You will also be advised in your upper division courses by a departmental advisor. NCAA rules mandate that you must declare your major by the start of your fifth semester. You will also have an athletics academic advisor as long as you compete in collegiate sports.

FIVE- YEAR RULE

You have five calendar years in which to complete four athletic seasons in a sport. The five-year clock begins when you first enroll as a full time student or first compete at any two- or four- year collegiate institution. These years are continuous. You do not regain the time during which you are not enrolled in school. You may be granted an extra year of competition within that five year period if you are ill or injured and meet the criteria of the NCAA for a medical hardship.

MEDICAL HARDSHIP

A student-athlete may be granted an additional year of competition by the Southern Conference or the NCAA Committee on Student-Athlete Reinstatement for reasons of "hardship." Hardship is defined as an incapacity resulting from an injury or illness that has occurred under specific conditions set forth by the NCAA. Medical hardship waivers are not automatic. Coaches and trainers can only advise as to the possibility of a hardship waiver being approved. The final decision lies with the Conference office after a waiver application and supporting documentation have been submitted by the institution to the conference office.

REDSHIRTS

Redshirting means that a student-athlete practices for an entire season, but never competes in a contest. A student-athlete who redshirts chooses to do so, usually in consultation with or at the direction of the coaching staff.
ACADEMIC MONITORING

PROGRESS REPORTS

Progress reports on all student-athletes are completed by faculty members throughout the semester to help monitor academic progress and attendance. This information is provided to the athletics academic advisor and coach. If problems exist, a conference is held with the academic advisor and student-athlete to seek improvement.

CLASS ATTENDANCE POLICIES

***Consistent class attendance and participation are essential to academic success***

It is YOUR responsibility to attend every class on time for each course in which you are registered even if the faculty member does not take attendance.

CLASS ABSENCES DUE TO ATHLETICS PARTICIPATION

Student-athletes should provide each of their professors with an official letter from their coach on the first class meeting of each semester indicating classes that will be missed and departure times due to athletics participation. Student-athletes should discuss their travel/competition-related absences with their professor to determine if the absences will cause a problem in the class. In the most extreme case, a student may need to meet with his/her athletic academic advisor to make class adjustments. Three class days before each athletic event, athletes should remind professors of their upcoming absence. Student-athletes should also plan with each professor when and how to make up missed assignments, exams, etc. PLEASE UNDERSTAND THAT THIS DOES NOT MAKE YOUR ABSENCES EXCUSED! The decision is up to each individual professor. Early communication between you and your professor is very important.

CLASS ABSENCES DUE TO ILLNESS OR INJURY

Student-athletes who have an extended personal illness or injury should contact their Athletics Academic Advisor who then will promptly notify professors. Student-athletes should also make an effort to contact each professor to inform him or her of illness or injury.

UNIVERSITY WITHDRAWAL

When it is necessary for a student-athlete to withdraw from the university, it is important that the procedure is followed properly. Failure to exercise the process correctly could result in the student receiving unresolved failing grades that can adversely affect the student's academic record. Before a student withdraws, he/she should contact his/her academic advisor to ensure that the withdrawal is done properly.
RECOGNITION

As an outstanding student-athlete, you may receive both public and professional recognition in the form of awards. When you are recognized for your achievements, please remember that you are representing not only yourself, but also your team, the athletics program, and Appalachian State University.

HONORING ACADEMIC ACHIEVEMENT

Student-athletes at Appalachian State University continue to reach new heights in academic achievements. The University along with the Department of Athletics is proud of these accomplishments and wants to honor academic achievement. It should be the goal of every student-athlete to attain maximum success in both academics and athletics. Review the following areas honoring academic athletic achievement and set goals for your future.

ATHLETICS ACADEMIC HONOR ROLL: Student-athletes who earn a 3.25 or better GPA and are enrolled as full-time students are listed on the Athletics Academic Honor Roll at the end of each semester.

SCHOLAR ATHLETE RING: Student-athletes who graduate with a cumulative 3.0 GPA or better and participate in a varsity sport during both junior and senior years are awarded the scholar athlete ring. The ring is presented at a home football game the following year.

DEAN'S LIST: Any undergraduate who maintains a 3.45 GPA or better with 12-14 hours or 3.25 with 15 or more hours of semester work at Appalachian is listed on the Dean's List.

CHANCELLOR'S LIST: This recognition is given to the student who has a 3.85 or better GPA and is considered full-time with courses counted toward graduation at Appalachian State University.

GRADUATION WITH HONORS: A student must complete four semesters in residence at Appalachian (12 or more hours each semester / a total of 58 hours) and earn a 3.45 for graduating "cum laude," 3.65 for graduating "Magna cum laude," and 3.85 for graduating "Summa cum laude."

SOUTHERN CONFERENCE HONOR ROLL: Any student-athlete who maintains a 3.0 GPA for the academic year is listed on the Southern Conference Honor Roll.

SOUTHERN CONFERENCE GRADUATE SCHOLARSHIPS: Students who graduate with a cumulative 3.2 GPA and have excelled in athletics as well as public service can be nominated for these awards.
SPORTS BANQUET

A Sports Banquet is held annually for all student-athletes and is sponsored by the Department of Athletics and the Former Athletes Association. The annual event is held in late April or May on Appalachian's campus. The sports banquet recognizes:

1. A **Most Valuable Player** from each Varsity Team.
2. The **Eloise Brakefield Award** for the graduating senior student-athlete with the highest overall GPA.
3. The **Edmundson Award** given to student-athlete not on athletic aid who has shown special spirit and leadership in athletic endeavors. (Must be from North Carolina)
4. The **Goodyear Family Award** given to a male or female student-athlete of a non-revenue sport. He or she must be a rising junior who demonstrates strength of character, verifiable financial need and a minimum 2.0 GPA.
5. The **Athletics Director Award** for community service.
6. All fall **Academic Honor Roll** members.

ATHLETICS FINANCIAL AID

An athletically-related grant-in-aid, as well as other forms of financial assistance may be provided to assist with a student-athlete's University expenses.

Varsity teams are provided with a specific number of grants-in-aid (scholarships) in accordance with budgetary restrictions and NCAA regulations. These grants are awarded by the University Financial Aid Office upon recommendation of the Head Coach and approval by the Director of Athletics. Grants-in-aid are not reimbursements for services performed, but are provided to help student-athletes with their educational expenses. An athletics grant is restricted to covering educational expenses such as tuition, fees, room, board, and course-related books.

Grants-in-aid do not include summer term classes. Your Head Coach, together with the Director of Athletics, decides who will be awarded aid for summer school and the amount to be given.

If you entered Appalachian State University as a prospective scholarship student-athlete directly from high school, you were notified of your initial financial aid award with your National Letter of Intent.

**Grants-in-aid may be discontinued if you:**

1. Render yourself ineligible for athletic competition
2. Misrepresent information on your application, National Letter of Intent or Athletics Financial Aid Agreement
3. Voluntarily withdraw from your sport for personal reasons
4. Engage in misconduct serious enough to warrant disciplinary action and cancellation of aid
Grants-in-aid must be reduced or cancelled if you:

1. Sign a professional sports contract for your sport
2. Accept money for playing in an athletics contest which exceeds the cost of actual and necessary expenses.
3. Agree to be represented by an agent

You must be notified in writing by July 1st of each year concerning the status of your athletics aid by the University Financial Aid Office. Any gradation/cancellation to the original grant may be made only by the Director of Athletics under guidelines specified by NCAA legislation.

APPELLING REDUCTION OR CANCELLATION OF AID

If your aid is reduced or discontinued, you will receive a notification letter from the Financial Aid Office. If you feel that the reduction or cancellation of your aid is unfair or unjustified, you have the right to request a hearing, as provided by NCAA regulations. The letter reducing or discontinuing your athletic aid explains the appeal process you must follow. You must act within the timeline in the letter for an appeal to be heard. You must have had a face-to-face meeting with your coach and sport supervisor or Director of Athletics about the decision not to renew or reduce your scholarship before an appeal will be heard by the Faculty/Staff Committee on Athletic Appeals. The Committee on Athletic Appeals consists of two faculty members, three university staff members from outside of athletics, one student and one member from the financial aid office. The decision of this committee is final and will be communicated in writing to the student-athlete, head coach, sport administrator, director of compliance and Director of Athletics.

INSTITUTIONAL FINANCIAL AID

All financial assistance received by a student-athlete must be reported annually and be in compliance with NCAA and Southern Conference rules and regulations. Therefore, if you are on an athletics scholarship, it is important that you check with the director of compliance and your head coach before accepting additional aid. Your combined athletically-related aid cannot exceed a full grant-in-aid. NCAA rules now allow you to receive up to the cost of attendance in other aid. You may be eligible to receive additional assistance from Pell Grant funds. A student-athlete who receives a Pell Grant may receive financial aid, unrelated to athletics ability up to the cost of attendance or up to the value of a full grant-in-aid, plus the Pell Grant, whichever is greater.

PELL GRANTS

Pell Grants are available to any student meeting required federal government standards of financial need and are awarded regardless of other aid being received. In order to receive a Pell Grant you must complete a Free Application for Federal Student Aid available online at [http://www.fafsa.ed.gov/](http://www.fafsa.ed.gov/). Contact the Financial Aid Office for more information or assistance with completion of your Pell Grant application.
OUTSIDE PRIVATE SCHOLARSHIPS

Outside private scholarships are scholarships you may receive from your high school or booster club before you enroll at Appalachian. Outside private scholarships can also come from other foundations, church or civic organizations. The criteria for these awards can include athletics ability as a major or minor criteria for the awarding you the aid. Regardless of when you receive the aid, all outside private scholarship checks need to be submitted to the financial aid office. Depending whether athletics ability was a major criteria and the amount of financial aid you are already receiving, the financial aid office will determine if the aid can be credited to your account. The financial aid office will also determine if the aid will affect the team limit. The NCAA has set team and individual limits depending upon the type of aid you have received. Please be sure to contact the financial aid office regarding any outside private scholarships you receive or contact Barbara Green, Director of Compliance at greenba@appstate.edu or by phone at (828) 262-7843.

STUDENT LOANS

Personnel at the Financial Aid Office will help you pursue the possibility of long-term student loans or federal grants if additional funds are needed. They will also assist you with the application process related to qualifying for these funds.

EMPLOYMENT

Prior to a student-athlete becoming employed, there are several rules that must be followed:

- Student-athletes must get prior approval from the Director of Compliance.
- Compensation received must be for work actually performed;
- Compensation can not include any payment for the value that the student-athlete may have for the employer because of the publicity, reputation, or personal following that he/she obtained because of athletics ability;
- Compensation must be commensurate with the going rate in that location for similar services.

NOTE: A Student-athlete who does not get prior approval from the Director of Compliance, by completing the written statement form can jeopardize his or her athletic eligibility. This form must be signed prior to a student-athletes employment.

CAMPS & CLINICS

Student-athletes may be employed at institutional sports camps and clinics throughout the academic year and during the summer. Student-athletes must be approved by the Director of Athletics to work at a summer camp or clinic. All student-athletes must be paid at the same rate, except for increases to due number of years worked.

POST ELIGIBILITY
The Department of Athletics makes every effort to financially assist you if you have not graduated by the time you have completed your eligibility. Such assistance is generally recommended by the Head Coach to the Director of Athletics. This is not an automatic benefit. We encourage all athletes to complete their degree in four years.

Please note that according to NCAA rules, financial aid will be terminated if you are under contract with a professional sports organization.

**NCAA SPECIAL ASSISTANCE FUND**

The NCAA has a fund established to help qualified student-athletes receive additional funds for specified expenses. To qualify for access to the fund a scholarship student-athlete must receive a Pell Grant or be determined by the University to have unmet financial need. A walk-on student-athlete can qualify for this fund if he or she receives a Pell Grant. A non-qualifier in his/her first year of enrollment does not qualify for this fund.

The fund can be used for the cost of clothing, travel from campus to home and other essential expenses (not entertainment or restaurant meals) up to $500. Students who qualify and are not on any insurance program may be able to have some medical and emergency dental costs covered. Appalachian will submit paperwork for you to receive $250 in the fall.

See Barbara Green, Director of Compliance, to apply for this fund. If you are eligible, you will be contacted by the Compliance Office and required to sign an application form. Foreign student-athletes and those with need remaining will be required to write a letter stating why you need access to the funds. You will need to put your name, sport, telephone number, email address and banner identification number in the letter. The Compliance Office will send the forms to the Southern Conference Office, who will mail the checks to the Compliance Office. The Compliance Office will contact you by phone or email when the checks are in. The Compliance Office will review the spending regulations when you pick up the check. You will be required to turn in receipts for the expended amount. Anyone who does not return receipts to the Compliance Office by the specified deadline will not receive funds the next semester. If you turn your receipts in by the deadline you can sign a form to receive another check in the spring (if funds are available).

**OFF-CAMPUS HOUSING**

If you are a scholarship student-athlete, you must receive the permission of your Head Coach to live off-campus. The room allowance you receive must be in compliance with NCAA financial aid rules and regulations. If you are a full-scholarship student-athlete, an amount, equivalent to the current standard room and board rate for the academic year, will be divided monthly throughout the academic year. You will receive 5 monthly checks in August, September, October, November and December for the fall semester and 5 monthly checks in January, February, March, April and May for the spring semester. A full scholarship student-athlete may pick up his/her monthly check from Athletic Business Office in the Stadium Building at the beginning of each of the above months throughout the academic year.

*Football full-scholarship student-athletes should pick up housing checks from the Football secretary. **No one else is allowed to pick up your check for you! No exceptions!**

You may also have your checks deposited into your bank account. Check with Business Manager, Amy Crumpler to find out how to proceed with this process.

**FOOD SERVICES**

The cafeteria is operated for the purpose of providing meals to all students on a cash or meal plan basis. Students may choose a low, standard, high or training table or super option. The Training Table plan includes breakfast and dinner at a
designated site. A Meal Card is provided for a set dollar amount for lunch and can be used at all other campus dining facilities. Eating privileges at the training table will be discontinued when a student-athlete is dropped from the team roster or when misconduct occurs.

TRAINING TABLE, NON-SCHOLARSHIP ATHLETES

Any member of a varsity team may elect to participate in the training table meal plan provided by the department of athletics in conjunction with the ASU Food Services by signing a contract through Head Athletic Trainer Jason Robey. This service will provide three meals per day Monday through Friday, breakfast and lunch on Saturdays and Sundays. The cost of the training table meal plan will be set at the beginning of each academic year. If you are on the standard or high meal plan, the balance of your meal expenses equal to the training table expenses will be billed to you.

TEXTBOOK POLICY

In order to receive hardback books, full-scholarship student-athletes should present a class schedule to the Bookstore and they will issue the books. A list of full-scholarship student-athletes will be sent to the Bookstore, they will permit those individuals to charge required paperbacks for course work. Books should not be purchased for anyone other than yourself. Otherwise NCAA and departmental regulations will jeopardize the student-athlete’s eligibility and cause the loss of book privileges. (see book abuse policy)

RETURN POLICY

Hardback books are to be returned to the Bookstore by the required date. Any books lost or not returned will be handled by the Bookstore’s regular policy.

PAPERBACK BOOKS POLICY

All Athletics purchased paperback books are to be returned to the Athletics Business Manager, Amy Crumpler in the Athletics Center Room 4052.

• There will not be any charges assessed to the student’ for books turned in by 4:30 p.m. on the last day of classes each semester.

• If the student would like to keep any of their books, they need to pay for those books by 4:30 p.m. on the last day of classes each semester, with payment being made to the Athletics Business Office. The amount that will be charged for those books will be 25% of the original amount paid by Athletics for those books.

• If books are not returned or paid for by 4:30 p.m. on the last day of classes each semester, the Business Office will assess a charge of 50% of the original cost of the purchased books to the student through the student accounts office. No late return will be accepted

DROP CLASS RETURN POLICY

If you drop a class before the drop deadline you must return your book(s) to the Bookstore immediately. ALL BOOKS! If you keep these books and have them after the deadline you will be charged for these books. Also, if you drop a class after
the deadline you will be charged for paperbacks purchased. **ALWAYS RETURN HARDBACK BOOKS TO THE BOOKSTORE REGARDLESS OF WHEN YOU DROP A CLASS.**

**BOOK ABUSE POLICY**

If you charge books you are not required to have (based on your class schedule) your account will be charged for those books. Furthermore, your book privileges for the remainder of the current year and the next year will be canceled. **AT NO TIME SHOULD A STUDENT-ATHLETE CHARGE BOOKS TO THE DEPARTMENT OF ATHLETICS FOR ANOTHER STUDENT-ATHLETE OR FRIEND.**

**SUMMER SCHOOL**

Summer school athletics aid/or fifth-year aid is not part of a scholarship grant and aid commitment. The Department of Athletics is committed to helping student-athletes graduate in a timely manner and in turn the student-athlete will be expected to plan a course schedule that will adhere to a four-year graduation plan.

Payment of summer school tuition and fees will only be approved in special situations and only after a meeting between the Director of Athletics and Head Coach. Under no circumstances will summer school athletics aid be offered to any student that has a study hall attendance rate of less than **100%** during either the fall or spring semester or has four or more unexcused absences in any class during either the fall or spring semester.

**PROMOTIONAL ACTIVITIES**

A student-athlete with eligibility remaining may have their name, picture or appearance used by their institution or a recognized entity thereof (e.g. fraternity, sorority, student government) or the conference or a non-institutional charitable, educational or non-profit agency. This is permissible as long as it is incidental to the student-athletes participation in their sport and the following conditions are met:

a.) **You must receive written approval** to participate in the promotion from the Director of Athletics (or his designee) and cannot go beyond the participation limits listed on bylaw 17.

b.) The activity you participate in does not involve co-sponsorship, advertisement or promotion by a commercial agency other than through the reproduction of the sponsoring company’s officially registered trademark or logo on printed materials like pictures, posters or calendars. No personal names, messages or slogans are allowed.

c.) The name or picture of the student-athlete may not appear on an institution’s promotional item (e.g. poster, calendar) if it includes a reproduction of a product that also has an officially registered trademark or logo on it.

d.) No class can be missed.

e.) Funds derived from the activity go directly to the university, Southern Conference, or the charitable, educational or nonprofit agency.

f.) You can accept actual and necessary expenses from the university, Southern Conference, or charitable, educational or nonprofit agency related to participation in the activity.

g.) Your name, picture or appearance is not used to promote the commercial ventures of any nonprofit agency.

h.) Commercial items with names, likenesses or pictures of multiple student-athletes may be sold only at university controlled or charitable, educational or nonprofit agency outlets. Items baring the name, likeness or picture of an individual student-athlete may not be sold.

i.) You and an authorized representative of the charitable, educational or nonprofit agency sign a release statement ensuring your name, image and appearance are used in a manner consistent with these requirements.

**Note:** Promotional Activities requests are not approved until they are submitted to the Compliance Office on **Promotional Activities Form** located in the Coaches and Staff heading of the Compliance section of the website [www.goASU.com](https://admin.xosn.com/ViewArticle.dbml?DB_OEM_ID=21500&ATCLID=1524684).
COMPLIMENTARY TICKETS
Student-athletes can receive up to four complimentary admissions to home and away athletic events when admission is charged for their sport.

• Complimentary admissions are provided through a pass list.
• No “hard tickets” will be provided.
• Student-athletes must provide the entire name of each person who will be receiving complimentary admission. Student-athletes should inform their guests that they need to provide proper identification in order sign for and receive admission at the pass list gate. Pass lists must be turned in to the sports supervisor for approval by 2:00 p.m. the day before the event. After that time, no changes can be made to the pass list.
• Nonqualifiers may receive complimentary admission for themselves only to all regular season home contests during their first year of enrollment.
• Pass lists must be turned in to your sport supervisor by Noon the day of a home contest and by 5 p.m. on Friday for all weekend events. (No names will be added or changed once the list is submitted)

ILLEGAL BENEFITS
You may not receive any award or expense allowance that is not authorized by the NCAA. If you accept illegal benefits or awards, you may lose your eligibility, your scholarship and your right to compete in intercollegiate athletics. Please see Summary of NCAA Regulations (Appendix A) for more details.

Many student-athletes consider illegal benefits only in terms of accepting gifts or money. You cannot receive these benefits from coaches, representatives of athletics interests (boosters) and employees of the University, so don’t ask or accept them. Here are other examples that qualify as illegal benefits:

1. Cash or loans including bail or bonds in any amount, or co-signing for a loan by someone who you are not legally dependent upon.
2. Gifts, discounts or free services. (i.e. airline tickets, restaurant meals)
3. Use of someone else’s automobile.
4. Rent-free or reduced cost housing or a benefit connected with on or off campus housing. (i.e. TV set, stereo equipment, video game equipment, Ipods, cell phones)
5. Employment at a higher rate than the wages paid to others for similar work or payment for work not performed.
6. Transportation (aside from transportation related to an occasional home meal).
7. Receiving any material benefits that are not available to the general student body including excessive educational expenses and financial aid.
8. Free or reduced cost tickets to an athletic, institutional or community event.
9. Receiving more than the allotted number of complimentary game admissions.
10. Financial aid for post-graduate education.
11. Selling complimentary game-admissions at any price.
12. Endangering your amateur status by accepting benefits and items, stated in item 5 (directly or indirectly) because of your athletic skill in that sport.
13. Accepting improper awards for your athletic performance (e.g., cash, country club memberships, etc.) or having the maximum value or number of awards exceed NCAA limitations (see the Recognition section of this Handbook for additional information regarding allowable awards and other expenses permitted for recognition of your athletic talent).
14. Receiving professional sport tickets through the Department or booster, unless the tickets are provided for team entertainment purposes when your team travels to an away competition.
15. Being reimbursed for transportation to away events except in accordance with NCAA guidelines that allow the institution to transport you from home or the campus to the event site and from the event site (see the Recognition section of this Handbook for additional information regarding allowable expenses to championships).
16. Association or contract agreement with an agent or professional sports team.
17. Excessive expenses received from an outside amateur sports team or organization.

Athletes must not accept preferential treatment of any kind that is not provided to all students.

If there is any doubt about the legality of any benefits, check with the Director of Compliance to ensure that your eligibility is not in jeopardy.

**PROFESSIONAL SPORTS, AGENTS, THE DRAFT, CONTRACTS AND TRYOUTS**

To compete as a student-athlete it is essential that you know the NCAA rules related to professional sports, agents, the draft, contracts and tryouts. Any violations of these rules could have severe negative consequences for you and the University. Following are excerpts from the NCAA Manual from bylaw 12.3.

**General Rule.** A student-athlete will be ineligible for participation in an intercollegiate sport if they ever has agreed (orally or in writing) to be represented by an agent for the purpose of marketing his or her athletics ability or reputation in that sport. Further, an agency contract not specifically limited in writing to a sport or particular sports shall be deemed applicable to all sports, and the student-athlete will be ineligible to participate in any sport.

**Representation for Future Negotiations.** A student-athlete will be ineligible if they enter into a verbal or written agreement with an agent for representation in future professional sports negotiations that are to take place after the individual has completed his or her eligibility in that sport.

**Benefits from Prospective Agents.** An student-athlete will be ineligible if they (or their relatives or friends) accept transportation or other benefits from:
- (a) Any person who represents a student-athlete in the marketing of their athletics ability. The receipt of such expenses constitutes compensation based on athletics skill and is an extra benefit not available to the student body in general; or
- (b) An agent, even if the agent has indicated that he or she has no interest in representing the student-athlete in the marketing of his or her athletics ability or reputation and does not represent individuals in the student-athlete’s sport.

**Legal Counsel.** Securing advice from a lawyer concerning a proposed professional sports contract shall not be considered contracting for representation by an agent, unless the lawyer also represents the student-athlete in negotiations for a contract.

**Presence of a Lawyer at Negotiations.** A lawyer may not be present during discussions of a contract offer with a professional organization or have any direct contact (i.e., in person, by telephone or by mail) with a professional sports organization on behalf of the student-athlete. A lawyer’s presence during such discussions is considered representation by an agent.

The Department of Athletics fully supports NCAA rules governing the roles of player/agent relationships regarding the participation of the student-athlete in intercollegiate athletics.
Professional Drafts & Inquiry

The following are excerpts from the NCAA Manual concerning any professional drafts.

**Inquiry.** An individual may inquire of a professional sports organization about eligibility for a professional-league draft or request information about the individual’s market value without affecting his or her amateur status.

**Draft List.** Subsequent to initial full-time enrollment, a student-athlete loses amateur status in a particular sport when the student-athlete asks to be placed on a draft list or supplemental draft list of a professional league in that sport, even though:

(a) The student-athlete asks that their name be withdrawn from the draft list prior to the actual draft;
(b) The student-athlete’s name remains on the list but they are not drafted; or
(c) The student-athlete is drafted but does not sign an agreement with any professional athletics team.

**Exception – Professional Basketball Draft-Four Year College Student-Athlete.** An enrolled student-athlete in basketball may enter a professional league’s draft one time during his or her collegiate career without jeopardizing eligibility in that sport, provided the student-athlete is not drafted by any team in that league and the student-athlete declares his or her intention to resume intercollegiate participation within 30 days after the draft. The student-athlete’s declaration of intent shall be in writing to the institution’s director of athletics.

**Exception- Divisions I-A and Division I-AA Football.** An enrolled student-athlete (as opposed to a prospective student-athlete) in the sports of Division I-A and I-AA football may enter the National Football League draft one time during his collegiate career without jeopardizing eligibility in that sport, provided the student-athlete is not drafted by any team in that league and the student-athlete declares his intention to resume intercollegiate participation within 72-hours following the NFL draft declaration date. The student-athlete’s declaration of intent shall be in writing to the institution’s director of athletics.

**Negotiations.** A student-athlete may request information about professional market value without affecting their amateur status. Further, the student-athlete, their legal guardians or the institution’s professional sports counseling panel may enter into negotiations with a professional sports organization without the loss of the student-athlete’s amateur status. A student-athlete who retains an agent shall lose amateur status.

The Department of Athletics fully supports NCAA rules governing professional drafts and inquires about them regarding the participation of the student-athletes in such.

Following are excerpts from the NCAA Manual concerning any contracts.

**Contracts and Compensation.** A student-athlete will be ineligible for participation in an intercollegiate sport if he or she has entered into any kind of agreement to compete in professional athletics, either orally or in writing, regardless of the legal enforceability of that agreement.

**Nonbinding Agreements.** A student-athlete who signs a contract or commitment that does not become binding until the professional organization’s representative or agent also signs the document is ineligible, even if the contract remains unsigned by the other parties until after the student-athlete’s eligibility is exhausted.

The Department of Athletics fully supports NCAA rules governing professional contracts and inquires about them regarding the participation of the student-athletes in such.

Following are excerpts from the NCAA Manual concerning professional tryouts.

**Tryouts**
Tryout Before Enrollment. A student-athlete remains eligible in a sport even though, prior to enrollment in a collegiate institution, the student-athlete may have tried out with a professional athletics team in a sport or received not more than one expense-paid visit from each professional team (or a combine including that team), provided such a visit did not exceed 48 hours and any payment or compensation in connection with the visit was not in excess of actual and necessary expenses. A self-financed tryout may be for any length of time.

Exception for Pre-draft Basketball Camp. In basketball, prior to full-time enrollment in a collegiate institution, a prospective student-athlete may accept actual and necessary expenses from a professional sports organization to attend that organization’s pre-draft basketball camp regardless of the length of the camp.

Tryout after Enrollment. A student-athlete shall not try out with a professional athletics team in a sport or permit a professional athletics team to conduct medical examinations during any part of the academic year (i.e., from the beginning of the fall term through completion of the spring term, including any intervening vacation period) while enrolled in a collegiate institution as a regular student in at least a minimum full-time academic load, unless the student-athlete has exhausted eligibility in that sport. The student-athlete may try out with a professional organization in a sport during the summer or during the academic year while not a full-time student, provided the student-athlete does not receive any form of expenses or other compensation from the professional organization.

Medical-Examination Exception. A single scouting bureau recognized by a professional league is permitted to conduct one medical examination per student-athlete during the academic year without jeopardizing the student-athlete’s eligibility in that sport, provided the examination does not occur off campus.

Exception for Pre-draft Basketball Camp. In basketball, during the summer or during the academic year while not a full-time student, a student-athlete may accept actual and necessary travel, and room and board expenses from a professional sports organization to attend that organization’s pre-draft basketball camp.

Outside Competition Prohibited. During a tryout, a student-athlete may not take part in any outside competition (games or scrimmages) as a representative of a professional team.

Professional Team Representative at College Practice. A tryout with a professional team is not considered to have occurred when a representative of a professional team visits a member institution during the academic year and evaluates a student-athlete while the institution is conducting a regular practice session, physical education class or off-season conditioning program session that includes physical activities (e.g., speed trials, agility tests, strength tests), provided these activities are normally a part of and take place during regular practice, class or conditioning sessions.

The Department of Athletics fully supports NCAA rules governing professional tryouts.

NOTE: The most important thing to remember as a student-athlete is that no agreement, oral or written, can be reached with an agent until a student-athlete has exhausted all remaining eligibility.

In addition, the Department of Athletics has an Advisory Board to answer questions you may have concerning your eligibility status. Barbara Green, Director of Compliance has all information and exact rules concerning sports agents, the draft, contracts and tryouts. All agents that want to come to our campus must contact the Compliance Office first before seeing and talking with you or your parents/legal guardians. Contact Barbara Green to ask any specific questions.

ATHLETICS POLICY ON STUDENT-ATHLETE VEHICLES ON CAMPUS
Freshmen are not allowed by University rules to have automobiles on campus, except in the parking deck. Freshmen may purchase parking at off-campus locations. Upperclassmen are allowed to register their cars and park on campus according to regular University parking regulations. No special exceptions can be made for athletes to park. Any parking/towing fines are your personal responsibility and cannot be covered by an athletic scholarship.

Parking on campus is a privilege, not a right. You must follow all University Parking Services rules and regulations while on the Appalachian campus. Those athletes without proper campus parking hangtags or stickers are held to all University regulations. When teams travel or practice off campus, it is best for non-registered vehicles to be left at an off-campus site so as not to return to a ticketed or towed vehicle.

As part of the fall eligibility session each year, you will be asked to put in writing information about the vehicle you have in Boone. Per NCAA rules the Department of Athletics needs to have an accounting of the vehicles our student-athletes have in their possession. We will need the make, model and year of the vehicle as well as the license plate number. You will also be asked who owns the vehicle and how it has or is being paid for and by whom. This is to confirm that you have not received a vehicle in a manner that would jeopardize your eligibility as an NCAA student-athlete.

**UNIVERSITY CHARGES NOT PAID BY THE ATHLETICS DEPARTMENT**

Questions arise concerning the types of University expenses that are covered when a student-athlete is on full scholarship. Only tuition, fees, room, board and course-required books are covered. The expenses listed below are not covered by your scholarship:

- Long distance phone calls made from your residence hall or any location
- Cost of treatment for non-athletically related injuries and illnesses
- Library fines
- Fines for damage to University property, including the residence halls
- Key deposits or replacement of lost residence hall keys
  "Consumable charges" which can be anything from lab fees for damage to non-required field trips
- Replacement fee for lost identification cards
- Computer software
- School supplies, pens, notebooks, paper, calculators, dictionaries, etc.
- Vehicle registration fees
- Parking fines
- Typing costs
- Photocopying costs
- Charges for lost or unreturned athletic-issued equipment

**EMERGENCY CAMPUS NOTIFICATION SYSTEM-APPSTATE-ALERT**

You are required to register with APPSTATE ALERT. APPSTATE-ALERT is the Appalachian State University 24/7 emergency messaging system. Using a combination of text messaging, voice messaging, email, and web technologies, APPSTATE-ALERT is designed to provide Appalachian students, faculty and staff members with timely information in the
event of a campus emergency. Cell phone text and voice messages will only be sent by the University when an emergency exists that is considered an "imminent threat." An "imminent threat" is defined as a significant emergency or dangerous situation involving an immediate threat to the life safety of the campus community.

How can I register for APPSTATE-ALERT text and/or voice messaging?

Registering your cell phone numbers with APPSTATE-ALERT is quick and easy. Just update your Emergency Contacts in Banner Self Service. (This system is also available within AppalNET.)

Go to Banner Self Service, https://www.bannerweb.appstate.edu

Login using your Banner username and password

Click "Personal Information."
Click "Emergency Contacts."
Your current Emergency Contacts (if any) will be listed. Emergency contacts used for APPSTATE-ALERT will be listed with a "Contact Type" of either "Emergency Cell-Voice" or "Emergency Cell-Text" - "Emergency Cell-Voice" being the cell phone number at which you wish to receive emergency notifications as voice messages and "Emergency Cell-Text" being the cell phone number at which you wish to receive emergency notifications as text messages. You are encouraged to have both an "Emergency Cell-Voice" contact and an "Emergency Cell-Text" contact. They may both use the same cell phone number. Please note that both of these cell phone numbers should be YOUR cell phone numbers where YOU can be reached in case of a campus emergency. They should not be the numbers of family or friends.

CHAMPS/LIFE SKILLS PROGRAM

The Appalachian Department of Athletics is a member of the NCAA’s CHAMPS/Life Skills Program. (CHAMPS is an acronym for Challenging Athletes Minds for Personal Success.) Appalachian’s goal is to enhance the lives of student-athletes. The CHAMPS/Life Skills Program should further that effort.

The program has five components. Along with each component are current names and numbers if you have questions or would like assistance.

A Commitment to Athletic Excellence ensures that each student-athlete will be provided facilities, coaching, staff and support services that will enable them to excel in the sports sponsored by Appalachian State University. The fundamentals of the program are based on a commitment to sportsmanship, equity, fair play, and integrity.

A Commitment to Academic Excellence ensures that each student-athlete will have the opportunity to excel in his /her chosen field of study and that athletic programs will provide services to support and enhance the academic success of the student-athlete.

The Learning Assistance Program provides workshops on study skills, time management, test taking, memory skills as well as providing tutoring, study halls and many other beneficial services. Call Jean Roberts at (828) 262-8679, the Director of Academic Services for Athletes, or visit the ASU Learning Assistance Program website at http://www.lap.appstate.edu for more information.
A Commitment to Personal Development ensures that each student-athlete will be provided with opportunities to focus on personal growth issues such as values clarification, goal setting, and fiscal responsibility. Each component will be focused toward developing a healthy lifestyle. Numbers of interest: Alcohol and Drug Assistance (828) 262-3148; Equity Office (828) 262-2144; Counseling and Psychological Services (828) 262-3180.

A Commitment to Career Development places a priority on preparing for life after intercollegiate sports. ASU offers a variety of programs that acquaint student-athletes with the job search process, networking opportunities, and other things that ultimately assist with job placement. Student-athletes can participate in resume and interviewing workshops as well as job fairs, career counseling and other Career Development opportunities. Call the Peer Career Center at (828) 262-2029 or Career Development Center in the John E. Thomas Building, (828) 262-2108.

A Commitment to Service is a challenge to our student-athletes to give back to the Boone Community. Our student-athletes will be given opportunities to develop the foundation for a long commitment of volunteerism. The Department of Athletics sponsors several outreach opportunities as well as opportunities available through Appalachian Volunteer Services (828) 262-2193.

If you have questions or need specific information contact Erin Justice, the Champs Life Skills Coordinator at (828) 262-7855 or by email at justiceem@appstate.edu.

OFFICE OF EQUITY, DIVERSITY AND COMPLIANCE

The Office of Equity, Diversity and Compliance is a service unit for all members of the Appalachian campus community who have concerns about unfair treatment based on some form of discrimination. The office provides to Appalachian students, faculty, staff and administrators a neutral and confidential starting place for dealing with these issues. Their professional staff will assist you in a respectful and timely manner. Their main focus is harassment prevention and resolution, education, and diversity outreach. They provide workshops and training programs to support and encourage learning, working and living environments free from discrimination and harassment.

Their office is located in I.G. Greer and they can be reached at (828) 262-2144, or visit their website at www.edc.appstate.edu.

COUNSELING AND PSYCHOLOGICAL SERVICES

The Counseling and Psychological Services Center, an office of the Division of Student Development at Appalachian State University, is part of a comprehensive program of student services. The Center has as its primary purpose the prevention of psychological difficulties and treatment of mental health concerns of its students. The Counseling and Psychological Services Center seeks to assist in the creation and maintenance of a university environment that will foster the well-being and personal development of its members. Visit their website at www.counseling.appstate.edu.

In order to see a counselor, you can come by the Counseling Center located next to the Post Office on the first floor of the Miles Annas Student Support Building during their Walk-In Clinic. There are certain hours available every day when you can come into the Center and see a counselor on a first-come, first-served basis. Call (828) 262-3180 for their hours. When you initially arrive, you may be asked to complete important paperwork, so please allow yourself enough time. During the Walk-In session, which normally lasts 20-30 minutes, a counselor will work with you to determine how and where to best meet your needs. You may be referred to an individual counselor, a group, or if appropriate referred to another agency on campus or in the community. Please be sure that you understand the next steps before you leave your Walk-In session, otherwise contact (828) 262-3180.

The Counseling Center also offers after-hours on-campus emergency coverage (when school is in session during fall and spring semesters) for trauma and life-threatening situations such as suicide and sexual assault. To activate the system, call the Campus Police Department at (828) 262-2150.
STUDENT-ATHLETE ADVISORY BOARD (SAAB)

The NCAA requires each institution have a functioning Student-Athlete Advisory Committee (SAAC). Each team is to vote on their members for the SAAB and send that list to the SAAB Advisor. Coaches are not to choose their members. Players should find out who would be interested in serving on the Board and then vote. The SAAB meets approximately twice a month during the academic year. The SAAB is the voice of the student-athletes to the athletics administration. It strives to provide campus and athletics administrators insight into the student-athlete experience and to offer input on NCAA, Southern Conference and ASU rules, regulations and policies that affect student-athletes’ lives.

Each team is allowed two members on the Board, with football allowed four and cross country, track and field allowed six. Members must attend the meetings unless their team is practicing or competing during the meeting time.

The SAAB does community service projects over and above the projects each team undertakes. The Board encourages through e-mail, word-of-mouth, fliers, etc., attendance at all sporting events. The Board seeks to promote a positive student-athlete image on campus. The Board is also trying to build a sense of community among all athletic teams.

SPORTS PARTICIPATION

NCAA LIMITATIONS FOR ATHLETICALLY-RELATED ACTIVITIES

The NCAA has established limitations for the amount of time involved in athletic participation. They are as follows:

1. During the traditional and nontraditional playing season, a student-athlete’s participation in countable athletically-related activities is limited to a maximum of four hours per day and 20 hours per week.
2. During the traditional and nontraditional playing season, each student-athlete is required to have one calendar day off per week during a seven consecutive-day period from all countable athletically-related activities.
3. Outside the traditional and nontraditional playing season, a student-athlete’s participation in countable athletically-related activities is limited to a maximum of eight hours per week with two required days off per week. This participation is restricted to required physical fitness, weight training and conditioning activities conducted or supervised by an institutional staff member. Only two of the eight hours can include instruction while using equipment related to the sport. (skill workouts)
4. Outside of the declared playing season, participation by student-athletes in all sports (except football) in individual skill-related instruction can have the entire team at these sessions for a maximum of two hours per week between September 15 and April 15.
5. Before September 15 and after April 15, no more than 4 student-athletes from the same team may be involved in skill-related instruction with their coaches at any one time in any facility for those sports participating outside of their declared traditional or nontraditional playing season.
6. If a team is outside of their traditional or nontraditional playing season, they are not allowed to participate in any countable athletically-related activities one week prior to the beginning of the final exam periods through the end of the final exam periods for each semester.

The following are considered countable athletically-related activities and must be counted in the weekly and daily time limitations:

- Practice (field, floor or on-court activity; setting up offensive/defensive alignment; chalk talks; strategy sessions; activities using equipment related to the sport; game videotape reviews or discussions).
- Competition
- Required weight training and conditioning held at the direction of or supervised by an institutional staff member.
- Participation in a physical fitness class conducted by an institutional athletics staff member (unless open to all students).
- Required participation in camps, clinics, or workshops.
- Individual workouts required or supervised by a member of the coaching staff.
- On-court or on-field activities called by any member of a team that are considered as a requisite for participation in that sport (e.g., captain's practice).

The following are considered non-countable athletically-related activities and are not counted in the weekly or daily time limitations:

- Training table or competition related meals
- Physical rehabilitation
- Dressing, showering, or taping
- Academic study hall or tutoring sessions
- Meetings with coaches on non-athletics matters
- Travel to and from practice and competition
- Medical examinations or treatments
- Voluntary individual workouts
- Individual consultation with coaches initiated voluntarily by the student-athlete, provided the coach and student-athletes do not engage in athletically-related activities.
- Use of athletics facilities by student-athletes, provided activities are not supervised by or held at the direction of a member of the coaching staff.
- Involvement in strength and conditioning activities under the supervision of University's strength and conditioning staff.

Your coach should discuss these NCAA regulations with you, but any student-athlete that feels there is a violation of the countable athletically-related activities limits can contact Barbara Green, Director of Compliance at greenba@appstate.edu, or by phone at (828) 262-7843. Your name, sport and the violation are preferred, but anonymous reports will be followed up if enough information is provided to properly investigate the allegation.

**OUTSIDE COMPETITION PROHIBITION**

A student-athlete in any sport other than men’s basketball my not participate on an outside team during the academic year without losing their eligibility. The only time a student-athlete can participate on an outside team is during an official vacation period as listed on the academic calendar in the university catalog/bulletin. Student-athletes who choose to participate on an outside team during a published holiday cannot exceed the institutional limits set forth in bylaw 17.32.

Baseball........4; Basketball*.....2; Cross Country........2; Field Hockey........5; Football........5
Golf...........2; Soccer........5; Softball...............4; Tennis.............2; Track..........7
Volleyball.....2; Wrestling.......5

Please note that soccer, field hockey and volleyball may participate on outside teams after May 1st as long as the competition is approved by the Director of Athletics, the institutional limits are followed and no class time is missed. (Volleyball is confined to outdoor, sand or grass doubles tournaments)

*Basketball student-athletes are not allowed to participate on any outside teams except during the summer on teams in NCAA certified leagues. Please check with the Director of Compliance prior to participating on an outside team in basketball to assure that the league you will be participating in is NCAA certified.

STUDENT-ATHLETE HEALTH CARE

Providing comprehensive health care for all student-athletes is a priority to the Appalachian State University Department of Athletics. The University offers expanded health care through the Department of Health Services and specialized medical care through the Athletic Training program. Additionally, Appalachian State has several physicians available on a referral basis. It is through these services, both on and off-campus, that our student-athlete population receives quality health care.

POLICIES & PROCEDURES

Prior to each new academic year, parents and students are sent letters from the athletic training staff describing policies and procedures regarding health care. Additional forms to be completed and returned before the beginning of sports participation are also sent. Forms include health insurance and release forms, assumption of risk and indemnity agreement forms, medical history forms and a sickle cell fact sheet and questionnaire. These forms are completed annually. All new student-athletes complete a comprehensive preseason physical examination conducted by our staff of physicians before athletic participation is allowed. Each consecutive year thereafter, limited screening is completed by the athletic training staff with a health status update. Should a condition warrant further medical intervention, referrals will be made.

Following completion of all necessary forms and exams, the student-athlete is informed to report all injuries and illnesses to the athletic trainer. In order for the athletics department to assume any financial responsibility, the student must follow specific procedures. Student-athletes who self-direct medical services (e.g. get 2nd opinion without prior approval), except in emergencies, will assume responsibility for payment of their medical bills.

INSURANCE COVERAGE
At present, Appalachian State University carries a secondary accident insurance policy. Because of the nature of this policy, any medical bills incurred as a result of an accident in the intercollegiate sports program are the student's responsibility and will be sent directly to the student's home address for processing unless ASU has instructed the medical vendors otherwise. Failure to follow procedures specified by your insurance company resulting in denied benefits may be referred to the student for responsibility of payment. The UNC General Assembly made it mandatory that every student in the UNC system provide proof of insurance. Every student-athlete will have to go to www.studentinsurance.com to provide proof of insurance. If a student-athlete does not have insurance, then the student will be billed for the Pearce & Pearce insurance that is provided by the University.

The current claims procedures are as follows:

1. Medical bills will either be filed directly with your insurance company or sent to you for filing.
2. Once bills have been submitted to your insurance carrier, they will do one of two things: honor the claim and pay all or a portion of the bills incurred and send you a summary of claims activities, or not honor the claim and send you a letter of denial.
3. After your insurance carrier acts on the claim, please send copies of claims activities and/or denials along with copies of itemized bills to the Assistant Athletic Trainer for further processing.
4. If additional information is needed, please cooperate promptly with ASU Athletics so this claim can be processed in the least amount of time. It is in your best interest to have the claim settled promptly since all bills incurred are in your name.

Please note, Appalachian State University is not financially responsible for non-athletically-related illnesses/injuries or any pre-existing injuries/illnesses. The student-athlete should utilize the Department of Health Services for these services, and the appropriate athletic trainer whenever possible.

INTERNATIONAL INSURANCE

Like the other student-athletes, you will be required to show proof of insurance by going to www.studentinsurance.com. All international student-athletes must purchase the HTH Worldwide Insurance offered by the Office of International Education and Development (828) 262-2046. The Pearce & Pearce Insurance will NOT be acceptable for you.

ATHLETIC TRAINING FACILITIES & SERVICES

Appalachian State University employs several certified athletic trainers who are responsible for the health care of the student-athlete. Additionally, the University offers an accredited undergraduate athletic training curriculum. Student athletic trainers within this curriculum assist the certified athletic trainers with this task. These athletic training students will be given different sport assignments every semester. The athletic training students report to his/her respective supervising athletic trainer regarding injured student-athletes. There are four athletic training rooms fully equipped to meet the needs of the student-athlete. Each sport has a designated facility for their use.

PREGNANCY POLICY FOR FEMALE STUDENT-ATHLETES

These policies and procedures have been developed consistent with the standards and guidelines outlined in the NCAA Sports Medicine Handbook. They are adopted to establish protection for the pregnant student-athlete and her unborn child. The procedures outlined in this document will allow the student-athlete to make the best decisions concerning her pregnancy and her future as a collegiate athlete.

The university will adhere generally to guidelines set forth in the NCAA Sports Medicine Handbook, as it is modified from time to time.
The student-athlete is encouraged to inform an athletic trainer or team physician at the earliest known date of pregnancy. Although the university cannot require you to inform Department of Athletics administrators or coaches if you become pregnant, sports medicine staff trust that you will do what is in your own best interest and that of your unborn child.

A student-athlete MUST first BE CLEARED by her own OB/GYN and by a university team physician before she may participate in ANY athletic activity. Medical clearance of the student-athlete will be documented by the signing of an informed consent by the two involved physicians, the student-athlete, and a member of the administrative staff. Each case will be evaluated on an individual and sport basis, and treated as appropriate. Special consideration will be taken for student-athletes participating in contact sports or those sports posing a high risk of falling. The student-athlete may be able to continue to participate in competitive activity up to the fourteenth week of pregnancy, depending upon the sport in which she is involved. The student athlete may continue cardiovascular and weight lifting workouts past that date only as advised by both physicians. The student-athlete will be advised of the warning signs to terminate exercise during her pregnancy by the university medical staff. The student-athlete must also be cleared by the same physicians before returning to athletic activity post-partum.

Counseling may be provided by either physician or by the Counseling and Psychological Services Department. There shall be no grants-in-aid penalty or unlawful discrimination imposed on the student-athlete because of pregnancy, and pregnancy will be treated the same as any other temporary health condition. The student-athlete is hereby informed that NCAA rules permit a one-year extension of the five-year period of eligibility for a female student-athlete for reasons of pregnancy. A student-athlete desiring such an extension should submit a written request through the certified athletic trainer for her sport.

(Approved by Athletics Council, 09/15/2010)

WEIGHT POLICY FOR STUDENT-ATHLETES

A weight policy has been implemented to allow student-athletes the ability to achieve optimal performance and provide a healthy environment for the student-athlete. Coaches are not to discriminate against a student-athlete because of weight. Concerns by coaches about a student-athlete’s weight or eating habits are to be addressed with the Athletic Training staff, not the student-athlete. Any concerns regarding weight of student-athletes should be directed to the supervising athletic trainer. The supervising athletic trainer in conjunction with the strength and conditioning staff will make assessments and then confer with the student-athlete and coach.

The following pre-season services will be offered to those teams/student-athletes wishing to utilize them:

- Body Composition Analysis
- Height
- Weight
- % Body Fat
- Sport Specific Testing as determined by the strength and conditioning staff

Any athletes that need further assistance regarding weight loss or gain and/or conditioning will be handled through the Sports Medicine and Strength and Conditioning staffs. These areas will utilize all the services available on campus and make outside referrals when warranted. These services will be available at all times during the year on an individual basis.

DISORDERED EATING POLICY

Mission
Provide a comprehensive approach to prevention, intervention, treatment and rehabilitation for Appalachian State University Student-Athletes experiencing disordered eating issues.
**Policies**

1. All information of a student-athlete’s interaction with the Disordered Eating Management Team will remain confidential within the management team unless the Medical Clinician or Athletics Administrator (Director of Athletics or the Director’s designee) determines that disclosure outside the team is needed to protect the health or safety of the student-athlete. If the student-athlete is at least 18 years of age, the parent(s)/guardian(s) will be involved only at the request/permission of the student-athlete, or if the Athletics Administrator believes the student-athlete’s health or safety is in danger. If the student-athlete is under 18 years of age, the parent(s)/guardian(s) will be consulted on any medical treatment.

2. Only medical personnel may weigh student-athletes, set weight goals, measure body composition or interact with student-athletes in regard to body image.

3. Coaches and/or other Athletics Department personnel should follow the “Weight Policy for Student-Athletes” in the ASU Student-Athlete Handbook. Personnel who are concerned about the weight, body composition, or eating issues of any student-athlete should refer their concerns to a certified athletic trainer, and should NOT approach the athlete individually nor make comments about weight or body composition.

4. Student-athletes diagnosed with an eating disorder may be restricted or prohibited from athletics participation if:
   
   a. The student-athlete’s health is at risk with a certain level of continued sport participation.
   b. The student-athlete fails to comply with the signed health maintenance contract.

**Management Team**

<table>
<thead>
<tr>
<th>Team Member</th>
<th>Description of Duties</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Medical Clinician:</strong></td>
<td>- Diagnoses eating disorder</td>
</tr>
<tr>
<td></td>
<td>- Develops treatment plan in conjunction with Psychologist</td>
</tr>
<tr>
<td></td>
<td>- Makes ultimate decision regarding athletic participation/restrictions</td>
</tr>
<tr>
<td><strong>Psychologist:</strong> Denise Lovin, Psy.D.</td>
<td>- Contacted when student-athlete identified with potential eating disorder</td>
</tr>
<tr>
<td></td>
<td>- Determines if suspicions warranted and develops treatment plan in conjunction with Medical Director</td>
</tr>
<tr>
<td><strong>Orthopedist:</strong> Christopher Bensen, MD</td>
<td>- Makes athletic participation decisions regarding any orthopedic injuries</td>
</tr>
<tr>
<td><strong>Dietician</strong></td>
<td>- Monitors nutritional patterns of student-athlete</td>
</tr>
<tr>
<td></td>
<td>- Provides and/or assists in individual/team/coach/staff nutritional educational opportunities</td>
</tr>
<tr>
<td><strong>Certified Athletic Trainer</strong> (AT)</td>
<td>- Facilitates referral of student-athlete to Medical Director and Psychologist</td>
</tr>
<tr>
<td></td>
<td>- Directly oversees the student-athlete(s) involved</td>
</tr>
<tr>
<td><strong>Head Coach</strong></td>
<td>- Involved with the management team only at</td>
</tr>
</tbody>
</table>
STRENGTH AND CONDITIONING

Because physical well-being is essential to success as a student-athlete, the Department takes responsibility for helping student-athletes reach and maintain optimum physical condition. To help achieve this goal, the Department of Athletics has established a strong Speed, Strength and Conditioning Program that emphasizes the maintenance of the highest safety standards.

It is the mission of the Strength and Conditioning Program to provide services that will aid in performance and will reduce injuries in each individual sport at Appalachian State University. The programs are based on current biomechanical and exercise science research specific to each sport. We feel that the program design is based on the best researched material available.

There are two Athletic Weight Rooms. One is located in Owens Field House and the other is located in the new Stadium Building. The Weight Room hours are Monday through Friday 6:00 a.m. - 6:30 p.m. Any teams that need to train outside those hours need to contact their individual strength coach. Athletes are normally scheduled by team, but, due to class conflicts and other schedule conflicts, exceptions can be made. If there is a conflict, the Head Coach and a member of the Speed, Strength and Conditioning staff should be informed before rescheduling. The Weight Room telephone number is (828) 262-2529.

Weight Room Regulations:

1. The strength facility is for Appalachian State University athletes and staff only. No friends or relatives allowed unless approved by the Director of Athletics and/or Director of Speed, Strength and Conditioning.
2. You must wear only Appalachian apparel when training in the facility.
3. No Head Gear is allowed.
4. No Cell Phones are permitted.
5. You must have a workout, follow it, and record workout content on your own and the return it to the folder when finished.
6. Lifters are required to use collars anytime there is weight on Olympic bars.
7. Lifters are required to use spotters on all sets.
8. Move weights from the weight trees to the bar only. Never set them on upholstery or lean them against equipment.
9. Strip all bars immediately after use. Return dumbbells to the rack in proper order.
10. Food, drinks, gum, toothpicks and tobacco of any kind are not permitted.
11. No Horseplay.
12. The staff office and telephone are off limits to student-athletes.
13. A strength staff member must be present at all times while facility is in use.
14. Be Accountable. Call ahead if you are going to miss or be late.
15. Failure to follow any of the policies will result in loss of weight room privileges.
16. Athletes must have proper footwear. No open-toed shoes.
17. Always leave it in better shape than you found it. (Turn off the lights and lock the doors)

EQUIPMENT ROOM

Equipment is checked out through the Equipment Room Manager or your coaches. Student-athletes are responsible for all equipment and the condition of the articles checked out. Student-athletes who do not return equipment will be billed by the
Athletics Business Office. Athletic clothing is issued for practice and game use only. It is not to be worn to class, worn by friends, or used for recreational purposes.

**DRUG EDUCATION SCREENING COUNSELING PROGRAM**

**A. INTRODUCTION**

The improper use of drugs continues to be a matter of deep and widespread concern within our society. Many lives are being damaged, and in some cases completely destroyed, by drug abuse. Appalachian State University is determined to help all students and employees avoid such hazards. However, we focus here on one part of our academic community in which drugs can present some very special problems. This program, begun in 1986, is designed for the members of our intercollegiate athletic teams in recognition of the fact that drugs and athletics do not mix. The concept of the program is threefold as follows:

1. Many drugs, when used in connection with athletic activities or physical conditioning programs, pose serious health risks to athletes. Symptoms of illness, temporary injury, and even death can be caused by such drug use. Also, certain drugs mask symptoms of illness/injury thereby preventing their detection.
2. The use of certain drugs temporarily may improve some types of athletic performance and thereby create an unfair competitive advantage for the person using them. Such uses of drugs violate the basic principles of sportsmanship.
3. Intercollegiate athletes frequently become highly publicized role models, and their abuse of drugs can negatively influence other young people as well as damage the reputation of the institution. Some of the drugs about which we are concerned are illegal (that is the law forbids their sale, purchase, or possession). Others may only be legally obtained by medical prescription.

Finally, some may be purchased lawfully “over the counter” in retail stores. But all of these drugs have one thing in common. They are not compatible with the integrity of our athletic program, either because they pose a hazard to the health of the student-athlete or because they interfere with fair competition or institutional integrity.

Thus, Appalachian State University Athletics recognizes that the use of illegal drugs has no place in intercollegiate athletics. To become and remain a participant, a person must comply with the terms of this program on drug education, screening and counseling. Accordingly, you should read these requirements carefully, and if you are willing to abide by them you should sign your name at the place provided on the accompanying consent form (attachment D). If you decide not to comply, or if you fail to sign the consent form, it is considered a second positive and section F.2 applies.

**B. PROGRAM PURPOSES**

The purposes of the drug education, screening and counseling program are (1) to help persons avoid improper involvement with drugs, by ensuring that they are well informed about drugs and drug abuse; (2) to detect possible drug abuse through a screening program based on testing designed to reveal the use of drugs; (3) to assist in the rehabilitation of persons found to be misusing drugs; and (4) to remove from our athletic programs any person who is found to have violated the requirements of this policy.

**C. DRUG EDUCATION**

The most important aspect of this program is education of student-athletes and staff personnel about the problems related to drug use and its association with athletics.

As directed by this program, various activities and resources are made available to the student-athlete and athletic staff personnel throughout the school year. Participation in these activities is highly recommended and occasionally required. Publications and educational materials are also made available for the student-athlete in an effort to better meet individual concerns.
Perhaps most importantly, administrators and coaching staff are always available to listen to, assist and refer student-athletes with problems on a strictly confidential basis. The first priority is to inform the student-athlete of the dangers of drug use and its potentially lethal mixture with athletics. This comprehensive drug education program is intended to deter drug use in our student-athlete population.

D. PROHIBITED DRUGS

No student-athlete during the period of his/her intercollegiate athletic eligibility shall use drugs from the classes listed in Attachment A of Appendix C of the Student-Athlete Handbook, unless prescribed by a physician. In that case, the athlete must notify the Head Athletic Trainer or Drug Testing Program Director, and will only be allowed to participate after clearance by the Medical Director, defined as the Director of Student Health Services, or his/her designate. Failure to notify will constitute an improper drug use, and shall have the consequences listed in Section F below.

E. SCREENING PROGRAM

By subscribing to this education, screening and counseling program, a participating student-athlete agrees to submit to tests designed to reveal the use of any of the drugs listed in Attachment A to Appendix C of the Student-Athlete Handbook. No such testing procedure will be administered unless the affected person first has received and signed a notice, as illustrated in Attachment A, Attachment B, and Attachment C to this Program, which expressly identifies the specific procedure that he or she has been asked to undergo at a specified time on a specific date. The basic test to be used for drug screening is urinalysis. However, other types of tests may be utilized from time to time to determine the presences of drugs listed in Attachment A to Appendix C of the Student-Athlete Handbook. Signing the notice constitutes the student-athlete’s individual consent to submit to the required test, and failure to sign the notice and to submit to the required test shall have the consequences specified in Section E.4 below.

The testing based on urinalysis will be implemented as follows:

1. WHEN TESTS WILL OCCUR

   a. Unannounced Random Testing
      All student-athletes will be subject to periodic unannounced random testing. Specifically, participants in intercollegiate athletic competition and cheerleaders will be selected, at random, to be tested. The selection of individuals will be made through a blind drawing of names from the team roster by the Office of Institutional Research (OIR), upon notification from the program director of the date on which the testing of selected members of a particular team or cheerleading squad is to be conducted. For purposes of this policy, the term “student-athlete” shall include cheerleaders. The list of individuals selected for testing will be supplied by the OIR to the program director on the day prior to the scheduled testing. Each affected student-athlete shall be given written or verbal notice by the program director or his/her designate no later than 6:00 pm on the day of the scheduled testing. Such notification shall be accomplished by delivering to the affected student-athlete a copy of a Notification of Scheduled Random Drug Screening by Urinalysis (Attachment A), prepared by the OIR, listing the student-athlete as one who was duly selected, at random, to be tested on the date specified. The notification also shall include the time and location of the test. The student-athlete is required to sign the notice and submit it to the program director or the program director’s delegate at or before the time specified for conducting the test.

   b. Testing in Response to Individualized Reasonable Suspicion
      A student-athlete may be subject to testing at any time when, in the judgment of the Director of Athletics, there are reasonable grounds for suspecting that a student-athlete is or has engaged in the use of any of the drugs prohibited by this policy. Individualized reasonable suspicion means: if the available facts were conveyed to a reasonable person unfamiliar with the student-athlete or athletics program, that person would conclude that there is a factual basis for determining that the student-athlete is using or has used a prohibited drug. Such individualized reasonable suspicion may be based on information from any source, deemed reliable by the Director of Athletics, including, but not limited to: (1) observed possession or use of substances that reasonably appear to be drugs of
the type prohibited; (2) arrest or conviction for a criminal offense related to the possession, use or trafficking of
drugs of the type prohibited; or (3) observed abnormal appearance, conduct or behavior, such as unusual patterns
of absence from training or competition, reasonably interpretable as being caused by the use of drugs of the type
prohibited. If individualized reasonable suspicion is found to exist, the Director of Athletics, or that official’s
delegate, will meet the student-athlete. At that meeting, the student-athlete will receive written notice (Attachment
B) specifying the date, time and place at which the student-athlete will be tested. The test will be conducted in
accordance with the provisions of Section E.3., below.

c. **Follow-up Testing**
When a student athlete has tested positive for drugs or substances prohibited by this policy, the student athlete may
be tested again at any time. The student-athlete will be notified of this testing in writing. Such notification shall be
accomplished by delivering to the affected student-athlete a copy of a Notification of Follow Up Drug Screening by
Urinalysis (Attachment C)

d. **NCAA Qualifiers**
Any student-athlete qualifying for NCAA championship competition may be screened prior to participation in
championship activities. (Attachment E)

2. **INABILITY TO LOCATE A STUDENT-ATHLETE**

If a student-athlete cannot be located by the program director or his/her designate, the head coach will be informed of such
person’s inability to locate the student-athlete. It becomes the head coach’s responsibility to locate and refer the student-
athlete to the assigned drug testing area at the designated time and date for testing.

3. **ADMINISTRATION OF DRUG SCREENING**

Appalachian State University will make good faith efforts to follow the collection procedure set forth by the Department of
Health and Human Services. The specimen collection area will be sealed, and only one student-athlete may be tested at a
time. Testing is performed by a contracted clinical chemistry laboratory which performs controlled substances testing and
which has demonstrated satisfactory performance in the forensic urine drug testing programs of the United States
Department of Health and Human Services or the College of American Pathologists for the type of tests and controlled
substances being evaluated. Positive tests are confirmed by gas chromatography/mass spectrometry to prevent false
positive tests.

a. **Specimen collections and handling are conducted in the following sequence:**

1. The student-athlete signs notification of selection.
2. The program director or his/her delegate signs as a witness.
3. The student-athlete arrives as the designated site promptly.
4. The student-athlete is identified by the tester or may be asked to show an Appalachian State University picture
   identification card to the collector.
5. The student-athlete picks up a urinalysis collection kit
6. A chain of custody form from the laboratory will be appropriately completed to assure specimen quality along
   with safe and accurate identification.
7. The student-athlete urinates in the presence of the collector and places the specimen in the appropriate vial.
   The specimen must be at least 60ml with an adequate concentration for testing.
8. The student-athlete or the tester in the presence of the student-athlete will then pour the 60ml specimen into 2
   separate 30ml vials.
9. The student-athlete or the tester in the presence of the student-athlete will seal the collection vials.
10. The student-athlete or tester in the presence of the student-athlete places the specimen into a packing bag and
    seals the bag.
11. The student-athlete verifies that the collection specimen number on the specimen is the same as the number on the chain of custody form, and if those numbers are the same, the student-athlete then signs and dates the form.

12. The sealed urine specimen and documentation are packaged for transportation to a laboratory. (No name of a student-athlete goes to the laboratory.)

13. Collected samples are kept in a secured location until a contracted courier arrives for pick-up.

b. Notification of Results

1. The program director/assistant program director will receive reports of each specimen test from the laboratory. Results will be correlated with the test numbers for identification of screened student-athletes.

2. Notification of positive results will be provided to the Program Director or Assistant Program Director who will notify:

   a) Medical Director
   b) Director of Athletics
   c) Head Coach
   d) Assistant Program Director
   e) Head Athletic Trainer
   f) Professional Counselor
   g) Athletics Academic Advisor
   h) Compliance Director
   i) Sport Administrator

3. The Head Coach will notify
   a. Student-Athlete

4. A memorandum is sent to each student-athlete whose results are negative, informing the student-athlete of that fact.

5. The documentation containing each student-athlete’s name and specimen number is personally delivered to the medical director.

6. Documentation is kept in a secure location.

4. CONSEQUENCES OF FAILURE TO PARTICIPATE IN OR COOPERATE WITH TESTING

a. A student-athlete’s failure or refusal to sign the required individual consent (Attachment D) form will be considered a second positive test for purposes of Section F.2, below, and, among other consequences, eligibility to participate in intercollegiate athletics will be canceled.

b. A student-athlete’s failure to appear at the designated time and place for testing will result in suspension of eligibility to participate in intercollegiate athletics. The student-athlete will be eligible for reinstatement following completion of urine collection. The Director of Athletics, within 2 business days after urine collection will evaluate the circumstances regarding the student-athlete’s failure to appear and may reinstate eligibility.

c. A student-athlete’s failure within a reasonable period of time, determined by the Program Director or the Assistant Program Director, to produce the required urine sample will result in suspension of eligibility to participate in intercollegiate athletics until the student-athlete produces the required specimen.

d. If a student-athlete refuses to sign the memorandum regarding notification of selection (Attachment A, B, C, or E), eligibility to participate in intercollegiate athletics will be suspended. The student-athlete will be eligible for reinstatement after he/she signs the notification form, provides a urine sample and upon evaluation by the Director of Athletics as to the non-compliance of the student-athlete. Such refusal shall be deemed to be an “occasion” of impermissible drug use, within the meaning of Section F of this policy.

e. Conduct which results in a suspension exceeding one week shall be deemed to be an “occasion” of impermissible drug use within the meaning of Section F of this policy. Any sanctions authorized by Section F may be imposed upon a student-athlete, in addition to sanctions authorized by this section, for violation of the requirements of this section.
5. CONSEQUENCES OF IMPERMISSIBLE DRUG USE

A confirmed positive test of improper drug use, or a failure by a student-athlete to comply fully with testing procedures, is deemed to constitute an occasion of impermissible drug use. The following provisions are applicable to such conduct:

1. FIRST OCCASION
   a. **Confidential meeting to evaluate the nature and extent of drug involvement.** The student-athlete will be required to meet privately with the Head Coach, Director of Athletics and Program Director to ascertain the facts about the nature, extent, and history of the problem. In eliciting information from the student-athlete, responses are to be oral, are not to be given under oath, and may be revealed only to University officials and the parents or guardians of the student-athlete. No other persons or agencies will be given information except in response to a valid subpoena or court order.

   b. **Counseling and rehabilitation.** The nature and extent of counseling and medical intervention that may be required as a condition to continued athletic eligibility will depend on the nature of the individual’s drug involvement. As a minimum, within 14 days of notification or within such other time frame determined by the Director of Athletics, the student-athlete will meet with the Medical Director to evaluate health risks associated with participation and will have a personal counseling session with a professional counselor. Also each student-athlete will have at least one follow-up session with the professional counselor 3-6 weeks after their initial meeting. Failure to complete these requirements may also lead to suspension.

   c. **Follow-up screening.** A student-athlete whose urinalysis screen produces a positive result will be subjected to a follow-up screen after allowance of adequate time for substances to be removed from the student-athlete’s system as determined by the medical director. The student-athlete will be subject to periodic testing which is in addition to compliance with regular random testing.

   d. **Notification of parents.** Parents or guardians will be informed of the known facts concerning drug abuse and of the conditions to be imposed by the institution in response to those facts. This can be done via a letter and a phone call with witnesses present.

   e. **Suspension.** The student-athlete will be immediately suspended from all participation in intercollegiate athletic activities for 7 calendar days. In addition to the seven-day suspension, the student-athlete will be suspended for ten percent of his or her competition season. (Any percentage is rounded up) This includes post-season competition but does not include scrimmages, non-traditional season competitions, alumni games or exhibition games/contests. The break down for time missed is as follows:
<table>
<thead>
<tr>
<th>Sport:</th>
<th>Number of Contests Missed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baseball</td>
<td>6</td>
</tr>
<tr>
<td>M/W Basketball</td>
<td>3</td>
</tr>
<tr>
<td>M/W Cross Country</td>
<td>1 Race</td>
</tr>
<tr>
<td>Field Hockey</td>
<td>2</td>
</tr>
<tr>
<td>Football</td>
<td>2</td>
</tr>
<tr>
<td>M/W Golf</td>
<td>1</td>
</tr>
<tr>
<td>M/W Soccer</td>
<td>2</td>
</tr>
<tr>
<td>Softball</td>
<td>6</td>
</tr>
<tr>
<td>M/W Tennis</td>
<td>3</td>
</tr>
<tr>
<td>M/W Track and Field</td>
<td>1 Meet</td>
</tr>
<tr>
<td>Volleyball</td>
<td>3</td>
</tr>
<tr>
<td>Wrestling</td>
<td>2 Matches/1 Tournament</td>
</tr>
<tr>
<td>M/W Cheerleading</td>
<td>#</td>
</tr>
</tbody>
</table>

# Will correspond with the number of dates/contests missed with the sport you are cheering for.

The Head Coach and the Director of Athletics also have the discretion to dismiss the student-athlete permanently after they have learned the nature and extent of the student-athlete’s use of prohibited drugs.

2. SECOND OCCASION

a. **Cancellation of eligibility.** The athletic eligibility of the student-athlete will be canceled permanently, and the student will not be eligible for renewal of any athletic scholarship at the end of the academic semester in which the second offense occurred. Any such cancellation may be imposed only in accordance with the procedures specified in Section G.

b. **Notification of parents.** The parents or guardians will be notified of any action taken by the institution and the reasons for such action.

c. **Counseling and rehabilitation.** If a student-athlete’s eligibility has been canceled, they may seek assistance from established University counseling and medical resources otherwise available to students enrolled at the University.

d. The athletics administration will share with the Office of Student Conduct when a student-athlete has had his/her second violation of the Athletics Drug Testing policy. The Office of Student Conduct will contact the student-athlete and proceed from there.

G. PROCEDURES FOR IMPOSING SERIOUS SANCTIONS
Before the imposition of a sanction of suspension for a period in excess of 7 calendar days, suspension of 10 percent of competition season, dismissal from an athletic team, cancellation of eligibility to participate in intercollegiate athletic activities, or non-renewal and/or cancellation of an athletic scholarship, the following procedures will be followed:

1. **WRITTEN NOTICE**
   
The student-athlete will be given written notice by the Director of Athletics of the intention to impose one or more of the sanctions listed immediately above, of the reasons for proposed action, and of the right of the affected student-athlete to request a hearing.

2. **EXCEPTION TO NOTICE REQUIREMENT**
   
   If the proposed sanction is based on a preliminary determination of improper drug use that may threaten the health of the athlete, other student-athletes or other members of the institutional community, all athletic participation, training, practice, and competition shall be stopped immediately, pending a medical determination as to whether the athlete is fit and able to resume safe participation in athletic activities. This medical determination, designed to protect the health of the student athlete, other student-athletes or other members of the athletic community shall be made as promptly as possible. Any information supplied by the student-athlete to medical personnel incidental to making such a determination shall not be admissible in any institutional disciplinary process.

3. **REQUEST FOR HEARING OR WAIVER OF HEARING**
   
   A student-athlete may obtain a hearing by delivering a written request for a hearing to the Faculty Athletics Representative within three (3) calendar days after receiving the written notice referred to in paragraph 1 of this section. This request must clearly state the reason(s) the student-athlete is requesting a hearing. The Director of Athletics has met his/her burden of going forward with evidence to support a proposed sanction when the Director has introduce the evidence showing the compliance sample collection and the results of the drug testing. Accordingly, in order to rebut the presumptions of test results validity arising out of the directors evidence, a student-athlete must identify, in his/her written request for a hearing, specific evidence that would cast reasonable doubt on the positive test results (e.g., evidence of a failure of the test administrator to follow applicable protocol or, of the student-athletes ingestion of lawful substances or foods that would result in a false positive). If the student-athlete does not request a hearing within the three (3) calendar day period, or if the student-athlete, states in writing his or her intention to waive a hearing, the proposed sanctions may be imposed immediately, without recourse to any institutional grievance or appeals process.

4. **HEARING**
   
   a. **Hearing committee**
      
      If an affected student-athlete requests a hearing, it shall be afforded before a standing committee consisting of three persons selected from the Athletics Council by the Faculty Athletics Representative. No officer or agent of the Department of Athletics shall be eligible to serve on such a committee.

   b. **Conduct of Hearing**
The hearing shall be convened within 7 business days after it is requested. The hearing shall be conducted in private. The affected student-athlete may be accompanied by a person of his or her choice, who may observe but not participate in the hearing. The Director of Athletics, or his/her delegate, shall present evidence in support of the proposed suspension or cancellation. The affected student-athlete, shall be present to hear and review all evidence, and to present witnesses and evidence in his or her own defense, provided that the evidence is relevant to the alleged violation and not unduly repetitious. Witnesses may be sequestered during their testimony. The burden shall be on the Director of Athletics to prove by the greater weight of the evidence that the conduct on which the proposed sanction is based in fact occurred. After hearing all such evidence, as it deems relevant, the committee shall deliberate in private for the purpose of making findings of fact concerning whether the alleged violation occurred. The findings and conclusions shall be based exclusively on evidence presented at the hearing. Within 3 business days after it concludes its inquiry, the committee shall report its conclusions concerning the facts, as well as any advice concerning the severity of the sanctions proposed, to the Faculty Athletics Representative. The Faculty Athletics Representative shall decide what sanction, if any, shall be imposed. The Faculty Athletics Representative will then inform the student-athlete and the Director of Athletics of the final decision. The Director of Athletics will then inform the Program Director and the Medical Director of the outcome of the hearing.

c. **Appeals**
   The affected student-athlete may appeal the decision of the Faculty Athletics Representative to the Chancellor.
   Cancellation of eligibility (with attendant non-renewal of any athletic scholarship) may not be imposed until appeals through the level of the Chancellor have been concluded. The appeal to the Chancellor must be filed within 5 business days after the decision by the Faculty Athletics Representative is made available to the student-athlete.

d. **Temporary suspension from competition pending a final decision.**
   Where a student-athlete is scheduled to engage in intercollegiate competition before the Faculty Athletics Representative can issue a decision, the Director of Athletics or designee may impose a temporary suspension from competition. Temporary suspension may be imposed after the Director of Athletics or designee (1) meets with the student-athlete, (2) explains what the alleged violation is and what evidence exists, (3) allows the student-athlete to explain, deny, or rebut, and (4) the Director of Athletics or designee determines the evidence is strong enough to warrant a hearing and a suspension until a decision on the hearing.
H. CONFIDENTIALITY OF INFORMATION CONCERNING DRUG USE

Any information concerning the student-athlete’s alleged or confirmed improper use of drugs, solicited or received pursuant to implementation of this program, shall be restricted to University personnel responsible for administering the program, to other University personnel with a legitimate educational interest in the information, and to parents or guardians of the student-athlete. No other release of such information will be made without the student-athlete’s written consent, unless in response to appropriate judicial process. The institution cannot guarantee that law enforcement or prosecutorial authorities will not gain access to information in the possession of the institution, since a valid subpoena or other enabling court order might be issued to compel disclosure; the institution, however, will not voluntarily disclose such information in the absence of a court order.

I. IMPROPER PROVISION OF DRUGS BY UNIVERSITY PERSONNEL

No officer, employee, or agent of Appalachian State University may supply to any student-athlete any drug that may endanger the student-athlete or affect their athletic ability or performance, or otherwise encourage any student-athlete to improperly use drugs, except as specific drugs may be prescribed by qualified medical personnel for the treatment of individual student-athletes. Any person who has information about a possible violation of this section should report such information promptly to the Vice Chancellor for Student Development, who shall have full authority to investigate the allegation and to report the results of any investigation to the Chancellor for appropriate disciplinary proceedings.

ATTACHMENT A

Notification of Scheduled Random Drug Screening by Urinalysis

TO: ________________________ (Name of Student)

FROM: Office of Institutional Research

RE: Scheduled Urinalysis

DATE: 07/27/2010

Your name has been selected, by random sample, from the members of the ___________________(athletic team). You are directed to report to _______________(designated location) at _______(time) on __________(date). You will be required to provide a urine sample at that time, consistent with the policies and procedures established by the Appalachian State University Drug Education-Screening-Counseling Program.

BRING STUDENT IDENTIFICATION. DO NOT URINATE PRIOR TO ARRIVAL AT THE LOCATION DESIGNATED ABOVE.

Signed: ___________________________ (student-athlete) ___________________________ (date and time)

Witnessed: ___________________________ (designated university official delivering the notice) ___________________________ (date and time)

ATTACHMENT B
Notification of Drug Screening based on individualized Reasonable Suspicion
Notice of Special Drug Testing by Urinalysis

TO: ________________________  (Name of Student)
FROM: ________________________  (Director of Athletics)
RE:  Scheduled Urinalysis
DATE: 07/27/2010

On the basis of individualized reasonable suspicion that you may be engaged in the impermissible use of drugs prohibited by the Drug-Education-Screening-Counseling Program for intercollegiate athletes of Appalachian State University, you are directed to report to _____________ (designated location) at ______ (time) on _______ (date). You will be required to provide a urine sample at that time, consistent with the policies and procedures established by the Appalachian State University Drug Education-Screening-Counseling Program.

BRING STUDENT IDENTIFICATION. DO NOT URINATE PRIOR TO ARRIVAL AT THE LOCATION DESIGNATED ABOVE.

Signed: ___________________________________________  ________________________
(student-athlete)                          (date and time)
Witnessed: ____________________________  ________________________
(designated university official delivering the notice) (date and time)

ATTACHMENT C
Notice of Follow-up Drug Screening by Urinalysis

TO: ________________________  (Name of Student)
FROM: ________________________  (Director of Athletics)
RE:  Scheduled Urinalysis

You have been selected to undergo a follow-up drug screen via urinalysis due to a previous positive test. You are directed to report to ______________ (designated place) at __________________ ( date and time). You will be required to provide a urine sample at that time, consistent with the policies and procedures established by the Appalachian State University Drug Education-Screening-Counseling Program.

BRING STUDENT IDENTIFICATION. DO NOT URINATE PRIOR TO ARRIVAL AT THE LOCATION DESIGNATED ABOVE.

Signed: ___________________________________________  ________________________
(student-athlete)                          (date and time)
Witnessed: ____________________________  ________________________
(designated university official delivering the notice) (date and time)
ATTACHMENT D

2010-2011 Appalachian State University Department of Athletics Drug Education-Screening Counseling Program Consent Form

I have read this statement of policy; I have been given an opportunity to ask any questions I may have had about the policy; I understand the policy and my responsibilities under it; and have decided voluntarily to participate in the intercollegiate athletic program under the terms and conditions of this policy and other rules and regulations adopted now or in the future to govern athletic programs of Appalachian State University. I specifically authorize disclosure of test results and information regarding my conduct obtained through this program to my parent(s) or guardian(s).

____________________________________________________________________________________
Signature of student-athlete (Date)

____________________________________________________________________________________
(Signature of one parent or guardian if student is under 18 years of age) (Date)

Name (Please Print) Sport

ATTACHMENT E
Notification of Scheduled Drug Screening by Urinalysis

TO: ________________________ (Name of Student)
FROM: _____________________ (Program Director)

RE: Scheduled Urinalysis

DATE:

Your name has been selected as an NCAA qualifier. You are directed to report to___________(designated location) at____(time) on ______(date). You will be required to provide a urine sample at that time, consistent with the policies and procedures established by the Appalachian State University Drug Education-Screening-Counseling Program. **BRING STUDENT IDENTIFICATION. DO NOT URINATE PRIOR TO ARRIVAL AT THE LOCATION DESIGNATED ABOVE.**

Signed: ________________________________________ (student-athlete) (date and time)

Witnessed: ________________________________________ (designated university official delivering the notice) (date and time)

Approved by University Attorney, David Larry, 8/5/05

Academic Year 2010-11
Summary of NCAA Regulations – Division I

For: Student-athletes.

Purpose: To summarize NCAA regulations regarding eligibility of student-athletes to compete.

DISCLAIMER: THE SUMMARY OF NCAA REGULATIONS DOES NOT INCLUDE ALL NCAA DIVISION I BYLAWS. FOR A COMPLETE LIST, GO TO WWW.NCAA.ORG. YOU ARE RESPONSIBLE FOR KNOWING AND UNDERSTANDING THE APPLICATION OF ALL BYLAWS RELATED TO YOUR ELIGIBILITY TO COMPETE. CONTACT YOUR INSTITUTION’S COMPLIANCE OFFICE OR THE NCAA IF YOU HAVE QUESTIONS.

TO: STUDENT-ATHLETE

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) or refer to the 2009-10 NCAA Division I Manual. The references in brackets after each summarized regulation show you where to find the regulation in the Division I Manual.

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(a)]

   c. You are not eligible to compete if you knowingly provide information to individuals involved in organized gambling activities concerning intercollegiate athletics
competition; solicit a bet on any intercollegiate team; accept a bet on any team representing the institution or solicit 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. [Bylaw 14.01.3]

2. Amateurism – All Sports.

   a. You are **not eligible** for participation in a sport if 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.

      **Exception:** Prior to collegiate enrollment, in sports other than men’s ice hockey and skiing, you agreed to compete on a professional team provided the agreement did not provide for more than actual and necessary expenses and you did not receive more than actual and necessary expenses. [Bylaws 12.1.2 and 12.2.5.1]

   (3) Played on any professional athletics team as defined by the NCAA in that sport.

      **Exception:** Prior to enrollment, in sports other than men’s ice hockey and skiing, you competed on a professional team provided you did not receive more than actual and necessary expenses. [Bylaws 12.1.2 and 12.2.3.2.1]

   (4) Used your athletics skill for pay in any form in that sport. [Bylaws 12.1.2. and 12.1.2.4]

   **Exceptions:**

   (a) Prior to collegiate enrollment, you accepted prize money based on place finish or performance in an open athletics event from the sponsor of the event and the amount of prize money did not exceed your actual and necessary expenses to participate in the event; or [Bylaws 12.1.2 and 12.1.2.4.1]

   (b) After collegiate enrollment, you accepted prize money based on place finish or performance outside your sport’s playing and practice season and during the summer vacation period in an open athletics
event from the sponsor of the event and the amount of prize money did not exceed your actual and necessary expenses to participate in the event. [Bylaws 12.1.2 and 12.1.2.4.2]

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 12.3.1]

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. [Bylaws 12.5.2.1 and 12.5.2.2]

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. **Financial Aid – All Sports.**

   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; or
      3) Financial aid from an entity outside your institution that meets the requirements specified in the Division I Manual. [Bylaw 15.01]

   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.

4. **Employment Earnings – All Sports.**

   • Earnings from a student-athlete’s on- or off-campus employment that occurs at any time is exempt and is not counted in determining a student-athlete’s full grant-in-aid or in the institution’s financial aid limitations, provided:

      1) The student-athlete’s compensation does not include any remuneration for value or utility that the student-athlete may have for the employer because of the publicity, reputation, fame or personal following that he or she has obtained because of athletics ability;
      2) The student-athlete is compensated only for work actually performed; and
      3) The student-athlete is compensated at a rate commensurate with the going rate in that locality for similar services. [Bylaws 12.4 and 15.2.7]

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 (not less than eight-semester or quarter hours) or be enrolled and seeking a second baccalaureate degree at your institution. [Bylaws 14.01.2, 14.1.7.1, 14.1.8.2 and 14.1.8.2.1.4]
   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 14.1.8.2.1.3]
   3) You are eligible to compete 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 are no longer enrolled in your previous educational institution and you are eligible under all institutional and NCAA requirements. [Bylaw 14.1.8.2.1.1]
   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 14.1.8.2.1.2]

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. [Bylaw 14.1.8.1]
   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 14.1.8.1.1]
   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 14.1.8.1.3]
c. Continuing Eligibility – All Sports (for those student-athletes first entering a collegiate institution as a full-time student on or after August 1, 2003).

- If you are entering an institution for the first time on or after August 1, 2003, your eligibility for competition shall be based on:

(a) Having successfully completed 24-semester or 36-quarter hours of academic credit prior to the start of the institution’s third semester or fourth quarter following the student-athlete’s initial full-time enrollment;

(b) Having successfully completed 18-semester or 27-quarter hours of academic credit since the beginning of the previous fall term or since the beginning of the certifying institution’s preceding regular two semesters or three quarters (hours earned during the summer may not be used to fulfill this requirement); and

(c) Six-semester or quarter hours of academic credit the preceding regular academic term (e.g., fall semester, winter quarter) in which the student-athlete has been enrolled at any collegiate institution. [Bylaw 14.4.3]

(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 yet completed an academic year in residence or used one season of eligibility in a sport at their current institution.) [Bylaw 14.4.3.1.6]

(e) If you are entering your second year of collegiate enrollment, you must present a cumulative grade-point average that equals at least 90 percent of the institution’s overall cumulative grade-point average required for graduation (based on a 4.000 scale). [Bylaw 14.4.3.3]

(f) If you are entering your third year of collegiate enrollment, you must have completed successfully at least 40 percent of the course requirements in your specific degree program and you must present a cumulative minimum grade-point average (based on a 4.000 scale) that equals at least 95 percent of the institution’s overall cumulative grade-point average required for graduation. For this purpose, a student-athlete’s grade-point average will be certified on a term-by-term basis. [Bylaws 14.4.3.2 and 14.4.3.3]

(g) If you are entering your fourth year of collegiate enrollment, you must have completed successfully at least 60 percent of the course requirements in your specific degree program and you must present a cumulative grade-point average (based on a 4.000 scale) that equals at least 100 percent of the institution’s overall cumulative grade-point average required for graduation. For this purpose, a student-athlete’s grade-point average will be certified on a term-by-term basis. [Bylaws 14.4.3.2 and 14.4.3.3]

(h) If you are entering your fifth year of collegiate enrollment, you must have completed successfully at least 80 percent of the course requirements in your specific degree program and you must present a cumulative grade-point average (based on a 4.000 scale) that equals at least 100 percent of the institution’s overall cumulative grade-point average required for graduation.
For this purpose, a student-athlete’s grade-point average will be certified on a term-by-term basis. [Bylaws 14.4.3.2 and 14.4.3.3]

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 14.02.11.1, if you:
      
      (a) Graduate from high school;
      
      (b) Attain a minimum high school grade-point average as specified in Bylaw 14.3.1.1.2 (based on a 4.000 scale) in a successfully completed core curriculum of at least 16 core courses; and [Bylaw 14.3.1.1]
      
      (c) Achieve a corresponding sum ACT or SAT score as specified in Bylaw 14.3.1.1.2.
   2) You are referred to as a nonqualifier if you fail to meet the criteria above. In addition to being ineligible for practice and competition during the first academic year in residence, a nonqualifier is not permitted to receive any institutional financial aid, except as stated below. [Bylaws 14.02.11.2 and 14.3.2.1.1]

e. As a Nonqualifier.
   1) You are eligible to receive nonathletics institutional financial aid based on need only, consistent with institutional and conference regulations; and
   
   2) You will have three seasons of eligibility after your first academic year in residence. You may earn a fourth season of competition provided you complete 80 percent of your baccalaureate degree before beginning your fifth academic year of enrollment and you are within five years of your initial, full-time collegiate enrollment. [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 in any one sport. [Bylaw 14.2]

   b. You are not eligible if five calendar years have passed from the date you first registered as a full-time student at a collegiate institution and attended your first day of classes for that term, except for time spent in the armed services, on official church missions or with recognized international aid services of the U.S. government and extensions that have been approved in accordance with NCAA legislation. [Bylaw 14.2.1]

   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, if you meet the conditions of the one-time transfer exception [Bylaw 14.5.5.2.10] and you have eligibility remaining as set forth in Bylaw 14.2.1. [Bylaw 14.1.9]

   d. You are eligible for championships, certified bowl games or the National Invitation Tournament that occur within 60 days of the date you complete the requirements for your degree. [Bylaw 14.1.9.3]

7. All Sports Other Than Basketball.
a. You are **not eligible** in your sport for the remainder of the year and the next academic year if, during the academic year, you competed as a member of any outside team in any noncollegiate, amateur competition. You may compete outside of your declared playing and practice season as a member of an outside team in any noncollegiate, amateur competition during any official vacation period published in your institution’s catalog. Competing in the Olympic Games tryouts and competition and other specified national and international competition is permitted. [Bylaws 14.7.1, 14.7.1.1 and 14.7.3]

b. **Exception:** In men’s and women’s soccer, women’s volleyball, field hockey and men’s water polo, you may compete on outside amateur teams during the spring outside of the institution’s playing and practice seasons, provided such participation occurs no earlier than May 1 and the remaining provisions of Bylaw 14.7.1.2 are met.

8. **All-Star Football and Basketball Only.**
   a. You are **not eligible** if, after you completed your high school eligibility in your sport and before your high school graduation, you participated in more than two high school all-star football or basketball games. [Bylaw 14.6]

9. **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 14.7.3]
   b. It is permissible to participate as a member of a basketball team in an NCAA-sanctioned summer basketball league or event. [Bylaw 14.7.4]

10. **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 program of studies and you were present on the opening day of classes; 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]
    b. 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 14.5.5.2 or one of the waivers specified in Bylaw 14.8.2.
    c. 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 14.5.4.6.
d. 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 14.5.6.

11. **Drugs – All Sports.**  
   a. If the NCAA tests you for the banned drugs listed in Bylaw 31.2.3 and you test positive (consistent with NCAA drug-testing protocol), you will be **ineligible** to participate in regular-season and postseason competition for one calendar year (i.e., 365 days) after your positive drug test, and you will be charged with the loss of a minimum of one season of competition in all sports.

   b. If you test positive a second time for the use of any drug, other than a “street drug” as defined in Bylaw 31.2.3, you will lose all remaining regular-season and postseason eligibility in all sports.

   c. If you test positive for the use of a “street drug” after being restored to eligibility, you shall be charged with the loss of one additional season of competition in all sports and also shall remain ineligible for regular-season and postseason competition at least through the next calendar year. [Bylaw 18.4.1.5]

   d. A policy adopted by the NCAA Executive Committee establishes that the penalty for missing a scheduled drug test is the same as the penalty for testing positive for the use of a banned drug other than a street drug. You will remain ineligible until you retest negative and your eligibility has been restored by the NCAA Division I Committee on Student-Athlete Reinstatement. [Bylaw 18.4.1.5]

12. **Non-NCAA Athletics Organization Positive Drug Test – All Sports.**
   a. If you test positive for banned substances by a non-NCAA athletics organization, you must notify your director of athletics regarding the positive drug test. You also must permit the NCAA to test you for the banned drugs listed in Bylaw 31.2.3.

   b. If the result of the NCAA drug test is positive, you will lose all remaining eligibility during the season in which you tested positive and an additional season of competition.

   c. The director of athletics must notify the vice president of NCAA educational affairs in writing regarding a student-athlete’s disclosure of a previous positive drug test administered by any other athletics organization.

   d. If the student-athlete immediately transfers to a non-NCAA institution while ineligible and competes in collegiate competition within the 365-day period at a non-NCAA institution, the student-athlete will be ineligible for all NCAA regular-season and postseason competition until the student-athlete does not compete in collegiate competition for a 365-day period. Additionally, the student-athlete must retest negative (in accordance with the testing methods authorized by the Executive Committee) and request that eligibility be restored by the Committee on Student-Athlete Reinstatement.

   e. The list is subject to change and the institution and student-athlete shall be held accountable for all banned drug classes on the current list. The list is located on the
PART II: FOR NEW STUDENT-ATHLETES ONLY.

This part of the summary contains information about your recruitment, which is governed by Bylaw 13 of the Division I Manual.

1. Recruitment.

   a. Offers – All Sports.

      1) You are not eligible if, before you enrolled at your institution, any staff member of your institution or any other representative of your institution’s athletics interests provided or offered to you, your relatives or your friends any financial aid or other benefits that NCAA legislation does not permit.

      2) It is permissible for your summer employment to be arranged by the institution or for you to accept educational loans from a regular lending agency, provided you did not receive the job or loan before the end of your senior year in high school. [Bylaws 13.2.1 and 13.2.3]

   b. Contacts – All Sports.

      1) For purposes of this section, contact means “any face-to-face encounter” between a prospect or the prospect’s parent or legal guardian and an institutional staff member or athletics representative during which any dialogue occurs in excess of an exchange of a greeting. Any such face-to-face encounter that is prearranged or that takes place on the grounds of the prospect’s educational institution or at the site of organized competition or practice involving the prospect or the prospect's high school, preparatory school, two-year college or all-star team shall be considered a contact, regardless of the conversation that occurs. [Bylaw 13.02.4]

      2) You are not eligible if any staff member of your institution:

         (a) Contacted you, your relatives or your legal guardians in person, off your institution’s campus before July 1, July 7 (women’s ice hockey) or July 15 (women’s gymnastics) following completion of your junior year in high school (except for students at military academies) as described in Bylaw 13.1.1.1;

         (b) Contacted you in person, off your institution’s campus more than the number of times specified in Bylaw 13.1.6; or

         (c) Contacted you in person, off your institution’s campus outside the time periods specified in Bylaw 13.1.4.1 for the sports of football and basketball.
3) You are **not eligible** if, before you enrolled at your institution, a coach from your institution contacted you in person, on or off your institution’s campus while you were practicing or competing in football or basketball outside the permissible contact periods. [Bylaw 13.1.6.2.4]

4) You are **not eligible** if you were not a qualifier and any staff member of your institution contacted you, your relatives or your legal guardians in person, on or off your institution’s campus while you were enrolled in your first year of a two-year college. [Bylaw 13.1.1.2]

5) You are **not eligible** if anyone from your institution, other than an authorized staff member, contacted you, your relatives or your legal guardian in person, on or off your institution’s campus to recruit you. You also are not eligible if you received recruiting letters or telephone calls from any representative of your institution’s athletics interests. [Bylaw 13.1.2.1]

6) You are **not eligible** if, while you were being recruited, any staff member of your institution or any other representative of your institution’s athletics interests, contacted you during the day or days of competition at the site of any athletics competition in which you were competing. It was permissible for such contact to occur (during the permissible period) after the competition if the appropriate high school authority released you prior to the contact. [Bylaw 13.1.6.2]

c. Publicity – All Sports.

1) You are **not eligible** if, before you enrolled at your institution, your institution publicized any visit that you made to its campus. [Bylaw 13.10.5]

2) You are **not eligible** if, before you enrolled at your institution, you appeared on a radio or television program that involved a coach or another member of the staff of the athletics department at your institution. [Bylaw 13.10.3]

d. Letter-of-Intent Signing.

1) You are **not eligible** if a staff member of your institution was present while you were signing, at an off-campus site, a National Letter of Intent or an acceptance of a financial aid offer from your institution or your conference. [Bylaw 13.1.5.7]

e. Source of Funds – All Sports.

1) You are **not eligible** if any organization or group of people outside your institution spent money recruiting you to attend your institution, including entertaining, giving gifts or services and providing transportation to you or your relatives or friends. [Bylaw 13.15.1]

f. Tryouts – All Sports.
1) You are not eligible if, after starting classes for the ninth grade, you displayed your athletics abilities in any phase of any sport in a tryout conducted by or for your institution. [Bylaw 13.11.1]

g. Football, Basketball, Volleyball and Gymnastics Only.

1) You are not eligible if, after starting classes for the ninth grade, you participated in a high school competition that was conducted in conjunction with a collegiate competition. [Bylaw 13.11.1.6]

h. Basketball Only.

1) You are not eligible if a member of your institution’s coaching staff participated in competition or in coaching activities involving a nonscholastic basketball team of which you were a member. [Bylaw 13.11.1.7]

i. Sports Camps.

1) You are not eligible if you were a winner of any athletics participation award in high school (includes ninth grade level), preparatory school or junior college and before you enrolled at your institution, the institution, members of its staff or a representative of its athletics interests employed or gave you free or reduced admission to its sports camp or clinic. [Bylaw 13.12.1.6]

j. Visits, Transportation and Entertainment – All Sports.

1) You are not eligible under Bylaws 13.5, 13.6 or 13.7 if, before you enrolled at your institution, any of the following happened to you:

(a) You accepted expense-paid visits to more than five NCAA institutions or more than one expense-paid visit to one member institution;

(b) Your one expense-paid visit to the campus lasted longer than 48 hours;

(c) Your institution paid more than the actual round-trip cost by direct route between your home and the campus when you made your one expense-paid visit;

(d) Your institution paid for you to visit during your first year in a junior college, and you were not a qualifier;

(e) Your institution entertained you, your parents (or legal guardians) or your spouse outside a 30-mile radius of the campus during your expense-paid visit; or

(f) Your institution entertained you, your parents (or legal guardians) or your spouse excessively during your expense-paid visit, or entertained your friends or other relatives at any site.
2) You are not eligible if your institution paid for you to visit its campus before the first day of classes of your senior year in high school. [Bylaw 13.6.2.2.1]

3) You are not eligible if your institution paid for you to visit its campus before you presented the institution with a score from a PSAT, SAT, PLAN. An international prospect who requires a special administration of the PSAT, SAT, PLAN (or PACT Plus) or ACT, may present such a score on the approval of the NCAA Division I Academic Cabinet or the NCAA Division I Initial-Eligibility Waivers Committee. [Bylaw 13.6.3]

4) You are not eligible if your institution paid for you to visit its campus before you presented the institution with a high school (or college) academic transcript.

5) You are not eligible if, at any time that you were visiting your institution’s campus at your own expense, your institution paid for anything more than the following:

   (a) Three complimentary admissions for you and those individuals who came with you to an athletics event on campus in which your institution's team practiced or competed. [Bylaw 13.7.2.1]

   (b) Transportation, when accompanied by a staff member, to see off-campus practice and competition sites in the prospect’s sport and other institutional facilities located within a 30-mile radius of the campus. [Bylaw 13.5.3]

6) You are not eligible if, when you were being recruited, staff members of your institution or any representatives of its athletics interests paid the transportation costs for your relatives or friends to visit the campus or elsewhere. However, your friends, relatives or legal guardians may receive cost-free transportation to visit a member institution’s campus only by accompanying you at the time you travel in an automobile to visit the campus. [Bylaw 13.5.2.2.1]

7) You are not eligible if, when you were being recruited, your institution gave you complimentary admissions to more than one regular-season home game scheduled outside your institution’s community, or gave you more than three complimentary admissions to that one regular-season home game scheduled outside your institution’s community. [Bylaw 13.6.7]

8) You are not eligible if, when you were being recruited, a staff member of your institution’s athletics department spent money other than what was necessary for the staff member's (or representative's) personal expenses during an off-campus visit with you. [Bylaw 13.14.2]

k. Precollege or Postgraduate Expense – All Sports.
1. You are **not eligible** if your institution or any representative of its athletics interests offered you money, directly or indirectly, to pay for any part of your educational expenses or other expenses during any period of time before you enrolled at your institution. This applies to your postgraduate education as well. [Bylaw 13.15.1]
Student-Athlete Statement – Division I

For: Student-athletes.
Action: Sign and return to your director of athletics.
Due date: Before you first compete each year.
Required by: NCAA Constitution 3.2.4.6 and NCAA Bylaws 14.1.3.

Purpose: To assist in certifying eligibility.
Effective Date: This NCAA Division I statement/consent form shall be in effect from the date this document is signed and shall remain in effect until a subsequent Division I Student-Athlete Statement/Drug-Testing Consent form is executed.

Student-Athlete: ____________________________________________________________
(Please Print Name)

Name of your institution: Appalachian State University

This form has seven parts:

1. A statement concerning eligibility;
2. A Buckley Amendment consent;
3. An affirmation of status as an amateur athlete;
4. A statement concerning the promotion of NCAA championships and other NCAA events;
5. Results of drug tests;
6. Previous involvement in NCAA rules violation(s); and
7. An affirmation of valid and accurate information provided to the NCAA Eligibility Center and admissions office, including ACT or SAT scores, high school attendance, completion of coursework and high school grades.

If you are an incoming freshman, you must complete and sign Parts I, II, III, IV, V and VII to participate in intercollegiate competition. If you are an incoming transfer student or a continuing student, you must complete and sign Parts I, II, III, IV, V and VI to participate in intercollegiate competition.

Before you sign this form, you should read the Summary of NCAA Regulations, or another outline or summary of NCAA legislation provided by your director of athletics or his or her designee or read the bylaws of the NCAA Division I Manual that deal with your eligibility. You are responsible for knowing and understanding the application of all NCAA Division I bylaws related to your eligibility. If you have any questions, you should discuss them with your director of athletics or your institution’s compliance officer, or you may contact the NCAA at 317/917-6222.
The conditions that you must meet to be eligible and the requirement that you sign this form are indicated in the following bylaws of the Division I Manual:

• Bylaws 10, 12, 13, 14, 15, 16, 18.4 and 31.2.3.

Part I: Statement Concerning Eligibility.

By signing this part of the form, you affirm that, to the best of your knowledge, you are eligible to compete in intercollegiate competition.

You affirm that your institution has provided you a copy of the Summary of NCAA Regulations, or another outline or summary of NCAA legislation, or the relevant sections of the Division I Manual and that your director of athletics (or his or her designee) gave you the opportunity to ask questions about them. You affirm that you have knowledge of and understand the application of NCAA Division I bylaws related to your eligibility.

You affirm that you meet the NCAA regulations for student-athletes regarding eligibility, recruitment, financial aid, amateur status and involvement in gambling activities.

You affirm that you are aware of the NCAA drug-testing program and that you have signed the current NCAA drug testing consent form.

You affirm that all information provided to the NCAA, the Eligibility Center and the institution’s admissions office is accurate and valid, including ACT or SAT scores, high school attendance, completion of coursework and high school grades, as well as the student-athlete’s amateur status.

You affirm that you have reported to the director of athletics or his or her designee of your institution any violations of NCAA regulations involving you and your institution.

You affirm that you understand that if you sign this statement falsely or erroneously, you violate NCAA legislation on ethical conduct and you will further jeopardize your eligibility.

Name (Please Print) __________________________ Date of Birth __________ Age ______

Signature of Student-Athlete __________________________ Home Address (Street or P.O. Box) __________________________

Date __________________________ Home City, State, and Zip Code __________________________

Sport(s)
Part II: Buckley Amendment Consent.

By signing this part of the form, you certify that you agree to disclose your educational records.

You understand that this entire form and the results of any NCAA drug test you may take are part of your educational records. These records are protected by the Family Educational Rights and Privacy Act of 1974 and they may not be disclosed without your consent.

You give your consent to disclose only to authorized representatives of this institution, its athletics conference (if any) and the NCAA, except as permitted in the Drug-Testing Consent form, the following documents:

1. This form;
2. Results of NCAA drug tests and related information and correspondence;
3. Results of positive drug tests administered by non-NCAA national or international sports governing body;
4. Any transcript from your high school, this institution, or any junior college or any other four-year institutions you have attended;
5. Precollege test scores, appropriately related information and correspondence (e.g., testing sites, dates and letters of test-score certification or appeal), and where applicable, information relating to eligibility for or conduct of nonstandard testing;
6. Graduation status;
7. Your social security number and/or student identification number;
8. Race and gender identification;
9. Diagnosis of any education-impact disabilities;
10. Accommodations provided or approved and other information related to any education-impact disabilities in all secondary and postsecondary schools;
11. Records concerning your financial aid; and
12. Any other papers or information pertaining to your NCAA eligibility.

You agree to disclose these records only to determine your eligibility for intercollegiate athletics, your eligibility for athletically related financial aid, for evaluation of school and team academic success, for awards and recognition programs highlighting student-athlete academic success (e.g. elite 88), for purposes of inclusion in summary institutional information reported to the NCAA (and which may be publicly released by it), for NCAA longitudinal research studies and for activities related to NCAA compliance reviews and athletics certification. You will not be identified by name by the NCAA in any such published or distributed information. This consent shall remain in effect as long as any issues regarding the purposes listed above exist.

You also agree that information regarding any infractions matter in which you may be involved may be published or distributed to third parties as required by NCAA policies, bylaws or procedures.

Date ___________________________ Signature of Student-Athlete ___________________________
Part III: Affirmation of Status as an Amateur Athlete.

You affirm that you have read and understand the NCAA amateurism rules.

By signing this part of the form, you affirm that, to the best of your knowledge, you have not violated any amateurism rules since you requested a final certification from the Eligibility Center or since the last time you signed a Division I student-athlete statement, whichever occurred later.

You affirm that since requesting a final certification from the Eligibility Center, you have not provided false or misleading information concerning your amateur status to the NCAA, the Eligibility Center and the institution’s athletics department, including administrative personnel and the coaching staff.

____________________________________________ _______________________
Name (Please Print)    Date

____________________________________________
Signature of Student-Athlete

Part IV: Promotion of NCAA Championships, Events, Activities or Programs.

You authorize the NCAA [or a third party acting on behalf of the NCAA (e.g. host institution, conference, local organizing committee)] to use your name or picture in accordance with bylaw 12.5.1.1, including to promote NCAA championships or other NCAA events, activities or programs.

____________________________________________
Name (Please Print)

____________________________________________ _____________________
Signature of Student-Athlete Date
Part V: Results of Drug Tests.

1. Future positive test – all student-athletes sign.

   Should I test positive for a substance banned by the NCAA and/or by a non-NCAA national or international sports governing body; violate their drug protocol; or fail to show for their drug test, at any time after I sign this statement, I acknowledge I must report the results to my director of athletics.

   ______________________________________________
   Name (Please Print)

   ______________________________________________ _______________________
   Signature of Student-Athlete Date

2. Positive test by NCAA or other sports governing body – Sign either A or B.

   A. No positive drug test.

   I affirm that I have never tested positive for a substance banned by the NCAA and/or by a non-NCAA national or international sports governing body; or violated their drug-testing protocol; or failed to show for their drug test.

   ______________________________________________
   Name (Please Print)

   ______________________________________________ _______________________
   Signature of Student-Athlete Date

   B. Positive drug test.

   I have tested positive for a substance banned by the NCAA and/or by a non-NCAA national or international sports governing body; or violated their drug-testing protocol; or failed to show for their drug test. Should I consequently transfer, I am obligated to report this to the transferring institution.

   ______________________________________________
   Name (Please Print)

   ______________________________________________ _______________________
   Signature of Student-Athlete ________________________ _______________________
   Date of test Organization conducting test Substance

   Are you currently under such a drug-testing suspension? Yes _______ No _______
Part VI: Incoming Transfers – Previous Involvement in NCAA Rules Violation(s).

Have you previously attended a four-year NCAA Division I, II or III institution?

Yes _______      No _______

If yes, what is the name(s) of the institution(s)?

Are you aware of any NCAA violations you were involved in while previously attending an NCAA institution?

Yes __________   No __________

If yes, did this violation result in your being withheld from competition while attending your previous institution?

Yes __________   No __________

If you answered yes to either of the above questions, please provide an explanation.

_____________________________________________________________________

_____________________________________________________________________

Part VII: Incoming Freshmen – Affirmation of Valid ACT or SAT Score.

You affirm that, to the best of your knowledge, you have received a validated ACT and/or SAT score. You agree that, in the event you are or have been notified by ACT or SAT of the possibility of an invalidated test score, you will immediately notify the director of athletics of your institution. You affirm that all information provided to the NCAA, the Eligibility Center and institution’s admissions office is valid and accurate, including high school attendance, completion of coursework and high school grades. You affirm that you did not fraudulently earn your qualifying ACT or SAT score by having someone else take the test for you, copying answers from another person taking the test, etc.

____________________________________________ _______________________
Name (Please Print)    Date

____________________________________________
Signature of Student-Athlete

What to do with this form: Sign and return it to your director of athletics or his or her designee before you first compete. This form is to be kept in the director of athletics’ office for six years.

Any questions regarding this form should be referred to your director of athletics or your institution’s NCAA compliance staff, or you may contact the NCAA at 317/917-6222.
Drug-Testing Consent – Division I

For: Student-athletes.
Action: Sign and return to your director of athletics.
Due date: At the time your intercollegiate squad first reports for practice or the Monday of the institution’s fourth week of classes, whichever date occurs first.
Required by: NCAA Constitution 3.2.4.7 and NCAA Bylaws 14.1.
Purpose: To assist in certifying eligibility.

Requirement to sign Drug Testing Consent Form.

Name of your institution: Appalachian State University

You must sign this form to participate (i.e., practice or compete) in intercollegiate athletics per NCAA Constitution 3.2.4.7 and NCAA Bylaws 14.1.4. If you have any questions, you should discuss them with your director of athletics.

Consent to Testing.

You agree to allow the NCAA to test you in relation to any participation by you in any NCAA championship or in any postseason football game certified by the NCAA for the banned drugs listed in Bylaw 31.2.3 (attached). Additionally, if you participate in a NCAA Division I sport, you also to be tested on a year-round basis.

Consequences for a positive drug test.

By signing this form, you affirm that you are aware of the NCAA drug-testing program, which provides:

1. A student-athlete who tests positive shall be withheld from competition in all sports for a minimum of 365 days from the drug-test collection date and shall lose a year of eligibility;
2. A student-athlete who tests positive has the opportunity to appeal the positive drug test;
3. A student-athlete who tests positive a second time for the use of any drug, other than a “street drug” she shall lose all remaining regular-season and postseason eligibility in all sports. A combination of two positive tests involving street drugs (e.g., marijuana, THC or heroin), in whatever order, will result in the loss of an additional year of eligibility;
4. The penalty for missing a scheduled drug test is the same as the penalty for testing positive for the use of a banned drug other than a street drug; and
5. If a student-athlete immediately transfers to a non-NCAA institution while ineligible because of a positive NCAA drug test, and competes in collegiate competition within the 365 day period at a non-NCAA institution, the student-athlete will be ineligible for all NCAA
regular-season and post-season competition until the student-athlete does not compete in collegiate competition for a 365 day period.

Signatures.

By signing below, I consent:

1. To be tested by the NCAA in accordance with NCAA drug-testing policy, which provides among other things that:
   a. I will be notified of selection to be tested;
   b. I must appear for NCAA testing or be sanctioned for a positive drug test; and
   c. My urine sample collection will be observed by a person of my same gender.

2. To accept the consequences of a positive drug test;

3. To allow my drug-test sample to be used by the NCAA drug-testing laboratories for research purposes to improve drug-testing detection; and

4. To allow disclosure of my drug-testing results only for purposes related to eligibility for participation in NCAA competition.

I understand that if I sign this statement falsely or erroneously, I violate NCAA legislation on ethical conduct, and will jeopardize my eligibility.

_______________________           _________________________________________________
Date                                         Signature of student-athlete

_______________________           _________________________________________________
Date                                         Signature of parent (if student-athlete is a minor)

Name (please print)                  Date of birth       Age

Home address

Sport(s)

What to do with this form: Sign and return it to your director of athletics at the time your intercollegiate squad first reports for practice or the Monday of the institution's fourth week of classes (whichever date occurs first). This form is to be kept on file at the institution for six years.
2010-11 NCAA Banned Drugs

1. The NCAA bans the following classes of drugs.
   a. Stimulants;
   b. Anabolic Agents;
   c. Alcohol and Beta Blockers (banned for rifle only);
   d. Diuretics and Other Masking Agents;
   e. Street Drugs;
   f. Peptide Hormones and Analogues;
   g. Anti-estrogens; and
   h. Beta-2 Agonists.

   Note: Any substance chemically related to these classes is also banned.

   The institution and the student-athlete shall be held accountable for all drugs within the banned drug class regardless of whether they have been specifically identified.

2. Drugs and Procedures Subject to Restrictions.
   a. Blood Doping;
   b. Local Anesthetics (under some conditions);
   c. Manipulations of Urine Samples;
   d. Beta-2 Agents permitted only by prescription and inhalation; and
   e. Caffeine if concentrations in urine exceed 15 micrograms/ml.

3. NCAA Nutritional/Dietary Supplements Warning.
   • Before consuming any nutritional/dietary supplement product, review the product and its label with your athletics department staff!
     (1) Dietary supplements are not well regulated and may cause a positive drug test result.
     (2) Student-athletes have tested positive and lost their eligibility using dietary supplements.
     (3) Many dietary supplements are contaminated with banned drugs not listed on the label.
     (4) Any product containing a dietary supplement ingredient is taken at your own risk.

   It is your responsibility to check with the appropriate athletics staff before using any substance.
Some examples of NCAA Banned Substances in Each Drug Class

[Note: There is no complete list of banned drug examples!]

Check with your athletics staff before you consume any medication or supplement.

1. **Stimulants.**
   e.g., amphetamine (Adderall); caffiene (guarana); cocaine; ephedrine; testosterone, fenfluramine (Fen); methamphetamine; methylphenidate (Ritalin); phentermine (Phen); synephrine (bitter orange); etc.

   *Exceptions:* phenylephrine and pseudoephriine are not banned.

2. **Anabolic Agents.** (sometimes listed as a chemical formula, such as 3,6,17-androstenetrione).
   e.g., boldenone, clenbuteral, DHEA; nanrolone; stanozolol; testosterone; methasterone; androstenedione; norandrostenedione; methandienone; etiocholanolone; trenbolone; etc.

3. **Alcohol and Beta Blockers.** (banned for rifle only)
   e.g., alcohol; atenolol; metoprolol; nadalol; pindolol; propanolol; timolol; etc.

4. **Diuretics and Masking Agents.** (water pills)
   e.g., bumetanide; chlorothiazide; furosemide; hydrochlorothiazide; probenecid; spironolactone (canrenone); triameterene; trichloromethiazide; etc.

5. **Street Drugs.**
   e.g., heroin; marijuana; tetrahydrocannabinol (THC); no other substances are classified as NCAA street drugs).

6. **Peptide Hormones and Analogues.**
   e.g., Human growth hormone (hGH); human chorionic gonadotropin (hCG); erythropoietin (EPO); etc.

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

8. **Beta-2 Agonists.**
   e.g., bambuterol; formoterol; salbutamol; salmeterol; etc.

Any substance that is chemically related to the class of banned drug is also banned (unless otherwise noted)!

Note: Information about ingredients in medications and nutritional/dietary supplements can be obtained by contacting the Resource Exchange Center, REC, 877-202-0769 or www.drugfreesports.com/rec Password ncaa1, ncaa2 or ncaa3.

It is your responsibility to check with your athletics staff before using any substance.
## APPENDIX E

### CONTACT DIRECTORY FOR ATHLETICS

<table>
<thead>
<tr>
<th>Category</th>
<th>Contact</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dir. of Acad. Advising for S-A’s</td>
<td>Kim Sherrill</td>
<td>262-4038</td>
<td>sherrillk</td>
</tr>
<tr>
<td>Academic Advisor</td>
<td>Pierre Banks</td>
<td>262-7628</td>
<td>bankspm</td>
</tr>
<tr>
<td>Academic Advisor</td>
<td>John Sevier</td>
<td>262-2808</td>
<td>sevierjn</td>
</tr>
<tr>
<td>Administrative Assistant</td>
<td>Gina Arnette</td>
<td>262-7825</td>
<td>arnetteg</td>
</tr>
<tr>
<td>Director of Athletics</td>
<td>Charlie Cobb</td>
<td>262-7825</td>
<td>cobbc</td>
</tr>
<tr>
<td>Sr. Assoc. AD-Development</td>
<td>Rick Beasley</td>
<td>262-6653</td>
<td>beasleyr</td>
</tr>
<tr>
<td>Sr. Assoc. AD/Senior Woman Admin.</td>
<td>Debbie Richardson</td>
<td>262-2496</td>
<td>rchrdsnd</td>
</tr>
<tr>
<td>Assoc. AD for Internal Operations/Football</td>
<td>Jay Sutton</td>
<td>262-7093</td>
<td>suttonnj</td>
</tr>
<tr>
<td>Associate AD for ASN/Men’s Basketball</td>
<td>David Jackson</td>
<td>262-2018</td>
<td>jacksonsd</td>
</tr>
<tr>
<td>Associate AD for Facilities &amp; Construction</td>
<td>Troy Heustess</td>
<td>262-7768</td>
<td>heustssht</td>
</tr>
<tr>
<td>Baseball</td>
<td>Chris Pollard</td>
<td>262-6097</td>
<td>pollardc</td>
</tr>
<tr>
<td>Basketball (Men)</td>
<td>Jason Capel</td>
<td>262-3081</td>
<td>capeljm</td>
</tr>
<tr>
<td>Basketball (Women)</td>
<td>Darcie Vincent</td>
<td>262-3081</td>
<td>vincentdl</td>
</tr>
<tr>
<td>Business Manager</td>
<td>Amy Crumpler</td>
<td>262-4012</td>
<td>crumpleraw</td>
</tr>
<tr>
<td>Cheerleaders</td>
<td>Amanda Hamilton</td>
<td>262-7882</td>
<td><a href="mailto:asope65056@gmail.com">asope65056@gmail.com</a></td>
</tr>
<tr>
<td>ISP Sports Marketing</td>
<td>Bob Campbell</td>
<td>263-0927</td>
<td><a href="mailto:bcampbell@ispsports.com">bcampbell@ispsports.com</a></td>
</tr>
<tr>
<td>Director of Continuing Eligibility</td>
<td>Jonathan Reeder</td>
<td>262-7914</td>
<td>reederjb</td>
</tr>
<tr>
<td>Director of Game Operations</td>
<td>Doug Justice</td>
<td>262-8447</td>
<td>justiced</td>
</tr>
<tr>
<td>Director of Team Services</td>
<td>Josh Thompson</td>
<td>262-2266</td>
<td>thompsonjm1</td>
</tr>
<tr>
<td>Equipment Assistant</td>
<td>John Welch</td>
<td>262-7336</td>
<td>welchje</td>
</tr>
<tr>
<td>Faculty Athletics Representative</td>
<td>Dr. Alan Hauser</td>
<td>262-2420</td>
<td>hausera</td>
</tr>
<tr>
<td>Field Hockey</td>
<td>Brandi Alexander</td>
<td>262-7238</td>
<td>alexander</td>
</tr>
<tr>
<td>Financial Aid - Athletics Contacts)</td>
<td>Amy Crumpler/Debbie Richardson</td>
<td>262-4012/262-2496</td>
<td></td>
</tr>
</tbody>
</table>
Financial Aid - (Athletics Contact)                Teresa Johnson         262-2583  johnsont
Football                              Jerry Moore 262-2501  watsond
Golf (Men)                   Bill Dicus 262-2497  dicusw
Golf (Women)   Heather Brown 262-8982  brownhj
Director of NCAA Rules Compliance    Barbara Green 262-7843  greenba
Director of CHAMPS/Life Skills Program/ Academic Advisor  Erin Justice 262-7855  justiceee
Director of Promotions           Samantha Stevens  262-6554  stevensss
Admin. Asst.-Athletic Development/Yosef     Lynda Young 262-3108  younglt
Admin. Asst.-Basketball            Kim McConnell 262-3081  mcconnelllk
Admin. Asst.-Football/Internal Ops.  Denise Watson 262-2051  watsond
Admin. Asst.-Owens Field House   Priya Dass 262-4010  dasspp
Receptionist-Athletics Complex     Natalie Harkey 262-7825  gregormm
Soccer (Men)                            Shawn Pendleton 262-6965  pendletons
Soccer (Women)                          Sarah Strickland 262-2563  stricklandsc
Softball                             Shae Wesley 262-7310
Director of Sports Information (Asst. AD) Mike Flynn 262-2845  fynnmm
Director of Strength & Conditioning  Mike Kent 262-2529  kent
Tennis (Men)                           Bob Lake 262-3068  lakers
Tennis (Women)                             Colin Crothers 262-6598  crotherssc
Ticket Operations                     Steve White 262-2079  whites
Track Program Director (Men & Women)    John Weaver 262-3074  weaverj
Dir. of Sports Medicine              Jason Robey  262-6265  robeyj
Volleyball                               Matt Ginipro 262-2844  giniprom
Wrestling                               JohnMark Bentley 262-7163  bentleyjmo
Yosef Club Director                   Gerald Adams  262-3108  adamsdg
LETTER FROM THE DIRECTOR OF ATHLETICS

Dear Appalachian Student-Athlete:

I am very pleased that you have chosen to represent Appalachian State University by participating on one of our athletic teams. Hopefully, you will find your experiences as a student-athlete to be rewarding academically, athletically, and socially. Please know that there are many administrators, coaches, and staff members eager to assist you in your development.

Please review the enclosed information and familiarize yourself with the policies as adopted by the National Collegiate Athletic Association, the Southern Conference, the University and the Department of Athletics. As an Appalachian student-athlete, you are a visible role model not only representing yourself, but also your family, your fellow student-athletes, our University and the thousands of supporters who love Appalachian.

I sincerely thank you for representing us and best of luck for a successful 2010-11 season.

Today I give my ALL for Appalachian State,

Charlie Cobb
Director of Athletics

INTRODUCTION
Every student-athlete who participates in intercollegiate athletics becomes a member of a team chosen to represent Appalachian State University (ASU). By doing so, a student-athlete assumes special obligations and responsibilities for meeting requirements set forth by the NCAA, the Southern Conference (SoCon) and ASU.

The Athletics Department does not view the student-athlete as merely an athlete. Your main goal at ASU is to obtain a degree.

The Athletics Department expects that each student-athlete attends all classes and performs all assignments unless illness or emergencies arise. Further, student-athletes are encouraged to consult with instructors on an individual basis about academic issues.

A student-athlete is a responsible adult. All choices and decisions regarding personal/academic life reside with the student-athlete. Rather than fostering dependence, we work at teaching student-athletes to take care of themselves. We encourage student-athletes to develop self-reliance, a quality that will help them throughout their college and future careers.

Please READ ALL of the information in this handbook. It has been designed to keep you abreast of the athletic and academic rules of the NCAA, SoCon and ASU.

By turning in your signed NCAA Student-Athlete Statement, you are also acknowledging to the Athletic Department that you have read and understand all of the enclosed information and will abide by those rules.

NCAA/APPALACHIAN STATE UNIVERSITY RULES/ELIGIBILITY MEETING

1. All student-athletes must attend the NCAA eligibility meeting at the beginning of each academic year. NCAA, SoCon and ASU rules are reviewed and eligibility forms will be completed and signed by all student-athletes.

2. NCAA rules state that any student who wishes to try-out for an intercollegiate team must attend a NCAA eligibility meeting prior to ANY participation with a team.

3. If a student-athlete misses the assigned meeting that student-athlete will not be allowed to participate in practice or competition until he or she has attended a student-athlete eligibility meeting and met the requirements for practice and competition.

4. All student-athletes whether on scholarship or not, must go through the regular financial aid and housing renewal process, meeting all deadlines.

MISSION STATEMENTS
THE MISSION AND VALUES OF THE NCAA

Core Purpose: To govern competition in a fair, safe, equitable and sportsmanlike manner, and to integrate intercollegiate athletics into higher education so that the educational experience of the student-athlete is paramount.

Core Values:
The Association—through its member institutions, conferences and national office staff—shares a belief in and commitment to:

• The collegiate model of athletics in which students participate as an avocation, balancing their academic, social and athletic experiences.
• The highest levels of integrity and sportsmanship.
• The pursuit of excellence in both academics and athletics.
• The supporting role that intercollegiate athletics plays in the higher education mission and in enhancing the sense of community and strengthening the identity of member institutions.
• An inclusive culture that fosters equitable participation for student-athletes and career opportunities for coaches and administrators from diverse backgrounds.
• Respect for institutional autonomy and philosophical differences.

THE MISSION STATEMENT OF APPALACHIAN STATE UNIVERSITY

In seeking to establish academic success for all its students, this excerpt is taken from the Undergraduate Bulletin describing the Mission Statement of Appalachian State University.

Appalachian State University is a public comprehensive university, offering a wide variety of degree programs at the baccalaureate, master’s, and intermediate levels as well as the Ed.d in Educational Leadership. With a distinctively residential campus and a faculty and staff characterized by high quality and broad diversity of professional skills, Appalachian takes as its mission the practice and propagation of scholarship. This is accomplished particularly through instruction, but also through the research, creative, and service activities of the University community. Appalachian is committed to excellence in its undergraduate and graduate educational programs, while continuing to serve as a center of cultural and professional activity within its state and region.

THE MISSION STATEMENT OF THE ATHLETICS DEPARTMENT
The Department of Athletics at Appalachian State University believes in maintaining the intercollegiate athletics program as an integral part of the University’s overall program of education, with emphasis on and priority given to the high academic quality and standards and the complete development of the student.

Appalachian State University provides opportunity and encouragement for student-athletes to progress toward degrees of their choice and to develop athletic abilities in an environment consistent with high standards of academic scholarship, leadership, and institutional loyalty. The Department of Athletics is committed to ensuring the general welfare of the student-athlete and to encouraging the highest standards of sportsmanship on behalf of student-athletes, the student body, and the University’s supporters. The intercollegiate athlete representing ASU is both a bona-fide student pursuing a degree program and an amateur competitor.

Appalachian Athletics is committed to insuring equitable recruitment, participation and treatment of individuals including members of underrepresented populations through its athletics administration, staff, coaches, programs, and policies. The University's policy of non-discrimination represents a moral and ethical, not merely a legal, imperative.

The University has determined that its athletics program will meet the necessary qualifications, guidelines, and funding to hold membership in Division I of the NCAA. The athletics administration, the faculty athletics representative and the athletics council work together to insure that all teams and coaches follow the rules and regulations governing this division.

A sound program of intercollegiate athletics should benefit the institution through its effects on students, alumni, and the institution itself. Specifically, it should maintain and improve the loyalty and esprit de corps of the student body, and in strengthening the pride and enthusiasm of the alumni, it should serve as a favorable public relations factor and provide benefits to the participants. Revised and approved by the Athletics Council on 03/19/2008

DEPARTMENT OF ATHLETICS DIVERSITY STATEMENT

Appalachian Athletics promotes an inclusive culture that fosters equitable participation for student-athletes and equitable career opportunities for coaches, administrators and support staff from diverse backgrounds and perspectives.

CODE OF ETHICS AND CONDUCT

CODE OF CONDUCT

Appalachian State University’s Department of Athletics requires its staff to conduct themselves in a manner that creates a positive image of the people, values and traditions associated with the University, the Southern Conference and the NCAA. As a student-athlete, you are expected to uphold the same standards of conduct that have been adopted by the Department and the University.

HONESTY AND SPORTSMANSHIP

Appalachian Athletics upholds the NCAA general principle on honesty and sportsmanship which states, “Individuals employed by (or associated with) a member institution to administer, conduct or coach intercollegiate athletics and all participating student-athletes shall act with honesty and sportsmanship at all times so that intercollegiate athletics as a whole, their institutions and they, as individuals, shall represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports.” (bylaw 10.01.1)

ETHICAL CONDUCT

When joining the Appalachian Intercollegiate Athletics Program, you become a representative not only of your team, but of your University. Upon entering the University you will find you have the freedom to manage your lifestyle to a far greater
degree than you have experienced in the past. It is essential that this freedom be handled in a responsible manner so as not to jeopardize the opportunity to obtain maximum results from your university experience. It is important that your personal conduct displays good moral and ethical judgment. You are expected to behave both on and off campus in a way that brings credit to the University and your team. Be aware of the image you are creating. Participation in intercollegiate athletics is a privilege that brings with it the responsibility of making sound decisions both on and off the courts and fields of play.

UNETHICAL CONDUCT (NCAA Bylaw 10.1)

Appalachian Athletics upholds the above NCAA Bylaw which states, “Unethical conduct by a prospective or enrolled student-athlete or a current or former institutional staff member (e.g., coach, professor, tutor, teaching assistant, student manager, student athletic trainer) may include, but is not limited to, the following:

(a) Refusal to furnish information relevant to an investigation of a possible violation of an NCAA regulation when requested to do so by the NCAA or the individual’s institution;

(b) Knowing involvement in arranging for fraudulent academic credit or false transcripts for a prospective or an enrolled student-athlete;

(c) Knowing involvement in offering or providing a prospective or an enrolled student-athlete an improper inducement or extra benefit or improper financial aid;

(d) Knowing involvement in arranging for fraudulent academic credit or false transcripts for a prospective or an enrolled student-athlete;

(e) Knowing involvement in offering or providing a prospective or an enrolled student-athlete an improper inducement or extra benefit or improper financial aid;

(f) Knowing involvement in providing a banned substance or impermissible supplement to student-athletes, or knowingly providing medications to student-athletes contrary to medical licensure, commonly accepted standards of care in sports medicine practice, or state and federal law. This provision shall not apply to banned substances for which the student-athlete has received a medical exception per bylaw 31.2.3.5; however, the substance must be provided in accordance with medical licensure, commonly accepted standards of care and state or federal laws;

(g) Failure to provide complete and accurate information to the NCAA, the NCAA Eligibility Center or institution's admissions office regarding an individual's academic record (e.g., schools attended, completion of coursework, grades and test scores);

(h) Fraudulence or misconduct in connection with entrance or placement examinations; or

(i) Engaging in any athletics competition under an assumed name or with intent to otherwise deceive; or

(j) Failure to provide complete and accurate information to the NCAA, the NCAA Eligibility Center or the institution's athletics department regarding an individual's amateur status.

UNSPORTSMANLIKE CONDUCT

You are expected to demonstrate good sportsmanship when participating in intercollegiate athletics competition. Your coach will instruct you in positive techniques for communicating with officials and opponents.
The Department of Athletics enforces its guidelines related to unsportsmanlike conduct. You must avoid actions that display unsportsmanlike behavior. Some of these behaviors are as follows:

- Physical abuse of an official, athlete, opponent or spectator.
- Directing obscene or inappropriate language or gestures to officials, opponents, team members or spectators.
- Any action that violates generally recognized intercollegiate athletics standards or the values and standards associated with Appalachian State University or as determined by any individual Head Coach and approved by the Director of Athletics.

VIOLENCE/WEAPON STATEMENT

Any ASU student-athlete or support group member (athletic trainer, manager, video person, cheerleader, etc.) or department of athletics employee making verifiable threats of violence will be suspended and ordered into counseling. Also, students and employees are required to report any knowledge of a violation of the ban on weapons possession on campus or face sanctions.

SOUTHERN CONFERENCE GAME EJECTION POLICY

An individual ejected from a contest for any reason will be automatically suspended from the next contest. If the violation is considered “severe” or if a second violation occurs within a two-year period from the time of the first violation, the Commissioner will have the authority to impose appropriate penalties. Penalties assessed in one season carry over to subsequent seasons and penalties will be additive across seasons for players, coaches and others upon which penalties can be assessed.

PERSONAL WEBSITES & ACCOUNTS POLICY

This policy has been developed in order to protect Appalachian State student-athletes and to insure that the Appalachian Athletics is always represented in a positive manner. Student-athletes who produce a personal website or have an account on a personal website (i.e. Facebook or MySpace) need to understand they will be held to a higher standard being a student-athlete at Appalachian State University. The Department of Athletics encourages our student-athletes and staff to have personal sites within reason.

To create a smart profile for yourself on a site you need to consider your audience. Do not give out too much information (i.e. home or school address, screen name, cell phone, etc). Consider carefully your choice of images and which groups are really worth joining. Check and make changes to your site often. Beware of ego casting. It is important for each individual to make sure your site represents you as a person – not who you want to be. It is very difficult to delete material off of your site from all of cyberspace. Know that it can be retrieved by other sites and could show up again at a later time. (i.e. badjocks.com) It is best to check often for inappropriate postings or pictures and know that the user agreements provide few rights if you want to edit or alter information from all of cyberspace.

Positive uses of personal websites like Facebook can be to advertise campus events (competitions) through the party feature. Coaches, professors, academic advisors, and administrators can connect with students/student-athletes to set up meetings or discuss grades. Student groups and clubs can create group sites to advertise meetings and events as well as attract new members. Areas to be concerned with should include images and profiles sending recruits the wrong message about your program. A careless profile can also generate negative press. Also pictures showing drinking, hazing, threats, hate speech, derogatory comments about a coach, professor, teammate, opponent, prospect, etc., could get any student/student-athlete, coach or staff member in trouble. Other negatives with a poorly maintained website can be employers looking up your site and deciding your site does not portray the image the company/organization is looking for in an employee.
Student-athletes, coaches and staff members of the Athletics Department are responsible for all information on the site, even information provided by others. As expected, there should be absolutely NO inappropriate items on the site. Also, there should be no evidence that any Appalachian student-athlete, coach or staff member has broken the Appalachian Student-Athlete and staff Code of Ethics and Conduct, Appalachian Student Code of Conduct, ASU Alcohol Policy, or any national or state laws.

Student-athletes, coaches and staff involved in any of the behaviors stated above on ANY website, regardless if it is theirs or not, will be held responsible. Check your friends' sites often as well. When an inappropriate site is brought to the attention of the administration, a decision will be made according to the severity of the breach of conduct.

**ATHLETICS HAZING POLICY**

1. **Hazing Defined:** The Appalachian State University Code of Student Conduct defines hazing as: the intentional commission of an act, by an individual or a group, of physically abusing or harassing another person or creating a situation which produces physical harm or discomfort, severe emotional distress, embarrassment, or ridicule of another person.

2. **Policy:** The Appalachian State University Department of Athletics supports only those activities which are constructive, educational, inspirational, and that contribute to a student-athlete's intellectual and personal development. ASU Athletics unequivocally opposes any action or situation that recklessly or intentionally endangers the mental or physical health or safety of a student-athlete; or produces embarrassment, ridicule or harassment of an individual; or that willfully destroys or removes property of another person or entity for the purpose of initiation or admission into, or affiliation with, or as a condition of continued membership on, any athletics team or group.

3. **Prohibited Behaviors:** Actions and activities that may be prohibited under the Appalachian State University Code of Student Conduct and the Department of Athletics Hazing Policy, and may be a violation of North Carolina State law, regardless of the person's intention or willingness to participate, include, but are not limited to, the following:
   a. Any type of initiation or other activity where there is an expectation of individuals joining a particular team or group to participate in behavior designed to humiliate, degrade, or abuse them or others.
   b. Brutality of any nature, outside the realm of normal practice and competition. This includes, but is not limited to: whipping, beating, branding, forced calisthenics, and/or exposure to the elements.
   c. Forcing, requiring, or pressuring an individual to consume alcoholic beverages. To review the Department of Athletics alcohol use policy, please visit: Department of Athletics Alcohol and Tobacco Policy
   d. Forcing, requiring, or pressuring an individual to consume any food, drug, or other substance.
   e. Forcing, requiring, or pressuring an individual to tattoo, pierce, or shave any part of the body, including hair on the head.
   f. Any requirement or pressure put on an individual to participate in any activity which is illegal, perverse, publicly indecent, contrary to generally accepted societal norms and/or beliefs (e.g. public profanity, indecent or lewd conduct or sexual gestures in public.)
   g. Any activity or action that creates risk to the property of the University or the health, safety, or property of members of its community.
   h. Forcing or requiring calisthenics, such as push-ups, sit-ups, and runs in a situation or setting not related to team training supervised by the sport coaches, athletic trainers or strength coaches.
   i. Assigning or endorsing pranks such as stealing from or harassing another individual, group or organization.
j. Awakening or disturbing individuals during normal sleeping hours.

k. Expecting or pressuring individuals to participate in an activity in which the full membership is not willing to participate outside the realm of normal practice and competition.

l. Physical abuse of any kind.

m. Forcing, encouraging, or pressuring someone to wear, in public, apparel which is conspicuous and not within the norm of what is considered to be in good taste.

n. Engaging in public stunts and buffoonery.

o. Nudity at any time or forced reading, listening, or viewing of pornographic material.

p. Paddling, beating, or otherwise permitting a member to hit other members.

q. Causing substances such as eggs, mud, paint, or honey to be thrown at, poured on, or otherwise applied to the body of a member.

r. Morally degrading or humiliating games or other activities that make a member the object of amusement, ridicule or intimidation.

4. North Carolina State Hazing Law:

Chapter 14; Article 9. § 14-35. Hazing; definition and punishment.

1. It is unlawful for any student in attendance at any university, college, or school in this State to engage in hazing, or to aid or abet any other student in the commission of this offense. For the purposes of this section hazing is defined as follows: “to subject another student to physical injury as part of an initiation, or as a prerequisite to membership, into any organized school group, including any society, athletic team, fraternity or sorority, or other similar group.” Any violation of this section shall constitute a Class 2 misdemeanor.

Please see § 15A-1340.23. Punishment limits for each class of offense and prior conviction level.

5. Questions for Athletes to Consider: If you are uncertain about specific activities, take into consideration the following:

a. Is the activity required for team membership? If not required, is there an expectation or peer pressure for a team member to participate?

b. Would you object to the activity being videotaped and shown to parents or athletics administrators?

c. Does the activity involve any illegal behavior?

d. Does the activity involve one group (i.e. upperclassmen) doing something to another group (i.e. new players)?

e. Does participation in the activity endanger anyone?
f. Is there risk of psychological damage?

If "yes" is answered to one or more of the above questions, it most likely will be interpreted as hazing. Spending a considerable amount of time questioning whether or not a particular activity violates the hazing policy is usually a good indication that the activity is indeed hazing.

6. **Examples of Positive Team Building Behaviors:** There are certain activities that teams can participate in that contribute to "team bonding" in a positive way. Some examples of appropriate team activities include:

   a. Testing skills or knowledge, tryouts, or auditions
   b. Going on a trip, ropes course, or preseason practice
   c. Dress up formally for an event
   d. Undertake group projects, fundraisers, community events, or community service.
   e. Take part in group (whole team) singing, chanting, or cheering
   f. Being a mentor/Big Sister/Big Brother
   g. Team movie nights

7. **Reporting Suspected Hazing Activities:** It is the responsibility of the Department of Athletics staff, as well as the student-athletes, to help ensure compliance with this policy. As such, the following guidelines apply:

   a. Any individual who believes that this policy has been violated should refer the matter to the appropriate Department of Athletics staff/sport administrator or the Faculty Athletics Representative for investigation.
   b. Individuals who have knowledge of (either by viewing or participating in) hazing activities, or who suspect that hazing activities may occur or have already occurred, must report such activities and must thoroughly cooperate in an investigation by university officials as stated in the University Code of Student Conduct.
   c. Those not reporting hazing activities, not cooperating, or providing false or misleading information will be subject to Department of Athletics and University sanctions.

8. **Investigation of Hazing/Allegations:** After receiving an allegation of hazing, the University will investigate the allegation. The purpose of the investigation is to evaluate the allegations of hazing, formulate a response that addresses the facts that are determined, and follow up to ensure that the recommended measures are completed to prevent further reoccurrences.

   - **Confidentiality** - The University will make every reasonable effort, consistent with federal and North Carolina law, to conduct its investigation in a manner that will protect the confidentiality of all parties. Parties to the complaint should treat the matter under investigation with discretion and respect for the reputation of all parties involved. The Department is not precluded from taking any action it deems appropriate, including informing the alleged hazer(s) of the complaint and pursuing an investigation and remedial action even in cases when the person hazed is reluctant to proceed. The victim of hazing will be notified in advance when such action is necessary.
   - **Retaliation** - Retaliation against the individual for reporting a hazing event or for participating in an investigation is prohibited. Retaliation is a serious violation that can subject the offender to sanctions independent of the merits of the hazing allegation. The Department of Athletics will address allegations and suspected instances of hazing when it obtains information that would lead a reasonable person to believe that this policy has been violated.
9. **Policy Enforcement**: Student-athletes found to be in violation of this policy are subject to the student discipline process under the University’s Code of Student Conduct. Additionally, the Director of Athletics, after consultation with the Head Coach and Sport Administrator, can enforce additional penalties such as, but not limited to, suspension from practices and intercollegiate competition, dismissal from the team and reduction or cancellation of a student athlete's grant in aid. A violator may also be subject to NCAA sanctions and criminal prosecution.

For the complete outline of the Student Code of Conduct, please visit:

http://studentconduct.appstate.edu/pagesmith/4

**ALCOHOL USE POLICY**

Appalachian State University-Athletics has a department-wide policy of restriction from the consumption of alcohol. Student-athletes are not to consume alcohol 48 hours prior to an athletic contest and 24 hours prior to practice. Failure to comply with this policy will be addressed according to the Student-Athlete Discipline Policy.

The law in North Carolina decrees that drinking under the age of 21 is illegal. Excessive consumption of alcohol is strongly discouraged no matter what your age, as it may affect your intellectual and athletic abilities. While you may feel a few drinks cannot hurt anything, it has often been found that after drinking you are much more likely to place yourself in situations that, with clear thinking, could have been avoided. This is because the first portion of your brain to be affected by alcohol consumption is your judgment center. Also, fair or not, the student-athlete is often the one most visible in a group should trouble occur. Remember the consumption of alcohol in public areas of the main campus is prohibited.

**NCAA & DEPARTMENT TOBACCO POLICY**

The use of tobacco products by a student-athlete is prohibited during practice and competition. A student-athlete who uses tobacco products during a practice or competition shall be disqualified for the remainder of that practice or competition (NCAA Bylaw 17.1.8).

Student-athletes are prohibited from using tobacco products due to the negative effects they can have on health, performance and individual or team image.

**SUPPLEMENTS**

The NCAA strictly prohibits the use of performance enhancing supplements (anabolic steroids and any derivatives) and has strict guidelines pertaining to the use of dietary supplements. In the current market, athletes have many legal over-the-counter options when it comes to dietary supplements that may contain banned substances. Before consuming any nutritional/dietary supplement product, review the product and its label with the athletics department staff. Dietary supplements are not well regulated and may cause a positive drug test result. Any product containing a dietary supplement ingredient is taken at your own risk. Ultimately the student-athlete is responsible for the supplements that they take and the consequences.

The Resource Exchange Center (REC) is available as a free, confidential source of information to find out if specific dietary supplements or medications are banned by the NCAA. Their toll-free phone number is 1 (877) 202-0769 and their website is www.drugfreesport.com/rec/rec-home.asp

Athletic Trainer, Sarah Gill has been designated at as the site coordinator on campus for NCAA and athletics department drug testing. All questions regarding supplements should be directed to the site coordinator by emailing gillsa@appstate.edu
SPORTS WAGERING

The NCAA opposes all forms of legal and illegal sports wagering. Sports wagering has the potential to undermine the integrity of sports contests, and jeopardizes the welfare of student-athletes and the intercollegiate athletics community.

NCAA bylaw 10.02.1 defines sports wagering as including placing, accepting, or soliciting a wager (on a staff member's or student-athlete's own behalf or on the behalf of others) of any type with any individual or organization on any intercollegiate, amateur or professional team or contest. Examples of sports wagering include, but are not limited to, the use of a bookmaker or parlay card; Internet sports wagering; auctions in which bids are placed on teams, individuals or contests; and pools or fantasy leagues in which an entry fee is required and there is an opportunity to win a prize.

The NCAA defines a wager in bylaw 10.02.2 as any agreement in which an individual or entity agrees to give up an item of value (e.g., cash, shirt, dinner) in exchange for the possibility of gaining another item of value.

NCAA Bylaw 10.3 states that the following individuals shall not knowingly participate in sports wagering activities or provide information to individuals involved in or associated with any type of sports wagering activities concerning intercollegiate, amateur or professional athletics competition:

(a) Staff members of an institution's athletics department;
(b) Nonathletics department staff members who have responsibilities within or over the athletics department (e.g., chancellor or president, faculty athletics representative, individual to whom athletics reports);
(c) Staff members of a conference office; and
(d) Student-athletes.

In simple terms the above means:

• You may not place a bet of any sort on any college or professional sports event.
• You may not give information to anyone who does place bets on any college or professional sports.

Some examples of non-permissible activities:

• Sports pools run by friends in the dorms.
• Wagers (i.e. cash, shirt, dinner) on ANY professional or college event.
• Fantasy leagues that require an entry fee and award a prize.
• Internet gambling on sports events.
• Sports wagering using “800” numbers.
• Sharing Information about injuries on your team, new plays, team morale, or discipline problems to anyone who gambles.

NCAA Sanctions for Student-Athletes in violation of NCAA Bylaw 10.3 (Sports Wagering)

(a) A student-athlete who engages in activities designed to influence the outcome of an intercollegiate contest or in an effort to affect win-loss margins ("point shaving") or who participates in any sports wagering activity involving the student-athlete's institution shall permanently lose all remaining regular-season and postseason eligibility in all sports.
(b) A student-athlete who participates in any sports wagering activity through the Internet, a bookmaker or a
parlay card shall be ineligible for all regular-season and postseason competition for a minimum of a period
of one year from the date of the institution’s determination that a violation occurred and shall be charged
with the loss of a minimum of one season of eligibility. If the student-athlete is determined to have been
involved in a later violation of any portion of Bylaw 10.3, the student-athlete shall permanently lose all
remaining regular-season and postseason eligibility in all sports.

Disciplinary Action for Student-Athletes involved in Sports Wagering (Bylaw 10.4)

Prospective or enrolled student-athletes found in violation of the provisions of this regulation shall be ineligible for further
intercollegiate competition, subject to appeal to the Committee on Student-Athlete Reinstatement for restoration of eligibility.

Athletics Department Sports Wagering Directive

All athletes are urged to report to their head coach any offer to gamble, whether directly or indirectly, for their own protection
and that of their teammates. It is important to report any contact seeking information or attempting to set up a fix of a
competition.

HOSTING A RECRUIT (Bylaw 13.6.7.5)

Appalachian State University has a written recruiting policy in compliance with NCAA regulations regarding your conduct
and behavior when hosting prospective student-athletes. Prior to hosting a recruit, you will be required to read and sign the
Student Host Instructions Form provided to you by your head coach. You will be expected to abide by the rules.
These rules are as follows:

• A maximum of $30 each day of the visit may be provided to the student host to cover actual costs of entertaining
themselves and the prospective student-athlete, their parents/legal guardians or spouse.
• The entertainment allowance may not be used to purchase souvenirs such as t-shirts, hats, apparel or other
institutional momentos. (e.g. purchase of disposable camera)
• Student hosts may be a current student-athlete or student designated in a manner consistent with the University’s
policy for providing camps tours or visits to prospective students in general.
• A nonqualifier cannot host a prospect.
• A student host can receive a complimentary meal when accompanying a prospect to a meal during their official
visit.
• If two student hosts are assigned to a prospect, the $30 per day provided for entertainment can be used for the two
hosts, the prospect and the prospects parents/legal guardians or spouse, but only one host may be provided a
complimentary meal.
• A student host may also receive complimentary admission to a campus athletics event provided it is used to
accompany a prospect on an official visit.
• Student-hosts are expected to provide their own transportation. Hosts cannot be provided with university vehicle or
coaches car to host a prospect.
• Student-hosts are expected to keep the visit alcohol free.
• Student hosts should never use sex as a recruiting tool by soliciting the use of gentlemen’s/strip clubs, escort
services or solicitation of sex at campus parties.
• Student hosts are expected to comply with a 2:00 a.m. curfew by returning the prospective student-athletes to their
hotel or dorm room.
• Participation in gambling or gaming activities, the use of drugs or any activity that would violate criminal law is
prohibited.

As a student host you will be asked to sign the Student Host Receipt Report prior to receiving student host money. You
will be expected to turn in receipts for your expenditures and list the activities you spent the funds on.

STUDENT-ATHLETE DISCIPLINE POLICY
The Appalachian State University Department of Athletics requires all student-athletes (including cheerleaders, athletic training students) to conduct themselves in a respectable manner regarding the mission of the University and the National Collegiate Athletic Association (NCAA). Student-athletes are subject to regulations outlined in the Student Handbook and the Appalachian State University Code of Student Conduct. However, due to the increased visibility and public scrutiny of athletic programs, student-athletes may be expected to meet higher standards of personal conduct and appearance than those in the other University regulations. Therefore, in addition to the sanctions that may be imposed for misconduct as stated in the Student Handbook, student-athletes may be suspended by the appropriate department of athletics official from participation in intercollegiate athletics for any of the following reasons:

1. Violation of NCAA or Southern Conference rules.
2. Arrested and charged with a felony, or convicted of a misdemeanor other than a minor traffic offense, including game fixing and gambling.
3. Charged with or found responsible with respect to an alleged violation of the Code of Student Conduct. See the following website for this code: http://studentconduct.appstate.edu/index.php?module=documents&JAS_DocumentManager_op=downloadFile&JAS_File_id=48
4. Possession of any illegal drug.*
5. Unauthorized possession of any anabolic/androgenic steroid.*
6. Any student-athlete convicted of a DWI or similar violation will be subject to the same sanctions and procedures as a positive in F.1 of the Athletics Department's Drug Education Screening and Counseling Program. A student-athlete charged with an underage alcohol usage violation will be required to have a substance abuse evaluation assessment performed by the University Counseling Center.
7. Illegal possession or consumption of alcohol, beer, or wine.
8. Fighting with, threatening the safety of or harassing any individual.
9. Destruction of University property.
10. Unauthorized entry into any University building.
11. Any interference with the normal operations of the University or any disruption or conduct which interferes with the rights and opportunities of those who attend the University.
12. Any conduct that reflects unfavorably upon Appalachian State University or the Department of Athletics. The suspension imposed may range from one day to one or more semesters depending upon the severity of the misconduct and the surrounding circumstances. The suspension imposed may also be an indefinite suspension pending the outcome of some future event.
The cancellation or non-renewal of a student-athletes’ grant-in-aid for any act of misconduct will be done in accordance with NCAA and Southern Conference regulations.

*Consumption of any illegal drug or unauthorized consumption of any anabolic/androgenic steroid will be handled in accordance with the Athletics Department’s Drug Education, Screening and Counseling Program.

**STUDENT-ATHLETE DISCIPLINE POLICY PROCEDURES**

The following steps are to be followed regarding administration of the Athletics Department’s Student-Athlete Discipline Policy.

(1) Should a student-athlete be found in violation of one of the listed misconducts as stated in the Student-Athlete Discipline Policy, the student-athlete must notify the head coach and the director of athletics of the violation. This includes charges by the University Code of Student Conduct system.

(2) When a head coach, assistant coach or department of athletics staff member learns that a student-athlete has been involved in an act of misconduct as described in the Student-Athlete Discipline Policy or the Code of Student Conduct, the individual must:

   A. Head Coach - immediately notify the director of athletics or designee of the violation.

   B. Assistant Coach - immediately notify the head coach who must in turn notify the director of athletics of the violation.

   C. Staff Member - immediately notify the director of athletics of the violation.

(3) Athletes charged with a felony or with crimes that involve gambling or game fixing will be suspended from their team until final disposition of such charges. Athletes who are convicted of, or who plead guilty to, felony or game fixing charges will be permanently removed from their teams. Once the director of athletics has been notified of a violation he will meet with the head coach to determine the manner in which the incident will be investigated (if allowed by authorities/lawyers).

(4) The director of athletics and the head coach will meet with the student-athlete to discuss what has been learned and give the student-athlete the opportunity to respond. If allowed, this interview will not take place until after legal authorities have completed their investigative procedure.

(5) The director of athletics may conduct additional inquiry as deemed necessary if considered appropriate by the local prosecutor or the Office of Student Conduct.

(6) The director of athletics and head coach will review the incident and determine what sanctions, if any, will be imposed by the department of athletics after the completion of Student Conduct and/or court proceedings.

(7) The student-athlete and head coach will be notified of the sanctions imposed by the director of athletics.

(8) The athletics administration will share with the Office of Student Conduct when a student-athlete has had his/her second violation of the Athletics Drug Testing Policy. The Office of Student Conduct will contact the student-athlete and proceed from there.
At no time will any department of athletics representative attempt to influence the outcome of any criminal or Office of Student Conduct proceedings or investigative findings of any misconduct or criminal charge involving a student-athlete.

STUDENT-ATHLETE APPEALS PROCESS

If at any time a student-athlete feels that a sanction or action against the student-athlete is not appropriate, the student-athlete may submit a written request for an appeal hearing to the Faculty Athletics Representative. Some sanctions or actions could include a discipline policy sanction, loss of scholarship, reduction of scholarship, denial of a release to transfer, etc.

a. A letter requesting a hearing must be sent to the Faculty Athletics Representative within seven (7) calendar days from the date of the written notification of sanction or action during which the student-athlete may appeal, in writing, to have the sanction or action changed. After this seven day period expires, appeals will not be considered. The Faculty Athletics Representative will appoint a committee of three Athletics Council members to hear the appeal. No officer or agent of the Department of Athletics shall be eligible to serve on such committee.

b. The hearing shall be convened within five school days after it is requested unless the university is in recess, in which case more time may be needed to convene a hearing. The hearing shall be conducted in private. Only members of the committee, the affected student-athlete and one person of his or her choice, and the Director of Athletics or a designee and one person of his/her choice, may attend. The Director of Athletics, or a designee, shall present evidence to the committee to support the denial of reinstatement of eligibility or to support the reinstatement of eligibility. The affected student shall be present to hear and review all evidence, and to present other evidence in his/her own defense. The burden shall be on the Director of Athletics to prove by the greater weight of the evidence that the conduct on which the sanction was based in fact occurred and remains relevant. After hearing all such evidence as it deems relevant, the committee shall deliberate in private for the purpose of making findings of fact. The findings and conclusions shall be based exclusively on information supplied at the hearing. Within three calendar days after it concludes its inquiry, the committee shall report its conclusions concerning the facts, as well as a recommendation to the Faculty Athletics Representative as to if and when the student-athlete may resume participation. The Faculty Athletics Representative shall then decide whether or not and when the student-athlete is to be reinstated.

c. The affected student-athlete may appeal the decision of the Faculty Athletics Representative to the Chancellor. Cancellation of eligibility (with attendant non-renewal of any athletic scholarship) may not be imposed until appeals through the level of the Chancellor have been concluded. The appeal to the Chancellor must be filed within 5 business days after the decision by the Faculty Athletics Representative is made available to the student-athlete.

d. Any final decision made by the Faculty Athletics Representative and/or Chancellor shall also be put in writing to the Director of Athletics and copies provided to the affected student-athlete(s), head coach(es) and sport administrator(s).

e. Where a student-athlete is scheduled to engage in intercollegiate competition before the Faculty Athletics Representative can issue a decision, the Director of Athletics or designee may impose a temporary suspension from competition. Temporary suspension may be imposed after the Director of Athletics or designee (1) meets with the student-athlete, (2) explains what the alleged violation is and what evidence exists, (3) allows the student-athlete to explain, deny, or rebut, and (4) the Director of Athletics or designee determines the evidence is strong enough to warrant a hearing and a suspension until a decision on the hearing has been determined. The temporary suspension may remain in place, at the Director of Athletics discretion, until there is a final decision based on the hearing.

PERMISSION TO TRANSFER REQUESTS AND APPEALS
It is our hope that you have enjoyable and fulfilling years at Appalachian, but if at some point you feel the need to consider a transfer to another institution you need to understand the NCAA, Southern Conference and ASU rules regarding transfer. It would be best to request a meeting with the Director of Compliance to be informed of all the rules governing transfer. This will assist you in determining the best course of action and what the ramifications are if you choose to transfer.

NCAA rules prohibit another institution or its coaching staff from speaking to a student-athlete regarding transfer without first obtaining permission to speak from your current institution’s Director of Athletics or designee. Prior to speaking to another institution or their head coach, you MUST first speak with your head coach about transferring. Your request should be in writing to the Head Coach and the Director of Compliance (e-mail is acceptable). Appalachian has seven business days in which to approve or deny a request for permission to speak or to transfer utilizing the one-time transfer exception. The Director of Athletics has the final say on the department granting permission to speak or transfer.

**Southern Conference Transfer Policy** - A conference-wide policy exist that prohibits the use of the one-time transfer exception for student-athletes interested in transferring within conference institutions.

**Appeal Process if Request is Denied** - If a request for permission to speak or transfer utilizing the one-time transfer exception is denied by the Athletics Department, a student-athlete may appeal in writing to the Faculty Athletics Representative who will appoint a committee of three Athletics Council members to hear the appeal (Appeals Hearing Committee of the Athletics Council). No officer or agent of the Department of Athletics shall be eligible to serve on this committee. The Committee will hear the case and provide a written response of approval or denial within 15 business days of the student-athlete’s written request for appeal of the Athletics Department’s decision to deny.

The student-athlete will be granted the opportunity to appear before the committee in person (or over the phone in unusual circumstances). The hearing shall be conducted in private. Only members of the committee, the affected student-athlete and one person of his or her choice, and the Director of Athletics or a designee and one person of his/her choice, may attend. The Director of Athletics, or a designee, shall present evidence to the committee to support the denial of permission to speak or use of the one-time transfer exception. The affected student shall be present in person, or by phone to hear and review all evidence, and to present in his/her own defense. After the hearing, the committee shall deliberate in private for the purpose of making findings of fact. The findings and conclusions shall be based exclusively on information supplied at the hearing. The committee shall report its conclusions concerning the facts, as well as a recommendation to the Faculty Athletics Representative. The Faculty Athletics Representative shall then decide whether or not the transfer appeal will be granted or denied. This decision is final and cannot be appealed further.

If the student-athlete does not receive a response to their written request for permission to speak or utilize the one-time transfer exception either from the Director of Compliance or the Appeals Hearing Committee of the Athletics Council, the student-athlete will be granted permission to speak or a release by default.

**ATHLETICS GRIEVANCE PROCEDURE**

If a student-athlete has a grievance pertaining to any situation or policy, he/she has the option of presenting it to internal personnel including the director of athletics, athletics administrative staff, athletic training staff, and/or strength and conditioning staff. Such grievances may also be presented to external personnel including the dean of students, academic advisors for student-athletes, the Office of Equity, Diversity and Compliance, the Faculty Athletics Representative, and/or the Center for Student Involvement and Leadership, etc.

Discussions with any of these agencies/personnel should then be followed up in writing, to the Director of Athletics for review.

**ACADEMIC SERVICES FOR STUDENT-ATHLETES**

Services for student-athletes are part of a larger academic support program called the Learning Assistance Program (LAP). The LAP is committed to the growth and development of individual students and to the belief that, given appropriate
assistance, support, time and teaching strategies, students can take control of their own academic progress, become independent and self-directed learners and achieve their educational goals.

Student-athletes receive the following services:

- Summer Orientation before initial enrollment
- Academic Advising/class scheduling
- Career Counseling
- Appropriate referral to University Counseling Services
- Free Tutoring and Supplemental Instruction
- Planned Athletic Study Hall
- Eligibility information and certification
- Placement in developmental and learning skills courses
- Priority registration
- Academic accommodations for Students with Disabilities
- Laptop computers (for short term use) through LAP

The Learning Assistance Program’s offerings for the Academic Services for Athletes program are listed at the following address: [http://lap.appstate.edu/academic-services-student-athletes](http://lap.appstate.edu/academic-services-student-athletes)

UNIVERSITY TUTORIAL SERVICES (LAP)

Tutorial services are offered in most courses throughout the academic year on an appointment and walk-in basis. The tutorial program is staffed by upper-class students who have been recommended by their professors and are carefully interviewed by the Tutor Coordinator. Tutoring services are free. Although tutoring can be a very valuable aid, the best resource for help in a class is the professor. Before receiving tutoring a student-athlete should set up a meeting with the professor to discuss specific concerns.

PLANNED ATHLETIC STUDY HALL (LAP)

The goal of study hall is to assist student-athletes in utilizing study strategies and time management to achieve their academic goals. Students are assigned to a specific study hall with a small number of other athletes and their work is supervised by a graduate student. Student-athletes are required to complete three hours of study hall per week and one additional academically related hour. (See University Tutorial Services). All freshmen and transfer scholarship athletes are required to be in study hall their first semester at Appalachian. Any student-athlete who has a GPA below a 2.25 or is designated by the Head Coach, Academic Advisor or Director of Athletics is also required to be in study hall.

COMPUTER LABS

The use of computers is quickly becoming a necessity in and outside of the classroom. To help meet these needs, computer labs are available in the following areas and are open to all students:

- ACS Lab (2018 Raley Hall)
- Belk Library Mac Lab (2nd Floor)
East Residence Hall Lab (1st Floor)
Belk Residence Hall Lab (1st Floor)
White Residence Hall Lab (1st Floor)
College of Business Computer Lab (2010 Raley Hall)
Mathematical Sciences Lab (205 Walker Hall)
College of Education Lab (271 Edwin Duncan)
Student Union Profile Trail Lab (2nd Floor)
   English Department Lab (202 Sanford)
Learning Assistance Program Lab (214 D.D. Dougherty)
   Athletics Center (Room 4042) – For student-athletes only

PRIORITY REGISTRATION

Student-athletes have the opportunity to register early for classes each semester, following graduate students and graduating seniors. This privilege allows student-athletes the best opportunity to meet graduation requirements and choose class times that will best fit athletic obligations such as out-of-town contests, practice, and team meetings.

ACADEMIC POLICIES

Dropping and Adding Courses: Students may drop or add any course during the first five class days of a regular term. Always check with an athletics academic advisor before dropping or adding a course to determine its effect on your eligibility.

Career Course Drops: After the fifth day of classes, students will not be allowed to add any course and may only drop four courses during their entire academic career at Appalachian. The career course drops extend nine weeks into the semester. Student-athletes are required to contact their athletics academic advisor prior to dropping a course. A registration hold which shows as an “NCAA hold” on the account is set so that a student-athlete does not drop below 12 hours. Only an athletics academic advisor can remove a NCAA hold if it has been determined by the advisor that the student’s eligibility will not be jeopardized.

Adding a Course that is Closed: Contact faculty for permission to add.

Academic Standing: To be in good standing at the end of each semester at Appalachian you must have the following cumulative grade point average for the corresponding attempted hours. Please note that attempted hours include both institutional and transfer hours.

   After 0-15 attempted Hours  1.75
<table>
<thead>
<tr>
<th>Attempted Hours</th>
<th>GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>16-30</td>
<td>1.90</td>
</tr>
<tr>
<td>Above 30</td>
<td>2.00</td>
</tr>
</tbody>
</table>

**Academic Probation**: A student who does not meet the required GPA will receive notification that he or she is "Placed on Warning." This is another term for academic probation. Students may attend Appalachian while on probation **two semesters only** (summers excluded). Semester probations do not have to be consecutive. Once a student has used two probations, the student is suspended from school.

**Repeat Policy**: A student may repeat up to **four courses** in which the initial course grade may be excluded from the cumulative grade point average. A student-athlete must discuss repeating a course with an athletics academic advisor as it may jeopardize athletic eligibility. A student must attend summer school at Appalachian to improve overall grade point average.

### ELIGIBILITY REQUIREMENTS FOR STUDENT-ATHLETES

There are a number of rules and regulations from both Appalachian State University and the NCAA that all student-athletes must be aware of and follow in order to ensure eligibility. These rules and their descriptions are below. Please read carefully since, ultimately, it is **your** responsibility as a student-athlete to maintain your athletic eligibility. Your head coach will be notified if your eligibility status changes or is in jeopardy.

#### 12-HOUR RULE

You must maintain a minimum of 12 credit hours per semester to compete or practice in a sport. (i.e. weight lifting, meetings, etc.). A drop below 12 credit hours during a semester will result in immediate ineligibility for that semester. **A word of caution**: **do not drop a class until you have talked with your athletics academic advisor!**

#### 6-HOUR RULE

To be eligible for competition each semester, you must have successfully completed **at least 6** credit hours the previous semester.

#### 18/24-HOUR RULE

You must complete a total of 24 credit hours during the regular academic year (fall, spring, summer) in order to be eligible for competition. Of those 24 hours, **18 hours must** be completed during the **fall** and **spring** academic terms only.

You may need to plan on going to summer school in order to be eligible to compete. If you have a question about your eligibility status, contact your sport’s academic advisor, the NCAA Continuing Eligibility Specialist, Jonathan Reeder, or the Director of Compliance, Barbara Green, to determine your status and whether you will need to attend summer school.
# NCAA Continuing Academic Eligibility Requirements

<table>
<thead>
<tr>
<th>ACADEMIC CLASS (Semester of Full-time Enrollment)</th>
<th>NCAA CONTINUING ACADEMIC ELIGIBILITY REQUIREMENTS</th>
</tr>
</thead>
</table>
| **Sophomore** (entering 3rd semester)             | • Must have earned at least 6 credits each semester.  
• Must have earned at least 24 credit hours during previous year with at least 18 earned during the regular academic year (fall & spring)  
• 90% (1.8 GPA) of minimum cumulative GPA for graduation each semester. |
| **Junior** (entering 5th semester)                | • Must have earned at least 6 credits each semester.  
• Must have earned at least 18 hours during the regular academic year (fall & spring)  
• Must have officially declared a major. (Completed appropriate paperwork)  
• 95% (1.9 GPA) of minimum cumulative GPA for graduation each semester.  
• 40% of degree must be completed.  
• Complete graduation plan by March 1st. |
| **Senior** (entering 7th semester)                | • Must have earned at least 6 credits each semester.  
• Must have earned at least 18 hours during the regular academic year (fall & spring)  
• 100% (2.0 GPA) of minimum cumulative GPA for graduation each semester.  
• 60% of degree must be completed. |
| **5th Year Senior** (entering 9th semester)       | • Must have earned at least 6 credits each semester.  
• Must have earned at least 18 hours during the regular academic year (fall & spring)  
• Must have declared a major.  
• 100% (2.0 GPA) of minimum cumulative GPA for graduation, each semester.  
• 80% of degree must be completed. |

- All student-athletes must be in good academic standing as defined by their home college.
- Once a student-athlete has officially declared a major, all hours used towards meeting the satisfactory progress requirements must be applicable toward the student’s designated degree program.

- Remedial or developmental hours may count as part of the required 24 hours during the first year of college attendance, but may not be used to meet the “percentage of degree” eligibility requirements.

- "Elective" hours can be counted as degree hours **only** if the student’s degree program allows for electives.

- Hours cannot be earned for a repeated course that was passed previously.
• Hours cannot be earned for a class passed with a "D" if the major requires the course be passed with a "C". (i.e. Education, Physical Education, Business, Drafting & Design majors) The same is true if a course is passed with a “C-” but requires a “C”.

• Hours towards a specific minor can be used for eligibility only if a minor is required for the student's particular major/degree.

• "Percentage of degree" requirements and GPA rules apply to transfer students also.

• You will need to have prior approval from the NCAA Continuing Eligibility Specialist for any course that you wish to take in summer school at another institution. To receive credit for coursework at another school, a student must be in good academic standing, receive PRIOR approval from the Registrar's Office, and obtain a grade of "C-" or better. Appalachian’s Registrar's Office must receive a copy of an official transcript before credit will be awarded. Please see your academic advisor for athletics for assistance with this process.

**IMPORTANCE OF EARLY MAJOR DECLARATION**

Minimal completion of these standards will not allow you to graduate within a four year period or keep you in good academic standing at Appalachian. Therefore, it is important that you decide your major early in your academic career to maintain eligibility and to graduate within four years. Some key resources to help you make decisions on a major are your academic advisor, Career Development Center, and Peer Career. A course that may also help you make career decisions is HPC 2200 – Life and Career Planning. Talk with your athletics academic advisor about this course.

**UNDECLARED AND DECLARED MAJORS**

All initial academic records are held in the University College Academic Advising Center. You are considered an undeclared major as long as your records are in General Studies. When you have completed 30 or more semester hours, have completed First-Year Seminar, and have a minimum cumulative GPA of 2.0, you may have your records sent to your degree granting college. A student must complete the declaration of major paperwork in the University College Academic Advising Center (101 D.D. Dougherty) to officially declare a major. You will also be advised in your upper division courses by a departmental advisor. NCAA rules mandate that you must declare your major by the start of your fifth semester. You will also have an athletics academic advisor as long as you compete in collegiate sports.

**FIVE-YEAR RULE**

You have five calendar years in which to complete four athletic seasons in a sport. The five-year clock begins when you first enroll as a full time student or first compete at any two- or four-year collegiate institution. These years are continuous. You do not regain the time during which you are not enrolled in school. You may be granted an extra year of competition within that five year period if you are ill or injured and meet the criteria of the NCAA for a medical hardship.

**MEDICAL HARDSHIP**
A student-athlete may be granted an additional year of competition by the Southern Conference or the NCAA Committee on Student-Athlete Reinstatement for reasons of "hardship." Hardship is defined as an incapacity resulting from an injury or illness that has occurred under specific conditions set forth by the NCAA. Medical hardship waivers are not automatic. Coaches and trainers can only advise as to the possibility of a hardship waiver being approved. The final decision lies with the Conference office after a waiver application and supporting documentation have been submitted by the institution to the conference office.

REDSHIRTS

Redshirting means that a student-athlete practices for an entire season, but never competes in a contest. A student-athlete who redshirts chooses to do so, usually in consultation with or at the direction of the coaching staff.

ACADEMIC MONITORING

PROGRESS REPORTS

Progress reports on all student-athletes are completed by faculty members throughout the semester to help monitor academic progress and attendance. This information is provided to the athletics academic advisor and coach. If problems exist, a conference is held with the academic advisor and student-athlete to seek improvement.

CLASS ATTENDANCE POLICIES

***Consistent class attendance and participation are essential to academic success***

It is YOUR responsibility to attend every class on time for each course in which you are registered even if the faculty member does not take attendance.

CLASS ABSENCES DUE TO ATHLETICS PARTICIPATION

Student-athletes should provide each of their professors with an official letter from their coach on the first class meeting of each semester indicating classes that will be missed and departure times due to athletics participation. Student-athletes should discuss their travel/competition-related absences with their professor to determine if the absences will cause a problem in the class. In the most extreme case, a student may need to meet with his/her athletic academic advisor to make class adjustments. Three class days before each athletic event, athletes should remind professors of their upcoming absence. Student-athletes should also plan with each professor when and how to make up missed assignments, exams, etc. PLEASE UNDERSTAND THAT THIS DOES NOT MAKE YOUR ABSENCES EXCUSED! The decision is up to each individual professor. Early communication between you and your professor is very important.

CLASS ABSENCES DUE TO ILLNESS OR INJURY
Student-athletes who have an extended personal illness or injury should contact their Athletics Academic Advisor who will promptly notify professors. Student-athletes should also make an effort to contact each professor to inform him or her of illness or injury.

UNIVERSITY WITHDRAWAL

When it is necessary for a student-athlete to withdraw from the university, it is important that the procedure is followed properly. Failure to exercise the process correctly could result in the student receiving unresolved failing grades that can adversely affect the student's academic record. Before a student withdraws, he/she should contact his/her academic advisor to ensure that the withdrawal is done properly.

RECOGNITION

As an outstanding student-athlete, you may receive both public and professional recognition in the form of awards. When you are recognized for your achievements, please remember that you are representing not only yourself, but also your team, the athletics program, and Appalachian State University.

HONORING ACADEMIC ACHIEVEMENT

Student-athletes at Appalachian State University continue to reach new heights in academic achievements. The University along with the Department of Athletics is proud of these accomplishments and wants to honor academic achievement. It should be the goal of every student-athlete to attain maximum success in both academics and athletics. Review the following areas honoring academic athletic achievement and set goals for your future.

ATHLETICS ACADEMIC HONOR ROLL: Student-athletes who earn a 3.25 or better GPA and are enrolled as full-time students are listed on the Athletics Academic Honor Roll at the end of each semester.

SCHOLAR ATHLETE RING: Student-athletes who graduate with a cumulative 3.0 GPA or better and participate in a varsity sport during both junior and senior years are awarded the scholar athlete ring. The ring is presented at a home football game the following year.

DEAN'S LIST: Any undergraduate who maintains a 3.45 GPA or better with 12-14 hours or 3.25 with 15 or more hours of semester work at Appalachian is listed on the Dean's List.

CHANCELLOR'S LIST: This recognition is given to the student who has a 3.85 or better GPA and is considered full-time with courses counted toward graduation at Appalachian State University.
GRADUATION WITH HONORS: A student must complete four semesters in residence at Appalachian (12 or more hours each semester / a total of 58 hours) and earn a 3.45 for graduating "cum laude," 3.65 for graduating "Magna cum laude," and 3.85 for graduating "Summa cum laude."

SOUTHERN CONFERENCE HONOR ROLL: Any student-athlete who maintains a 3.0 GPA for the academic year is listed on the Southern Conference Honor Roll.

SOUTHERN CONFERENCE GRADUATE SCHOLARSHIPS: Students who graduate with a cumulative 3.2 GPA and have excelled in athletics as well as public service can be nominated for these awards.

SPORTS BANQUET

A Sports Banquet is held annually for all student-athletes and is sponsored by the Department of Athletics and the Former Athletes Association. The annual event is held in late April or May on Appalachian's campus. The sports banquet recognizes:

1. A Most Valuable Player from each Varsity Team.
2. The Eloise Brakefield Award for the graduating senior student-athlete with the highest overall GPA.
3. The Edmundson Award given to student-athlete not on athletic aid who has shown special spirit and leadership in athletic endeavors. (Must be from North Carolina)
4. The Goodyear Family Award given to a male or female student-athlete of a non-revenue sport. He or she must be a rising junior who demonstrates strength of character, verifiable financial need and a minimum 2.0 GPA.
5. The Athletics Director Award for community service.
6. All fall Academic Honor Roll members.

ATHLETICS FINANCIAL AID

An athletically-related grant-in-aid, as well as other forms of financial assistance may be provided to assist with a student-athlete's University expenses.

Varsity teams are provided with a specific number of grants-in-aid (scholarships) in accordance with budgetary restrictions and NCAA regulations. These grants are awarded by the University Financial Aid Office upon recommendation of the Head Coach and approval by the Director of Athletics. Grants-in-aid are not reimbursements for services performed, but are provided to help student-athletes with their educational expenses. An athletics grant is restricted to covering educational expenses such as tuition, fees, room, board, and course-related books.

Grants-in-aid do not include summer term classes. Your Head Coach, together with the Director of Athletics, decides who will be awarded aid for summer school and the amount to be given.
If you entered Appalachian State University as a prospective scholarship student-athlete directly from high school, you were notified of your initial financial aid award with your National Letter of Intent.

**Grants-in-aid may be discontinued if you:**

1. Render yourself ineligible for athletic competition
2. Misrepresent information on your application, National Letter of Intent or Athletics Financial Aid Agreement
3. Voluntarily withdraw from your sport for personal reasons
4. Engage in misconduct serious enough to warrant disciplinary action and cancellation of aid

**Grants-in-aid must be reduced or cancelled if you:**

1. Sign a professional sports contract for your sport
2. Accept money for playing in an athletics contest which exceeds the cost of actual and necessary expenses.
3. Agree to be represented by an agent

You must be notified in writing by July 1st of each year concerning the status of your athletics aid by the University Financial Aid Office. Any gradation/cancellation to the original grant may be made only by the Director of Athletics under guidelines specified by NCAA legislation.

**APPEALING REDUCTION OR CANCELLATION OF AID**

If your aid is reduced or discontinued, you will receive a notification letter from the Financial Aid Office. If you feel that the reduction or cancellation of your aid is unfair or unjustified, you have the right to request a hearing, as provided by NCAA regulations. The letter reducing or discontinuing your athletic aid explains the appeal process you must follow. You must act within the timeline in the letter for an appeal to be heard. You must have had a face-to-face meeting with your coach and sport supervisor or Director of Athletics about the decision not to renew or reduce your scholarship before an appeal will be heard by the Faculty/Staff Committee on Athletic Appeals. The Committee on Athletic Appeals consists of two faculty members, three university staff members from outside of athletics, one student and one member from the financial aid office. The decision of this committee is final and will be communicated in writing to the student-athlete, head coach, sport administrator, director of compliance and Director of Athletics.

**INSTITUTIONAL FINANCIAL AID**

All financial assistance received by a student-athlete must be reported annually and be in compliance with NCAA and Southern Conference rules and regulations. Therefore, if you are on an athletics scholarship, it is important that you check with the director of compliance and your head coach before accepting additional aid.
Your combined athletically-related aid cannot exceed a full grant-in-aid. NCAA rules allow you to receive up to the cost of attendance in other aid. You may be eligible to receive additional assistance from Pell Grant funds. **A student-athlete who receives a Pell Grant may receive financial aid, unrelated to athletics ability up to the cost of attendance or up to the value of a full grant-in-aid, plus the Pell Grant, whichever is greater.**

**PELL GRANTS**

Pell Grants are available to any student meeting required federal government standards of financial need and are awarded regardless of other aid being received. In order to receive a Pell Grant you must complete a Free Application for Federal Student Aid available online at [http://www.fafsa.ed.gov/](http://www.fafsa.ed.gov/). Contact the Financial Aid Office for more information or assistance with completion of your Pell Grant application.

**OUTSIDE PRIVATE SCHOLARSHIPS**

Outside private scholarships are scholarships you may receive from your high school or booster club before you enroll at Appalachian. Outside private scholarships can also come from other foundations, church or civic organizations. The criteria for these awards can include athletics ability as a major or minor criteria for the awarding you the aid. Regardless of when you receive the aid, all outside private scholarship checks need to be submitted to the financial aid office. Depending whether athletics ability was a major criteria and the amount of financial aid you are already receiving, the financial aid office will determine if the aid can be credited to your account. The financial aid office will also determine if the aid will affect the team limit. The NCAA has set team and individual limits depending upon the type of aid you have received. Please be sure to contact the financial aid office regarding any outside private scholarships you receive or contact Barbara Green, Director of Compliance at greenba@appstate.edu or by phone at (828) 262-7843.

**STUDENT LOANS**

Personnel at the Financial Aid Office will help you pursue the possibility of long-term student loans or federal grants if additional funds are needed. They will also assist you with the application process related to qualifying for these funds.

**EMPLOYMENT**

Prior to a student-athlete becoming employed, there are several rules that must be followed:

- Student-athletes must get prior approval from the Director of Compliance.
- Compensation received must be for work actually performed;
- Compensation can not include any payment for the value that the student-athlete may have for the employer because of the publicity, reputation, or personal following that he/she obtained because of athletics ability;
- Compensation must be commensurate with the going rate in that location for similar services.

**NOTE:** A Student-athlete who do not get prior approval from the Director of Compliance, by completing the written statement form can jeopardize his or her athletic eligibility. **This form must be signed prior to a student-athletes employment. Employment and fee-for-lesson forms are located in the student-athlete section at:**

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CAMPS & CLINICS

Student-athletes may be employed at institutional sports camps and clinics throughout the academic year and during the summer. Student-athletes must be approved by the Director of Athletics to work at a summer camp or clinic. All student-athletes must be paid at the same rate, except for increases due to number of years worked.

POST ELIGIBILITY

The Department of Athletics makes every effort to financially assist you if you have not graduated by the time you have completed your eligibility. Such assistance is generally recommended by the Head Coach to the Director of Athletics. This is not an automatic benefit. We encourage all athletes to complete their degree in four years.

Please note that according to NCAA rules, financial aid will be terminated if you are under contract with a professional sports organization.

NCAA SPECIAL ASSISTANCE FUND

The NCAA has a fund established to help qualified student-athletes receive additional funds for specified expenses. To qualify for access to the fund a scholarship student-athlete must receive a Pell Grant or be determined by the University to have unmet financial need. A walk-on student-athlete can qualify for this fund if he or she receives a Pell Grant. A non-qualifier in his/her first year of enrollment does not qualify for this fund.

The fund can be used for the cost of clothing, travel from campus to home and other essential expenses (not entertainment or restaurant meals) up to $500. Students who qualify and are not on any insurance program may be able to have some medical and emergency dental costs covered. Appalachian will submit paperwork for you to receive $250 in the fall.

See Barbara Green, Director of Compliance, to apply for this fund. If you are eligible, you will be contacted by the Compliance Office and required to sign an application form. Foreign student-athletes and those with need remaining will be required to write a letter stating why you need access to the funds. You will need to put your name, sport, telephone number, email address and banner identification number in the letter. The Compliance Office will send the forms to the Southern Conference Office, who will mail the checks to the Compliance Office. The Compliance Office will contact you by phone or email when the checks are in. The Compliance Office will review the spending regulations when you pick up the check. You will be required to turn in receipts for the expended amount. Anyone who does not return receipts to the Compliance Office by the specified deadline will not receive funds the next semester. If you turn your receipts in by the deadline you can sign a form to receive another check in the spring (if funds are available).

OFF-CAMPUS HOUSING
If you are a scholarship student-athlete, you must receive the permission of your Head Coach to live off-campus. The room allowance you receive must be in compliance with NCAA financial aid rules and regulations. If you are a full-scholarship student-athlete, an amount, equivalent to the current standard room and board rate for the academic year, will be divided monthly throughout the academic year. You will receive 5 monthly checks in August, September, October, November and December for the fall semester and 5 monthly checks in January, February, March, April and May for the spring semester. A full scholarship student-athlete may pick up his/her monthly check from Athletic Business Office in the Stadium Building at the beginning of each of the above months throughout the academic year.

*Football full-scholarship student-athletes should pick up housing checks from the Football secretary. No one else is allowed to pick up your check for you! No exceptions!

You may also have your checks deposited into your bank account. Check with Business Manager, Amy Crumpler to find out how to proceed with this process.

FOOD SERVICES

The cafeteria is operated for the purpose of providing meals to all students on a cash or meal plan basis. Students may choose a low, standard, high or training table or super option. The Training Table plan includes breakfast and dinner at a designated site. A Meal Card is provided for a set dollar amount for lunch and can be used at all other campus dining facilities. Eating privileges at the training table will be discontinued when a student-athlete is dropped from the team roster or when misconduct occurs.

TRAINING TABLE, NON-SCHOLARSHIP ATHLETES

Any member of a varsity team may elect to participate in the training table meal plan provided by the department of athletics in conjunction with the ASU Food Services by signing a contract through Head Athletic Trainer Jason Robey. This service will provide three meals per day Monday through Friday, breakfast and lunch on Saturdays and Sundays. The cost of the training table meal plan will be set at the beginning of each academic year. If you are on the standard or high meal plan, the balance of your meal expenses equal to the training table expenses will be billed to you.

TEXTBOOK POLICY

In order to receive hardback books, full-scholarship student-athletes should present a class schedule to the Bookstore and they will issue the books. A list of full-scholarship student-athletes will be sent to the Bookstore, they will permit those individuals to charge required paperbacks for course work. **Books should not be purchased for anyone other than yourself. Otherwise NCAA and departmental regulations will jeopardize the student-athlete’s eligibility and cause the loss of book privileges.** (see book abuse policy)

RETURN POLICY

Hardback books are to be returned to the Bookstore by the required date. Any books lost or not returned will be handled by the Bookstore's regular policy.

PAPERBACK BOOKS POLICY

All Athletics purchased paperback books are to be returned to the Athletics Business Manager, Amy Crumpler in the Athletics Center Room 4052.

- There will not be any charges assessed to the student’ for books turned in by 4:30 p.m. on the last day of classes each semester.
• If the student would like to keep any of their books, they need to pay for those books by 4:30 p.m. on the last day of classes each semester, with payment being made to the Athletics Business Office. The amount that will be charged for those books will be 25% of the original amount paid by Athletics for those books.

• If books are not returned or paid for by 4:30 p.m. on the last day of classes each semester, the Business Office will assess a charge of 50% of the original cost of the purchased books to the student through the student accounts office. No late return will be accepted.

DROP CLASS RETURN POLICY

If you drop a class before the drop deadline you must return your book(s) to the Bookstore immediately. ALL BOOKS! If you keep these books and have them after the deadline you will be charged for these books. Also, if you drop a class after the deadline you will be charged for paperbacks purchased. ALWAYS RETURN HARDBACK BOOKS TO THE BOOKSTORE REGARDLESS OF WHEN YOU DROP A CLASS.

BOOK ABUSE POLICY

If you charge books you are not required to have (based on your class schedule) your account will be charged for those books. Furthermore, your book privileges for the remainder of the current year and the next year will be canceled. AT NO TIME SHOULD A STUDENT-ATHLETE CHARGE BOOKS TO THE DEPARTMENT OF ATHLETICS FOR ANOTHER STUDENT-ATHLETE OR FRIEND.

SUMMER SCHOOL

Summer school athletics aid/or fifth-year aid is not part of a scholarship grant and aid commitment. The Department of Athletics is committed to helping student-athletes graduate in a timely manner and in turn the student-athlete will be expected to plan a course schedule that will adhere to a four-year graduation plan.

Payment of summer school tuition and fees will only be approved in special situations and only after a meeting between the Director of Athletics and Head Coach. Under no circumstances will summer school athletics aid be offered to any student that has a study hall attendance rate of less than 100% during either the fall or spring semester or has four or more unexcused absences in any class during either the fall or spring semester.

PROMOTIONAL ACTIVITIES

A student-athlete with eligibility remaining may have their name, picture or appearance used by their institution or a recognized entity thereof (e.g. fraternity, sorority, student government) or the conference or a non-institutional charitable, educational or non-profit agency. This is permissible as long as it is incidental to the student-athletes participation in their sport and the following conditions are met:

a.) You must receive written approval to participate in the promotion from the Director of Athletics (or his designee) and cannot go beyond the participation limits listed on bylaw 17.

b.) The activity you participate in does not involve co-sponsorship, advertisement or promotion by a commercial agency other than through the reproduction of the sponsoring company’s officially registered trademark or logo on printed materials like pictures, posters or calendars. No personal names, messages or slogans are allowed.

c.) The name or picture of the student-athlete may not appear on an institution's promotional item (e.g. poster, calendar) if it includes a reproduction of a product that also has an officially registered trademark or logo on it.
d.) No class can be missed.
e.) Funds derived from the activity go directly to the university, Southern Conference, or the charitable, educational or nonprofit agency.
f.) You can accept actual and necessary expenses from the university, Southern Conference, or charitable, educational or nonprofit agency related to participation in the activity.
g.) Your name, picture or appearance is not used to promote the commercial ventures of any nonprofit agency.
h.) Commercial items with names, likenesses or pictures of multiple student-athletes may be sold only at university controlled or charitable, educational or nonprofit agency outlets. Items baring the name, likeness or picture of an individual student-athlete may not be sold.
i.) You and an authorized representative of the charitable, educational or nonprofit agency sign a release statement ensuring your name, image and appearance are used in a manner consistent with these requirements.

Note: Promotional Activities requests are not approved until they are submitted to the Compliance Office on Promotional Activities Form located in the Coaches and Staff heading of the Compliance section of the website www.goASU.com. https://admin.xosn.com/ViewArticle.dbml?DB_OEM_ID=21500&ATCLID=1524684

COMPLIMENTARY TICKETS
Student-athletes can receive up to four complimentary admissions to home and away athletic events when admission is charged for their sport.

- Complimentary admissions are provided through a pass list.
- No “hard tickets” will be provided.
- Student-athletes must provide the entire name of each person who will be receiving complimentary admission. Student-athletes should inform their quests that they need to provide proper identification in order sign for and receive admission at the pass list gate. Pass lists must be turned in to the Director of Compliance for review and approval by 5:00 p.m. on Thursday prior to all weekend contests and by 24 hours before all weekday home contests. After that time, no changes can be made to the pass list.
- Nonqualifiers may receive complimentary admission for themselves only to all regular season home contests during their first year of enrollment.

ILLEGAL BENEFITS
You may not receive any award or expense allowance that is not authorized by the NCAA. If you accept illegal benefits or awards, you may lose your eligibility, your scholarship and your right to compete in intercollegiate athletics. Please see Summary of NCAA Regulations (Appendix A) for more details.

Many student-athletes consider illegal benefits only in terms of accepting gifts or money. You cannot receive these benefits from coaches, representatives of athletics interests (boosters) and employees of the University, so don’t ask or accept them. Here are other examples that qualify as illegal benefits:

1. Cash or loans including bail or bonds in any amount, or co-signing for a loan by someone who you are not legally dependent upon.
2. Gifts, discounts or free services. (i.e. airline tickets, restaurant meals)
3. Use of someone else’s automobile.
4. Rent-free or reduced cost housing or a benefit connected with on or off campus housing. (i.e. TV set, stereo equipment, video game equipment, Ipods, cell phones)
5. Employment at a higher rate than the wages paid to others for similar work or payment for work not performed.
6. Transportation (aside from transportation related to an occasional home meal).
7. Receiving any material benefits that are not available to the general student body including excessive educational expenses and financial aid.
8. Free or reduced cost tickets to an athletic, institutional or community event.
9. Receiving more than the allotted number of complimentary game admissions.
10. Financial aid for post-graduate education.
11. Selling complimentary game-admissions at any price.
12. Endangering your amateur status by accepting benefits and items, stated in item 5 (directly or indirectly) because of your athletic skill in that sport.
13. Accepting improper awards for your athletic performance (e.g., cash, country club memberships, etc.) or having the maximum value or number of awards exceed NCAA limitations (see the Recognition section of this Handbook for additional information regarding allowable awards and other expenses permitted for recognition of your athletic talent).
14. Receiving professional sport tickets through the Department or booster, unless the tickets are provided for team entertainment purposes when your team travels to an away competition.
15. Being reimbursed for transportation to away events except in accordance with NCAA guidelines that allow the institution to transport you from home or the campus to the event site and from the event site (see the Recognition section of this Handbook for additional information regarding allowable expenses to championships).
16. Association or contract agreement with an agent or professional sports team.
17. Excessive expenses received from an outside amateur sports team or organization.

Athletes must not accept preferential treatment of any kind that is not provided to all students.

If there is any doubt about the legality of any benefits, check with the Director of Compliance to ensure that your eligibility is not in jeopardy.

PROFESSIONAL SPORTS, AGENTS, THE DRAFT, CONTRACTS AND TRYOUTS

To compete as a student-athlete it is essential that you know the NCAA rules related to professional sports, agents, the draft, contracts and tryouts. Any violations of these rules could have severe negative consequences for you and the University. Following are excerpts from the NCAA Manual from bylaw 12.3.

General Rule. A student-athlete will be ineligible for participation in an intercollegiate sport if they ever has agreed (orally or in writing) to be represented by an agent for the purpose of marketing his or her athletics ability or reputation in that sport. Further, an agency contract not specifically limited in writing to a sport or particular sports shall be deemed applicable to all sports, and the student-athlete will be ineligible to participate in any sport.

Representation for Future Negotiations. A student-athlete will be ineligible if they enter into a verbal or written agreement with an agent for representation in future professional sports negotiations that are to take place after the individual has completed his or her eligibility in that sport.

Benefits from Prospective Agents. An student-athlete will be ineligible if they (or their relatives or friends) accept transportation or other benefits from:

(a) Any person who represents a student-athlete in the marketing of their athletics ability. The receipt of such expenses constitutes compensation based on athletics skill and is an extra benefit not available to the student body in general; or

(b) An agent, even if the agent has indicated that he or she has no interest in representing the student-athlete in the marketing of his or her athletics ability or reputation and does not represent individuals in the student-athlete’s sport.
Legal Counsel. Securing advice from a lawyer concerning a proposed professional sports contract shall not be considered contracting for representation by an agent, unless the lawyer also represents the student-athlete in negotiations for a contract.

Presence of a Lawyer at Negotiations. A lawyer may not be present during discussions of a contract offer with a professional organization or have any direct contact (i.e., in person, by telephone or by mail) with a professional sports organization on behalf of the student-athlete. A lawyer’s presence during such discussions is considered representation by an agent. The Department of Athletics fully supports NCAA rules governing the roles of player/agent relationships regarding the participation of the student-athlete in intercollegiate athletics.

Professional Drafts & Inquiry

The following are excerpts from the NCAA Manual concerning any professional drafts.

Inquiry. An individual may inquire of a professional sports organization about eligibility for a professional-league draft or request information about the individual’s market value without affecting his or her amateur status.

Draft List. Subsequent to initial full-time enrollment, a student-athlete loses amateur status in a particular sport when the student-athlete asks to be placed on a draft list or supplemental draft list of a professional league in that sport, even though:

(a) The student-athlete asks that their name be withdrawn from the draft list prior to the actual draft;
(b) The student-athlete’s name remains on the list but they are not drafted; or
(c) The student-athlete is drafted but does not sign an agreement with any professional athletics team.

Exception – Professional Basketball Draft-Four Year College Student-Athlete. An enrolled student-athlete in basketball may enter a professional league’s draft one time during his or her collegiate career without jeopardizing eligibility in that sport, provided the student-athlete is not drafted by any team in that league and the student-athlete declares his or her intention to resume intercollegiate participation within 30 days after the draft. The student-athlete’s declaration of intent shall be in writing to the institution’s director of athletics.

Exception- Divisions I-A and Division I-AA Football. An enrolled student-athlete (as opposed to a prospective student-athlete) in the sports of Division I-A and I-AA football may enter the National Football League draft one time during his collegiate career without jeopardizing eligibility in that sport, provided the student-athlete is not drafted by any team in that league and the student-athlete declares his intention to resume intercollegiate participation within 72-hours following the NFL draft declaration date. The student-athlete’s declaration of intent shall be in writing to the institution’s director of athletics.

Negotiations. A student-athlete may request information about professional market value without affecting their amateur status. Further, the student-athlete, their legal guardians or the institution’s professional sports counseling panel may enter into negotiations with a professional sports organization without the loss of the student-athlete’s amateur status. A student-athlete who retains an agent shall lose amateur status.

The Department of Athletics fully supports NCAA rules governing professional drafts and inquires about them regarding the participation of the student-athletes in such.

Following are excerpts from the NCAA Manual concerning any contracts.

Contracts and Compensation. A student-athlete will be ineligible for participation in an intercollegiate sport if he or she has entered into any kind of agreement to compete in professional athletics, either orally or in writing, regardless of the legal enforceability of that agreement.
Nonbinding Agreements. A student-athlete who signs a contract or commitment that does not become binding until the professional organization’s representative or agent also signs the document is ineligible, even if the contract remains unsigned by the other parties until after the student-athlete’s eligibility is exhausted.

The Department of Athletics fully supports NCAA rules governing professional contracts and inquires about them regarding the participation of the student-athletes in such.

Following are excerpts from the NCAA Manual concerning professional tryouts.

Tryouts

Tryout Before Enrollment. A student-athlete remains eligible in a sport even though, prior to enrollment in a collegiate institution, the student-athlete may have tried out with a professional athletics team in a sport or received not more than one expense-paid visit from each professional team (or a combine including that team), provided such a visit did not exceed 48 hours and any payment or compensation in connection with the visit was not in excess of actual and necessary expenses. A self-financed tryout may be for any length of time.

Exception for Pre-draft Basketball Camp. In basketball, prior to full-time enrollment in a collegiate institution, a prospective student-athlete may accept actual and necessary expenses from a professional sports organization to attend that organization’s pre-draft basketball camp regardless of the length of the camp.

Tryout after Enrollment. A student-athlete shall not try out with a professional athletics team in a sport or permit a professional athletics team to conduct medical examinations during any part of the academic year (i.e., from the beginning of the fall term through completion of the spring term, including any intervening vacation period) while enrolled in a collegiate institution as a regular student in at least a minimum full-time academic load, unless the student-athlete has exhausted eligibility in that sport. The student-athlete may try out with a professional organization in a sport during the summer or during the academic year while not a full-time student, provided the student-athlete does not receive any form of expenses or other compensation from the professional organization.

Medical-Examination Exception. A single scouting bureau recognized by a professional league is permitted to conduct one medical examination per student-athlete during the academic year without jeopardizing the student-athlete's eligibility in that sport, provided the examination does not occur off campus.

Exception for Pre-draft Basketball Camp. In basketball, during the summer or during the academic year while not a full-time student, a student-athlete may accept actual and necessary travel, and room and board expenses from a professional sports organization to attend that organization’s pre-draft basketball camp.

Outside Competition Prohibited. During a tryout, a student-athlete may not take part in any outside competition (games or scrimmages) as a representative of a professional team.

Professional Team Representative at College Practice. A tryout with a professional team is not considered to have occurred when a representative of a professional team visits a member institution during the academic year and evaluates a student-athlete while the institution is conducting a regular practice session, physical education class or off-season conditioning program session that includes physical activities (e.g., speed trials, agility tests, strength tests), provided these activities are normally a part of and take place during regular practice, class or conditioning sessions.

The Department of Athletics fully supports NCAA rules governing professional tryouts.

NOTE: The most important thing to remember as a student-athlete is that no agreement, oral or written, can be reached with an agent until a student-athlete has exhausted all remaining eligibility.
In addition, the Department of Athletics has an Advisory Board to answer questions you may have concerning your eligibility status. Barbara Green, Director of Compliance has all information and exact rules concerning sports agents, the draft, contracts and tryouts. All agents that want to come to our campus must contact the Compliance Office first before seeing and talking with you or your parents/legal guardians. Contact Barbara Green to ask any specific questions.

**ATHLETICS POLICY ON STUDENT-ATHLETE VEHICLES ON CAMPUS**

Freshmen are not allowed by University rules to have automobiles on campus, except in the parking deck. Freshmen may purchase parking at off-campus locations. Upperclassmen are allowed to register their cars and park on campus according to regular University parking regulations. No special exceptions can be made for athletes to park. Any parking/towing fines are your personal responsibility and cannot be covered by an athletic scholarship.

Parking on campus is a privilege, not a right. You must follow all University Parking Services rules and regulations while on the Appalachian campus. Those athletes without proper campus parking hangtags or stickers are held to all University regulations. When teams travel or practice off campus, it is best for non-registered vehicles to be left at an off-campus site so as not to return to a ticketed or towed vehicle.

As part of the fall eligibility session each year, you will be asked to put in writing information about the vehicle you have in Boone. Per NCAA rules the Department of Athletics needs to have an accounting of the vehicles our student-athletes have in their possession. We will need the make, model and year of the vehicle as well as the license plate number. You will also be asked who owns the vehicle and how it has or is being paid for and by whom. This is to confirm that you have not received a vehicle in a manner that would jeopardize your eligibility as an NCAA student-athlete.

**UNIVERSITY CHARGES NOT PAID BY THE ATHLETICS DEPARTMENT**

Questions arise concerning the types of University expenses that are covered when a student-athlete is on full scholarship. Only tuition, fees, room, board and course-required books are covered. The expenses listed below are **not covered** by your scholarship:

- Long distance phone calls made from your residence hall or any location
- Cost of treatment for non-athletically related injuries and illnesses
- Library fines
- Fines for damage to University property, including the residence halls
- Key deposits or replacement of lost residence hall keys
  - "Consumable charges" which can be anything from lab fees for damage to non-required field trips
- Replacement fee for lost identification cards
- Computer software
- School supplies, pens, notebooks, paper, calculators, dictionaries, etc.(Calculators are available for check out in LAP)
- Vehicle registration fees
- Parking fines
- Typing costs
- Photocopying costs (Copies are permissible if it is related to completing academic coursework)
- Charges for lost or unreturned athletic-issued equipment
STUDENT-ATHLETE EMPLOYMENT

All student-athletes can work during the academic year and summer as long as you are paid the going rate for work performed. You must actually do the work and can only be paid what anyone else doing the same job would receive. Student-athletes are required to complete a Student-Athlete General Employment Form and submit it to their employer for verification and return it to the Compliance Office. The Student-Athlete General Employment Form is located in the Current Student-Athlete section of the Compliance link under Inside Athletics on www.goasu.com.

EMERGENCY CAMPUS NOTIFICATION SYSTEM-APPSTATE-ALERT

You are required to register with APPSTATE ALERT. APPSTATE-ALERT is the Appalachian State University 24/7 emergency messaging system. Using a combination of text messaging, voice messaging, email, and web technologies, APPSTATE-ALERT is designed to provide Appalachian students, faculty and staff members with timely information in the event of a campus emergency. Cell phone text and voice messages will only be sent by the University when an emergency exists that is considered an "imminent threat." An "imminent threat" is defined as a significant emergency or dangerous situation involving an immediate threat to the life safety of the campus community.

How can I register for APPSTATE-ALERT text and/or voice messaging?

Registering your cell phone numbers with APPSTATE-ALERT is quick and easy. Just update your Emergency Contacts in Banner Self Service. (This system is also available within AppalNET.)

Go to Banner Self Service, https://www.bannerweb.appstate.edu

Login using your Banner username and password

Click "Personal Information."
Click "Emergency Contacts."

Your current Emergency Contacts (if any) will be listed. Emergency contacts used for APPSTATE-ALERT will be listed with a "Contact Type" of either "Emergency Cell-Voice" or "Emergency Cell-Text" - "Emergency Cell-Voice" being the cell phone number at which you wish to receive emergency notifications as voice messages and "Emergency Cell-Text" being the cell phone number at which you wish to receive emergency notifications as text messages. You are encouraged to have both an "Emergency Cell-Voice" contact and an "Emergency Cell-Text" contact. They may both use the same cell phone number. Please note that both of these cell phone numbers should be YOUR cell phone numbers where YOU can be reached in case of a campus emergency. They should not be the numbers of family or friends.
CHAMPS/LIFE SKILLS PROGRAM

The Appalachian Department of Athletics is a member of the NCAA’s CHAMPS/Life Skills Program. (CHAMPS is an acronym for Challenging Athletes Minds for Personal Success.) Appalachian’s goal is to enhance the lives of student-athletes. The CHAMPS/Life Skills Program should further that effort. The program has five components. Along with each component are current names and numbers if you have questions or would like assistance.

A Commitment to Athletic Excellence ensures that each student-athlete will be provided facilities, coaching, staff and support services that will enable them to excel in the sports sponsored by Appalachian State University. The fundamentals of the program are based on a commitment to sportsmanship, equity, fair play, and integrity.

A Commitment to Academic Excellence ensures that each student-athlete will have the opportunity to excel in his/her chosen field of study and that athletic programs will provide services to support and enhance the academic success of the student-athlete.

The Learning Assistance Program provides workshops on study skills, time management, test taking, memory skills as well as providing tutoring, study halls and many other beneficial services. Call Jean Roberts at (828) 262-8679, the Director of Academic Services for Athletes, or visit the ASU Learning Assistance Program website at http://www.lap.appstate.edu/ for more information.

A Commitment to Personal Development ensures that each student-athlete will be provided with opportunities to focus on personal growth issues such as values clarification, goal setting, and fiscal responsibility. Each component will be focused toward developing a healthy lifestyle. Numbers of interest: Alcohol and Drug Assistance (828) 262-3148; Equity Office (828) 262-2144; Counseling and Psychological Services (828) 262-3180.

A Commitment to Career Development places a priority on preparing for life after intercollegiate sports. ASU offers a variety of programs that acquaint student-athletes with the job search process, networking opportunities, and other things that ultimately assist with job placement. Student-athletes can participate in resume and interviewing workshops as well as job fairs, career counseling and other Career Development opportunities. Call the Peer Career Center at (828) 262-2029 or Career Development Center in the John E. Thomas Building, (828) 262-2108.

A Commitment to Service is a challenge to our student-athletes to give back to the Boone Community. Our student-athletes will be given opportunities to develop the foundation for a long commitment of volunteerism. The Department of Athletics sponsors several outreach opportunities as well as opportunities available through Appalachian Volunteer Services (828) 262-2193.

If you have questions or need specific information contact Erin Justice, the Champs Life Skills Coordinator at (828) 262-7855 or by email at justiceem@appstate.edu.

OFFICE OF EQUITY, DIVERSITY AND COMPLIANCE

The Office of Equity, Diversity and Compliance is a service unit for all members of the Appalachian campus community who have concerns about unfair treatment based on some form of discrimination. The office provides to Appalachian students, faculty, staff and administrators a neutral and confidential starting place for dealing with these issues. Their professional staff will assist you in a respectful and timely manner. Their main focus is harassment prevention and resolution, education, and diversity outreach. They provide workshops and training programs to support and encourage learning, working and living environments free from discrimination and harassment. Their office is located in I.G. Greer and they can be reached at (828) 262-2144, or visit their website at
COUNSELING AND PSYCHOLOGICAL SERVICES

The Counseling and Psychological Services Center, an office of the Division of Student Development at Appalachian State University, is part of a comprehensive program of student services. The Center has as its primary purpose the prevention of psychological difficulties and treatment of mental health concerns of its students. The Counseling and Psychological Services Center seeks to assist in the creation and maintenance of a university environment that will foster the well-being and personal development of its members. Visit their website at www.counseling.appstate.edu.

In order to see a counselor, you can come by the Counseling Center located next to the Post Office on the first floor of the Miles Annas Student Support Building during their Walk-In Clinic. There are certain hours available every day when you can come into the Center and see a counselor on a first-come, first-served basis. Call (828) 262-3180 for their hours. When you initially arrive, you may be asked to complete important paperwork, so please allow yourself enough time. During the Walk-In session, which normally lasts 20-30 minutes, a counselor will work with you to determine how and where to best meet your needs. You may be referred to an individual counselor, a group, or if appropriate referred to another agency on campus or in the community. Please be sure that you understand the next steps before you leave your Walk-In session, otherwise contact (828) 262-3180.

The Counseling Center also offers after-hours on-campus emergency coverage (when school is in session during fall and spring semesters) for trauma and life-threatening situations such as suicide and sexual assault. To activate the system, call the Campus Police Department at (828) 262-2150.

STUDENT-ATHLETE ADVISORY BOARD (SAAB)

The NCAA requires each institution have a functioning Student-Athlete Advisory Committee (SAAC). Each team is to vote on their members for the SAAB and send that list to the SAAB Advisor. Coaches are not to choose their members. Players should find out who would be interested in serving on the Board and then vote. The SAAB meets approximately twice a month during the academic year. The SAAB is the voice of the student-athletes to the athletics administration. It strives to provide campus and athletics administrators insight into the student-athlete experience and to offer input on NCAA, Southern Conference and ASU rules, regulations and policies that affect student-athletes’ lives.

Each team is allowed two members on the Board, with football allowed four and cross country, track and field allowed six. Members must attend the meetings unless their team is practicing or competing during the meeting time.

The SAAB does community service projects over and above the projects each team undertakes. The Board encourages through e-mail, word-of-mouth, fliers, etc., attendance at all sporting events. The Board seeks to promote a positive student-athlete image on campus. The Board is also trying to build a sense of community among all athletic teams.
SPORTS PARTICIPATION

NCAA LIMITATIONS FOR ATHLETICALLY-RELATED ACTIVITIES

The NCAA has established limitations for the amount of time involved in athletic participation. They are as follows:

1. During the traditional and nontraditional playing season, a student-athlete's participation in countable athletically-related activities is limited to a maximum of four hours per day and 20 hours per week.

2. During the traditional and nontraditional playing season, each student-athlete is required to have one calendar day off per week during a seven consecutive-day period from all countable athletically-related activities.

3. Outside the traditional and nontraditional playing season, a student-athlete's participation in countable athletically-related activities is limited to a maximum of eight hours per week with two required days off per week. This participation is restricted to required physical fitness, weight training and conditioning activities conducted or supervised by an institutional staff member. Only two of the eight hours can include instruction while using equipment related to the sport. (skill workouts)

4. Outside of the declared playing season, participation by student-athletes in all sports (except football) in individual skill-related instruction can have the entire team at these sessions for a maximum of two hours per week between September 15 and April 15.

5. Before September 15 and after April 15, no more than 4 student-athletes from the same team may be involved in skill-related instruction with their coaches at any one time in any facility for those sports participating outside of their declared traditional or nontraditional playing season.

6. If a team is outside of their traditional or nontraditional playing season, they are not allowed to participate in any countable athletically-related activities one week prior to the beginning of the final exam periods through the end of the final exam periods for each semester.

The following are considered countable athletically-related activities and must be counted in the weekly and daily time limitations:

- Practice (field, floor or on-court activity; setting up offensive/defensive alignment; chalk talks; strategy sessions; activities using equipment related to the sport; game videotape reviews or discussions).
- Competition
- Required weight training and conditioning held at the direction of or supervised by an institutional staff member.
- Participation in a physical fitness class conducted by an institutional athletics staff member (unless open to all students).
- Required participation in camps, clinics, or workshops.
- Individual workouts required or supervised by a member of the coaching staff.
- On-court or on-field activities called by any member of a team that are considered as a requisite for participation in that sport (e.g., captain's practice).
The following are considered non-countable athletically-related activities and are not counted in the weekly or daily time limitations:

- Training table or competition related meals
- Physical rehabilitation
- Dressing, showering, or taping
- Academic study hall or tutoring sessions
- Meetings with coaches on non-athletics matters
- Travel to and from practice and competition
- Medical examinations or treatments
- Voluntary individual workouts
- Individual consultation with coaches initiated voluntarily by the student-athlete, provided the coach and student-athletes do not engage in athletically-related activities.
- Use of athletics facilities by student-athletes, provided activities are not supervised by or held at the direction of a member of the coaching staff.
- Involvement in strength and conditioning activities under the supervision of University's strength and conditioning staff.

Your coach should discuss these NCAA regulations with you, but any student-athlete that feels there is a violation of the countable athletically-related activities limits can contact Barbara Green, Director of Compliance at greenba@appstate.edu, or by phone at (828) 262-7843. Your name, sport and the violation are preferred, but anonymous reports will be followed up if enough information is provided to properly investigate the allegation.

OUTSIDE COMPETITION PROHIBITION

A student-athlete in any sport other than men’s basketball may not participate on an outside team during the academic year without losing their eligibility. The only time a student-athlete can participate on an outside team is during an official vacation period as listed on the academic calendar in the university catalog/bulletin. Student-athletes who choose to participate on an outside team during a published holiday cannot exceed the institutional limits set forth in bylaw 17.32.

Baseball……..4; Basketball*……..2; Cross Country……..2; Field Hockey……..5; Football……..5
Golf…………….2; Soccer………….5; Softball…………….4; Tennis…………….2; Track………….7
Volleyball……..2; Wrestling……..5

Please note that soccer, field hockey and volleyball may participate on outside teams after May 1st as long as the competition is approved by the Director of Athletics, the institutional limits are followed and no class time is missed. (Volleyball is confined to outdoor, sand or grass doubles tournaments)

*Basketball student-athletes are not allowed to participate on any outside teams except during the summer on teams in NCAA certified leagues. Please check with the Director of Compliance prior to participating on an outside team in basketball to assure that the league you will be participating in is NCAA certified.

STUDENT-ATHLETE HEALTH CARE
Providing comprehensive health care for all student-athletes is a priority to the Appalachian State University Department of Athletics. The University offers expanded health care through the Department of Health Services and specialized medical care through the Athletic Training program. Additionally, Appalachian State has several physicians available on a referral basis. It is through these services, both on and off-campus, that our student-athlete population receives quality health care.

POLICIES & PROCEDURES

Prior to each new academic year, parents and students are sent letters from the athletic training staff describing policies and procedures regarding health care. Additional forms to be completed and returned before the beginning of sports participation are also sent. Forms include health insurance and release forms, assumption of risk and indemnity agreement forms, medical history forms and a sickle cell fact sheet and questionnaire. These forms are completed annually. All new student-athletes complete a comprehensive preseason physical examination conducted by our staff of physicians before athletic participation is allowed. Each consecutive year thereafter, limited screening is completed by the athletic training staff with a health status update. Should a condition warrant further medical intervention, referrals will be made.

Following completion of all necessary forms and exams, the student-athlete is informed to report all injuries and illnesses to the athletic trainer. In order for the athletics department to assume any financial responsibility, the student must follow specific procedures. Student-athletes who self-direct medical services (e.g. get 2nd opinion without prior approval), except in emergencies, will assume responsibility for payment of their medical bills.

INSURANCE COVERAGE

At present, Appalachian State University carries a secondary accident insurance policy. Because of the nature of this policy, any medical bills incurred as a result of an accident in the intercollegiate sports program are the student's responsibility and will be sent directly to the student's home address for processing unless ASU has instructed the medical vendors otherwise. Failure to follow procedures specified by your insurance company resulting in denied benefits may be referred to the student for responsibility of payment. The UNC General Assembly made it mandatory that every student in the UNC system provide proof of insurance. Every student-athlete will have to go to www.studentinsurance.com to provide proof of insurance. If a student-athlete does not have insurance, then the student will be billed for the Pearce & Pearce insurance that is provided by the University.

The current claims procedures are as follows:

1. Medical bills will either be filed directly with your insurance company or sent to you for filing.
2. Once bills have been submitted to your insurance carrier, they will do one of two things: honor the claim and pay all or a portion of the bills incurred and send you a summary of claims activities, or not honor the claim and send you a letter of denial.
3. After your insurance carrier acts on the claim, please send copies of claims activities and/or denials along with copies of itemized bills to the Assistant Athletic Trainer for further processing.
4. If additional information is needed, please cooperate promptly with ASU Athletics so this claim can be processed in the least amount of time. It is in your best interest to have the claim settled promptly since all bills incurred are in your name.

Please note, Appalachian State University is not financially responsible for non-athletically-related illnesses/injuries or any pre-existing injuries/illnesses. The student-athlete should utilize the Department of Health Services for these services, and the appropriate athletic trainer whenever possible.

INTERNATIONAL INSURANCE
Like the other student-athletes, you will be required to show proof of insurance by going to www.studentinsurance.com. All international student-athletes must purchase the HTH Worldwide Insurance offered by the Office of International Education and Development (828) 262-2046. The Pearce & Pearce Insurance will NOT be acceptable for you.

ATHLETIC TRAINING FACILITIES & SERVICES

Appalachian State University employs several certified athletic trainers who are responsible for the health care of the student-athlete. Additionally, the University offers an accredited undergraduate athletic training curriculum. Student athletic trainers within this curriculum assist the certified athletic trainers with this task. These athletic training students will be given different sport assignments every semester. The athletic training students report to his/her respective supervising athletic trainer regarding injured student-athletes. There are four athletic training rooms fully equipped to meet the needs of the student-athlete. Each sport has a designated facility for their use.

PREGNANCY POLICY FOR FEMALE STUDENT-ATHLETES

These policies and procedures have been developed consistent with the standards and guidelines outlined in the NCAA Sports Medicine Handbook. They are adopted to establish protection for the pregnant student-athlete and her unborn child. The procedures outlined in this document will allow the student-athlete to make the best decisions concerning her pregnancy and her future as a collegiate athlete.

The university will adhere generally to guidelines set forth in the NCAA Sports Medicine Handbook, as it is modified from time to time.

The student-athlete is encouraged to inform an athletic trainer or team physician at the earliest known date of pregnancy. Although the university cannot require you to inform Department of Athletics administrators or coaches if you become pregnant, sports medicine staff trust that you will do what is in your own best interest and that of your unborn child.

A student-athlete MUST first BE CLEARED by her own OB/GYN and by a university team physician before she may participate in ANY athletic activity. Medical clearance of the student-athlete will be documented by the signing of an informed consent by the two involved physicians, the student-athlete, and a member of the administrative staff. Each case will be evaluated on an individual and sport basis, and treated as appropriate. Special consideration will be taken for student-athletes participating in contact sports or those sports posing a high risk of falling. The student-athlete may be able to continue to participate in competitive activity up to the fourteenth week of pregnancy, depending upon the sport in which she is involved. The student athlete may continue cardiovascular and weight lifting workouts past that date only as advised by both physicians. The student-athlete will be advised of the warning signs to terminate exercise during her pregnancy by the university medical staff. The student-athlete must also be cleared by the same physicians before returning to athletic activity post-partum.

Counseling may be provided by either physician or by the Counseling and Psychological Services Department. There shall be no grants-in-aid penalty or unlawful discrimination imposed on the student-athlete because of pregnancy, and pregnancy will be treated the same as any other temporary health condition. The student-athlete is hereby informed that NCAA rules permit a one-year extension of the five-year period of eligibility for a female student-athlete for reasons of pregnancy. A student-athlete desiring such an extension should submit a written request through the certified athletic trainer for her sport.

(Approved by Athletics Council, 09/15/2010)

WEIGHT POLICY FOR STUDENT-ATHLETES
A weight policy has been implemented to allow student-athletes the ability to achieve optimal performance and provide a healthy environment for the student-athlete. Coaches are not to discriminate against a student-athlete because of weight. Concerns by coaches about a student-athlete’s weight or eating habits are to be addressed with the Athletic Training staff, not the student-athlete. Any concerns regarding weight of student-athletes should be directed to the supervising athletic trainer. The supervising athletic trainer in conjunction with the strength and conditioning staff will make assessments and then confer with the student-athlete and coach.

The following pre-season services will be offered to those teams/student-athletes wishing to utilize them:

- Body Composition Analysis
- Height
- Weight
- % Body Fat
- Sport Specific Testing as determined by the strength and conditioning staff

Any athletes that need further assistance regarding weight loss or gain and/or conditioning will be handled through the Sports Medicine and Strength and Conditioning staffs. These areas will utilize all the services available on campus and make outside referrals when warranted. These services will be available at all times during the year on an individual basis.

**DISORDERED EATING POLICY**

**Mission**
Provide a comprehensive approach to prevention, intervention, treatment and rehabilitation for Appalachian State University Student-Athletes experiencing disordered eating issues.

**Policies**

1. All information of a student-athlete’s interaction with the Disordered Eating Management Team will remain confidential within the management team unless the Medical Clinician or Athletics Administrator (Director of Athletics or the Director’s designee) determines that disclosure outside the team is needed to protect the health or safety of the student-athlete. If the student-athlete is at least 18 years of age, the parent(s)/guardian(s) will be involved only at the request/permission of the student-athlete, or if the Athletics Administrator believes the student-athlete’s health or safety is in danger. If the student-athlete is under 18 years of age, the parent(s)/guardian(s) will be consulted on any medical treatment.

2. Only medical personnel may weigh student-athletes, set weight goals, measure body composition or interact with student-athletes in regard to body image.

3. Coaches and/or other Athletics Department personnel should follow the “Weight Policy for Student-Athletes” in the ASU Student-Athlete Handbook. Personnel who are concerned about the weight, body composition, or eating issues of any student-athlete should refer their concerns to a certified athletic trainer, and should NOT approach the athlete individually nor make comments about weight or body composition.

4. Student-athletes diagnosed with an eating disorder may be restricted or prohibited from athletics participation if:
   a. The student-athlete’s health is at risk with a certain level of continued sport participation.
   b. The student-athlete fails to comply with the signed health maintenance contract.

**Management Team**

<table>
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<tr>
<th>Team Member</th>
<th>Description of Duties</th>
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Medical Clinician:  
- Diagnoses eating disorder  
- Develops treatment plan in conjunction with Psychologist  
- Makes ultimate decision regarding athletic participation/restrictions

Psychologist:  
Denise Lovin, Psy.D.  
- Contacted when student-athlete identified with potential eating disorder  
- Determines if suspicions warranted and develops treatment plan in conjunction with Medical Director

Orthopedist:  
Christopher Bensen, MD  
- Makes athletic participation decisions regarding any orthopedic injuries

Dietician  
- Monitors nutritional patterns of student-athlete  
- Provides and/or assists in individual/team/coach/staff nutritional educational opportunities

Certified Athletic Trainer (AT)  
- Facilitates referral of student-athlete to Medical Director and Psychologist  
- Directly oversees the student-athlete(s) involved

Head Coach  
- Involved with the management team only at the request of the student-athlete and/or management team member

Athletics Administrator  
- Serves as advocate for the athletics department

Approved by Athletics Council, 09/15/2010

STRENGTH AND CONDITIONING

Because physical well-being is essential to success as a student-athlete, the Department takes responsibility for helping student-athletes reach and maintain optimum physical condition. To help achieve this goal, the Department of Athletics has established a strong Speed, Strength and Conditioning Program that emphasizes the maintenance of the highest safety standards.

It is the mission of the Strength and Conditioning Program to provide services that will aid in performance and will reduce injuries in each individual sport at Appalachian State University. The programs are based on current biomechanical and exercise science research specific to each sport. We feel that the program design is based on the best researched material available.

There are two Athletic Weight Rooms. One is located in Owens Field House and the other is located in the new Stadium Building. The Weight Room hours are Monday through Friday 6:00 a.m. - 6:30 p.m. Any teams that need to train outside those hours need to contact their individual strength coach. Athletes are normally scheduled by team, but, due to class conflicts and other schedule conflicts, exceptions can be made. If there is a conflict, the Head Coach and a member of the Speed, Strength and Conditioning staff should be informed before rescheduling. The Weight Room telephone number is (828) 262-2529.

Weight Room Regulations:
1. The strength facility is for Appalachian State University athletes and staff only. No friends or relatives allowed unless approved by the Director of Athletics and/ or Director of Speed, Strength and Conditioning.

2. You must wear only Appalachian apparel when training in the facility.

3. No Head Gear is allowed.

4. No Cell Phones are permitted.

5. You must have a workout, follow it, and record workout content on your own and the return it to the folder when finished.

6. Lifters are required to use collars anytime there is weight on Olympic bars.

7. Lifters are required to use spotters on all sets.

8. Move weights from the weight trees to the bar only. Never set them on upholstery or lean them against equipment.

9. Strip all bars immediately after use. Return dumbbells to the rack in proper order.

10. Food, drinks, gum, toothpicks and tobacco of any kind are not permitted.

11. No Horseplay.

12. The staff office and telephone are off limits to student-athletes.

13. A strength staff member must be present at all times while facility is in use.

14. Be Accountable. Call ahead if you are going to miss or be late.

15. Failure to follow any of the policies will result in loss of weight room privileges.

16. Athletes must have proper footwear. No open-toed shoes.

17. Always leave it in better shape than you found it. (Turn off the lights and lock the doors)

EQUIPMENT ROOM

Equipment and apparel will be issued to student-athletes at the beginning of each academic year only after each student-athlete has completed the necessary compliance paperwork and medical clearance and has been declared eligible to practice. Equipment is checked out through the Director of Team Services or his staff or by your coaches. Student-athletes are responsible for all equipment and the condition of the articles checked out. Student-athletes who do not return equipment will be billed by the Athletics Business Office. Athletic clothing is issued for practice and game use only. It is not to be worn to class, worn by friends, or used for recreational purposes.

Apparel (e.g., practice shirts, shorts, socks, uniforms, shoes, undergarments, etc.)
NCAA rules allow student-athletes to retain apparel items such as practice shirts, shorts, socks, shoes, undergarments, etc. at the end of that individual’s intercollegiate participation. It also allows student-athletes to keep those items if it has been determined that those items cannot be re-used in future seasons. Appalachian student-athletes may retain such items following the end of participation. Other apparel items such as sweats and uniforms may be retained at the end of participation if they are no longer being used by a team and at the discretion of the head coach and equipment staff. Charges may be applied at the discretion of the coaching and equipment staff for all such apparel items. Apparel items may be retained over the summer by student-athletes who have not yet exhausted eligibility and will return to Appalachian to participate in intercollegiate athletics.

Equipment (e.g., helmets, sticks, pads, shin guards etc.)
NCAA rules prohibit the retention of equipment following the end of a student-athlete’s participation in intercollegiate athletics. However, student-athletes may purchase used equipment following the end of participation and exhaustion of eligibility. The price of all used equipment will be determined by the equipment staff based on the market value of each item. All purchases must be made through the equipment office and the Director of Team Services. This provision includes all custom-fitted equipment such as helmets, pads, sticks, etc.

Summer Equipment Use
Equipment may be retained over the summer by student-athletes who have not yet exhausted eligibility and will return to Appalachian to participate in intercollegiate athletics.
Prohibition on Purchase Discounts
Coaches are prohibited from allowing student-athletes to utilize university or department discounted rates or arrangements to purchase equipment or apparel items for personal use. This would be considered an extra benefit.

Note: If you permitted to purchase equipment that the institution does not provide, it can be purchased using a discounted rate or arrangement, but you would have to purchase the equipment at market value if you wanted to keep it after exhausting eligibility. Please contact compliance if you have questions regarding this note.

DRUG EDUCATION SCREENING COUNSELING PROGRAM

A. INTRODUCTION

The improper use of drugs continues to be a matter of deep and widespread concern within our society. Many lives are being damaged, and in some cases completely destroyed, by drug abuse. Appalachian State University is determined to help all students and employees avoid such hazards. However, we focus here on one part of our academic community in which drugs can present some very special problems. This program, begun in 1986, is designed for the members of our intercollegiate athletic teams in recognition of the fact that drugs and athletics do not mix. The concept of the program is threefold as follows:

1. Many drugs, when used in connection with athletic activities or physical conditioning programs, pose serious health risks to athletes. Symptoms of illness, temporary injury, and even death can be caused by such drug use. Also, certain drugs mask symptoms of illness/injury thereby preventing their detection.
2. The use of certain drugs temporarily may improve some types of athletic performance and thereby create an unfair competitive advantage for the person using them. Such uses of drugs violate the basic principles of sportsmanship.
3. Intercollegiate athletes frequently become highly publicized role models, and their abuse of drugs can negatively influence other young people as well as damage the reputation of the institution. Some of the drugs about which we are concerned are illegal (that is the law forbids their sale, purchase, or possession). Others may only be legally obtained by medical prescription.

Finally, some may be purchased lawfully “over the counter” in retail stores. But all of these drugs have one thing in common. They are not compatible with the integrity of our athletic program, either because they pose a hazard to the health of the student-athlete or because they interfere with fair competition or institutional integrity.
Thus, Appalachian State University Athletics recognizes that the use of illegal drugs has no place in intercollegiate athletics. To become and remain a participant, a person must comply with the terms of this program on drug education, screening and counseling. Accordingly, you should read these requirements carefully, and if you are willing to abide by them you should sign your name at the place provided on the accompanying consent form (attachment D). If you decide not to comply, or if you fail to sign the consent form, it is considered a second positive and section F.2 applies.

B. PROGRAM PURPOSES

The purposes of the drug education, screening and counseling program are (1) to help persons avoid improper involvement with drugs, by ensuring that they are well informed about drugs and drug abuse; (2) to detect possible drug abuse through a screening program based on testing designed to reveal the use of drugs; (3) to assist in the rehabilitation of persons found to be misusing drugs; and (4) to remove from our athletic programs any person who is found to have violated the requirements of this policy.

C. DRUG EDUCATION

The most important aspect of this program is education of student-athletes and staff personnel about the problems related to drug use and its association with athletics.

As directed by this program, various activities and resources are made available to the student-athlete and athletic staff personnel throughout the school year. Participation in these activities is highly recommended and occasionally required. Publications and educational materials are also made available for the student-athlete in an effort to better meet individual concerns.

Perhaps most importantly, administrators and coaching staff are always available to listen to, assist and refer student-athletes with problems on a strictly confidential basis. The first priority is to inform the student-athlete of the dangers of drug use and its potentially lethal mixture with athletics. This comprehensive drug education program is intended to deter drug use in our student-athlete population.

D. PROHIBITED DRUGS

No student-athlete during the period of his/her intercollegiate athletic eligibility shall use drugs from the classes listed in Attachment A of Appendix C of the Student-Athlete Handbook, unless prescribed by a physician. In that case, the athlete must notify the Head Athletic Trainer or Drug Testing Program Director, and will only be allowed to participate after clearance by the Medical Director, defined as the Director of Student Health Services, or his/her designate. Failure to notify will constitute an improper drug use, and shall have the consequences listed in Section F below.

E. SCREENING PROGRAM

By subscribing to this education, screening and counseling program, a participating student-athlete agrees to submit to tests designed to reveal the use of any of the drugs listed in Attachment A to Appendix C of the Student-Athlete Handbook. No such testing procedure will be administered unless the affected person first has received and signed a notice, as illustrated in Attachment A, Attachment B, and Attachment C to this Program, which expressly identifies the specific procedure that he or she has been asked to undergo at a specified time on a specific date. The basic test to be used for drug screening is
urinalysis. However, other types of tests may be utilized from time to time to determine the presences of drugs listed in Attachment A to Appendix C of the Student-Athlete Handbook. Signing the notice constitutes the student-athlete’s individual consent to submit to the required test, and failure to sign the notice and to submit to the required test shall have the consequences specified in Section E.4 below.

The testing based on urinalysis will be implemented as follows:

1. WHEN TESTS WILL OCCUR

   a. Unannounced Random Testing

      All student-athletes will be subject to periodic unannounced random testing. Specifically, participants in intercollegiate athletic competition and cheerleaders will be selected, at random, to be tested. The selection of individuals will be made through a blind drawing of names from the team roster by the Office of Institutional Research (OIR), upon notification from the program director of the date on which the testing of selected members of a particular team or cheerleading squad is to be conducted. For purposes of this policy, the term “student-athlete” shall include cheerleaders. The list of individuals selected for testing will be supplied by the OIR to the program director on the day prior to the scheduled testing. Each affected student-athlete shall be given written or verbal notice by the program director or his/her designate no later than 6:00 pm on the day of the scheduled testing. Such notification shall be accomplished by delivering to the affected student-athlete a copy of a Notification of Scheduled Random Drug Screening by Urinalysis (Attachment A), prepared by the OIR, listing the student-athlete as one who was duly selected, at random, to be tested on the date specified. The notification also shall include the time and location of the test. The student-athlete is required to sign the notice and submit it to the program director or the program director’s delegate at or before the time specified for conducting the test.

   b. Testing in Response to Individualized Reasonable Suspicion

      A student-athlete may be subject to testing at any time when, in the judgment of the Director of Athletics, there are reasonable grounds for suspecting that a student-athlete is or has engaged in the use of any of the drugs prohibited by this policy. Individualized reasonable suspicion means: if the available facts were conveyed to a reasonable person unfamiliar with the student-athlete or athletics program, that person would conclude that there is a factual basis for determining that the student-athlete is using or has used a prohibited drug. Such individualized reasonable suspicion may be based on information from any source, deemed reliable by the Director of Athletics, including, but not limited to: (1) observed possession or use of substances that reasonably appear to be drugs of the type prohibited; (2) arrest or conviction for a criminal offense related to the possession, use or trafficking of drugs of the type prohibited; or (3) observed abnormal appearance, conduct or behavior, such as unusual patterns of absence from training or competition, reasonably interpretable as being caused by the use of drugs of the type prohibited. If individualized reasonable suspicion is found to exist, the Director of Athletics, or that official’s delegate, will meet the student-athlete. At that meeting, the student-athlete will receive written notice (Attachment B) specifying the date, time and place at which the student-athlete will be tested. The test will be conducted in accordance with the provisions of Section E.3., below.

   c. Follow-up Testing

      When a student athlete has tested positive for drugs or substances prohibited by this policy, the student athlete may be tested again at any time. The student-athlete will be notified of this testing
in writing. Such notification shall be accomplished by delivering to the affected student-athlete a copy of a Notification of Follow Up Drug Screening by Urinalysis (Attachment C)

d. NCAA Qualifiers
Any student-athlete qualifying for NCAA championship competition may be screened prior to participation in championship activities. (Attachment E)

2. INABILITY TO LOCATE A STUDENT-ATHLETE

If a student-athlete cannot be located by the program director or his/her designate, the head coach will be informed of such person’s inability to locate the student-athlete. It becomes the head coach’s responsibility to locate and refer the student-athlete to the assigned drug testing area at the designated time and date for testing.

3. ADMINISTRATION OF DRUG SCREENING

Appalachian State University will make good faith efforts to follow the collection procedure set forth by the Department of Health and Human Services. The specimen collection area will be sealed, and only one student-athlete may be tested at a time. Testing is performed by a contracted clinical chemistry laboratory which performs controlled substances testing and which has demonstrated satisfactory performance in the forensic urine drug testing programs of the United States Department of Health and Human Services or the College of American Pathologists for the type of tests and controlled substances being evaluated. Positive tests are confirmed by gas chromatography/mass spectrometry to prevent false positive tests.

a. Specimen collections and handling are conducted in the following sequence:
   1. The student-athlete signs notification of selection.
   2. The program director or his/her delegate signs as a witness.
   3. The student-athlete arrives as the designated site promptly.
   4. The student-athlete is identified by the tester or may be asked to show an Appalachian State University picture identification card to the collector.
   5. The student-athlete picks up a urinalysis collection kit
   6. A chain of custody form from the laboratory will be appropriately completed to assure specimen quality along with safe and accurate identification.
   7. The student-athlete urinates in the presence of the collector and places the specimen in the appropriate vial. The specimen must be at least 60ml with an adequate concentration for testing.
   8. The student-athlete or the tester in the presence of the student-athlete will then pour the 60ml specimen into 2 separate 30ml vials.
   9. The student-athlete or the tester in the presence of the student-athlete will seal the collection vials.
   10. The student-athlete or tester in the presence of the student-athlete places the specimen into a packing bag and seals the bag.
   11. The student-athlete verifies that the collection specimen number on the specimen is the same as the number on the chain of custody form, and if those numbers are the same, the student-athlete then signs and dates the form.
12. The sealed urine specimen and documentation are packaged for transportation to a laboratory. (No name of a student-athlete goes to the laboratory.)
13. Collected samples are kept in a secured location until a contracted courier arrives for pick-up.

b. Notification of Results
1. The program director/assistant program director will receive reports of each specimen test from the laboratory. Results will be correlated with the test numbers for identification of screened student-athletes.
2. Notification of positive results will be provided to the Program Director or Assistant Program Director who will notify:
   a) Medical Director
   b) Director of Athletics
   c) Head Coach
   d) Assistant Program Director
   e) Head Athletic Trainer
   f) Professional Counselor
   g) Athletics Academic Advisor
   h) Compliance Director
   i) Sport Administrator

3. The Head Coach will notify
   a. Student-Athlete
4. A memorandum is sent to each student-athlete whose results are negative, informing the student-athlete of that fact.
5. The documentation containing each student-athlete’s name and specimen number is personally delivered to the medical director.
6. Documentation is kept in a secure location.

4. CONSEQUENCES OF FAILURE TO PARTICIPATE IN OR COOPERATE WITH TESTING
a. A student-athlete’s failure or refusal to sign the required individual consent (Attachment D) form will be considered a second positive test for purposes of Section F.2, below, and, among other consequences, eligibility to participate in intercollegiate athletics will be canceled.
b. A student-athlete’s failure to appear at the designated time and place for testing will result in suspension of eligibility to participate in intercollegiate athletics. The student-athlete will be eligible for reinstatement following completion of urine collection. The Director of Athletics, within 2 business days after urine collection will evaluate the circumstances regarding the student-athlete’s failure to appear and may reinstate eligibility.
c. A student-athlete’s failure within a reasonable period of time, determined by the Program Director or the Assistant Program Director, to produce the required urine sample will result in suspension of eligibility to participate in intercollegiate athletics until the student-athlete produces the required specimen.
d. If a student-athlete refuses to sign the memorandum regarding notification of selection (Attachment A, B, C, or E), eligibility to participate in intercollegiate athletics will be suspended. The student-athlete will be eligible for reinstatement after he/she signs the notification form,
provides a urine sample and upon evaluation by the Director of Athletics as to the non-compliance of the student-athlete. Such refusal shall be deemed to be an “occasion” of impermissible drug use, within the meaning of Section F of this policy.

e. Conduct which results in a suspension exceeding one week shall be deemed to be an “occasion” of impermissible drug use within the meaning of Section F of this policy. Any sanctions authorized by Section F may be imposed upon a student-athlete, in addition to sanctions authorized by this section, for violation of the requirements of this section.

5. CONSEQUENCES OF IMPERMISSIBLE DRUG USE

A confirmed positive test of improper drug use, or a failure by a student-athlete to comply fully with testing procedures, is deemed to constitute an occasion of impermissible drug use. The following provisions are applicable to such conduct:

1. FIRST OCCASION

a. **Confidential meeting to evaluate the nature and extent of drug involvement.** The student-athlete will be required to meet privately with the Head Coach, Director of Athletics and Program Director to ascertain the facts about the nature, extent, and history of the problem. In eliciting information from the student-athlete, responses are to be oral, are not to be given under oath, and may be revealed only to University officials and the parents or guardians of the student-athlete. No other persons or agencies will be given information except in response to a valid subpoena or court order.

b. **Counseling and rehabilitation.** The nature and extent of counseling and medical intervention that may be required as a condition to continued athletic eligibility will depend on the nature of the individual’s drug involvement. As a minimum, within 14 days of notification or within such other time frame determined by the Director of Athletics, the student-athlete will meet with the Medical Director to evaluate health risks associated with participation and will have a personal counseling session with a professional counselor. Also each student-athlete will have at least one follow-up session with the professional counselor 3-6 weeks after their initial meeting. Failure to complete these requirements may also lead to suspension.

c. **Follow-up screening.** A student-athlete whose urinalysis screen produces a positive result will be subjected to a follow-up screen after allowance of adequate time for substances to be removed from the student-athlete’s system as determined by the medical director. The student-athlete will be subject to periodic testing which is in addition to compliance with regular random testing.

d. **Notification of parents.** Parents or guardians will be informed of the known facts concerning drug abuse and of the conditions to be imposed by the institution in response to those facts. This can be done via a letter and a phone call with witnesses present.

e. **Suspension.** The student-athlete will be immediately suspended from all participation in intercollegiate athletic activities for 7 calendar days. In addition to the seven-day suspension, the student-athlete will be suspended for ten percent of his or her competition season. (Any percentage is rounded up) This includes post-season competition but does not include scrimmages, non-traditional season competitions, alumni games or exhibition games/contests. The break down for time missed is as follows:

<table>
<thead>
<tr>
<th>Sport:</th>
<th>Number of Contests Missed</th>
</tr>
</thead>
</table>

51
<table>
<thead>
<tr>
<th>Sport</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baseball</td>
<td>6</td>
</tr>
<tr>
<td>M/W Basketball</td>
<td>3</td>
</tr>
<tr>
<td>M/W Cross Country</td>
<td>1 Race</td>
</tr>
<tr>
<td>Field Hockey</td>
<td>2</td>
</tr>
<tr>
<td>Football</td>
<td>2</td>
</tr>
<tr>
<td>M/W Golf</td>
<td>1</td>
</tr>
<tr>
<td>M/W Soccer</td>
<td>2</td>
</tr>
<tr>
<td>Softball</td>
<td>6</td>
</tr>
<tr>
<td>M/W Tennis</td>
<td>3</td>
</tr>
<tr>
<td>M/W Track and Field</td>
<td>1 Meet</td>
</tr>
<tr>
<td>Volleyball</td>
<td>3</td>
</tr>
<tr>
<td>Wrestling</td>
<td>2 Matches/1 Tournament</td>
</tr>
<tr>
<td>M/W Cheerleading</td>
<td>#</td>
</tr>
</tbody>
</table>

# Will correspond with the number of dates/contests missed with the sport you are cheering for.

The Head Coach and the Director of Athletics also have the discretion to dismiss the student-athlete permanently after they have learned the nature and extent of the student-athlete’s use of prohibited drugs.

**2. SECOND OCCASION**

a. **Cancellation of eligibility.** The athletic eligibility of the student-athlete will be canceled permanently, and the student will not be eligible for renewal of any athletic scholarship at the end of the academic semester in which the second offense occurred. Any such cancellation may be imposed only in accordance with the procedures specified in Section G.

b. **Notification of parents.** The parents or guardians will be notified of any action taken by the institution and the reasons for such action.

c. **Counseling and rehabilitation.** If a student-athlete’s eligibility has been canceled, they may seek assistance from established University counseling and medical resources otherwise available to students enrolled at the University.

d. The athletics administration will share with the Office of Student Conduct when a student-athlete has had his/her second violation of the Athletics Drug Testing policy. The Office of Student Conduct will contact the student-athlete and proceed from there.

**G. PROCEDURES FOR IMPOSING SERIOUS SANCTIONS**

Before the imposition of a sanction of suspension for a period in excess of 7 calendar days, suspension of 10 percent of competition season, dismissal from an athletic team, cancellation of eligibility to participate in intercollegiate athletic activities, or non-renewal and/or cancellation of an athletic scholarship, the following procedures will be followed:
1. **WRITTEN NOTICE**
The student-athlete will be given written notice by the Director of Athletics of the intention to impose one or more of the sanctions listed immediately above, of the reasons for proposed action, and of the right of the affected student-athlete to request a hearing.

2. **EXCEPTION TO NOTICE REQUIREMENT**
If the proposed sanction is based on a preliminary determination of improper drug use that may threaten the health of the athlete, other student-athletes or other members of the institutional community, all athletic participation, training, practice, and competition shall be stopped immediately, pending a medical determination as to whether the athlete is fit and able to resume safe participation in athletic activities. This medical determination, designed to protect the health of the student athlete, other student-athletes or other members of the athletic community shall be made as promptly as possible. Any information supplied by the student-athlete to medical personnel incidental to making such a determination shall not be admissible in any institutional disciplinary process.

3. **REQUEST FOR HEARING OR WAIVER OF HEARING**
A student-athlete may obtain a hearing by delivering a written request for a hearing to the Faculty Athletics Representative within three (3) calendar days after receiving the written notice referred to in paragraph 1 of this section. This request must clearly state the reason(s) the student-athlete is requesting a hearing. The Director of Athletics has met his/her burden of going forward with evidence to support a proposed sanction when the Director has introduce the evidence showing the compliance sample collection and the results of the drug testing. Accordingly, in order to rebut the presumptions of test results validity arising out of the directors evidence, a student-athlete must identify, in his/her written request for a hearing, specific evidence that would cast reasonable doubt on the positive test results (e.g., evidence of a failure of the test administrator to follow applicable protocol or, of the student-athletes ingestion of lawful substances or foods that would result in a false positive). If the student-athlete does not request a hearing within the three (3) calendar day period, or if the student-athlete, states in writing his or her intention to waive a hearing, the proposed sanctions may be imposed immediately, without recourse to any institutional grievance or appeals process.

4. **HEARING**
   a. **Hearing committee**
      If an affected student-athlete requests a hearing, it shall be afforded before a standing committee consisting of three persons selected from the Athletics Council by the Faculty Athletics Representative. No officer or agent of the Department of Athletics shall be eligible to serve on such a committee.

   b. **Conduct of Hearing**
      The hearing shall be convened within 7 business days after it is requested. The hearing shall be conducted in private. The affected student-athlete may be accompanied by a person of his or her choice, who may observe but not participate in the hearing. The Director of Athletics, or his/her delegate, shall present evidence in support of the proposed suspension or cancellation. The affected student-athlete, shall be present to hear and review all evidence, and to present witnesses and evidence in his or her own defense, provided that the evidence is relevant to the alleged violation and not unduly repetitious. Witnesses may be sequestered
during their testimony. The burden shall be on the Director of Athletics to prove by the greater weight of the evidence that the conduct on which the proposed sanction is based in fact occurred. After hearing all such evidence, as it deems relevant, the committee shall deliberate in private for the purpose of making findings of fact concerning whether the alleged violation occurred. The findings and conclusions shall be based exclusively on evidence presented at the hearing. Within 3 business days after it concludes its inquiry, the committee shall report its conclusions concerning the facts, as well as any advice concerning the severity of the sanctions proposed, to the Faculty Athletics Representative. The Faculty Athletics Representative shall decide what sanction, if any, shall be imposed. The Faculty Athletics Representative will then inform the student-athlete and the Director of Athletics of the final decision. The Director of Athletics will then inform the Program Director and the Medical Director of the outcome of the hearing.

c. **Appeals**
The affected student-athlete may appeal the decision of the Faculty Athletics Representative to the Chancellor. Cancellation of eligibility (with attendant non-renewal of any athletic scholarship) may not be imposed until appeals through the level of the Chancellor have been concluded. The appeal to the Chancellor must be filed within 5 business days after the decision by the Faculty Athletics Representative is made available to the student-athlete.

d. **Temporary suspension from competition pending a final decision.**
Where a student-athlete is scheduled to engage in intercollegiate competition before the Faculty Athletics Representative can issue a decision, the Director of Athletics or designee may impose a temporary suspension from competition. Temporary suspension may be imposed after the Director of Athletics or designee (1) meets with the student-athlete, (2) explains what the alleged violation is and what evidence exists, (3) allows the student-athlete to explain, deny, or rebut, and (4) the Director of Athletics or designee determines the evidence is strong enough to warrant a hearing and a suspension until a decision on the hearing.

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**H. CONFIDENTIALITY OF INFORMATION CONCERNING DRUG USE**

Any information concerning the student-athlete’s alleged or confirmed improper use of drugs, solicited or received pursuant to implementation of this program, shall be restricted to University personnel responsible for administering the program, to other University personnel with a legitimate educational interest in the information, and to parents or guardians of the student-athlete. No other release of such information will be made without the student-athlete’s written consent, unless in response to appropriate judicial process. The institution cannot guarantee that law enforcement or prosecutorial authorities will not gain access to information in the possession of the institution, since a valid subpoena or other
enabling court order might be issued to compel disclosure; the institution, however, will not voluntarily
disclose such information in the absence of a court order.

I. IMPROPER PROVISION OF DRUGS BY UNIVERSITY PERSONNEL

No officer, employee, or agent of Appalachian State University may supply to any student-athlete any
drug that may endanger the student-athlete or affect their athletic ability or performance, or otherwise
encourage any student-athlete to improperly use drugs, except as specific drugs may be prescribed by
qualified medical personnel for the treatment of individual student-athletes. Any person who has
information about a possible violation of this section should report such information promptly to the Vice
Chancellor for Student Development, who shall have full authority to investigate the allegation and to
report the results of any investigation to the Chancellor for appropriate disciplinary proceedings.

ATTACHMENT A

Notification of Scheduled Random Drug Screening by Urinalysis

TO: __________________________ (Name of Student)

FROM: Office of Institutional Research

RE: Scheduled Urinalysis

DATE: 07/27/2010

Your name has been selected, by random sample, from the members of the
___________________(athletic team). You are directed to report to _______________(designated
location) at _____(time) on ________(date). You will be required to provide a urine sample at that
time, consistent with the policies and procedures established by the Appalachian State University Drug
Education-Screening-Counseling Program.

BRING STUDENT IDENTIFICATION. DO NOT URINATE PRIOR TO ARRIVAL AT THE LOCATION
DESIGNATED ABOVE.

Signed: ______________________________________ (date and time)

(student-athlete)

Witnessed: __________________________ (designated university official delivering the notice)

(designated university official delivering the notice) (date and time)

ATTACHMENT B

Notification of Drug Screening based on individualized Reasonable Suspicion
Notice of Special Drug Testing by Urinalysis

TO: __________________________ (Name of Student)

FROM: __________________________ (Director of Athletics)

RE: Scheduled Urinalysis

55
DATE: 07/27/2010

On the basis of individualized reasonable suspicion that you may be engaged in the impermissible use of drugs prohibited by the Drug-Education-Screening-Counseling Program for intercollegiate athletes of Appalachian State University, you are directed to report to _____________ (designated location) at ________ (time) on __________ (date). You will be required to provide a urine sample at that time, consistent with the policies and procedures established by the Appalachian State University Drug Education-Screening-Counseling Program.

**BRING STUDENT IDENTIFICATION. DO NOT URINATE PRIOR TO ARRIVAL AT THE LOCATION DESIGNATED ABOVE.**

Signed: ___________________________________________  ______________
(student-athlete) (date and time)

Witnessed: ____________________________________________  ______________
(designated university official delivering the notice) (date and time)

**ATTACHMENT C**

Notice of Follow-up Drug Screening by Urinalysis

TO: ____________________________ (Name of Student)

FROM: __________________________ (Director of Athletics)

RE: Scheduled Urinalysis

You have been selected to undergo a follow-up drug screen via urinalysis due to a previous positive test. You are directed to report to _____________ (designated place) at _____________ (date and time). You will be required to provide a urine sample at that time, consistent with the policies and procedures established by the Appalachian State University Drug Education-Screening-Counseling Program.

**BRING STUDENT IDENTIFICATION. DO NOT URINATE PRIOR TO ARRIVAL AT THE LOCATION DESIGNATED ABOVE.**

Signed: ___________________________________________  ______________
(student-athlete) (date and time)

Witnessed: ____________________________________________  ______________
(designated university official delivering the notice) (date and time)

**ATTACHMENT D**

*Put an “X” on the line if you are NOT 18*

2010-2011 Appalachian State University Department of Athletics Drug Education-Screening Counseling Program Consent Form

I have read this statement of policy; I have been given an opportunity to ask any questions I may have had about the policy; I understand the policy and my responsibilities under it; and have decided voluntarily to participate in the intercollegiate athletic program under the terms and conditions of this policy and other rules and regulations adopted now or in the future to govern athletic programs of Appalachian State University. I specifically authorize disclosure of test results
and information regarding my conduct obtained through this program to my parent(s) or guardian(s).

Signature of student-athlete ___________________________ (Date)

(Signature of one parent or guardian if student is under 18 years of age) ___________________________ (Date)

Name (Please Print) ___________________________ Sport ___________________________

ATTACHMENT E
Notification of Scheduled Drug Screening by Urinalysis

TO: ___________________________ (Name of Student)

FROM: ___________________________ (Program Director)

RE: Scheduled Urinalysis

DATE:

Your name has been selected as an NCAA qualifier. You are directed to report to __________(designated location) at ____ (time) on ______(date). You will be required to provide a urine sample at that time, consistent with the policies and procedures established by the Appalachian State University Drug Education-Screening-Counseling Program. BRING STUDENT IDENTIFICATION. DO NOT URINATE PRIOR TO ARRIVAL AT THE LOCATION DESIGNATED ABOVE.

Signed: ___________________________ (student-athlete) ___________________________ (date and time)

Witnessed: ___________________________ (designated university official delivering the notice) ___________________________ (date and time)

Approved by University Attorney, David Larry, 8/5/05

Academic Year 2010-11

Summary of NCAA Regulations – Division I

For: Student-athletes.

Purpose: To summarize NCAA regulations regarding eligibility of student-athletes to compete.
TO: STUDENT-ATHLETE

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) or refer to the 2009-10 NCAA Division I Manual. The references in brackets after each summarized regulation show you where to find the regulation in the Division I Manual.

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(a)]

   c. You are not eligible to compete if you knowingly provide information to individuals involved in organized gambling activities concerning intercollegiate athletics competition; solicit a bet on any intercollegiate team; accept a bet on any team representing the institution or solicit 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. [Bylaw 14.01.3]

2. Amateurism – All Sports.

   a. You are not eligible for participation in a sport if 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.

      Exception: Prior to collegiate enrollment, in sports other than men’s ice hockey and skiing, you agreed to compete on a professional team provided the agreement did not provide for more than actual and necessary expenses and you did not receive more than actual and necessary expenses. [Bylaws 12.1.2 and 12.2.5.1]

      (3) Played on any professional athletics team as defined by the NCAA in that sport.

      Exception: Prior to enrollment, in sports other than men’s ice hockey and skiing, you competed on a professional team provided you did not receive more than actual and necessary expenses. [Bylaws 12.1.2 and 12.2.3.2.1]

      (4) Used your athletics skill for pay in any form in that sport. [Bylaws 12.1.2. and 12.1.2.4]

      Exceptions:

      (a) Prior to collegiate enrollment, you accepted prize money based on place finish or performance in an open athletics event from the sponsor of the event and the amount of prize money did not exceed your actual and necessary expenses to participate in the event; or [Bylaws 12.1.2 and 12.1.2.4.1]

      (b) After collegiate enrollment, you accepted prize money based on place finish or performance outside your sport’s playing and practice season and during the summer vacation period in an open athletics event from the sponsor of the event and the amount of prize money did not exceed your actual and necessary expenses to participate in the event. [Bylaws 12.1.2 and 12.1.2.4.2]

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 12.3.1]

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. [Bylaws 12.5.2.1 and 12.5.2.2]

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. Financial Aid – All Sports.

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; or
3) Financial aid from an entity outside your institution that meets the requirements specified in the Division I Manual. [Bylaw 15.01]

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.

4. Employment Earnings – All Sports.

- Earnings from a student-athlete’s on- or off-campus employment that occurs at any time is exempt and is not counted in determining a student-athlete’s full grant-in-aid or in the institution’s financial aid limitations, provided:

1) The student-athlete’s compensation does not include any remuneration for value or utility that the student-athlete may have for the employer because of the publicity, reputation, fame or personal following that he or she has obtained because of athletics ability;
2) The student-athlete is compensated only for work actually performed; and
3) The student-athlete is compensated at a rate commensurate with the going rate in that locality for similar services. [Bylaws 12.4 and 15.2.7]

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 (not less than eight-semester or quarter hours) or be enrolled and seeking a second baccalaureate degree at your institution. [Bylaws 14.01.2, 14.1.7.1, 14.1.8.2 and 14.1.8.2.1.4]

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 14.1.8.2.1.3]

3) You are eligible to compete 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 are no longer enrolled in your previous educational institution and you are eligible under all institutional and NCAA requirements. [Bylaw 14.1.8.2.1.1]

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 14.1.8.2.1.2]

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. [Bylaw 14.1.8.1]

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 are no longer enrolled in your previous educational institution and you are eligible under all institutional and NCAA requirements. [Bylaw 14.1.8.1.1]

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 14.1.8.1.3]

c. Continuing Eligibility – All Sports (for those student-athletes first entering a collegiate institution as a full-time student on or after August 1, 2003).

• If you are entering an institution for the first time on or after August 1, 2003, your eligibility for competition shall be based on:
  
  (a) Having successfully completed 24-semester or 36-quarter hours of academic credit prior to the start of the institution’s third semester or fourth quarter following the student-athlete’s initial full-time enrollment;

  (b) Having successfully completed 18-semester or 27-quarter hours of academic credit since the beginning of the previous fall term or since the
beginning of the certifying institution’s preceding regular two semesters or three quarters (hours earned during the summer may not be used to fulfill this requirement); and

(c) Six-semester or quarter hours of academic credit the preceding regular academic term (e.g., fall semester, winter quarter) in which the student-athlete has been enrolled at any collegiate institution. [Bylaw 14.4.3]

(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 yet completed an academic year in residence or used one season of eligibility in a sport at their current institution.) [Bylaw 14.4.3.1.6]

(e) If you are entering your second year of collegiate enrollment, you must present a cumulative grade-point average that equals at least 90 percent of the institution’s overall cumulative grade-point average required for graduation (based on a 4.000 scale). [Bylaw 14.4.3.3]

(f) If you are entering your third year of collegiate enrollment, you must have completed successfully at least 40 percent of the course requirements in your specific degree program and you must present a cumulative minimum grade-point average (based on a 4.000 scale) that equals at least 95 percent of the institution’s overall cumulative grade-point average required for graduation. For this purpose, a student-athlete’s grade-point average will be certified on a term-by-term basis. [Bylaws 14.4.3.2 and 14.4.3.3]

(g) If you are entering your fourth year of collegiate enrollment, you must have completed successfully at least 60 percent of the course requirements in your specific degree program and you must present a cumulative grade-point average (based on a 4.000 scale) that equals at least 100 percent of the institution’s overall cumulative grade-point average required for graduation. For this purpose, a student-athlete’s grade-point average will be certified on a term-by-term basis. [Bylaws 14.4.3.2 and 14.4.3.3]

(h) If you are entering your fifth year of collegiate enrollment, you must have completed successfully at least 80 percent of the course requirements in your specific degree program and you must present a cumulative grade-point average (based on a 4.000 scale) that equals at least 100 percent of the institution’s overall cumulative grade-point average required for graduation. For this purpose, a student-athlete’s grade-point average will be certified on a term-by-term basis. [Bylaws 14.4.3.2 and 14.4.3.3]

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 14.02.11.1, if you:

(a) Graduate from high school;
(b) Attain a minimum high school grade-point average as specified in Bylaw 14.3.1.1.2 (based on a 4.000 scale) in a successfully completed core curriculum of at least 16 core courses; and [Bylaw 14.3.1.1]

(c) Achieve a corresponding sum ACT or SAT score as specified in Bylaw 14.3.1.1.2.

2) You are referred to as a nonqualifier if you fail to meet the criteria above. In addition to being ineligible for practice and competition during the first academic year in residence, a nonqualifier is not permitted to receive any institutional financial aid, except as stated below. [Bylaws 14.02.11.2 and 14.3.2.1.1]

e. As a Nonqualifier.

1) You are eligible to receive nonathletics institutional financial aid based on need only, consistent with institutional and conference regulations; and

2) You will have three seasons of eligibility after your first academic year in residence. You may earn a fourth season of competition provided you complete 80 percent of your baccalaureate degree before beginning your fifth academic year of enrollment and you are within five years of your initial, full-time collegiate enrollment. [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 in any one sport. [Bylaw 14.2]

b. You are not eligible if five calendar years have passed from the date you first registered as a full-time student at a collegiate institution and attended your first day of classes for that term, except for time spent in the armed services, on official church missions or with recognized international aid services of the U.S. government and extensions that have been approved in accordance with NCAA legislation. [Bylaw 14.2.1]

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, if you meet the conditions of the one-time transfer exception [Bylaw 14.5.5.2.10] and you have eligibility remaining as set forth in Bylaw 14.2.1. [Bylaw 14.1.9]

d. You are eligible for championships, certified bowl games or the National Invitation Tournament that occur within 60 days of the date you complete the requirements for your degree. [Bylaw 14.1.9.3]

7. All Sports Other Than Basketball.

a. You are not eligible in your sport for the remainder of the year and the next academic year if, during the academic year, you competed as a member of any outside team in any noncollegiate, amateur competition. You may compete outside of your declared playing and practice season as a member of an outside team in any noncollegiate, amateur competition during any official vacation period published in your institution’s catalog. Competing in the Olympic Games tryouts and competition and other specified national and international competition is permitted. [Bylaws 14.7.1, 14.7.1.1 and 14.7.3]
b. **Exception:** In men’s and women’s soccer, women’s volleyball, field hockey and men’s water polo, you may compete on outside amateur teams during the spring outside of the institution’s playing and practice seasons, provided such participation occurs no earlier than May 1 and the remaining provisions of Bylaw 14.7.1.2 are met.

8. **All-Star Football and Basketball Only.**
   a. You are **not eligible** if, after you completed your high school eligibility in your sport and before your high school graduation, you participated in more than two high school all-star football or basketball games. [Bylaw 14.6]

9. **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 14.7.3]
   b. It is permissible to participate as a member of a basketball team in an NCAA-sanctioned summer basketball league or event. [Bylaw 14.7.4]

10. **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 program of studies and you were present on the opening day of classes; 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]

   b. 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 14.5.5.2 or one of the waivers specified in Bylaw 14.8.2.

   c. 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 14.5.4.6.

   d. 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 14.5.6.

11. **Drugs – All Sports.**
   a. If the NCAA tests you for the banned drugs listed in Bylaw 31.2.3 and you test positive (consistent with NCAA drug-testing protocol), you will be **ineligible** to participate in regular-season and postseason competition for one calendar year (i.e.,
365 days) after your positive drug test, and you will be charged with the loss of a minimum of one season of competition in all sports.

b. If you test positive a second time for the use of any drug, other than a “street drug” as defined in Bylaw 31.2.3, you will lose all remaining regular-season and postseason eligibility in all sports.

c. If you test positive for the use of a “street drug” after being restored to eligibility, you shall be charged with the loss of one additional season of competition in all sports and also shall remain ineligible for regular-season and postseason competition at least through the next calendar year. [Bylaw 18.4.1.5]

d. A policy adopted by the NCAA Executive Committee establishes that the penalty for missing a scheduled drug test is the same as the penalty for testing positive for the use of a banned drug other than a street drug. You will remain ineligible until you retest negative and your eligibility has been restored by the NCAA Division I Committee on Student-Athlete Reinstatement. [Bylaw 18.4.1.5]


a. If you test positive for banned substances by a non-NCAA athletics organization, you must notify your director of athletics regarding the positive drug test. You also must permit the NCAA to test you for the banned drugs listed in Bylaw 31.2.3.

b. If the result of the NCAA drug test is positive, you will lose all remaining eligibility during the season in which you tested positive and an additional season of competition.

c. The director of athletics must notify the vice president of NCAA educational affairs in writing regarding a student-athlete’s disclosure of a previous positive drug test administered by any other athletics organization.

d. If the student-athlete immediately transfers to a non-NCAA institution while ineligible and competes in collegiate competition within the 365-day period at a non-NCAA institution, the student-athlete will be ineligible for all NCAA regular-season and postseason competition until the student-athlete does not compete in collegiate competition for a 365-day period. Additionally, the student-athlete must retest negative (in accordance with the testing methods authorized by the Executive Committee) and request that eligibility be restored by the Committee on Student-Athlete Reinstatement.

e. The list is subject to change and the institution and student-athlete shall be held accountable for all banned drug classes on the current list. The list is located on the NCAA Web site (www.ncaa.org) or may be obtained from the NCAA health and safety staff in educational affairs.

PART II: FOR NEW STUDENT-ATHLETES ONLY.

This part of the summary contains information about your recruitment, which is governed by Bylaw 13 of the Division I Manual.

1. Recruitment.
a. Offers – All Sports.

1) You are **not eligible** if, before you enrolled at your institution, any staff member of your institution or any other representative of your institution’s athletics interests provided or offered to you, your relatives or your friends any financial aid or other benefits that NCAA legislation does not permit.

2) It is permissible for your summer employment to be arranged by the institution or for you to accept educational loans from a regular lending agency, provided you did not receive the job or loan before the end of your senior year in high school. [Bylaws 13.2.1 and 13.2.3]

b. Contacts – All Sports.

1) For purposes of this section, contact means “any face-to-face encounter” between a prospect or the prospect’s parent or legal guardian and an institutional staff member or athletics representative during which any dialogue occurs in excess of an exchange of a greeting. Any such face-to-face encounter that is prearranged or that takes place on the grounds of the prospect’s educational institution or at the site of organized competition or practice involving the prospect or the prospect's high school, preparatory school, two-year college or all-star team shall be considered a contact, regardless of the conversation that occurs. [Bylaw 13.02.4]

2) You are **not eligible** if any staff member of your institution:

   (a) Contacted you, your relatives or your legal guardians in person, off your institution’s campus before July 1, July 7 (women’s ice hockey) or July 15 (women’s gymnastics) following completion of your junior year in high school (except for students at military academies) as described in Bylaw 13.1.1.1;

   (b) Contacted you in person, off your institution’s campus more than the number of times specified in Bylaw 13.1.6; or

   (c) Contacted you in person, off your institution’s campus outside the time periods specified in Bylaw 13.1.4.1 for the sports of football and basketball.

3) You are **not eligible** if, before you enrolled at your institution, a coach from your institution contacted you in person, on or off your institution’s campus while you were practicing or competing in football or basketball outside the permissible contact periods. [Bylaw 13.1.6.2.4]

4) You are **not eligible** if you were not a qualifier and any staff member of your institution contacted you, your relatives or your legal guardians in person, on or off your institution’s campus while you were enrolled in your first year of a two-year college. [Bylaw 13.1.1.2]
5) You are **not eligible** if anyone from your institution, other than an authorized staff member, contacted you, your relatives or your legal guardian in person, on or off your institution’s campus to recruit you. You also are not eligible if you received recruiting letters or telephone calls from any representative of your institution’s athletics interests. [Bylaw 13.1.2.1]

6) You are **not eligible** if, while you were being recruited, any staff member of your institution or any other representative of your institution’s athletics interests, contacted you during the day or days of competition at the site of any athletics competition in which you were competing. It was permissible for such contact to occur (during the permissible period) after the competition if the appropriate high school authority released you prior to the contact. [Bylaw 13.1.6.2]

c. Publicity – All Sports.

1) You are **not eligible** if, before you enrolled at your institution, your institution publicized any visit that you made to its campus. [Bylaw 13.10.5]

2) You are **not eligible** if, before you enrolled at your institution, you appeared on a radio or television program that involved a coach or another member of the staff of the athletics department at your institution. [Bylaw 13.10.3]

d. Letter-of-Intent Signing.

1) You are **not eligible** if a staff member of your institution was present while you were signing, at an off-campus site, a National Letter of Intent or an acceptance of a financial aid offer from your institution or your conference. [Bylaw 13.1.5.7]

e. Source of Funds – All Sports.

1) You are **not eligible** if any organization or group of people outside your institution spent money recruiting you to attend your institution, including entertaining, giving gifts or services and providing transportation to you or your relatives or friends. [Bylaw 13.15.1]

f. Tryouts – All Sports.

1) You are **not eligible** if, after starting classes for the ninth grade, you displayed your athletics abilities in any phase of any sport in a tryout conducted by or for your institution. [Bylaw 13.11.1]

g. Football, Basketball, Volleyball and Gymnastics Only.

1) You are **not eligible** if, after starting classes for the ninth grade, you participated in a high school competition that was conducted in conjunction with a collegiate competition. [Bylaw 13.11.1.6]
h. Basketball Only.

1) You are **not eligible** if a member of your institution’s coaching staff participated in competition or in coaching activities involving a nonscholastic basketball team of which you were a member. [Bylaw 13.11.1.7]

i. Sports Camps.

1) You are **not eligible** if you were a winner of any athletics participation award in high school (includes ninth grade level), preparatory school or junior college and before you enrolled at your institution, the institution, members of its staff or a representative of its athletics interests employed or gave you free or reduced admission to its sports camp or clinic. [Bylaw 13.12.1.6]

j. Visits, Transportation and Entertainment – All Sports.

1) You are **not eligible** under Bylaws 13.5, 13.6 or 13.7 if, before you enrolled at your institution, any of the following happened to you:

(a) You accepted expense-paid visits to more than five NCAA institutions or more than one expense-paid visit to one member institution;

(b) Your one expense-paid visit to the campus lasted longer than 48 hours;

(c) Your institution paid more than the actual round-trip cost by direct route between your home and the campus when you made your one expense-paid visit;

(d) Your institution paid for you to visit during your first year in a junior college, and you were not a qualifier;

(e) Your institution entertained you, your parents (or legal guardians) or your spouse outside a 30-mile radius of the campus during your expense-paid visit; or

(f) Your institution entertained you, your parents (or legal guardians) or your spouse excessively during your expense-paid visit, or entertained your friends or other relatives at any site.

2) You are **not eligible** if your institution paid for you to visit its campus before the first day of classes of your senior year in high school. [Bylaw 13.6.2.2.1]

3) You are **not eligible** if your institution paid for you to visit its campus before you presented the institution with a score from a PSAT, SAT, PLAN. An international prospect who requires a special administration of the PSAT, SAT, PLAN (or PACT Plus) or ACT, may present such a score
on the approval of the NCAA Division I Academic Cabinet or the NCAA Division I Initial-Eligibility Waivers Committee. [Bylaw 13.6.3]

4) You are not **eligible** if your institution paid for you to visit its campus before you presented the institution with a high school (or college) academic transcript.

5) You are **not eligible** if, at any time that you were visiting your institution’s campus at your own expense, your institution paid for anything more than the following:

   (a) Three complimentary admissions for you and those individuals who came with you to an athletics event on campus in which your institution's team practiced or competed. [Bylaw 13.7.2.1]

   (b) Transportation, when accompanied by a staff member, to see off-campus practice and competition sites in the prospect’s sport and other institutional facilities located within a 30-mile radius of the campus. [Bylaw 13.5.3]

6) You are **not eligible** if, when you were being recruited, staff members of your institution or any representatives of its athletics interests paid the transportation costs for your relatives or friends to visit the campus or elsewhere. However, your friends, relatives or legal guardians may receive cost-free transportation to visit a member institution's campus only by accompanying you at the time you travel in an automobile to visit the campus. [Bylaw 13.5.2.2.1]

7) You are **not eligible** if, when you were being recruited, your institution gave you complimentary admissions to more than one regular-season home game scheduled outside your institution’s community, or gave you more than three complimentary admissions to that one regular-season home game scheduled outside your institution’s community. [Bylaw 13.6.7]

8) You are **not eligible** if, when you were being recruited, a staff member of your institution’s athletics department spent money other than what was necessary for the staff member's (or representative's) personal expenses during an off-campus visit with you. [Bylaw 13.14.2]

k. Precollege or Postgraduate Expense – All Sports.

1. You are **not eligible** if your institution or any representative of its athletics interests offered you money, directly or indirectly, to pay for any part of your educational expenses or other expenses during any period of time before you enrolled at your institution. This applies to your postgraduate education as well. [Bylaw 13.15.1]
Form 10-3a Academic Year 2010-11

Student-Athlete Statement – Division I

For: Student-athletes.
Action: Sign and return to your director of athletics.
Due date: Before you first compete each year.
Required by: NCAA Constitution 3.2.4.6 and NCAA Bylaws 14.1.3.

Purpose: To assist in certifying eligibility.
Effective Date: This NCAA Division I statement/consent form shall be in effect from the date this document is signed and shall remain in effect until a subsequent Division I Student-Athlete Statement/Drug-Testing Consent form is executed.

Student-Athlete: ____________________________________________________________
(Please Print Name)

Name of your institution: Appalachian State University

This form has seven parts:
1. A statement concerning eligibility;
2. A Buckley Amendment consent;
3. An affirmation of status as an amateur athlete;
4. A statement concerning the promotion of NCAA championships and other NCAA events;
5. Results of drug tests;
6. Previous involvement in NCAA rules violation(s); and
7. An affirmation of valid and accurate information provided to the NCAA Eligibility Center and admissions office, including ACT or SAT scores, high school attendance, completion of coursework and high school grades.

If you are an incoming freshman, you must complete and sign Parts I, II, III, IV, V and VII to participate in intercollegiate competition. If you are an incoming transfer student or a continuing student, you must complete and sign Parts I, II, III, IV, V and VI to participate in intercollegiate competition.

Before you sign this form, you should read the Summary of NCAA Regulations, or another outline or summary of NCAA legislation provided by your director of athletics or his or her designee or read the bylaws of the NCAA Division I Manual that deal with your eligibility. You are responsible for knowing and understanding the application of all NCAA Division I bylaws related to your eligibility. If you have any questions, you should discuss them with your director of athletics or your institution’s compliance officer, or you may contact the NCAA at 317/917-6222.
The conditions that you must meet to be eligible and the requirement that you sign this form are indicated in the following bylaws of the Division I Manual:

- Bylaws 10, 12, 13, 14, 15, 16, 18.4 and 31.2.3.

**Part I: Statement Concerning Eligibility.**

By signing this part of the form, you affirm that, to the best of your knowledge, you are eligible to compete in intercollegiate competition.

You affirm that your institution has provided you a copy of the Summary of NCAA Regulations, or another outline or summary of NCAA legislation, or the relevant sections of the Division I Manual and that your director of athletics (or his or her designee) gave you the opportunity to ask questions about them. You affirm that you have knowledge of and understand the application of NCAA Division I bylaws related to your eligibility.

You affirm that you meet the NCAA regulations for student-athletes regarding eligibility, recruitment, financial aid, amateur status and involvement in gambling activities.

You affirm that you are aware of the NCAA drug-testing program and that you have signed the current NCAA drug testing consent form.

You affirm that all information provided to the NCAA, the Eligibility Center and the institution’s admissions office is accurate and valid, including ACT or SAT scores, high school attendance, completion of coursework and high school grades, as well as the student-athlete’s amateur status.

You affirm that you have reported to the director of athletics or his or her designee of your institution any violations of NCAA regulations involving you and your institution.

You affirm that you understand that if you sign this statement falsely or erroneously, you violate NCAA legislation on ethical conduct and you will further jeopardize your eligibility.

<table>
<thead>
<tr>
<th>Name (Please Print)</th>
<th>Date of Birth</th>
<th>Age</th>
</tr>
</thead>
<tbody>
<tr>
<td>Signature of Student-Athlete</td>
<td>Home Address (Street or P.O. Box)</td>
<td></td>
</tr>
<tr>
<td>Date</td>
<td>Home City, State, and Zip Code</td>
<td></td>
</tr>
<tr>
<td>Sport(s)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Part II: Buckley Amendment Consent.

By signing this part of the form, you certify that you agree to disclose your educational records.

You understand that this entire form and the results of any NCAA drug test you may take are part of your educational records. These records are protected by the Family Educational Rights and Privacy Act of 1974 and they may not be disclosed without your consent.

You give your consent to disclose only to authorized representatives of this institution, its athletics conference (if any) and the NCAA, except as permitted in the Drug-Testing Consent form, the following documents:

1. This form;
2. Results of NCAA drug tests and related information and correspondence;
3. Results of positive drug tests administered by non-NCAA national or international sports governing body;
4. Any transcript from your high school, this institution, or any junior college or any other four-year institutions you have attended;
5. Precollege test scores, appropriately related information and correspondence (e.g., testing sites, dates and letters of test-score certification or appeal), and where applicable, information relating to eligibility for or conduct of nonstandard testing;
6. Graduation status;
7. Your social security number and/or student identification number;
8. Race and gender identification;
9. Diagnosis of any education-impact disabilities;
10. Accommodations provided or approved and other information related to any education-impact disabilities in all secondary and postsecondary schools;
11. Records concerning your financial aid; and
12. Any other papers or information pertaining to your NCAA eligibility.

You agree to disclose these records only to determine your eligibility for intercollegiate athletics, your eligibility for athletically related financial aid, for evaluation of school and team academic success, for awards and recognition programs highlighting student-athlete academic success (e.g. elite 88), for purposes of inclusion in summary institutional information reported to the NCAA (and which may be publicly released by it), for NCAA longitudinal research studies and for activities related to NCAA compliance reviews and athletics certification. You will not be identified by name by the NCAA in any such published or distributed information. This consent shall remain in effect as long as any issues regarding the purposes listed above exist.

You also agree that information regarding any infractions matter in which you may be involved may be published or distributed to third parties as required by NCAA policies, bylaws or procedures.

Date ___________________________  Signature of Student-Athlete ___________________________
Part III: Affirmation of Status as an Amateur Athlete.

You affirm that you have read and understand the NCAA amateurism rules.

By signing this part of the form, you affirm that, to the best of your knowledge, you have not violated any amateurism rules since you requested a final certification from the Eligibility Center or since the last time you signed a Division I student-athlete statement, whichever occurred later.

You affirm that since requesting a final certification from the Eligibility Center, you have not provided false or misleading information concerning your amateur status to the NCAA, the Eligibility Center and the institution’s athletics department, including administrative personnel and the coaching staff.

____________________________________________  _________________________
Name (Please Print)  Date

Signature of Student-Athlete

Part IV: Promotion of NCAA Championships, Events, Activities or Programs.

You authorize the NCAA [or a third party acting on behalf of the NCAA (e.g. host institution, conference, local organizing committee)] to use your name or picture in accordance with bylaw 12.5.1.1, including to promote NCAA championships or other NCAA events, activities or programs.

____________________________________________  _________________________
Name (Please Print)  Date

Signature of Student-Athlete  Date
Part V: Results of Drug Tests.

1. Future positive test – all student-athletes sign.

   Should I test positive for a substance banned by the NCAA and/or by a non-NCAA national or international sports governing body; violate their drug protocol; or fail to show for their drug test, at any time after I sign this statement, I acknowledge I must report the results to my director of athletics.

   ______________________________________________
   Name (Please Print)

   ________________________________________________
   Signature of Student-Athlete                     Date

2. Positive test by NCAA or other sports governing body – Sign either A or B.

   A. No positive drug test.

   I affirm that I have never tested positive for a substance banned by the NCAA and/or by a non-NCAA national or international sports governing body; or violated their drug-testing protocol; or failed to show for their drug test.

   ______________________________________________
   Name (Please Print)

   ________________________________________________
   Signature of Student-Athlete                     Date

   B. Positive drug test.

   I have tested positive for a substance banned by the NCAA and/or by a non-NCAA national or international sports governing body; or violated their drug-testing protocol; or failed to show for their drug test. Should I consequently transfer, I am obligated to report this to the transferring institution.

   ______________________________________________
   Name (Please Print)

   ________________________________________________
   Signature of Student-Athlete                     Date

   ___________________  ___________________  ___________________
   Date of test        Organization conducting test  Substance

   Are you currently under such a drug-testing suspension?  Yes _______  No ________
Part VI: Incoming Transfers – Previous Involvement in NCAA Rules Violation(s).

Have you previously attended a four-year NCAA Division I, II or III institution?

Yes _______     No _______

If yes, what is the name(s) of the institution(s)?

Are you aware of any NCAA violations you were involved in while previously attending an NCAA institution?

Yes __________   No __________

If yes, did this violation result in your being withheld from competition while attending your previous institution?

Yes __________   No __________

If you answered yes to either of the above questions, please provide an explanation.

_____________________________________________________________________

_____________________________________________________________________

Part VII: Incoming Freshmen – Affirmation of Valid ACT or SAT Score.

You affirm that, to the best of your knowledge, you have received a validated ACT and/or SAT score. You agree that, in the event you are or have been notified by ACT or SAT of the possibility of an invalidated test score, you will immediately notify the director of athletics of your institution. You affirm that all information provided to the NCAA, the Eligibility Center and institution’s admissions office is valid and accurate, including high school attendance, completion of coursework and high school grades. You affirm that you did not fraudulently earn your qualifying ACT or SAT score by having someone else take the test for you, copying answers from another person taking the test, etc.

Name (Please Print) ___________________________ Date ___________________________

Signature of Student-Athlete

**Drug-Testing Consent – Division I**

**Do with this form:** Sign and return it to your director of athletics or his or her designee before you first compete. This form is to be kept in the director of athletics’ office for six years.

Questions regarding this form should be referred to your director of athletics or your institution’s NCAA compliance staff, or you may contact the NCAA at 317/917-6222.
For: Student-athletes.
Action: Sign and return to your director of athletics.
Due date: At the time your intercollegiate squad first reports for practice or the Monday of the institution’s fourth week of classes, whichever date occurs first.
Required by: NCAA Constitution 3.2.4.7 and NCAA Bylaws 14.1.
Purpose: To assist in certifying eligibility.

**Requirement to sign Drug Testing Consent Form.**

Name of your institution: Appalachian State University

You must sign this form to participate (i.e., practice or compete) in intercollegiate athletics per NCAA Constitution 3.2.4.7 and NCAA Bylaws 14.1.4. If you have any questions, you should discuss them with your director of athletics.

**Consent to Testing.**

You agree to allow the NCAA to test you in relation to any participation by you in any NCAA championship or in any postseason football game certified by the NCAA for the banned drugs listed in Bylaw 31.2.3 (attached). Additionally, if you participate in a NCAA Division I sport, you also to be tested on a year-round basis.

**Consequences for a positive drug test.**

By signing this form, you affirm that you are aware of the NCAA drug-testing program, which provides:

1. A student-athlete who tests positive shall be withheld from competition in all sports for a minimum of 365 days from the drug-test collection date and shall lose a year of eligibility;

2. A student-athlete who tests positive has the opportunity to appeal the positive drug test;

3. A student-athlete who tests positive a second time for the use of any drug, other than a “street drug” she shall lose all remaining regular-season and postseason eligibility in all sports. A combination of two positive tests involving street drugs (e.g., marijuana, THC or heroin), in whatever order, will result in the loss of an additional year of eligibility;

4. The penalty for missing a scheduled drug test is the same as the penalty for testing positive for the use of a banned drug other than a street drug; and

5. If a student-athlete immediately transfers to a non-NCAA institution while ineligible because of a positive NCAA drug test, and competes in collegiate competition within the 365 day period at a non-NCAA institution, the student-athlete will be ineligible for all NCAA
regular-season and post-season competition until the student-athlete does not compete in collegiate competition for a 365 day period.

Signatures.

By signing below, I consent:

1. To be tested by the NCAA in accordance with NCAA drug-testing policy, which provides among other things that:
   a. I will be notified of selection to be tested;
   b. I must appear for NCAA testing or be sanctioned for a positive drug test; and
   c. My urine sample collection will be observed by a person of my same gender.

2. To accept the consequences of a positive drug test;

3. To allow my drug-test sample to be used by the NCAA drug-testing laboratories for research purposes to improve drug-testing detection; and

4. To allow disclosure of my drug-testing results only for purposes related to eligibility for participation in NCAA competition.

I understand that if I sign this statement falsely or erroneously, I violate NCAA legislation on ethical conduct, and will jeopardize my eligibility.

_______________________ ________________________________
Date Signature of student-athlete

_______________________ ________________________________
Date Signature of parent (if student-athlete is a minor)

Name (please print) ________________________________ Date of birth __________ Age __________
Home address ____________________________________________________________________________

Sport(s) ______________________________________________________________________________

What to do with this form: Sign and return it to your director of athletics at the time your intercollegiate squad first reports for practice or the Monday of the institution's fourth week of classes (whichever date occurs first). This form is to be kept on file at the institution for six years.

2010-11 NCAA Banned Drugs

1. The NCAA bans the following classes of drugs.

   a. Stimulants;
b. Anabolic Agents;
c. Alcohol and Beta Blockers (banned for rifle only);
d. Diuretics and Other Masking Agents;
e. Street Drugs;
f. Peptide Hormones and Analogues;
g. Anti-estrogens; and
h. Beta-2 Agonists.

Note: Any substance chemically related to these classes is also banned.

The institution and the student-athlete shall be held accountable for all drugs within the banned drug class regardless of whether they have been specifically identified.

2. Drugs and Procedures Subject to Restrictions.
   a. Blood Doping;
   b. Local Anesthetics (under some conditions);
   c. Manipulations of Urine Samples;
   d. Beta-2 Agents permitted only by prescription and inhalation; and
   e. Caffeine if concentrations in urine exceed 15 micrograms/ml.

3. NCAA Nutritional/Dietary Supplements Warning.
   • Before consuming any nutritional/dietary supplement product, review the product and its label with your athletics department staff!
     (1) Dietary supplements are not well regulated and may cause a positive drug test result.
     (2) Student-athletes have tested positive and lost their eligibility using dietary supplements.
     (3) Many dietary supplements are contaminated with banned drugs not listed on the label.
     (4) Any product containing a dietary supplement ingredient is taken at your own risk.

It is your responsibility to check with the appropriate athletics staff before using any substance.

Some examples of NCAA Banned Substances in Each Drug Class

[Note: There is no complete list of banned drug examples!]

Check with your athletics staff before you consume any medication or supplement.
1. **Stimulants.**
e.g., amphetamine (Adderall; caffiene (guarana); cocaine; ephedrine; testosterone, fenfluramine (Fen); methamphetamine; methylphenidate (Ritalin); phentermine (Phen); syneprine (bitter orange); etc.

*Exceptions:* phenylephrine and pseudoephriine are not banned.

2. **Anabolic Agents.** (sometimes listed as a chemical formula, such as 3,6,17-androstenetrione).
e.g., boldenone, clenbuteral, DHEA; nanrolole; stanozolol; testosterone; methasterone; androstanedione; norandrostanedione; methandienone; etiocholanolone; trenbolone; etc.

3. **Alcohol and Beta Blockers.** (banned for rifle only)
e.g., alcohol; atenolol; metoprolol; nadalol; pindolol; propanolol; timolol; etc.

4. **Diuretics and Masking Agents.** (water pills)
e.g., bumetanide; chlorothiazide; furosemide; hydrochlorothiazide; probenecid; spironolactone (canrenone); triameterene; trichloromethiazide; etc.

5. **Street Drugs.**
e.g., heroin; marijuana; tetrahydrocannabinol (THC); no other substances are classified as NCAA street drugs).

6. **Peptide Hormones and Analogues.**
e.g., Human growth hormone (hGH); human chorionic gonadotropin (hCG); erythropoietin (EPO); etc.

7. **Anti-Estrogens.**
e.g., anastrozole, tamoxifen; formestane; 3,17-dixo-o-ehol-1,4,6-triene(ATD); etc.

8. **Beta-2 Agonists.**
e.g., bambuterol; formoterol; salbutamol; salmeterol; etc.

Any substance that is chemically related to the class of banned drug is also banned (unless otherwise noted!)

Note: Information about ingredients in medications and nutritional/dietary supplements can be obtained by contacting the Resource Exchange Center, REC, 877-202-0769 or www.drugfreesports.com/rec Password ncaa1, ncaa2 or ncaa3.]

It is your responsibility to check with your athletics staff before using any substance.

**APPENDIX E**

**CONTACT DIRECTORY FOR ATHLETICS**

<table>
<thead>
<tr>
<th>Category</th>
<th>Contact</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dir. of Acad. Advising for S-A’s</td>
<td>Kim Sherrill</td>
<td>262-4038</td>
<td>sherrillk</td>
</tr>
</tbody>
</table>
Academic Advisor  Pierre Banks  262-7628  bankspm
Academic Advisor  John Sevier  262-2808  sevierjn
Administrative Assistant  Gina Arnette  262-7825  arnetteg
Director of Athletics  Charlie Cobb  262-7825  cobbc
Sr. Assoc. AD-Development  Rick Beasley  262-6653  beasleyyr
Sr. Assoc. AD/Senior Woman Admin.  Debbie Richardson  262-2496  rchrdsnd
Assoc. AD for Internal Operations/Football  Jay Sutton  262-7093  suttonj
Associate AD for ASN/Men’s Basketball  David Jackson  262-2018  jacksonod
Associate AD for Facilities & Construction  Troy Heustess  262-7768  heustssht
Baseball  Chris Pollard  262-6097  pollardec
Basketball (Men)  Jason Capel  262-3081  capeljm
Basketball (Women)  Darcie Vincent  262-3081  vincentdl
Business Manager  Amy Crumpler  262-4012  crumpleraw
Cheerleaders  Amanda Hamilton  262-7882  asope65056@gmail.com
ISP Sports Marketing  Bob Campbell  263-0927  bcampbell@ispsports.com
Director of Continuing Eligibility  Jonathan Reeder  262-7914  reederjb
Director of Game Operations  Doug Justice  262-8447  justiced
Director of Team Services  Josh Thompson  262-2266  thompsonjm1
Equipment Assistant  John Welch  262-7336  welchje
Faculty Athletics Representative  Dr. Alan Hauser  262-2420  hausera
Field Hockey  Brandi Alexander  262-7238  alexander
Financial Aid - Athletics Contacts)  Amy Crumpler/Debbie Richardson  262-4012/262-2496
Financial Aid - (Athletics Contact)  Teresa Johnson  262-2583  johnsont
Football  Jerry Moore  262-2501  watsond
Golf (Men)  Bill Dicus  262-2497  dicusw
<table>
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<tr>
<th>Position</th>
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<td>Golf (Women)</td>
<td>Heather Brown</td>
<td>262-8982</td>
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<tr>
<td>Director of NCAA Rules Compliance</td>
<td>Barbara Green</td>
<td>262-7843</td>
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<td>Director of CHAMPS/Life Skills Program/</td>
<td>Erin Justice</td>
<td>262-7855</td>
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<td>Director of Promotions</td>
<td>Samantha Stevens</td>
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<td>Admin. Asst.-Athletic Development/Yosef</td>
<td>Lynda Young</td>
<td>262-3108</td>
<td>younglgt</td>
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<td>Admin. Asst.-Basketball</td>
<td>Kim McConnell</td>
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<td>Denise Watson</td>
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<td>Priya Dass</td>
<td>262-4010</td>
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<td>Receptionist-Athletics Complex</td>
<td>Natalie Harkey</td>
<td>262-7825</td>
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<td>Soccer (Men)</td>
<td>Shawn Pendleton</td>
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<td>Sarah Strickland</td>
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<td>Softball</td>
<td>Shae Wesley</td>
<td>262-7310</td>
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<td>Director of Sports Information (Asst. AD)</td>
<td>Mike Flynn</td>
<td>262-2845</td>
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<td>Mike Kent</td>
<td>262-2529</td>
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<td>Tennis (Men)</td>
<td>Bob Lake</td>
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<td>Steve White</td>
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<td>Track Program Director (Men &amp; Women)</td>
<td>John Weaver</td>
<td>262-3074</td>
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<tr>
<td>Dir. of Sports Medicine</td>
<td>Jason Robey</td>
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<td>Volleyball</td>
<td>Matt Giniopro</td>
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<td>Wrestling</td>
<td>JohnMark Bentley</td>
<td>262-7163</td>
<td>bentleyjmo</td>
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| Yosef Club Director                         | Gerald Adams        | 262-3108 | adamsrg